

TEMPLE UNIVERSITY SUMMER PROGRAMS PAYMENT POLICY & REFUND POLICY

Fee Payment Policy

All students must pay tuition and fee charges at the applicable rate and a one-time program deposit. In addition, certain programs have other mandatory charges for meals, housing, and other program fees. Students using Temple-arranged housing must pay the housing charges and housing deposit. Please refer to the program estimated costs on our website for details of billable charges and non-billable costs and estimates.

PAYMENT IS DUE AS FOLLOWS:

Program Deposit: A deposit of \$200 is payable within 2 weeks of acceptance. The \$200 program deposit is credited to a student's account, and will appear on the student's bill as a credit. Please note that this deposit is non-refundable if a student withdraws from the program.

Housing Deposit: A deposit of \$200 is payable if a student chooses Temple-arranged housing (for some programs, students must choose Temple-arranged housing). A due date for the deposit will appear in the pre-departure postings of a student's Program Home Page. The \$200 housing deposit is credited to the student's account, and will appear on the student's bill as a credit. Please note that this deposit is non-refundable if a student withdraws from the program.

Tuition, Housing and other Fees: Tuition and all other fees are payable when billed according to Temple's standard billing practice. Typically, initial bills for summer session I programs are issued in April with a due date in early May. Initial bills for summer session II programs are typically issued in May with a due date in early June.

Temple University utilizes an electronic billing system. **NO PAPER BILLS WILL BE SENT.** In order to access invoices electronically, students will need a Temple email address. **Temple students** already have a Temple email address and should be familiar with the electronic billing system. **Non-Temple students** have been sent instructions on activating their Temple email accounts, along with additional billing and payment information.

Refund Policy

In order to determine a student's eligibility for refunds of any fees, International Programs must first receive written notice of withdrawal from the student either by a signed letter or email. International Programs cannot accept notice of withdrawal by any other means, including phone calls or letters from parents. The only exception to this would be if a student were incapacitated. In this case the student's parents or guardians should contact International Programs.

Program and Housing Deposits: The \$200 program deposit and \$200 housing deposit are non-refundable should a student withdraw from the program.

Housing Fees: Please note that Temple makes a commitment to housing partners abroad on behalf of students immediately after the due date of students' housing forms and deposits. If a student withdraws from the program or from Temple-arranged housing after the due date and before the start of the program, Temple will attempt to obtain a refund of the housing costs, but students need to know that a refund may not be possible and students may be liable for the full costs of housing and will be billed accordingly. By the time students arrive on-site, Temple has made irrevocable commitments on their behalf. Students withdrawing from the program or leaving their Temple-arranged housing at or after the start of the program will receive no refund. If a student is responsible for damages or missing items, Temple University will bill the student for the outstanding amount.

Other Program Fees (where applicable): Once charges are posted to student accounts and initial bills are generated, Temple makes commitments on behalf of students for various activities and services covered by program fees (if any) such as orientation events, meals, insurance, and excursions, if they are offered as part of the program (please refer to the program home page for details of any other program fees). If a student withdraws from the program before initial bills are issued (see above for approximate initial billing dates), other program fees (if any) are refundable. After bills are issued, Temple will attempt to obtain a refund, but students need to be aware that a refund of program fees after the initial billing date may not be possible.

Tuition: With some exceptions (see * below) students may receive a full refund of tuition up to the end of the second week of classes provided the proper drop/add form and formal notice of withdrawal are completed and submitted in time. After this, refunds are not possible, though there is provision for petitioning for a refund of tuition after the end of the second week of classes if there are extenuating circumstances. For Temple's refund policy concerning tuition please check the following web site: http://www.temple.edu/bulletin/Enrolling/financial_information/tuition_fees/fininfo_tuition_fees.shtm

* Some of Temple's summer programs involve partnerships with schools abroad. This information can be found on our website. For these programs Temple makes financial commitments on behalf of students to the partner institution; the amount of any tuition refund will depend upon what, if any, refund can be secured from the partner. If a student withdraws from the program before initial bills are generated, full tuition is refundable. If a student withdraws after bills are issued, Temple will attempt to obtain a refund, but students need to be aware that a refund of tuition after the initial billing date is subject to the policies of our partners abroad.

Temple reserves the right to amend prices to reflect changes in economic conditions.