



Office of International Programs

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Charleston, South Carolina
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Trip Deposit Refunds to Participants

1. Deposited monies in excess of the individual amount required for trip participation will be refunded to affected participants at the conclusion of the trip.
2. Participants desiring refunds of excess funds prior to departure must request such in writing using the *Request for Pre-Departure Refund of Deposited Monies* form .
3. Refunds which result from a participant's voluntary withdrawal from the trip, will be for the full amount deposited *minus* the participant's initial deposit and any fees or costs incurred as a result of cancellation or modification of existing transportation and accommodation reservations.
4. No refunds of monies will be granted for premature departure from a study trip that is the result of disciplinary action.
5. Refunds for premature departure from a study trip that is the result of medical emergency, family emergency, or other unanticipated cause will be the balance of unexpended funds *minus* any fees or costs arising from cancellation or modification of existing transportation and accommodation reservations.