

The London Scholars Program Fall 2023
PAYMENT and WITHDRAWAL POLICY

A. OVERVIEW:

Northeastern University's London Scholars Program (Program) provides first-year students with integrated academic experiences outside the classroom in an international location – Northeastern University Global Network Campus NU London.

Advance planning and commitments are required of the Program on your behalf to support your participation in the Program. The Program is required to make advance financial commitments to travel agents, vendors, and the partner institution to secure items such as and not limited to, housing, classroom space, and co-curricular activities. Therefore, should you withdraw from the Program at any time after May 1, you will be responsible for the terms provided within this policy. You are urged to plan carefully and are required to review this policy in advance of your commitment to the Program.

B. DEFINITIONS

- a. **Charge** refers to the amount of the Program Fee owed by Student/Participant.
- b. **London Network Campus** refers to the Northeastern University networked campuses in London, England where Program provisions are provided for the London Scholars students.
- c. **Program Fee** refers to the total billable cost by Northeastern to the student for participation in the London Scholars Program. The Program fee includes such costs as tuition, housing, group flights, and activities and orientations.
- d. **Refund** refers to the repayment of all or part of the Program Fee to the Student/Participant.
- e. **Student/Participant** refers to an enrolling student into Northeastern's London Scholars Program.

C. PAYMENT TERMS

- a. **Enrollment Deposits:**
 - i. There is one required program enrollment deposits:
 - 1. \$1200, due May 1, 2023
 - ii. The enrollment deposit secures your enrollment in the London Scholars Program and is applied to your Program fee.
 - iii. The deposit is non-refundable.
 - iv. If a deposit is not timely made, your enrollment in the Program will be forfeited.
- b. **Program Fee:**
 - i. The 2023 Program fee is \$81,472.
 - ii. 50% of your program fee will be due by July 5, 2023 for the fall semester.
 - iii. 50% of your program fee will be due by November 30, 2023 for the spring semester.
- c. **Tuition Pay Option:**
 - i. Those electing to participate in the Flywire monthly payment plan may begin their payments on July 15, 2023 for a 5 monthly installment plan or August 15, 2023 for a 4 monthly installment plan. To learn more, go to [Student Financial Services, Payment Methods](#).

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D. REFUNDS and CHARGES

a. Conditions for Refunds:

- i. The potential for a refund depends upon the type and timing of your withdrawal from the London Scholars Program. These include removal, voluntary withdrawal, failure to take action to obtain the appropriate immigration status, or Program cancellation/suspension. Please refer to section E. below for more information.
- ii. Depending on the timing of the student removal from the program. Students and families are still accountable to a percentage of the program fee. See information below (section D. b).

b. Participant Charges Schedule:

2023 Dates*	Percentage Charged
May 1, 2023 – Sept. 23, 2023 (including week 1 – week 3)	0% charged (minus deposits)
Sept. 24, 2023 – Oct. 1, 2023 (week 4)	40% charged (minus deposits)
Oct. 2, 2023 – Oct. 8, 2023 (week 5)	60% charged (minus deposits)
Oct. 9, 2023 – end of semester (Dec. 16, 2023) (after week 5)	100% charged and no refund (minus deposits)

2024 Dates*	Percentage Charged
Dec. 17, 2023 (Prior to Spring Semester start) – Jan 29, 2024 (including week 1 – week 3)	0% charged (minus deposits)
Jan. 30, 2024 – Feb. 6, 2024 (week 4)	40% charged (minus deposits)
Feb. 7, 2024 – Feb. 14, 2024 (week 5)	60% charged (minus deposits)
Feb. 15, 2024 – end of semester (April 27, 2024) (after week 5)	100% charged and no refund (minus deposits)

**please see section G for specific dates.*

c. Grant/Scholarship Retention:

- i. The London Scholars Program offers a very limited number of grants/scholarships. In the event a student has been awarded a grant/scholarship and later withdraws from the Program, the student may retain a portion of their grant/scholarship based on the following schedule:

Fall Semester	Percentage Retained
May 1, 2023 – Week 3	0% retention of grant/scholarship
Week 4	40% retention of grant/scholarship
Week 5	60% retention of grant/scholarship
After Week 5	100% retention of grant/scholarship

Spring Semester	Percentage Retained
Prior to semester start – Week 3	0% retention of grant/scholarship

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Week 4	40% retention of grant/scholarship
Week 5	60% retention of grant/scholarship
After Week 5	100% retention of grant/scholarship

Note: in the event that retained grant/scholarship was in excess of charges, Northeastern reserves the right to reduce the grant/scholarship to equal billed charges.

E. WITHDRAWAL FROM THE LONDON SCHOLARS PROGRAM

a. Medical Leave of Absence (University Health and Counseling Services Policy):

- i. A participant leaves the Program due to medical reasons, as supported by a treating physician;
- ii. If a student is granted a Medical Leave of Absence, a program fee refund will be processed upon approval for the leave of absence from University Health and Counseling Services (UHCS), based on information shared in D.b. The student is temporarily withdrawn from the university until approved to return by UHCS.
- iii. **Voluntary Withdrawal Process:**
 1. Participants considering withdrawal prior to the program start date, must contact londonscholarsadmissions@northeastern.edu
 2. Participants considering withdrawal after the start of the Program must contact the London Scholars on-site staff or email londonscholarsadmissions@northeastern.edu
 3. London Scholars on-site staff will assist each participant in making an informed decision based on their circumstances and will refer them to Admissions or other University offices as appropriate.

b. Removal from the London Scholars Program

- i. If a participant is asked to leave the London Scholars Program in connection with violation of any applicable policy or law:
 1. No refund will be granted
 2. Northeastern fall admission status (post intended program completion) will be reviewed and may be rescinded.

c. Failure to Obtain Appropriate Immigration Status

- i. Students are responsible for obtaining and maintaining the appropriate immigration status for their time with the London Scholars program prior to the program start date. All immigration permissions, including student visas and residence permits, are granted at the sole discretion of the appropriate consular authority or port of entry officer.
- ii. Northeastern University has no influence on the outcome of immigration applications and no ability to inquire about an individual visa application or residence permit application, or to expedite the process for an individual student.

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- iii. Failure to take steps to timely obtain the appropriate immigration status prior to the start of the program may result in ineligibility to participate in the London Scholars Program.
- iv. We understand there may be extenuating circumstances in obtaining proper documentation. Students must immediately notify the London Scholars Program if they encounter any issues in obtaining the appropriate immigration status for their time throughout the London Scholars Program to evaluate any available options.

F. PROGRAM CANCELLATION/SUSPENSION

- a. In the event Northeastern University, in its discretion, makes a decision to suspend or cancel a program, all participants are required to return immediately to their home country or otherwise relocate as directed by the University.
- b. If the Program is suspended or canceled, then the University may provide an alternative learning option, such as a transfer to another London Scholars Program destination or participation in another Northeastern sponsored learning program.
- c. If an alternative learning program is not possible, then the university will credit students the program fee and deposits toward future semester(s) at Northeastern University.

G. ADDITIONAL INFORMATION

- a. **2023 London Scholars Locations and Dates**

London Scholars Location	Arrival Date	Departure Date
NU London	September 3, 2023 January 8, 2024	December 16, 2023 April 27, 2024

H. SIGNATURE

By signing below, I acknowledge that I have read, understand, and will abide by the London Scholars Payment and Withdrawal Policy.

Date

London Scholars Location

Student Signature (electronic)

Print Student Name

Student NUID

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If participant is under 18 years old, please have parent/legal guardian sign

Parent/Guardian Signature (electronic)

Print Parent Guardian Name