

Financial Responsibility Agreement

At the time of registration to any faculty-led program during any semester or term, every student is required to review and accept the Office of International Studies & Programs (OISP) Financial Responsibility Agreement, the terms of which follow below.

OISP Financial Responsibility Agreement

I hereby agree to pay the balance of my faculty-led program costs by one of the three options stated in this agreement.

PAYMENT OPTION 1 – Academic Year Plan (Summer Programs Only)

- 1st payment – 30% of program costs paid by September 1st
- 2nd payment – 50% of program costs paid by December 1st
- Final Payment – 100% of program costs paid by April 1st

PAYMENT OPTION 2 - 1 Semester Payment Plan (Winter Intersession/Summer Programs)

- 1st payment – 50% of program costs paid by September 1st/March 1st
- Final Payment – 100% of program costs paid by December 1st/May 1st

PAYMENT OPTION 3 - Pay in Full

- Final Payment – 100% of program costs paid by September 1st/March 1st

I understand that I will automatically be enrolled into either payment plan options 1 or 2, once my faculty-led program registration fee has been paid unless I have indicated to OISP which option I would want to participate in at the time of enrollment to the faculty-led program. ____ (initial)

I will pay remaining installment payments on or before the due date specified for each installment. ____ (initial)

I understand that if I am awarded monies from the Study Abroad Scholarship, those funds will post towards my final payment and I am still responsible for paying the installment payments as scheduled. ____ (initial)

I understand that even though I'm enrolled in either payment options 1 or 2, there may still be specific payment deadlines for pre-departure services (i.e. airfare, lodging, provider services, etc.) that will be required and outside of the scheduled installment dates. ____ (initial)

I acknowledge that my faculty leader and/or OISP office cannot make any pre-departure purchases (i.e. airfare, lodging, provider services, etc.) on my behalf unless I have made payment towards my program balance to cover those expenses as per university policy. ____ (initial)

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I acknowledge that my program costs must be paid in full on or before the final payment deadline or I will jeopardize my attendance for the program. I also acknowledge that if my program costs are not paid in full by the departure date of my faculty-led program, Texas A&M University-Kingsville will not permit my attendance to the program. ____ (initial)

I understand that the payment options available to me, can only cover the costs for the program and does not include the tuition & fees for the academic course associated to my faculty-led study abroad program. ____ (initial)

I understand that it is my responsibility to work directly with the Business Office in regards to the tuition & fees associated with my faculty-led program and will need to contact the office once the tuition & fees have posted to my student account to make any payment arrangements before the university's payment deadlines for that semester. ____ (initial)

I understand it is my responsibility to read and sign FORM OISP-105, TAMUK Faculty-Led Program Withdrawal Policy, regarding the policy and procedures if I choose to withdraw from my faculty-led program before the departure date. ____ (initial)

I, _____, affirm that I have read and agree to abide by the policies set forth in this document
(Print name)
in regards to the faculty-led program to _____.
(Program Location)

Student Signature

K _____
Date

OISP Staff Signature

Date