

7. Tuition & Fees Agreement

First Name _____ Last Name _____

Email Address _____ Phone Number _____

Permanent Street Address _____

City _____ State _____ Zip Code _____

The purpose of this form is to make participants fully aware of all terms and stipulations related to tuition and fees paid to Star Service & Study Abroad. Partner organization are in no way responsible for participant payments and all monies must be paid to Star Service & Study Abroad in full by the appropriate deadline(s). By signing this form participants agree to abide by the terms outlined below.

Payment Deadlines

I understand that my entire SSSA fee must be remitted no later than the due date as defined on the “Deadlines” page of the Star Service & Study Abroad website. If I am a financial aid, scholarship or grant recipient (i.e. recipient of external funds), I agree to pay SSSA’s tuition and fees promptly upon receipt of my external funds. If my external funds are delayed or are scheduled to arrive after SSSA’s payment deadline, I will notify SSSA immediately upon notice. Further, if my external funds do not cover the full amount of SSSA’s program costs, I will remit the difference to SSSA by the deadline date (or the agreed upon date in the case of a delay). Should I fail to make payment by the SSSA deadline or provide documentation of my external funds and expected date of delivery, I understand that I forfeit my privilege to participate with SSSA.

Scholarships & Deadline Forgiveness

I understand that Star Service & Study Abroad does not offer scholarships or discounts and that I must look for external financial resources if I am interested in receiving some form of financial aid. I am aware that there is extensive information and numerous external resources available for my review on the “Financial Aid” page of Star Service & Study Abroad’s website. I understand that if I experience financial difficulties, I may contact SSSA directly to request a payment plan. Star Service & Study Abroad makes decisions in regards to deadline forgiveness on a case-by-case basis and reserves the right to approve or reject any request.

Tuition & Fees

I understand that my tuition & fees cover the following expenses: classes, lectures, housing, meals, SSSA activities, SSSA excursions and daily transportation costs. Monies paid directly to SSSA in the form of

tuition & fees do not cover the costs of visas, passports, airfare or vaccinations. I understand that it is my responsibility to pay my program tuition & fees in full to SSSA and secure my visa, passport, airfare and vaccinations independently from SSSA as these services are provided through third parties who are in no way affiliated with the Star Service & Study Abroad program.

Refund Policy

I understand that Star Service & Study Abroad does not grant refunds for any reason. If my participation in the SSSA program ends early for any reason, I will not receive a refund of the tuition & fees previously paid. Reasons for termination of my participation may include (but are not limited to) medical conditions (such as sickness, injury, mental illness or depression), expulsion as a result of disciplinary action, family matters in my home country, and/or unforeseen personal circumstances. If I am receiving financial aid, scholarship or grant monies, it is understood that full payment for tuition and fees has been committed by me. Thus the external funds paid are subject to these terms and will not be refunded.

Early Leave

I understand that if I am required to terminate my participation with SSSA prior to the program's end date for non-disciplinary reasons (such as medical conditions or family emergencies), I will be responsible for my return flight to the United States (or other destination if traveling outside of the United States). SSSA will arrange for my domestic transportation from our program site to the Kotoka International Airport in Accra. However, SSSA takes no responsibility for airfare, changes in flight itineraries and any and all issues pertaining to air travel. If my early termination is *not* a result of disciplinary action, I will still have access to the services and accommodations provided by SSSA (such as lodging and meals) as I await my departure.

Extended Stays & Visitor Policy

I understand that SSSA participants are not allowed to have any outside visitors for the duration of the program. Visitors include (but are not limited to) family members, spouses, friends, colleagues and all individuals who are not affiliated with the SSA program and are interested in coming to the program site to socialize and/or engage with participants. Visitors are not allowed to come for the duration of the program and are forbidden from accessing the accommodations provided by SSSA (such as lodging, meals and/or transportation). I understand that in the case of unique circumstances (such as a professor from my home university who happens to be doing research in the area or a relative who is an expatriate in Ghana), I may promptly notify SSSA's directors and make a Visitor Request and they will then make a decision on a case-by-case basis. I understand that I may choose to extend my stay beyond the program dates. During this time I will not be affiliated with SSSA in any way nor will I be under SSSA's administration therefore I may receive visitors while in Ghana.

Additionally, I understand that in the case of expulsion I must leave the SSSA premises however, I am not necessarily obliged to leave the country. I understand that if I am expelled from SSSA and choose to extend my stay 1) I will not be affiliated with SSSA in any way nor will I be under SSSA's

administration therefore 2) I will have the choice to extend my stay in Ghana, return to my home country or travel to any destination of my choice (adhering to visa and passport regulations).

I understand that if I choose to extend my stay in Ghana outside of the program dates (whether due to expulsion, to receive visitors or for other reasons) I will not be affiliated with SSSA and SSSA will not be responsible for my safety, housing, meal, transportation or other needs. SSSA takes no responsibility for airfare, changes in flight itineraries and any and all issues pertaining to air travel. During the dates of my extended stay, I will be ineligible to access the housing, lodging, transportation and meal accommodations typically provided by SSSA. I will be solely responsible to pay for my return flight and any other accommodations (such as food and lodging) during my extended stay (whether before or after the program dates).

Expulsions

I understand that if I have been expelled and am required to terminate my participation with SSSA prior to the program's end date for disciplinary reasons, I will be responsible for 1) my return travel and 2) any accommodations that I may require from the written date of my expulsion to the day of my official departure. If I am expelled and choose to leave the country immediately after my written expulsion date, SSSA will arrange for my domestic transportation from our program site to the Kotoka International Airport in Accra. However, SSSA takes no responsibility for airfare, changes in flight itineraries and any and all issues pertaining to air travel. I understand that I will be responsible for my return flight to the United States (or other destination if traveling outside of the United States). In the case of expulsion from the program I understand that 1) I will be ineligible for a refund 2) I will be ineligible to access the housing, lodging, transportation and meal accommodations as provided by SSSA 3) I will be responsible to pay for my return flight and any other accommodations (such as food and lodging) leading to my departure 4) I will not be affiliated with SSSA in any way nor will I be under SSSA's administration therefore SSSA takes no responsibility for me as of on the date of my written expulsion.

By signing this document, I have read, understand, and agree to the terms above.

Signature _____ Date _____