

Study Abroad Drop Program Form

Instructions:

If you have applied for a study abroad program and been accepted, but you have decided not to study abroad, you must fill out this form. Fill in all form fields completely and return this signed form to the Office of Study Abroad in 1158 Blair Hall. Please note: This form is processed the day it is received, NOT the day it is signed. Please contact the Office of Study Abroad if you have questions. Thank you!

Name (last, first): _____ **EIU ID#:** _____

Local Address: _____

Email: _____ **Phone #:** _____

Program Sponsor/Host Institution: _____

Host Location (City, Country): _____

Term(s) being dropped _____ **and (if applicable)** _____

Please comment on why you have decided to drop your study abroad program.

I understand the refund policy that pertains to this program and accept its terms (please refer to the *Refund Policy Form* that you signed with your application to review). If this form is received after the application deadline (for faculty-led and special programs that include airfare), I will be financially responsible for all program costs. I understand that this form will be processed on the date it is received and NOT the date in which I signed the form.

Signature: _____ **Date:** _____

Return this completed form to the Office of Study Abroad in 1158 Blair Hall.