

Cancellation Policy (Fall 2012)

Institutionally Billed Students (Including LUC)

Prior to departure:

If you confirm participation in the program and then withdraw, you will be billed for a cancellation fee based on the dates below. Students who withdraw from the program prior to departure must express their intent in writing to Kelly Heath in The Beijing Center Chicago Office at kheath2@luc.edu.

Cancellation Fees Calendar

On or After November 15 th	\$100
On or After December 8 th	\$500
On or After January 4 th	\$1,000

After Arrival:

If a student withdraws after the first day of the program orientation in Beijing, the full program fee is retained by TBC. Exceptions may be made on a case-by-case basis. To express their intent to withdraw after the program has begun, students should speak with a staff member at TBC in China. There is no credit or refund for a student who is suspended or expelled from the program for any reason.