

Smith Warehouse
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DUKE UNIVERSITY
Global Education
OFFICE FOR UNDERGRADUATES

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Duke Summer Study Abroad Withdrawal or Early Termination Notification

Name of Duke-administered ('Duke-in') summer program: _____

Date of withdrawal: _____

In withdrawing from my study abroad program, I understand that the refund policy outlined in the summer 'Authorization and Consent' form and on the 'Commitment to Participation' form applies to my actions. **Additionally, I acknowledge that I must resolve the implications of my actions with the Office of Financial Aid if I am a recipient of summer financial aid.**

In withdrawing from or terminating my study abroad program **after** the summer program has begun, but before its scheduled end date, I acknowledge that I will not be entitled to any refund of tuition or program fees from Duke University, and I will be held responsible for paying these charges in full.

Student recipients of summer financial aid are advised by the Duke Global Education Office for Undergraduates (GEO-U) to contact their Duke financial aid advisor before they officially withdraw from the summer program to discuss financial implications that may result.

I understand that Duke University academic credit is available only for those courses which I have completed and earned a passing grade. Students participating in Duke-administered programs who leave the program after the first three days will receive a notification of 'W' on their academic record, as determined by the faculty director. **Finally, I agree to notify the faculty director and appropriate host institution staff of my early withdrawal.**

Student Signature: _____

Today's Date: _____

Printed Name: _____

Signature of Faculty Director: _____

Please fax to the Duke GEO-U at 919-684-3083 or mail to the Duke Global Education Office for Undergraduates, Smith Warehouse, 114 S. Buchanan Blvd., Bay 6, 2nd Floor, Box 90057, Durham, NC 27708-0057.

For Office Use Only

Assoc. Dean Signature _____ Date _____

Notification:

Registrar- (grades/study agreement (DK) _____ Date: _____
Program (PP/NG) _____ Date: _____ Fin. Aid (DK) _____ Date: _____

University/Third Party (PP/NG) _____ Bursar (DK) _____ PS Status (DK) _____

Count (VC) _____ Country (VC) _____ File (DK) _____