2027 STUDY AWAY PAYMENT AGREEMENT & PRE-REGISTRATION REQUEST FORM

Student Accounts Office (630) 844-5470

Student's Name _____

Student's ID Number_____

***Check Box of Trip Desired

Spring Break		
	Washington DC: MST-3880 (Spring Break)	Full Travel Cost = $2,995
	Washington DC: HIS-3880 (Spring Break)	Full Travel Cost = $2,995
Summer		
	Panama: SPN-3880 (Summer)	Full Travel Cost = $3,995
	Panama: EDU-3880 (Summer)	Full Travel Cost = $3,995
	Panama: BS-3880 (Summer)	Full Travel Cost = $3,995
	Greece: SWK-3880 (Summer)	Full Travel Cost = $4,995
	Greece: MSW-5880 (Summer)	Full Travel Cost = $4,995
	Greece: PSY-3880 (Summer)	Full Travel Cost = $4,995

Authorization to Register:

Instructor Signature: _____

Director of Global Engagement Signature: _____

Tuition, Fees, and Travel Cost Information

1 **Tuition Charges in Addition to Travel Cost**: $495 per credit hour for summer trip tuition. Spring Break trip tuition is charged as part of the bracketed rate (12-18 credit hours) of $15,250.

2 Travel cost is in addition to tuition charges. Please refer to the course schedule for specific information.

Payment Information - Tuition

3 Tuition is due and payable according to the scheduled due dates. Spring tuition is due on January 15th and Summer tuition is due on May 15th.

4 Please refer to the important dates link for published due dates for tuition charges: https://aurora.edu/student-accounts/important-dates.html

5 E-Bills will be available through the Online Student Accounts Center approximately 30 days prior to the payment due date. Students are responsible for accessing their account through the Self Service to view their statement. If no statement is available, current activity will detail charges due. Account information is available on a 24/ 7 basis. I understand that not viewing an e-Bill does not constitute a valid reason for not meeting payment due dates as shown below. I understand that NO BILLING STATEMENT WILL BE MAILED.

6 Students may use existing account credit balances to cover tuition in later semesters. You may contact the Student Accounts Office for additional information and to request a transfer of an existing credit balance for tuition charges.

Tuition Due Date: January 15th, 2027 (Spring) May 15, 2027 (Summer)

Payment Information – Travel Cost

7 Travel cost deposit ($500) and travel cost final payments are due according to the scheduled due dates below.
   a) Course registration will occur by the Registrar after the trip cost deposit ($500) is paid and Payment Agreement/Pre-Registration form is submitted to the Director of Global Engagement.
8 The deposit is refundable up to the deposit deadline or in the event that the course/trip is cancelled due to low enrollment.
9 The university reserves the right to cancel any planned travel course.

Travel Cost Deposit Payment Due Date: October 8, 2026 (Spring Break) & December 3, 2026 (Summer)
Travel Cost Final Payment Due Date: November 12, 2026 (Spring Break) & February 11, 2027 (Summer)

Summary of All Charges and Due Dates (Payable to Student Accounts):

	Travel Cost Deposit	Travel Cost Balance	Tuition
Spring Break Travel	$500 – Due October 8, 2026	Balance Due November 12, 2026 (and tuition scholarship application due – award notification by December 11, 2026)	*Part of Bracketed Rate - Due January 15, 2027
Summer Travel	$500 – Due December 3, 2026	Balance Due February 11, 2027 (and tuition scholarship application due – award notification by March 31, 2027)	$495 (Undergraduate) or $650 (MSW) per Credit Hour - Due May 15, 2027

Course Desired: (Check Box on Left)		
Spring Break		
	Washington DC: MST-3880 (Spring Break)	Full Travel Cost = $2,995
	Washington DC: HIS-3880 (Spring Break)	Full Travel Cost = $2,995
Summer		
	Panama: SPN-3880 (Summer)	Full Travel Cost = $3,995
	Panama: EDU-3880 (Summer)	Full Travel Cost = $3,995
	Panama: BUS-3880 (Summer)	Full Travel Cost = $3,995
	Greece: SWK-3880 (Summer)	Full Travel Cost = $4,995
	Greece: MSW-5880 (Summer)	Full Travel Cost = $4,995
	Greece: PSY-3880 (Summer)	Full Travel Cost = $4,995

***Note: Tuition and Travel Costs are Charged Separately.**

Past Due Accounts Information for Tuition & Fees

10 Grades, and future registration will be withheld for non-payment of tuition and other charges in accordance with university policies.
11 Should it be necessary to assign an unpaid balance to a licensed collection agency, the holder of the account (i.e., student) will be responsible for all collection costs, including but not limited to collections agency costs, court costs and legal fees, incurred by the university in recovering payment. Pre-payment of charges for any future registration will be required.
12 LATE FEES. Late fees are assessed according to the late fee policy. https://aurora.edu/student-accounts/tuition-and-fees/fees.html

Withdrawal and Refund Policies for Tuition & Fees

13 Once registered, you are responsible for all charges until the date on which a course is dropped in Self Service or until written cancellation is received in the Registrar's Office. Changes in registration may be filed on a Change of Course Petition, be sent by email to the student's academic advisor or the Registrar's Office from an aurora.edu email account, or made by faxing or mailing a signed written request to the Registrar's Office specifying the courses to be dropped. The fax or post mark date will be the effective date of withdrawal. Non-attendance does not constitute withdrawal from the course.
14 Refer to the tuition and fees policy for tuition refunds: https://aurora.edu/student-accounts/important-dates.html

Past Due Travel Cost and Refund Policies

15 If travel cost is not received by the university by those specific deadlines, ability to travel may be denied. Full charges will remain due.
16 The travel cost deposit is refundable up to the deposit deadline or in the event that the course/trip is cancelled due to low enrollment.
17 Travel cost beyond the deposit in not refundable unless the university cancels the trip.

Financial Aid Information

18 Financial aid, if applicable, will only be credited to account balances (including tuition and miscellaneous fees) after files are completed in the Office of Financial Aid and loan funds have been secured. Late fees and/or finance charges will be added to account balances for which financial aid has not yet been credited.

19 I understand that Aurora University will pay allowable direct charges, including tuition, fees, room and meal plan (food), using federal financial aid awarded from Federal Title IV programs (Pell, FSEOG, and Direct Loan programs).

20 **By signing this form, I hereby authorize Aurora University to credit Federal Title IV student aid toward additional miscellaneous expenses (if incurred) such as book vouchers, library fines, parking fines, late fees, room damage charges, lost equipment charges, judicial fines, etc.** My signature confirms that I have read and understand both the contents of this form and that **this authorization is voluntary.** The above authorization will remain in place for the duration of the academic period for which this form is being completed, unless I complete a written request to cancel or modify the authorization, which I may submit to the Student Accounts Office at any time. I understand that I may refuse to authorize any individual item. Such changes would take effect as of the date the request is received at AU and are not retroactive.

21 I understand that if I discontinue my enrollment, any unearned Federal Title IV student aid will be returned to the appropriate student aid programs per the Return of Title IV Funds regulations mandated by the U.S. Department of Education. Withdrawing from courses may reduce or eliminate financial aid based on a student's final enrollment.

Consent for Electronic 1098-T Statement

22 I consent to receive my 1098-T tax form in electronic format through Self Service. The 1098-T will be available for printing and/or viewing no later than January 31st. This consent remains in effect until withdrawn in writing to the Student Accounts Office. Please contact the Student Accounts Office for assistance. A withdrawal of the consent will be confirmed by email to the student's aurora.edu account.

Student Accounts Office
347 S. Gladstone Ave.
Aurora, IL 60506-4892

Tel: 630-844-5470
FAX: 630-844-3831

E-Mail: student.accts@aurora.edu

Pre-trip and Post-trip Course Meetings

23 As a student in a travel study course, you will be required to attend pre-trip orientation and/or course meetings prior to travel. Some travel courses may have post-trip course meeting(s). You are responsible for knowing the dates and times of these meetings. Your presence and participation at these meetings is *mandatory*. Please contact the course's instructor to learn more about the dates and times of these meetings.

Brightspace and Email Use Policy and Course Assignments

24 Prior to the travel dates for this course, students may be expected to complete mandatory readings and assignments. There may also be intense engagement during the trip and post-trip assignments. You may be required to use Brightspace and email extensively prior to this course, during the course, and after the trip dates.

Policy for Students with Disabilities

25 Aurora University values diversity and inclusion and recognizes disability as an aspect of diversity. Our shared goal is to create learning environments that are accessible, equitable, and inclusive. If you anticipate barriers related to the format, requirements, or assessment of this course, you are encouraged first to contact the Disability Resource Office (630-844-5520) in the Academic Support Center, then to meet with the instructor to discuss options or adaptations.

Please note that foreign countries do not have to comply with the public access requirements of the ADA and there may be physical or other barriers to equal access in foreign locales (e.g., medical care, lodgings, restaurants, businesses and other buildings, services or facilities). Students with disabilities are strongly encouraged to research the access and service limitations of the locales to be visited. Further, prior to registering for the travel course (domestic or international), a concerned student should meet with the responsible instructor so that the two can ascertain whether the student will be able to participate in all activities in the travel course or discuss possible participation in alternate activities that meet study objectives.

In signing this document, I acknowledge that I

(1) have read this entire document,
(2) understand and agree to all of the terms and policies stated in the items 1-25,
(3) sign this document knowingly and voluntarily
(4) agree to remit to Aurora University payment in full for tuition and travel cost as specified above, and
(5) have received a copy of this form.

Date: _____ Student Signature: _____

Original: to Student Accounts Office Copy: to Student