

Office of International Programs

409 Washington Ave. Chestertown, MD 21620 oip_wc@washcoll.edu 410-810-7470



Study Abroad Confirmation of Participation and Responsibility Form

Name: _____

Home Address: _____

Dorm room and Campus Tel: _____

SS#: _____ - _____ - _____ WC ID: _____

Program Name/Location: _____

Date of Study Abroad Semesters: _____ Fall _____ Spring _____ Academic Year

Please read the following carefully before you sign at the bottom:

- YES, I confirm my participation in the Washington College Study Abroad Program
- NO, I will not be participating in the Washington College Study Abroad Program.

Should you withdraw from the program after you have signed the *Confirmation of Participation*, you must notify the Office of International Programs in writing. **Please do not anticipate that notifying any other office or person (on campus or off-campus) implies that International Programs has been informed.**

Prior to departure or while abroad, your participation may be interrupted voluntarily (e.g., you decide you don't like the program) or involuntarily (e.g., Washington College cancels the program due to a crisis). Washington College will respond differently in each case, depending on the timing and reason. If the interruption occurs after the Washington College semester has started, we will do our best to place you in classes at Washington College. There is no guarantee that you will be enrolled in your desired classes. The further we are into the semester, the more difficult it may be to place you, and it may be that you will not be able to return to classes at Washington College. Should Washington College cancel the program after the semester has begun, and it is impossible for you to enroll in classes, we will do our best to facilitate independent study credit (no more than 12 credit hours) for that semester. In any case, you will be liable for any fees or expenses (due to either Washington College or the host institution) incurred to date. A refund of the application fee, program fee or any expense is dependent on the timing and reason for program interruption and/or any refund WC may obtain from the host institution.

- I understand it is mandatory that I attend the Pre-departure Orientations, to be held during the semester prior to my departure.
- I understand that I must take a minimum load of courses to be equivalent to at least 12 Washington College Credits.
- I confirm that I will complete the Study Abroad Evaluation Form upon my return.

Student Signature

Date

*This form **must** be completed and returned before you can proceed to the next part of the application process.*

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Study Abroad Confirmation of Participation and Responsibility Form

This form is to be completed by a parent, guardian, and/or responsible party other than the student.

This form will be mailed to the student's home address with a stamped return envelope.

Greetings from the Office of International Programs! Your daughter/son has spent the past months preparing an application to study abroad. Washington College works closely with twenty-six exchange institutions and two study abroad programs. All the programs enable your child to immerse him/herself in university life in a different country and learn from the intercultural experience awaiting him/her.

Below is a financial agreement that we ask that you complete and return to the Office of International Programs.

I/We accept responsibility for payment of any fees and expenses due to Washington College or the study abroad Host Institution, for the above named student, and agree to render payment to Washington College or the Host Institution upon receipt of a statement.

Name of student attending Washington College _____

Name of signatory (printed) _____

Signature _____ Date _____ Relationship _____

Home Phone _____ Work Phone _____ Email: _____

Name of signatory (printed) _____

Signature _____ Date _____ Relationship _____

Home Phone _____ Work Phone _____ Email: _____

*Please return as soon as possible to: **Office of International Programs
Washington College
300 Washington Avenue
Chestertown, MD 21610***