



ACKNOWLEDGEMENT OF INTERNATIONAL SUMMER PROGRAM POLICIES

Participant:

VU ID or Social Security #

Program:

General Summer Policies

- 2.75 GPA or better on a 4.0 scale. Some programs may require a higher GPA.
 - Full-time university status without any financial holds, academic or disciplinary probation.
 - An interview with the Faculty Program Coordinator is required in order to be accepted into any program.
 - Attendance at all pre-departure orientation sessions as required by the Faculty Program Coordinator.
 - All non-VU students must contact the Faculty Program Coordinator directly for additional program information.
 - Students must attend program through the stated dates. Late arrivals/early departures are not allowed.
 - All undergraduate programs are subject to a \$15 general fee. MBA programs are subject to a \$30 general fee.
 - VU students are not allowed to take Distance-Learning courses while participating in a VU summer program.
- *Additional Academic Requirements and/or Special Instructions may be listed within the specific program descriptions and/or on the Web.**

Grade Transfer Policy

Villanova School of Business (VSB) students participating on VU Business programs whose courses are taught by VU faculty members or adjunct, VU hired faculty members will result in letter grades. Students taking courses taught by non-VU faculty members will receive credit transfer ('T'). Courses taken by VSB students participating on VU Arts & Sciences (A&S) programs will receive letter grades.

Villanova University College of Arts & Science students participating on VU A&S programs will receive letter grades. VU A & S students participating on VU Business programs whose courses are taught by VU faculty or adjunct, VU hired faculty members will receive letter grades. Courses taught by non-VU faculty members will result in credit transfer ('T').

Villanova University College of Nursing students participating on VU A&S programs will receive letter grades. VU College of Nursing students participating on VU Business programs whose courses are taught by VU faculty or adjunct, VU hired faculty members will receive letter grades. Courses taught by non-VU faculty members will result in credit transfer ('T').

Villanova University College of Engineering students participating on VU A&S programs will receive letter grades. VU Engineering students participating on VU Business programs whose courses are taught by VU faculty or adjunct, VU hired faculty members will receive letter grades. Courses taught by non-VU faculty members will result in credit transfer ('T').

Upon completion, all internships are awarded a Satisfactory/Unsatisfactory (S/U) grade.

In order to receive a 'T', students must earn a 'C' or better. Courses earning less than a 'C' mark will not be recorded onto the Villanova University transcript.

Course Withdrawal Policy

If a student withdraws from a summer program after the deadline, but before courses begin, courses will be dropped from the academic record.

If a student withdraws from a summer program once coursework has begun, the student will receive an authorized withdrawal without academic penalty, WX, for all coursework. Although there is no academic penalty (GPA is not affected), a WX is considered a grade and does appear on the academic transcript.



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Refund policy

The deposit is not refundable under any circumstances after a student's application has been accepted. If a student withdraws from the Program by notifying the OIS in writing on or before the Friday before Spring Break begins (Summer Program Application Deadline), the University will refund all fees paid except the deposit.

If a student withdraws from the Program for medical reasons after the Friday before Spring Break begins (Summer Program Application Deadline), but before April 1, and if s/he provides evidence of medical necessity from a physician, the OIS will refund all fees paid except the deposit.

If a student withdraws from the Program for non-medical reasons after the Friday before Spring Break begins (Summer Program Application Deadline), but before April 1, the University will refund all fees paid except the deposit and those expenses that have been paid on the student's behalf.

After April 1, no refunds of fees will be made for any reason, and the student will be responsible for the full program fee. In addition, no refunds will be made for meals, accommodations, tuition or transportation missed by a student.

The participant is responsible for any and all costs arising from voluntary or involuntary withdrawal from the Program prior to its completion, including withdrawal caused by illness or disciplinary action.

If a Program is cancelled, or if in the sole judgment of the University, a Program has been so radically changed in itinerary or curriculum that it would be unfair to require students to participate and a student elects in writing to withdraw from the Program, the University will refund all fees paid. Under these circumstances, the University will have no additional responsibility or liability to the student or his/her parents or guardian.

All issues related to outstanding debts, collection of fees, and receipt issuance will be handled by the Office of the Bursar.

I agree that this document is to be construed under the laws of the United States and that if any portion is held invalid, the balance continues in full force and effect. I acknowledge that I have read and understood the entire document and I have signed it knowingly and voluntarily.

Signature of Participant Name (Printed) Date

Parental Consent (Required if student is under 18 years at the time of signing of this document)

Signature of Parent/Guardian Name (Printed) Date