

NOTICE OF STUDENT FINANCIAL RESPONSIBILITY

Faculty-Led Group Study Abroad Kansas State University

It is crucial that students pay for their program fees by the deadlines issued per program so that travel agents, airlines, and third party providers can be paid in a timely manner. Students who do not pay in full by the payment deadline will be considered for dismissal from the program. Although you may be receiving financial aid, the student and his/her family are ultimately responsible for all program payments by the established deadlines.

According to Federal regulations, Kansas State University disburses financial assistance into student iSIS accounts 10 days before the Faculty-Led Group Study Abroad Program begins. This means that financial assistance will not be available before a study abroad program begins. Therefore, students are responsible to make alternative arrangements to pay for ALL program fees due to the Office of International Programs for their Faculty-Led Group Study Abroad Program. Faculty-Led Group Study Abroad Programs are not eligible for deferred payments or the Tuition Installment Payment Plans.

Privacy Policy: Student account information will not be given to parents or others without written permission from the student. An "Authorization to Release Information" form is attached to this application and is also available online at <https://www.ksu.edu/pay> (click on forms). The completed "Authorization to Release Information" form will be kept on file in the Cashier's Office and will remain in effect until it is changed by the student in writing.

Types of Student Payments:

- **Program Fees** – Paid to Office of International Programs by check, cash, or credit card.
- **K-State Tuition, Fees, and Tuition Surcharges** – Paid at K-State Cashiers office or online. Students register for the study abroad course on iSIS, which automatically generates a charge which is posted to the student's iSIS account.
- **Direct Student Fees** – Expenses student may be incurred before, during, or after the study abroad program including passport fee, visa fees, textbooks, phone calls, internet access, immunizations, host family gifts, spending money, transportation to/from U.S. point of departure, individual meals, optional excursions, etc.

Program Payments: All fees that are due to the Office of International Programs must be paid prior to departure for the study abroad program. Students are required to carefully track the payment deadlines for the study abroad program they are participating in and make all of their payments **ON TIME**.

The payment schedule will be posted on the Study Abroad Program website at:

<http://www.k-state.edu/studyabroad/facultyled/index.htm>

Options for Method of Payment:

- **Check**
- **Credit Card** (*Note: there is no longer a credit card service fee*)
- **Cash**

*All program fees should be made in the Office of International Programs
Study Abroad Program, 304 Fairchild Hall*