Payment Schedule

Mailing Address:

Study Abroad Indonesia  
c/o Cynthia Clarke  
Anthropology/Global Studies  
2000 Tower Street  
Everett Community College, Mailstop #105  
Everett, Washington 98201

Study Abroad Indonesia Payment Schedule

1. Application to be an EvCC student is located here: https://www.public.ctc.edu/ApplicantWebClient/Applicant/ApplWelcome.aspx Evidence of your application is due **February 1, 2016**.

2. A $25 **Application Processing Fee** is due by **February 1, 2016**.  
   a. Your payment for the $25 Application Fee must be included with the application.  
   b. This fee is non-refundable.  
   c. **Caution**: Do NOT pay your program or tuition costs online. There is a separate account into which your Faculty Director deposits these monies on your behalf.  
   d. How to pay:  
      i. You may pay at the EvCC Cashiers Office and attach a copy of the receipt to this application. Have the Cashiers Office deposit the funds to:  
         Account number: 570-265-CCKH with a "fee code" of FX  
         Account name: Indonesia Study Abroad Trip  
      ii. Write your check to **Everett Community College** and submit with this application by mail. The Study Abroad Indonesia Faculty Director (Cynthia Clarke) will deposit your funds, scan a copy of your receipt, and email the scanned receipt to you for your records.

3. A **$500 Program Fee Deposit** is due **March 1, 2016**, and will be placed in the Study Abroad Indonesia (SAI) account.

4. **Full Program Fees** (including tuition are due by **May 2, 2016**)

Study Abroad Indonesia Refund Schedule Summary

1. **Application Processing Fee** ($25) is non-refundable and is due **February 1, 2016**.
2. The **$500 Program Fee Deposit** is 100% refundable before **March 1, 2016**; no refunds after **March 1, 2016**
3. **Full Program Fees**: Program Fee refunds will be processed (excluding the $500 non-refundable deposit) on a pro-rated basis according to the following schedule:

   **Full Program Fees refund if emailed cancellation is received (excludes the Application Processing Fee and the $500 Program Fee Deposit)**

<table>
<thead>
<tr>
<th>Period</th>
<th>Refund Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Before/on May 2, 2016</td>
<td>100%</td>
</tr>
<tr>
<td>After May 2, 2016 but before May 16, 2016</td>
<td>50%</td>
</tr>
<tr>
<td>On/after May 16, 2016</td>
<td>0%</td>
</tr>
</tbody>
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1 Checks returned for insufficient funds will be processed by EvCC for non-payment; penalties will apply.
2 If tuition costs were paid as part of the Full Program Fees and the student cancels these monies will be returned as required by Washington state laws