

Mills Study Abroad Cancellation Form

Student Instructions

Complete and return this form to studyabroad@mills.edu if you wish to cancel your study abroad plans. You will be notified within 2-4 business days to confirm cancellation. You are responsible for informing your study abroad program or institution of cancellation. Mills College Study Abroad Policy states:

“It is the student’s responsibility to verify their program’s cancellation/withdrawal policy. Withdrawal can have financial consequences for the student which may include, depending on the program’s policy:

- Loss of any program deposit
- Depending on the time of withdrawal:
 - Partial refund of tuition and program fees
 - No refund of tuition and fees
- Payment of travel expenses to return home”

Questions about refunds for study abroad should be posed to the program directly.

Study Abroad Cancellation Details

Study Abroad Program Name:

Location (City, Country):

Approved Study Abroad Term and Year (i.e. “Fall 2021”):

My Study Abroad program has already started.

Yes

No

On what date did you inform your program of your cancellation?

Instead of study abroad, I plan to:

Enroll in classes at Mills (note the last day to register in the semester calendar)

Take a temporary leave of absence (you must notify leaves@mills.edu)

Other

If you answered “Other”, please explain:

Your reason(s) for cancelling. Please select all that apply.

Financial Reasons

Health Reasons

Safety Reasons

You need to take classes offered at Mills in order to complete your degree on time.

Your study abroad program will not fulfill your academic needs or interests as expected.

Other: Please specify.

Please provide greater detail for your reasons for canceling your study abroad plans.

Student Name

Banner ID

Student Signature

Date