

SANTA CLARA UNIVERSITY
Bursar's Office
500 El Camino Real
Santa Clara CA 95053-0615
408-554-4412
Email: BursarOffice@scu.edu

STUDY ABROAD ORIENTATION 2009-2010

BURSAR'S OFFICE BILLING

- You must be financially cleared for spring and summer 09 terms. If you are past due for spring or summer, it will impair your ability to be in a studies abroad program.
- Fall statements will be available August 1 with a due date of August 21. Same payment rules apply as any other term. Payments are made to Santa Clara University not the program.
- Financial Aid will be applied to the program charges and show on the monthly statements.
 - Aid received from a studies abroad program must be reported to SCU Financial Aid Office. All external aid must be reported according to Federal and IRS laws.
- Monthly payment plan information will be available and sent to all students in June.
- Make sure you have a signed FERPA form on file before you leave. Forms are available at the Bursar's Office or the Registrar's Office and must be signed in person. This is not the same form signed for enrollment.
- Fall refunds will be issued after SCU's add/drop period. The first refunds will be issued September 28.
 - Refund checks will not be mailed abroad. You can email (BursarOffice@scu.edu) and have the check mailed to a specific address. Parents, friends, and family will not be allowed to pick up checks for you.
 - Sign up for Direct Deposit. It's faster and the refund will go directly to your banking institution.
- Winter registration will begin November 9. Make sure your bills are paid to avoid holds on your registration. If your parents call on your behalf and there is no FERPA, we will not be able to release information to them.