



Cancellation Policy

Tuition/program cost liability is based on the date on which a formal written cancellation request is received by UVM. If a cancellation notice is received:

Fall/Spring Semesters: Up to one month's prior written notice, no payment will be due. With written notice up to 15 days prior to program start date 10% of total program costs will be due to the UVM per student. With less than 15 days of prior notice to program start date, 25% of each student's total program costs will be due to the UVM. Once the program begins students should have paid 100% of the tuition cost or pay the total at their arrival at UVM. An exception will be made if a student gives written notice of their cancellation but expresses interest in coming during the upcoming semester, in which case 50% of the total program costs must be made to the UVM to reserve their future placement.

For Intensive Spanish Programs (4 weeks): Up to one month's prior written notice, no payment will be due. With written notice up to 15 days prior to program start date 10% of total program costs will be due to the UVM per student. With less than 15 days of prior notice to program start date, 25% of each student's total program costs will be due to the UVM. Once the program begins students should have paid 100% of the tuition cost or pay the total at their arrival at UVM. An exception will be made if a student gives written notice of their cancellation but expresses interest in coming during the upcoming program, in which case 50% of the total program costs must be made to the UVM to reserve their future placement.

Faculty LED/Tailor Made Programs: Up to one month's prior written notice, no payment will be due. With written notice up to 15 days prior to program start date 10% of total program costs will be due to the UVM per student. With less than 15 days of prior notice to program start date, 25% of each student's total program costs will be due to the UVM. Once the program begins the institution must pay 100% of the total program cost.

Please note that the cancellation policy is applied to all our programs at UVM, including Housing.



Refund Policy Exceptional Circumstances **January – December 2024**

Programs:

Prior to start date: The students and institutions will be informed in advance should a semester or program be cancelled. The University will refund the full amount, via international wire transfer, assuming the costs of the banks commissions. Or, by mutual agreement, the payment will be transferred to the next semester if possible.

After commencement: In the unlikely event that Universidad Viña del Mar (UVM) needs to cancel a program due to unforeseen circumstances, the program will continue virtually. In this case, tuition expenses will be non-refundable. The same applies if a student should return home due to an institutional mandate or request.

Housing:

Prior to start date: The students and institutions will be informed in advance should a semester or program be cancelled. The University will refund the full amount, via international wire transfer, assuming the costs of the bank's commissions.

After commencement: In the unlikely event that Universidad Viña del Mar (UVM) needs to cancel a program due to unforeseen circumstances, a refund will be given based on what remains of the semester/program. Each case will be carefully evaluated with the student or institution.