



BOSTON COLLEGE SUMMER PROGRAM AND INTERNSHIP
WITHDRAWAL NOTIFICATION

This form must be completed and returned to the Summer & Internships Program Manager at Hovey House or scanned and attached via email to shannon.williams.4@bc.edu in order to withdraw from any summer program or internship after final confirmation forms have been submitted. The official date of withdrawal is confirmed by OIP upon receipt of this form.

Name of Student: _____

Name of Summer Program: _____

I acknowledge that any withdrawal after turning in the Final Confirmation and Clearance forms will result in a withdrawal fee according to the timeline outlined below.

Withdrawal Fee Timeline for Summer Programs (excluding internships)

Feb. 27	\$300 program deposit
March 25	\$300 deposit + 15% of program fee
April 10	\$300 deposit + 30% of program fee
April 20	\$300 deposit + 60% of program fee
May 1	100% of program fee

Withdrawal Fee Timeline for Summer Internships

Feb. 27	\$500 program deposit
March 25	\$500 deposit + 50% of program fee
April 20	100% of program fee

Student Signature: _____

For OIP Use Only:

Summer & Internships Program Manager Signature:

Official Date of Withdrawal:

Total Withdrawal Fee: