



**PAYMENT FORM 2018-19**

**NAME:** \_\_\_\_\_ **PASSPORT NUMBER:** \_\_\_\_\_

**CREDIT CARD**

**Courses:**

- Hispanic Studies / PIU / Spanish Language & Culture program application fee = 40€
- Hispanic Studies Program tuition: 2,225€ + 20€ credit card fee = 2,245€
- Integration Program (PIU) tuition: 1,605€ + 20€ credit card fee = 1,625€
- Spanish Language and Culture Program: 1850€ + 20€ credit card fee = 1,870€
- January 2019 Intensive Spanish Language Course : 350€ + 5€ credit card fee = 355€
- January 2019 Intensive Spanish Language Course (Erasmus): 300€ + 5€ = 305€
- Summer 2018 Intensive Spanish Language course: 550€ + 5€ credit card fee = 555€
- September language course 1 week= 185€
- September language course 1 week (Erasmus)= 160€
- 1 class from the Hispanic Studies Program: 535€ + 5€ = 540€
- 1 class from the Hispanic Studies Program: 428€ + 5€ (Erasmus students) = 433€
- Tuition Deposit for summer OR September (scholarship recipients) = 100€
- Other (please specify): \_\_\_\_\_ = €

**Housing:**

- Deposit = 100 €
- Fall 2018 semester: 2,885€ (not including deposit) + 25€ credit card fee = 2,905 €
- Full housing Fall 2018: 2,985€ (including deposit) + 25€ credit card fee = 3,010 €
- Spring 2018 semester: 3,145€ (not including deposit) + 25€ credit card fee = 3,165€
- Full housing Spring 2018: 3,245€ (including deposit) + 25€ credit card fee = 3,265€
- Summer 2018 Spanish language Program (3 weeks): 630€ + 5 € credit card fee = 635€
- Full housing September 2018 (1 week): 229€ + 5€ credit card fee = 234€
- Full housing January 2018 (2 weeks): 439€ + 5€ credit card fee = 444€
- Other (please specify): \_\_\_\_\_ = €

I, \_\_\_\_\_ authorize the International Center at Pablo de Olavide University to charge my: Mastercard Visa (American Express not accepted) for the amount specified above: \_\_\_\_\_ €. (In words: \_\_\_\_\_ euros).

Credit card number:

(16 digits). Expiration date: \_\_\_\_/\_\_\_\_ (month/year).

\* Any payment below 50 euros will be charged 0,50 cents extra as a credit card fee

**Important:** Please fax this authorization to: The International Center fax: 34-95-434-90-96 or send via email attachment to intl@upo.es. Please be sure to attach a photocopy of both sides of the credit card being used for payment.

**CANCELLATION POLICIES**

**TUITION**

The tuition payment is refundable, minus a 100 euro administrative charge, if requested in writing at least 15 days prior to the start of the semester. If requested in writing between 7 and 14 days prior to the start of the semester, 50% of the tuition will be refunded. If requested less than 7 days before the start of the semester or once the semester has begun, no refunds will be given. For one week intensive Spanish language programs, the tuition payment is refundable, minus a 30 euro administrative charge, if requested in writing at least 7 days prior to the start of the program. For two week intensive Spanish language programs, the tuition payment is refundable, minus a 60 euro administrative charge, if requested in writing at least 7 days prior to the start of the program. No refunds are given if requested less than 7 days before the start of the program.

**HOUSING DEPOSIT**

The housing deposit is not refundable.

**HOUSING**

Your housing payment is refundable, minus a 100 euro administrative charge, if requested in writing at least 15 days prior to the start of the semester. If requested in writing less than 15 days prior to the start of the semester or once the semester has begun, the following refund policy applies: You will be refunded the amount of each unused month minus a 500 euro penalty.

**HOUSING – 3-4 WEEK PROGRAMS**

Your housing payment is refundable, minus a 50 euro administrative charge, if requested in writing at least 15 days prior to the start of the semester. If requested in writing less than 15 days prior to the start of the session no refund will be given.

As the credit card fees are charged by the bank at the moment of purchase, they are not refundable. I have read and understand the payment terms and refund procedures.

**WIRE TRANSFER**

**Courses:**

- Hisp. Studies / PIU / Spanish Lang. & Culture program application fee = 40€
- Hispanic Studies Program tuition = 2,225€
- Integration Program (PIU) tuition = 1,605€
- Spanish Language and Culture Program = 1,850€
- January 2019 Intensive Spanish Language Course = 350€
- January 2019 Intensive Spanish Language Course (Erasmus) = 300€
- Summer 2018 Intensive Spanish Language course = 550€
- September language course 1 week= 185€
- September language course 1 week (Erasmus)= 160€
- 1 class from the Hispanic Studies Program = 535€
- 1 class from the Hispanic Studies Program (Erasmus students) = 428€
- Tuition Deposit for summer OR September(scholarship recipients) = 100 €
- Other (please specify): \_\_\_\_\_ = €

**Housing:**

- Deposit = 100 €
- Fall 2018 semester (not including deposit) = 2,885€
- Full housing Fall 2018 (including deposit) = 2,985€
- Spring 2018 semester (not including deposit) = 3,145€
- Full housing Spring 2018 (including deposit) = 3,245€
- Summer 2018 Spanish language Program (3 weeks) = 630€
- Full housing September 2018 (1 week) = 229€
- Full housing January 2018 (2 weeks) = 439€
- Other (please specify): \_\_\_\_\_ = €

Payment must be made by wire transfer to the following account:

- Beneficiary's bank name: CaixaBank
- S.W.I.F.T: CAIXESBBXXX / IBAN: ES78 2100 8688 7102 0000 1900
- Beneficiary (name of account): Fundación Universidad Pablo de Olavide
- Beneficiary's account: 2100 8688 71 0200001900

I enclose a copy of the proof of transfer of \_\_\_\_\_ euros for the \_\_\_\_\_ (semester/session) \_\_\_\_\_ (year) sent to Pablo de Olavide University on \_\_\_\_\_ (date).

**SIGNATURE** \_\_\_\_\_ **DATE** \_\_\_\_\_