



CHAPMAN UNIVERSITY
Center for Global Education

Request to Change Permanent Status in the Faculty-Led Travel Course

Student's First and Last Name _____

Student's Chapman ID # _____

Student's Chapman Email Address _____ @mail.chapman.edu

Travel Course and Destination _____

Travel Course Faculty Group Leader/s _____

This student is departing from the Travel Course group ahead of schedule and before the Travel Course is completed. The following statements apply:

- Student is leaving the group earlier than the Group's departure date of:

- Student will not be participating in the course activities effective:

- Student understands and will not hold Chapman University liable for anything that occurs after he/she withdraws from the program on:
Date: _____ Time: _____
- Brief Explanation for Student's early departure:

- By leaving the Travel Course before the end of the course, the student is ineligible to receive any refund from participation fees paid to participate in the Travel Course.

A complete, signed document becomes part of the student's file in the Center for Global Education office. This form must be completed and signed by both the student and Faculty Group Leader to prevent administrative consequences upon return to campus.

Student Signature _____ Date _____

Faculty/Group

Leader _____ Date _____