

INTERTERM TRAVEL COURSES

Date	Function	Notes
March 1	Syllabi due Academic Council/Deadline	
August 15	Preliminary Budgets due	Fully signed off
October 25	Student Deposits Due	
October 26	Travel Course Cancellation	If 10 participants have not deposited, the TC is cancelled; participant deposits are refunded.
October 31	ALL TC Requirements are due	Student's Global Gateway account through the CGE online portal
November 15	Final Budgets due	A single per-student price is announced and sent to Business Office.
November 15	Registration	CGE processes student registration for the course
November 28	Business Office generates billing	Participant accounts are billed
December 14	Final payment Due	All application requirements in Global Gateway must be completed