

# HOW TO SIGN YOUR CONTRACT

**\*TRUST US, THIS IS IMPORTANT.**

## → READ YOUR CONTRACT

It would also be a good idea to review the sample contract here.

## → TALK IT OUT

Start with your parents or guardians. Do not forget to talk with your financial aid advisor and your academic advisor to figure out the details. Add in anyone else who would have a significant say in your decision to go. This is very important in preparing to go abroad!

## → GO ON YOUR WAVENET

Go to your Student Center and click on the International Programs link. Next to the program that you've been accepted to, click on the **CONTRACT** link.

## → READ ALL 4 PAGES

*See what we did there? Have you actually read it yet?*  
At the end of each page, click the checkbox at the bottom to accept the section and click Save Contract. Scroll back up to the top to switch to the next page.

**Page 1:** this explains what you are agreeing to & your specific program requirements.

**Page 2:** this explains the withdrawal policies.

**Page 3:** this is your flight contract. Choose either group or exempt. We recommend that you go on the group flight if you can!  
In the *Contract Agreement* section, check the box and sign your name by typing it into the box. Click **SUBMIT CONTRACT**.

Huntington Grusd

### International Program Application

Thank you for your interest in applying to study in one of Pepperdine's International Programs. Applications are currently being accepted for all Year-Long, Semester-Long, and Summer Programs. Available positions in study abroad programs will be filled throughout the year as there are openings.

Please make sure to turn off all pop-up blockers before you begin the application, or you may not be able to submit it. Also, read the page after you submit your application so you can read instructions on how to setup your interview with the visiting faculty member or IP staff person. Please also note that students can only have ONE active application per term. If you are applying for multiple summer programs that do not overlap, please contact our office to create an additional application for you at [international.programs@pepperdine.edu](mailto:international.programs@pepperdine.edu)

The following students are ineligible to apply: students on disciplinary or academic probation; students with a current semester OR cumulative GPA below a 2.500.

Please visit our website for more information on Pepperdine's International Programs (link below this box). We look forward to receiving your application. If you should have any difficulties with creating an application, questions about the application process, or if you wish to reinstate a previously dropped application, please notify our office.

[International Programs Website](#)

#### Edit an Existing Application

Florence, Italy, Academic Year 2014 Accepted

Drop

[Contract](#)

#### Select a Program:

Buenos Aires, Argentina

#### Create an Application

Buenos Aires, Argentina, Spring  
Only 2016

Create Application

**I commit to be on the group flight**  
1) I understand I will receive a ticket to depart from and return to LAX on the group flight.  
2) If I am attending for the full academic year, I understand that my group flight will depart at the beginning of the Fall term, return at the end of the Spring term, and that a flight home between the semesters is not provided.  
Changes to the return date only may be possible through Corniche Travel, Pepperdine's travel provider, but any deviation from the ticketed itinerary will be at the student's own cost, and will include both change fees and potential fare differences.  
☒ I accept this section Date Accepted: 08/28/2015

**I petition to be exempt from the group flight**  
1) If I am a summer program participant I understand that I will not receive any financial compensation/reimbursement.  
2) If I am not a summer program participant, my IP fee will be reduced by \$1,040 (foreign programs), or \$500 (Washington DC).  
3) I must submit my confirmed flight itinerary to the IP Office no later than 45 days prior to program departure.  
4) I will arrange my own transportation to/from the airport and to/ from the program facility.  
5) I understand there are no provisions for early arrival and agree to arrive on the same day as the group flight and check into program facilities during 9am-5pm business hours.  
☐ I accept this section Date Accepted:

**Contract Agreement**  
☒ I have read and understood this contract and I agree to comply with its terms and conditions.  
Student Signature: Your Name  
CWID: 100477615 Sign Date: 08/28/2015

Click Save to save your contract. It is not yet submitted and you can edit it later.  
No administrative action/evaluation will take place.

Click Submit to submit your contract when it is ready for administration evaluation. You will not be able to edit it after submission.

Save Contract Submit Contract

**Page 4:** this is the final page, Additional Information. Either fill out special requests, OR check the box to indicate that you are NOT requesting special accommodations.  
Click **SUBMIT CONTRACT**.

**Additional Information**  
Please list any requests for special accommodations. The Office of International Programs tries to accommodate every request. However, please understand that requests due to medical necessity will take priority.

**Dietary Requests, Special Needs, and Handicap Assistance**  
☐ No special accommodations requested. You must either check this box or enter some special request.

**Dietary Requests**  
  
☐ Dietary request is due to medical necessity

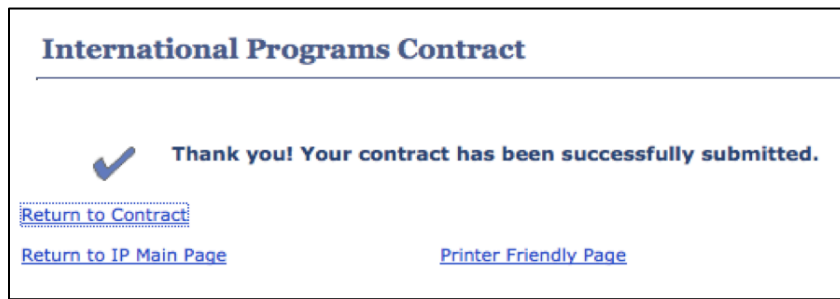
**Special Accommodations**

**Handicap Assistance**

Click Save to save your contract. It is not yet submitted and you can edit it later.  
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Click Submit to submit your contract when it is ready for administration evaluation. You will not be able to edit it after submission.

Save Contract Submit Contract



!!! When you see this box, your contract has been submitted:

You may now print a copy of your contract.



If you are a minor, you will need to print a copy of your contract, have your guardian sign it, and then submit a copy of the contract with your guardian's signature.



If you are accepted to an internship program, you will also need to sign your internship contract. This link is available next to the "CONTRACT" link in your WaveNet International Programs module.