TUITION, ROOM, BOARD, TRAVEL - Program fees are billed by the host institution, not by Colby. Students should talk with the host institution to confirm who (the program or the student) is responsible for room, board, and travel arrangements. Some programs provide these services for the student while others do not.

OFF-CAMPUS STUDY FEE - An Off-Campus Study Fee of $1,000 per semester will be charged by Colby and is due according to the College's normal billing schedule. The Dartmouth College dual degree program is not currently assessed this fee.

PAYMENTS – Payments for all the study away program fees are made by the student to the program.

FINANCIAL AID AND EARLY PAYMENT DEADLINES - Many institutions are willing to wait for the portion of the payment covered by financial aid. The program may require written notification from Colby of the anticipated aid and disbursement dates. If we have received all of the necessary paperwork and the financial aid has been calculated based on actual figures provided on the “Study Away Budget Statement and Agreement,” we can complete a “Financial Aid Information Sheet” for the student to give to their program. This will list the anticipated aid and disbursement date.

AID DISBURSEMENT - Financial aid is disbursed no earlier than 10 days prior to Colby’s first day of classes each semester (i.e. Sept. and Feb.); therefore students need to make Fall funds last until February. We cannot disburse funds early for deposits, travel arrangements, schools with a trimester calendar, etc. The amount of aid disbursed to students will not exceed the amount of the actual credit on the student account (i.e. ANY unpaid taxes or other charges will be deducted from the student’s aid).

STUDY AWAY BUDGET STATEMENT AND AGREEMENT (budget form) – Students who apply for financial aid are required to have their program complete a “Study Away Budget Statement and Agreement.” It can be found online by going to www.colby.edu/sfs and clicking on the ‘Off-Campus Study (JYA)’ link. Students must complete the student section before mailing it to the program. If the program costs less than Colby, financial aid will be reduced accordingly. For higher-cost programs, the aid budget will be capped at Colby’s costs for the purpose of calculating grant eligibility. Colby must be notified of any aid from non-Colby sources, including the study away program.

TERM-TIME EMPLOYMENT - The work component of a student’s financial aid will not be replaced by grant during their study away. Students should plan accordingly.

MISCELLANOUS FEES – Application fees, incidental expenses for passports, visas, immunizations, gym/club memberships, etc., are not covered by financial aid from Colby.

RELEASE OF FUNDS – If students would like their financial aid refunds from their student account direct deposited to a US bank account, they must give authorization to do so from their myColby Portal (‘Direct Deposit’ link under ‘Finances’ tab). If you do not complete the direct deposit authorization, we will issue a check in your name and mail it to your home address.

IRS REQUIREMENTS – Before leaving Colby prior to your study away, check with Student Financial Services (Salome Giorgadze) to confirm that your IRS documents are up to date. Explain that you are planning to study away and mention for how long you will be gone.

BANKING – Prior to leaving Waterville, students should speak with their bank about wiring funds or how to best make payments to their programs and to notify banks of their travel plans.

VISA LETTERS – Students needing a letter regarding financial aid to obtain a visa should give us 2 weeks’ notice. The letter will indicate your approval at the program, time period of the study away, and approximate amount of grant you are expected to receive from our institution which can be used towards fees, room and board. We do not certify the costs of the program as we do not bill for the program. That documentation must come from your program.

ENROLLMENT CHANGES – Students withdrawing from their program, or dropping below full-time status, must notify Colby immediately. They may be responsible for the refund of College and/or federal funds in accordance with Colby policy and federal refund regulations. Keep in mind that, in general, no student may receive more than eight semesters of aid from Colby.

If you have any questions, please contact Student Financial Services at 800-723-4033, 207-859-4136, or email sfs@colby.edu.

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