

All Pitzer students participating on one international study abroad program are REQUIRED to work directly with the travel agent designated by Pitzer College to finalize their tickets by the date indicated in their acceptance letters.

Tickets not purchased through the Pitzer designated travel agent will NOT be reimbursed or credited to student accounts. Frequent flier miles may NOT be used to book flights.

Students participating on one international semester program will pay a \$550 travel contribution. Students participating in domestic programs are not charged the travel contribution and are responsible for arranging and paying for their transportation to and from the program site. Students on international Pitzer summer programs are not charged a travel contribution.

Students participating on a second semester international study abroad program are not charged a second travel contribution and are responsible for paying for and booking their own flights. If there is a disparity in the cost of airfare between the first and second semester international study abroad programs, students should contact the Office of Study Abroad and International Programs before booking flights.

The maximum airfare Pitzer College will pay is based upon the cost of a round trip ticket from the closest major international airport to the student's permanent address city in the US to the designated international airport near the program site for the exact dates of the program. For international students, the maximum airfare is based upon the cost of a round trip ticket from Los Angeles International Airport (LAX). The travel agent will bill Pitzer for the approved ticket. Students will pay the travel agent directly for the additional costs of an itinerary that is more expensive than the approved flight. No refund or credit is given if the ticket costs less than the maximum.

The following items may increase the cost of a ticket. Students will only be charged for actual overages.

- Finalizing travel arrangements after the due date listed in the student's acceptance letter
- Travel dates that vary from the dates of the program, including going early or staying after the program ends
- Special requests for routing or stopovers through specific cities or countries
- Open return tickets - these are discouraged and may not be possible due to visa requirements
- Luggage charges - airlines may change luggage restrictions without notice.
- Changing the ticket after it is issued. These costs include change fees and any increase in airfare.

If a student is unable to use an airline ticket, it must be cancelled with the airline prior to the departure of the first flight that will not be used otherwise the entire value of the ticket is lost. Students are responsible for this cost.