

The Global Discovery program is a required course as a part of the full-time MBA curriculum at the Carlson School of Management. If for any reason, you deem that you will be unable to participate in the field experience portion of the program, you must notify the MBA programs office immediately.

- Cancellation from the Global Discovery program field experience must be done in consultation with the MBA programs office. Official notification needs to provide documented reasons for cancellation from the field experience and notification must be provided by the participating student, not a designated Power of Attorney.
- Carlson MBA programs office and Carlson Global Institute (CGI) are jointly responsible for review of cancellation requests.
- Where appropriate, students requesting to cancel from international field placements may be reassigned to the U.S. field placement.
- Approved cancellations are effective from the date cancellation is requested.
- Questions should be sent to:
MBA Programs, 1-110 Carlson School of Management, 612-625-5555

Refund of Application and Program Fee

- The Carlson Global Institute has secured accommodations, in-country transportation, cultural activities, and payment for academic services at foreign partner institutions, some meals and much more on behalf of the Global Discovery program. The cancelling student will be responsible for paying a percentage of the tuition and program fees based on the timeline listed below.

Cancellation Period	Cancellation Fee
Cancellation prior to September 1	\$500 cancellation fee
Cancellation on or before September 1	Student is responsible for 25% of the total program fee
Cancellation on or before October 15	Student is responsible for 50% of the total program fee
Cancellation after October 15	Student is responsible for 100% of the total program fee

- If the U.S. Department of State issues a travel warning advising U.S. citizens not to travel to a particular country or, if in a country, to leave, CGI will consult with the University of Minnesota International Travel Risk Assessment and Advisory Committee and may suspend the program if it has not already started.

The information contained in this Cancellation Policy supersedes any verbal or other written information that anyone may receive regarding this policy. This policy only pertains to Carlson Global Institute Global Discovery program.

Heightened Security Addendum

- The Carlson School policy may cancel a program if a U.S. State Department travel warning is issued for that country prior to the start of the program.
- If the U.S. Department of State issues a travel warning for a country where students are already studying abroad, we will work with our on-site partners to assist students in making the best decision, given the current circumstances.
- Carlson Global Institute is in regular contact with our study abroad partners overseas and is also monitoring U.S. Department of State Travel Advisories. These advisories provide critical information on the political stability of every country, safety precautions that should be taken, and general information on the country. If the U.S. Government is concerned about the safety of its citizens abroad, the Carlson School International Programs Office is immediately informed. The well being of our students and staff is of primary concern. For more information on the U.S. Department of State Travel Advisories, you are welcome to visit: http://travel.state.gov/travel_warnings.html.
- If a student cancels from a program due to personal safety concerns, the above refund policy will be in effect.
- Carlson Global Institute is not responsible for any other expenses incurred by students due to cancellation of or from a program.