

Student Name \_\_\_\_\_ ID # \_\_\_\_\_

Tour Name \_\_\_\_\_ Tour Director \_\_\_\_\_

Level:  Graduate  Undergraduate Number of credits \_\_\_\_\_

**-OFFICE USE ONLY-**

**YEAR AND TERM** \_\_\_\_\_

**CONFIRMED TOUR COSTS**

Tour fee	\$ _____
Tuition	\$ _____
General fee	\$ _____
<b>Total Cost</b>	\$ _____

**CONFIRMED FINANCES**

Federal Aid	\$ _____
Educational/ Conference Allowance	\$ _____
Deposit	\$ _____
<b>Total Aid</b>	\$ _____

Net tour cost (*total cost minus total aid*) \$ \_\_\_\_\_

Current account balance \$ \_\_\_\_\_

Total due \$ \_\_\_\_\_

**TOUR CLEARANCE AUTHORIZATION**

SFS Financial Advisor Signature \_\_\_\_\_

Date \_\_\_\_\_

Cleared with exception

Exception acknowledged \_\_\_\_\_

Student initial

**RETURN COMPLETED FORM TO THE TOUR DIRECTOR.**

Student Financial Services  
4150 Administration Drive  
Berrien Springs, MI 49104-0750  
Email: sfs@andrews.edu