



Center for International Education

UNC Summer and Interim Programs Application Procedures & Instructions

Before Applying

Meet with a Study Abroad Advisor to discuss the programs that interest you. Study Abroad Advisors are available Monday through Friday from 8:00 AM to 5:00 PM. Study Abroad Advisors are located within the CIE at the University Center, Room 2205.

Eligibility

Open to all students and community members

How to Apply

Turn in the following forms and supporting documents

- ___ Completed Participant Profile Form
- ___ Completed Eligibility Profile Form
- ___ Signed Information Waiver
- ___ Signed Disciplinary Waiver
- ___ \$400 deposit
- ___ Course registration form (May be provided to you at a later date)

Inquire about the application for the specific program you are applying for. Deadlines will vary for summer and interim programs.

Deposit

A **\$400** deposit is due at the time of application. The deposit holds your spot for the program and is necessary for bills UNC will incur before the program start date. The deposit is non-refundable unless the program is cancelled by UNC.

How we will handle applications

Applications will be evaluated on a first come first serve basis. Many programs will have a maximum number of participants. If your application is turned in after the maximum number of participants has applied, UNC will put you on the waiting list and make every effort to make space for you in the program. If UNC cannot accommodate you, your deposit will be returned.

Billing & Withdrawal Policy

The remainder of the program fee will be placed on the student's bill during the beginning of the summer or interim semester. Each program will have a withdrawal deadline. If withdrawal is done after the deadline you may be charged the entire program fee.

Now that you've been accepted

1. Make an appointment to meet with the Study Abroad and Exchange Coordinator to
Discuss financial aid possibilities
2. Attend all pre-departure meetings held by either the Study Abroad and Exchange Coordinator or the Faculty leader.
3. Turn in to the Study Abroad and Exchange Coordinator
A copy of your passport
Your travel itinerary if it deviates from the group's itinerary
4. Be sure to stay in contact with CIE while abroad, and inform the Study Abroad and Exchange Coordinator about any problems.
5. Attend a Re-entry session to learn how to maximize your international experience and provide feedback to CIE.



Date Applied: _____

Center for International Education
Application for UNC Summer and Interim Programs

Participant Profile

Name: _____ Bear Number: _____
(As it appears or will appear on passport)

Destination: _____
(Country, School)

Gender: [] Male [] Female Ethnicity: _____

Local/Campus Address:

Street City State Zip
Phone Email (Primary account)

Permanent Address:

Street City State Zip
Phone Email (Secondary account, if available)

Date of Birth: _____ Place of Birth: _____
(MM/DD/YYYY) (City, State/Province, Country)

Are you a U.S. Citizen? _____ Are you a Colorado Resident? _____

Emergency Contact Information:

Name Relationship
Street City State Zip
Phone Email



Eligibility Profile

Academic Level: Fr. Soph. Junior Senior

Number of UNC credits earned: _____

Number of consecutive semesters enrolled at UNC: _____

Other schools attended (if applicable):

Name of Institution	Dates Attended	Credits Earned

Major: _____ Minor: _____

GPA: _____ (please provide us with a copy of your official transcript)

Anticipated date of graduation: _____

Academic advisor: _____

Are you currently receiving financial aid? Yes No

Will you apply for aid for your program abroad? Yes No

List Activities, Positions, Honors, Work, etc:



Information Waiver Form

Dear Applicant:

The collection, retention, and dissemination of your academic/personal records and information are now subject to federal regulation under the Family Education Rights and Privacy Act of 1974. This regulation gives you the right to specify the persons or agents who will have access to your records. Therefore, it is necessary to obtain your permission to release information collected on your application, transcripts, and letters of recommendation.

Please read the following statements and sign below:

I hereby release information provided on my application, transcripts, and letters of recommendation to the University of Northern Colorado Study Abroad Program for the review of my application.

I understand that the application will be reviewed by the Study Abroad and Exchange Coordinator and Faculty Coordinators if necessary.

I hereby release information provided on my application, transcripts, and letters of recommendation to _____ for the purpose of my placement on exchange.
(Your exchange school)

Printed Name

Signature

Date



Disciplinary Waiver Form

In the interest of student health and safety while overseas, the University of Northern Colorado requires students planning on studying abroad to submit to a disciplinary record review. Students with disciplinary records will not necessarily be excluded from study abroad, however, the Study Abroad and Exchange Coordinator with consultation from the Dean of Students Office reserves the right to deny acceptance to the study abroad program for any student who may present a risk to self or others while abroad. **Students refusing a disciplinary record review will not be permitted to study abroad.**

Please read the following statement and sign below:

I, _____, hereby give the Center for International Education permission to submit my name to the Dean of Students Office for a disciplinary record review prior to my acceptance to the study abroad program.

Signature

Date