

We are pleased you are interested in applying to study abroad through the University of North Texas (UNT). This application is for students who currently attend UNT. If you are not a UNT student, please contact the Center for Global Learning & Experience to obtain the appropriate application materials.

Please read carefully and complete each part of this application form.  
 Your application will be processed AFTER this application form is received with:

1. Student's signature
2. Advisor signature, prerequisite requirement & G.P.A. clearance
3. Faculty leader signature
4. **Non-refundable** \$150 application payment
5. Copy of photo page in passport. If you do not yet have a passport, provide a copy as soon as you received it.

**Part 1 – Personal Information**

Name: \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_  
Last (family) as written in passport First Middle

Name of Program/Faculty Leader:  
 \_\_\_\_\_

Course Prefix(es) and Number(s):  
 \_\_\_\_\_

Major: \_\_\_\_\_ Minor: \_\_\_\_\_

Gender:  Male  Female Student Email: \_\_\_\_\_

Academic Level:  Freshman  Sophomore  Junior  Senior  Other

What is your country of citizenship? \_\_\_\_\_ EUID Number: \_\_\_\_\_

Student ID: \_\_\_\_\_ Date of Birth: \_\_\_/\_\_\_/\_\_\_ M D Y UNT Student:  Yes  No

Local Mailing Address: \_\_\_\_\_ Permanent Mailing Address:  
 \_\_\_\_\_  
 \_\_\_\_\_

Phone: \_\_\_\_\_ Ethnicity \_\_\_\_\_  
Optional (African-American, Caucasian, etc.)

**EMERGENCY CONTACT (required field)**

Name: \_\_\_\_\_  
 Address: \_\_\_\_\_ Telephone: \_\_\_\_\_  
 \_\_\_\_\_ E-mail: \_\_\_\_\_

Mother's Name \_\_\_\_\_ Father's Name \_\_\_\_\_

Mother's Email \_\_\_\_\_ Father's Email \_\_\_\_\_

**Part 2 – Financial**

Tuition Status:  In-state (Texas Resident)  Out-of-state (non-resident)

Do you plan to use financial aid? (including loans, scholarships, and grants; does not include IEFS scholarship)

Yes  No



If yes, have you filed a FAFSA for the study abroad period with the Office of Financial Aid?

Yes  No

Financial Aid is **disbursed according to the regular disbursement dates**. All program costs must be paid prior to disbursement.

### Part 3 – Academic Information

Cumulative GPA: \_\_\_\_\_ Expected Graduation Date: \_\_\_\_\_

Term applied for:  Summer I, 200\_  Maymester, 200\_  
 Summer II, 200\_  Winter Intersession, 200\_

#### Program admissibility:

**Academic Advisor Approval**(BUSI Student Only): \_\_\_\_\_  
Signature

Prerequisite Requirements:  Yes  No  Pending GPA Requirement:  Yes  No

**All College of Business courses must be approved by advisor prior to faculty signature (BA 123 for guidance).**

**Faculty Leader Approval:** \_\_\_\_\_  
Signature

How did you learn about study abroad at UNT? (check **all** that apply)

Ctr. for Global Learning  Web  Friend  Department/College  Class  
 Residence Hall  Faculty Member  Former Participant  State News

Which of the following most influenced your decision to apply for this particular study abroad program?

Degree Requirements  Educational Goals  Faculty Member  Foreign language study  
 Career Enhancement  Academic Advisor  Academic Challenge  Personal Growth  Affordability

Have you traveled abroad for longer than a week?  Yes  No

If yes, where?  Canada  Mexico  Continental Europe  Africa  Asia  
 Oceania  UK/Ireland  Middle/Near East  Latin America/Caribbean

Did the study abroad program at University of North Texas influence your decision to attend UNT?

Yes  No

### Part 4– International Education Fee Scholarship (IEFS) Terms & Application

Most Study Abroad participants are eligible for this scholarship on a **first-come first-served basis**. The amount of the scholarship is determined on an annual basis. Accepting this scholarship means that you agree to undertake full-time study abroad on the designated program during the stated period. IEFS Scholarships are applied to your UNT account for the term you will be abroad, and are not available to pay your study abroad program costs. Non-compliance with any of these scholarship regulations will invoke sanctions from the University of North Texas, including cancellation of any un-disbursed award and/or required repayment of scholarship funds to be enforced by an administrative and registration block on student records.

My signature on this application form confirms that I understand that the scholarship will be rescinded if I do not:

1. Complete the program successfully
2. Submit copy of photo page of passport

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My signature below confirms that I understand the requirements.

I want to apply for the IEFS: \_\_\_Y \_\_\_ N

**Part 5 – Application Payment**

I will submit my \$150 application payment with this form. \_\_\_ Y \_\_\_ N

NOTE: Your application will not be processed until payment is received.

This application payment is **non-refundable** except for withdrawal from a program for medical or emergency reasons, or if the program does not make.

**Part 6 –Program Cost and UNT Tuition**

1. You are responsible for knowing payment amounts and deadlines for your program.
2. If you add to a program after payment deadlines have passed, you must bring your account current at the time you sign up for the program.
3. You must register for your study abroad class(es) at the time you would normally register & pay tuition per the normal payment schedule. You must register for your study abroad class(es) at the time you would normally register & pay tuition per the normal payment schedule. Your program fees paid to the GLE do **not** pay for your UNT tuition.

**Part 7 –Signatures**

**My dated signature certifies that I have read information pertinent to my study abroad program** and that all information on this application is complete and correct to the best of my knowledge.

My dated signature also serves as a **consent release** for GLE to act in a limited manner as my representative while I am abroad. Details of the consent are:

Under federal legislation, namely the Family Educational Rights and Privacy Act of 1974, I understand that my educational records cannot be released without my written permission or an Affidavit of Dependency certified by my parents or guardian.

I give my permission to the University of North Texas Center for Global Learning & Experience to obtain copies of all my university records. During my participation in a study abroad program, I designate the GLE to be my campus representative. I further direct the GLE to act in my behalf and release the stated information to any and all agencies, business, or individuals that I direct in later correspondence. I understand that if I request official documents while I am on a study abroad program, I will reimburse the GLE for any and all costs of said copies.

X \_\_\_\_\_  
**Student Signature** **Date**

\_\_\_\_\_  
**Witness Signature** **Date**

Please take these completed forms and your \$150 payment to the GLE at the location below. At that time you will be provided with details about your program.



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## Waiver of Liability & Hold Harmless Agreement

1. In consideration for participating in a UNT study abroad program and other valuable consideration, I hereby RELEASE, WAIVE, DISCHARGE AND COVENANT NOT TO SUE the University of North Texas, the Board of Regents of the State of Texas, the State of Texas, their officers, servants, agents, or employees (hereinafter referred to as RELEASEES) from any and all liability, claims, demands, actions and causes of action whatsoever arising out of or related to any loss, damage, or injury, including death, that may be sustained by me, or to any property belonging to me, WHETHER CAUSED BY THE NEGLIGENCE OF THE RELEASEES, or otherwise, while participating in such activity, or while in, on or upon the premises where the activity is being conducted or in transportation to and from said premises.

2. To the best of my knowledge, I can fully participate in this activity. I am fully aware of the risks and hazards connected with the activity, including but not limited to the risks as noted herein, and I hereby elect to voluntarily participate in said activity, and to enter the above-named premises and engage in such activity knowing that the activity may be hazardous to me and my property. I VOLUNTARILY ASSUME FULL RESPONSIBILITY FOR ANY RISKS OF LOSS, PROPERTY DAMAGE OF PERSONAL INJURY, INCLUDING DEATH, that may be sustained by me, or any loss or damage to property owned by me, as a result of being engaged in such an activity, WHETHER CAUSED BY THE NEGLIGENCE OF RELEASEES or otherwise.

3. I further hereby AGREE TO INDEMNIFY AND HOLD HARMLESS the RELEASEES from any loss, liability, damage or costs, including court costs and attorney's fees, that may incur due to my participation in said activity, WHETHER CAUSED BY NEGLIGENCE OF RELEASEES or otherwise.

4. It is my express intent that this Release and Hold Harmless Agreement shall bind the members of my family and spouse (if any), if I am alive, and my heirs, assigns and personal representative, if I am not alive, and shall be deemed as a RELEASE, WAIVER, DISCHARGE AND COVENANT NOT TO SUE the above RELEASEES. I hereby further agree that this Waiver of Liability and Hold Harmless Agreement shall be construed in accordance with the laws of the State of Texas.

5. I UNDERSTAND THAT UNIVERSITY OF NORTH TEXAS WILL NOT BE RESPONSIBLE FOR ANY MEDICAL COSTS ASSOCIATED WITH ANY INJURY OR ILLNESS I MAY SUSTAIN DURING THIS ACTIVITY. I also understand that I am urged by UNT to obtain adequate health and accident insurance to cover any personal injury to myself which may be sustained during the activity of the transportation to and from said activity.

6. I further agree to become familiar with the rules and regulations of the University concerning student conduct and not to violate said rules of any directive or instruction made by the person or persons in charge of said activity and that I will further assume the complete risk of any activity done in violation of any rule or directive or instruction.

7. I understand that the program application fee is nonrefundable unless I am not accepted into the program or the program does not operate for lack of adequate enrollment, and that any other refunds will be made available only if those funds are released from program providers, including airlines, hotels, foreign universities and the like, who have contracted with University of North Texas to provide essential logistical components of the program. I understand it is my responsibility to request refunds in writing to the UNT Center for Global Learning & Experience and that any refunds may be delayed due to the processing of program providers.

IN SIGNING THIS RELEASE, I ACKNOWLEDGE AND REPRESENT THAT I have read the foregoing Waiver of Liability and Hold Harmless Agreement, understand it and sign it voluntarily as my own free act and deed; no oral representations, statements or inducements, apart from the foregoing written agreement, have been made; If under age eighteen (18), a parent or guardian must sign indicating their assumption of legal and financial responsibility for my participation in this program; and I execute this Release for full, adequate and complete consideration fully intending to be bound by same.

I have hereunto set my hand on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
Signature of Student Participant

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Parent must sign if participant is under age 18

\_\_\_\_\_  
Witness

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## Dropping or Administrative Withdrawal from a UNT Study Abroad Program

The UNT Center for Global Learning's administrative charge is non-refundable. Any student who "drops" (decides not to go) from a UNT Study Abroad Program after having paid this initial amount will forfeit this sum. It is the student's responsibility to know the payment schedule and pay on time. **Students who do not make program payments as scheduled may be dropped.**

Exceptions are made only as follows:

- \* for students who can produce a doctor's letter stating a compelling medical reason why they must not participate in the program, or
- \* in the case of a program that does not make (meet minimum number of students), or
- \* if a program is cancelled (due to unsafe conditions in the host country/ies).

In any case, students dropping less than 30 days before the program begins will be assessed a penalty of \$75, *and are also responsible for any non-refundable deposits made on their behalf.* Students dropping 30-60 days before the program begins will be assessed a penalty of \$50, *and are also responsible for any non-refundable deposits made on their behalf.* Students dropping more than 60 days before the program begins will not be charged a penalty, *but are still responsible for any non-refundable deposits made on their behalf.*

*Detach here and hand in to GLE*

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I have read the above and understand fully that I am responsible for making program payments on time.

I also understand that the GLE administrative charge is non-refundable with the exceptions stated above.

Finally, I understand that it is my responsibility to follow the correct procedures for dropping from a GLE program, and in failing to do so I will be penalized.

\_\_\_\_\_  
Name

\_\_\_\_\_  
Date

### Changing Programs

If changing from one program to another, you must fill out a switch form. There is a \$25 fee to change from one program to another. The program must be within the same academic year.

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STATEMENT OF RESPONSIBILITY

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I, \_\_\_\_\_, have been accepted to participate in a UNT study abroad program. I accept my admission to the program and promise to abide by the following statement of responsibilities.

- 1. Alcohol and Drugs.** As a participant in an UNT study abroad program, I must abide by host country laws and local institutional regulations with respect to alcohol and other drugs. Unless permitted by host country law and local institutional regulations, I will not possess, consume, furnish, or distribute any alcoholic beverages. Further, I understand that the University of North Texas has a zero-tolerance policy with respect to the possession, use, manufacture, production, sale, exchange, or distribution of illegal drugs. I am responsible for knowing and obeying the laws of the host country, as well as all local institutional regulations, regarding alcohol and other drugs. I understand that violations of law or policy may result in (i) immediate dismissal from the program; (ii) academic withdrawal from the University for the semester in progress; and (iii) disciplinary action upon my return to campus.
- 2. University Policies.** I must abide by the University of North Texas policies, including the UNT Code of Conduct, while enrolled in the program and I may be subject to disciplinary action for violations of those policies upon my return to campus.
- 3. Host Country Customs.** I will abide by the laws and customs of my host country, community, institution and program. I know that I need to be sensitive to the social mores of the host culture. I am also subject to the disciplinary codes and processes of the host institution.
- 4. Dismissal.** If I seriously disrupt the group learning process, or if my behavior gives the program director reasonable cause to believe that my continued presence in the program poses a danger to the health or safety of persons or property, or impedes, disrupts or obstructs the program in any way, I will face immediate dismissal. Alcohol, drug and weapons related violations, assault, and sexual or racial harassment, are so seriously problematic that dismissal is highly likely. Before I may be removed from the program, I will have an opportunity to explain my conduct to the program director. A decision to dismiss me from the program would be final and no refund would be made.
- 5. Travel.** The University may make changes to the program itinerary at any time and for any reason. I will be responsible for any loss due to such changes. The University is not responsible for penalties assessed by air carriers or any other associated costs based on operational and/or itinerary changes. If I travel independently and arrive after the start of the program, I am responsible for all academic consequences such as lost class time and assignments. The University may substitute hotel accommodations or housing at any time. Specific room and housing assignments are within the University's sole discretion.

I must confirm departure and arrival times and locations with my program leader. If I incur a delayed arrival, I will notify my program leader or the GLE personnel. My property is transported at my risk. The University is not responsible for travel delays.

I will notify my program leader or on-site personnel of my itinerary whenever I leave the site for longer than one day. The University is not responsible for any injury or loss I may suffer when I am traveling independently or am otherwise separated from any University-sponsored activities. If I become separated from the program group, for any reason, I will rejoin, at my own expense, the group at the first opportunity.

6. **Health.** I will be responsible for my own health maintenance. In the event of serious illness, accident or emergency, I will inform an appropriate program official, so that assistance may be secured and so that my designated emergency contact may be notified.
7. **Application Fee.** I will be responsible for the non-refundable application fee, my failing to turn in all completed acceptance materials and payments in a timely manner may result in my removal from the program.
8. **Withdrawal/Transfer.** To withdraw or transfer from a program I understand that I must submit a drop or transfer slip to the Center for Global Learning & Experience (GLE). If I withdraw or transfer from the program I will be financially responsible for any non-recoverable costs incurred and/or committed by UNT on my behalf at the time of my withdrawal (whichever is more). I understand I am responsible for inquiring as to the estimated non-recoverable costs incurred and/or committed at the time of my withdrawal or transfer. If I withdraw after the program's first day, I will be financially responsible for the entire program fee.

If I withdraw or transfer, I will notify the Center for Global Learning & Experience in writing. If a balance is due to the Center for Global Learning & Experience at the time of withdrawal, I will pay UNT to cover expenses incurred to that point. If I should decide to withdraw and fail to submit any written notification of my withdrawal and/or fail to show up at the program site, I understand I will be financially responsible for the entire program fee.

If I withdraw from the program prior to the program's first day, I will be required to withdraw from my course(s) and will receive a full refund of tuition and matriculation fees. If I withdraw after the program's first day, refunds for recoverable tuition and fees will be based on the University calendar.

If I am put on probation or recessed from the University after acceptance, it is my responsibility to withdraw from my program.

9. **Credit.** I will comply with the UNT Center for Global Learning & Experience course credit requirements and with UNT's academic policies and procedures. I will maintain enrollment for the duration of the program in the specified courses for at least the minimum number of credits specified for my short-term program. If I fail to enroll for the minimum number of credits, I may be dismissed from the program and/or I will be billed and responsible for paying an additional program fee. Even if I pay this additional fee after completion of the program, I cannot be retroactively enrolled in my desired courses. I understand that if I participate in certain faculty-led programs, I will be financially responsible for paying tuition for the minimum number of credits and will not receive a refund if I enroll in fewer credits. If I miss a substantial portion of the program, for whatever reason, the amount of credit awarded will be determined at the program leader's discretion. If I withdraw, depart or am dismissed from a program before its formal completion, I may be ineligible for academic credit. Any refund of tuition and fees would be according to the policy stated on the UNT Office of the Registrar Web site (<http://essc.unt.edu/registrar>). (Only applicable to UNT-sponsored study abroad programs.)

10. **Waiver.** In the case of an emergency in which I cannot be reached, I authorize U.S. Embassies and Consulates to release information concerning my welfare and whereabouts to the University of North Texas. In authorizing this release of information, I hereby waive Freedom of Information Act, 5 USC Section 522 (b) (8).

**In signing this document I acknowledge that I have had an opportunity to ask any questions I have about it, that I have read and understand it, that I accept its terms, and that I have signed it knowingly and voluntarily.**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parent/Guardian Signature \_\_\_\_\_ Date: \_\_\_\_\_  
(if participant is under age 18)

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