

2009-2010 STUDY ABROAD APPLICATION PROCEDURES NON-UW-EAU CLAIRE STUDENTS

BEFORE THE LAST APPLICATION DAY FOR YOUR PROGRAM, YOU MUST COMPLETE AND TURN IN APPLICATION. To do this, you must:

1. **Fill out the attached form neatly and completely.** If you prefer to type your form, download a copy at:
<http://www.uwec.edu/CIE/sac/onlineapp.htm>
 - Be sure to sign page 2 and both sides of the enrollment agreement.

2. **Schedule a Faculty Interview.**
 - Instead of requesting a reference, you should schedule an interview with a faculty member in a field related to your chosen program or with someone in the International Office at your university.
 - Schedule the interview **at least 10 days before** the application deadline. Be sure to ask politely when would be a convenient time for the faculty member!
 - Fill out the top half of the Interview Report Form and give it to the person conducting the interview.
 - Ask the faculty member to give you the interview form in a sealed envelope, and return it with the rest of your application materials.

3. **Request an official transcript** from your Registrar's Office.
 - If you are a first semester freshman, you must attach an **official high school transcript**.
 - If you have transferred schools, and this is your first semester at your current institution, you must attach **an official transcript from your former institution. Be sure to request these well in advance!**

4. **Send all below to the Center for International Education, 105 Garfield Ave, SCHOFIELD 111, PO BOX 4004, UW-EAU CLAIRE, EAU CLAIRE, WI 54702-4004.**
 - **the signed application form**
 - **official transcript**
 - **sealed Interview Report Form**
 - **\$30 non-refundable application fee made out to UW-Eau Claire**

APPLICATION DEADLINES: If the program you are applying for is **not listed below, DO NOT USE** this application form. We **begin accepting** applications for **FALL/SUMMER 2009 on SEPTEMBER 2, 2008.**

- **NOVEMBER 17, 2008** is the **priority application deadline** for **SUMMER 2009: Costa Rica Nursing & Health Care Professions; Chiang Mai, Thailand** or **FALL 2009 in: Nicaragua/Costa Rica.**
- After this deadline, please **contact the Center for International Education to inquire if applications are still being accepted.**
- No applications will be accepted after January 30, 2009.

We **begin accepting** applications for **SPRING 2010 on JANUARY 15, 2009.**

- **APRIL 1, 2009** is the **priority application deadline** for **SPRING 2010 in: San Isidro/Costa Rica and Leipzig, Germany.**
- After this deadline, please **contact the Center for International Education to inquire if applications are still being accepted.**
- No applications will be accepted after May 1, 2009.

SELECTION: Complete applications are reviewed after the appropriate application deadline. Applicants for all programs must meet the requirements set forth for the specific program. Meeting minimum requirements does not guarantee admission to a program. You will be notified of your status within 3 weeks of the deadline.

All items must be received by 4:30 pm on the deadline date for an application to be considered in the review process.

Early submission is encouraged!

**NON-UW-EAU CLAIRE STUDENTS
APPLICATION FOR STUDY ABROAD 2009-2010
CENTER FOR INTERNATIONAL EDUCATION, SCHOFIELD 111**

CHECK THE PROGRAM TO WHICH YOU ARE APPLYING:

Costa Rica Nursing & Health Care Professions (Summer)

Chiang Mai, Thailand (Summer)

Nicaragua/Costa Rica (Fall)

San Isidro/Costa Rica (Spring)

Leipzig, Germany (Spring)

PLEASE PRINT NEATLY

Full Name (last, first, middle)			
Social Security Number		Gender: Male Female	
Birthdate (m/d/y)			
Residency Status Wisconsin resident Minnesota resident Other state (Non-Wisconsin Residents pay non resident tuition on UW-Eau Claire programs. MN residents may request tuition reciprocity.)			
Major		Email Address	
Current address (NOTE: Mail will be sent to your local address during the academic year. Please be sure the CIE has your current address information.) Street address _____ City _____ State _____ Zip _____ Phone _____ Valid Until _____		Permanent address (NOTE: Mail will be sent to your permanent address during the summer. Please be sure the CIE has your current address information.) Street address _____ City _____ State _____ Zip _____ Phone _____	
Year in College: Freshman Sophomore Junior Senior		Cumulative University GPA	Total credit hours earned by end of current semester
University/College Currently Attending:			
US Citizen (This does not affect your application): Yes No		Do you have a valid passport? (This does not affect your application) Yes No	
I have scheduled a study abroad interview with _____ on ____ / ____ / ____ . (faculty name) (date)			
Emergency Contact Information (for emergencies and release of information during your absence) Name _____ Relationship _____ Phone Number _____ Email _____			
The information requested below is voluntary and will be used for summary reports required by federal and state laws and regulations. It will not be used as a basis for admission or in a discriminatory manner.			
Ethnic background (check one) African-American Hispanic/Latino American Indian or Alaskan Native White, non-Hispanic Asian or Pacific Islander Multi-ethnic background _____			

STATEMENT OF PURPOSE

Please type on separate sheet or print neatly. Limit your statement to one page. In your statement, address the following: Why do you want to study abroad? Why did you choose this program? What do you expect to gain from it academically? Personally?

STATEMENT BY APPLICANT

I hereby certify that the information given on this application is correct to the best of my knowledge.

Signature of Applicant: _____ Date: ____/____/____

EAU CLAIRE CENTER FOR INTERNATIONAL EDUCATION ENROLLMENT AGREEMENT

I hereby apply for admission to a University of Wisconsin-Eau Claire study abroad program.

Program name: _____ Semester/Year of Participation: _____

In joining this program, I understand:

1. That every effort will be made to prepare a budget that accurately reflects actual program costs, but that due to fluctuations in the international value of the dollar and changes in program contracts, additional charges may be necessary before or after the program begins. I agree to pay such charges upon written notice from the UW-Eau Claire Business Office.
2. That the \$30.00 fee that accompanies this application is non-refundable and applies to program costs.
3. That UW-Eau Claire, its faculty, staff, and students have made commitments to this program in consideration of my enrollment therein. I agree that I am committed for the entire period of the program as indicated above, and that I will pay a non-refundable* deposit of \$150 within three weeks of formal acceptance. The deposit is credited to the program cost and is not transferable across academic years.
4. That program cancellation must be made IN WRITING to the Center for International Education. Refunds of program payments, aside from the application fee, deposit and any funds already committed, are available until JULY 1 for fall and year-long programs, DECEMBER 1 for spring semester programs, and APRIL 1 for summer programs. NO REFUNDS WILL BE GIVEN FOR CANCELLATIONS AFTER THESE DATES. *
5. That the University, acting through its faculty and staff, may terminate or alter my participation in the program for the following reasons: (a) Failure to maintain good academic standing or academic requirements of the program, or to meet as defined and published under Academic Policies and Regulations in the UW-Eau Claire Catalogue. (b) Personal conduct adversely affecting other students or faculty and/or conduct that violates the rules and regulations published in the Student Services and Standards handbook. (c) Conduct which violates the laws of the country in which the program occurs.
6. That the officials of UW-Eau Claire reserve the right to cancel, make changes, or substitutions in the program whenever they deem such cancellations, changes or substitutions to be in the best interest of the group. Program cancellation due to lack of participants will be announced at least three months prior to the intended start date.
7. That UW-Eau Claire and its faculty and staff are not responsible for any injury, loss, damage, delay, irregularity, or expense arising from the use of any common carrier, vehicle, accommodations, or services resulting from accidents, strikes, war, weather, sickness, quarantine, government restrictions, and other matters beyond the university's power or control.
8. That the Center for International Education will conduct a background check to determine my appropriateness for participation in this program with:
 - a) the Office of Student Development and Diversity and
 - b) the Housing Office
9. That UW-Eau Claire Counseling Services receives a list of all study abroad program participants and may require me to meet with CIE staff to determine whether appropriate support will be available for me at my proposed site.
10. That program payments must be made on or before the due date, that a \$48 late fee will automatically be charged for late payments, and a \$30 reinstatement fee will be charged if my participation has been canceled due to late payment. I further understand that payment must be made in full prior to my departure for the program. My canceled check is my receipt.
11. That it is my responsibility to make travel arrangements to and from the program site unless otherwise notified. In addition, I understand that opportunities for individual travel are plentiful, and the University does not wish to discourage participants from taking advantage of them. The University, however, takes no responsibility for students when they are traveling independently before, during, or after the program.
12. That my enrollment status is considered that of a full-time student earning a minimum of 12 credits per semester or 6 credits for a 6-week summer session.
13. That the Center for International Education (CIE) may release my name, email, and address to the resident director and other students enrolled in my program as requested.

*If a student is forced to withdraw for medical reasons, or due to an emergency in the immediate family, the deposit/program payments may be transferred to another program semester, or refunded or partially refunded upon review by CIE staff. Medical reasons, student or family, must be documented by a physician.

Student's signature

_____/_____/_____
Date

