



# APPLICATION

## APPLICATION CHECKLIST

- Completed Application
- Personal Statement/Essay
- Copy of Passport (biographical page)
- Reference Letters or Forms from Academic Advisor and another CAU Faculty Member
- Unofficial Copy of CAU transcripts at date of application (Banner Web Copy allowed)
- Copy of Study Abroad Financial Aid Worksheet
- Study Abroad Approval Form
- Director of Student Conduct Form
- Waiver, Release & Indemnification Agreement

## APPLICATION DEADLINES

ACADEMIC YEAR	APRIL 15
FALL SEMESTER	APRIL 15
SPRING SEMESTER	NOVEMBER 15
SUMMER SEMESTER	MARCH 15

Application Deadlines maybe extended for certain countries. Check with the Office of International Programs and Third Party Provider updated deadlines.

## STUDY ABOARD REQUIREMENTS

**GPA:** All full-time undergraduate students with a minimum cumulative grade-point-average (GPA) of 2.5, and have completed a minimum of twenty-four (24) credits semester, are eligible to apply for study abroad for fall and spring semesters, as well as the summer sessions. All full-time graduate students with minimum cumulative GPA of 3.0 and have completed a minimum of six (6) credits are eligible to apply for study abroad.

**Personal Statement:** 500 page typed statement describing academic achievements, personal and professional goals and how the study abroad experience will impact these goals.

**Letter of Reference:** Letters or completed forms of reference from the academic advisor and another CAU faculty member. The references should be submitted with application form.

**Study Abroad Approval Form:** Courses that are equivalent to or substitute for courses offered at Clark Atlanta University will transfer as long as the host institution is accredited and prior approval is granted from appropriate academic department.

## STUDENT INFORMATION

Last Name: \_\_\_\_\_  
 First Name: \_\_\_\_\_ Middle Name: \_\_\_\_\_  
 Student ID 900 #: \_\_\_\_\_  
 Passport #: \_\_\_\_\_ Expiration Date: \_\_\_\_\_  
 Did You Apply for a Passport? Yes \_\_\_\_\_ No \_\_\_\_\_

## PROGRAM INFORMATION

PARTNER/THIRD PARTY PROVIDER: \_\_\_\_\_  
 LOCATION (COUNTRY/CITY) \_\_\_\_\_  
 ACADEMIC CONCENTRATION \_\_\_\_\_  
 STUDY TERM: FALL  SPRING  SUMMER  WINTER

## CONTACT INFORMATION

LOCAL STREET ADDRESS: \_\_\_\_\_  
 CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP CODE: \_\_\_\_\_  
 PHONE # \_\_\_\_\_ EMAIL: \_\_\_\_\_  
 DATES AT LOCAL ADDRESS: \_\_\_\_\_  
 PERMANENT STREET ADDRESS: \_\_\_\_\_  
 CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP CODE: \_\_\_\_\_  
 PHONE# \_\_\_\_\_ EMAIL: \_\_\_\_\_

## ACADEMIC INFORMATION

Major: \_\_\_\_\_ Minor: \_\_\_\_\_ Cum GPA: \_\_\_\_\_  
 Credit Hours Completed at Application Date: \_\_\_\_\_  
 Class Standing at Application FR  Sop  Jr  Sr  Grd   
 Date \_\_\_\_\_  
 Other Colleges Attended: \_\_\_\_\_  
 Academic Advisor's Name: \_\_\_\_\_  
 Academic Advisor's Email: \_\_\_\_\_  
 Department: \_\_\_\_\_ Advisor's Phone#: \_\_\_\_\_

## EMERGENCY CONTACT INFORMATION

Name: \_\_\_\_\_  
Relationship: \_\_\_\_\_  
Daytime Phone #: \_\_\_\_\_  
Mobile Phone #: \_\_\_\_\_  
Preferred Email: \_\_\_\_\_

## FOREIGN LANGUAGE BACKGROUND

(Complete this section if you will study in a country where native language is not English. Please refer to your experience with the language of the host country.) Describe the level of foreign language you will complete prior to the study abroad?

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Please describe any additional experiences that have helped you to develop your language skills.

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## DISCIPLINARY AND CRIMINAL RECORD

(If your answer to either of the following is yes, you must submit a full statement of relevant facts on a separate sheet to be attached to this application.)

Are you currently, or have you ever been, charged with, or subject to disciplinary action, including suspension or expulsion for scholastic or any other type of misconduct, at any high school, college, or university? Yes  No

Have you been charged with, convicted of, or pled guilty or nolo contendere to a crime other than a minor traffic offense, or are any criminal charges now pending against you? Yes  No

## HEALTH INSURANCE

Students traveling and studying abroad will require health insurance. Most student visas and learning institutions require visiting foreign students be covered by a health insurance policy. Your current U.S. health care coverage may not follow you while you are studying abroad. Most study abroad programs, however, will require you to participate in a student health insurance program or in a health benefit plan while you're abroad. First, check to see if your current plan or the plan you are under covers you abroad, and second, if it covers you beyond the basic trip to the emergency room. If not, you will be required to obtain health insurance while studying abroad. Please provide evidence of health insurance coverage as a part of your study abroad application.

## APPLICANT SIGNATURE, CERTIFICATION, AND RELEASE OF INFORMATION AUTHORIZATION

I certify that the information provided on this application is true and accurate to the best of my knowledge. I fully understand that providing false information during the application process may be grounds for rejecting my application.

I hereby authorize the Registrar, Student Conduct officials at Clark Atlanta University to release any and all information to the Office of International Programs. I understand that my prior criminal or disciplinary, campus judicial history may be a factor in evaluating my application. In addition, I understand that information and supporting documents from my Study Abroad application may be shared with my intended host university as part of the admission process. The released student information will be restricted to the Study Abroad Program. I have also read and understood the University's Policy 6.2 Study Abroad and agree to adhere to all the requirements therein.

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Student's Signature

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Date