

STUDY ABROAD STUDENT APPLICATION 2019

Business and Economics in China



Study Abroad
OFFICE OF INTERNATIONAL PROGRAMS
SAM HOUSTON STATE UNIVERSITY

PLEASE WRITE LEGIBLY. IF YOUR INFORMATION CANNOT BE READ, YOUR APPLICATION WILL NOT BE PROCESSED. APPLICATIONS SUBMITTED WITHOUT ALL SUPPORTING DOCUMENTATION WILL NOT BE ACCEPTED.

Application Requirements

This application, along with the documents listed below must be submitted to the Study Abroad Coordinator in order for an application to be considered complete. After receiving this application packet & acceptance into the program by the faculty leader, a **\$300 non-refundable deposit** will be placed on your account. Refer to the Financial Responsibility Agreement for more information.

PHOTO

(Free photos can be taken at
Bearkat OneCard Office)

Required supporting documents:

Unofficial Transcript

Student Last Name	First Name	Middle Name	Sam ID
Date of Birth (mm/dd/yy)	Gender (M/F)	Citizenship	

PARTICIPANT CONTACT INFORMATION

Phone: _____ Email: _____

Mailing Address: _____

ACADEMIC INFORMATION

Major: _____ Minor: _____

Current SHSU GPA: _____ Classification: _____

Expected date of graduation: Fall Summer Spring Year: _____

PROGRAM DETAILS

Please select the following course(s) you will be taking while abroad:

ECON 4085 & ECON 4360

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Are you a 1st generation college student? YES NO

Are you planning on using Financial Aid to help pay for this program? YES NO

Do you currently have a passport? YES NO

What languages do you speak (or are learning) besides English and how long have you been studying them?

What do you hope to learn by participating in this program?

Have you ever traveled internationally before? If so, where and why?

Please tell us what personal growth you would like to achieve while you are on this program.

I, _____, certify that the information provided on the application documents are true to the best of my knowledge. I further understand that once I am accepted into and confirmed on the Reciprocal Exchange study abroad program there will be financial obligations that must be met, even if I should choose to withdraw my application.

Signature

Date

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Financial Responsibility Agreement

Program Balance Due: May 10th, 2019

- Deposit.** Acceptance into all programs is conditional upon payment of a **\$300 non-refundable deposit**. The deposit is posted on the student's university account shortly after notification of conditional acceptance. Once the deposit is paid, admission into the program is confirmed and student is subject to future payment deadlines and the withdrawal policy. The deposit is applied towards the total program cost, and **is due within 1 week of acceptance into the program. If the deposit is not paid, then the student cannot be considered a program participant.**
- Program Fee Balance due May 10th, 2019.** The program balance is posted on the student's fee schedule once the program reaches minimum enrollment. The program balance is due May 10th. Students not paying the balance in full by May 10th may lose their place and be subject to withdrawal penalties. Students receiving financial aid must comply with item #6 following.

Payment Installments & Deadlines:

- \$300 deposit due within 1 week of acceptance into program (assessed upon acceptance)
- \$250 payment due March 10th (assessed Mar. 5th)
- \$250 payment due April 10th (assessed Apr. 5th)
- \$140 Remaining Program Balance due May 10th (assessed May 5th)

Total - \$940 – Does NOT include additional SHSU tuition and fees charged per course and \$200 study abroad service fee.

- Tuition and Fees.** Students must pay University tuition and fees (including a \$200 Study Abroad Service Fee) in addition to program fees. Note that faculty-led, out-of-country courses do not charge 3 fees: Rec Center, Student Center and Health Center=\$275 as opposed to on-campus courses. Tuition and fees for study abroad programs **do not** follow the same refund schedule posted for other University courses. Accordingly, once a study abroad student has departed the U.S. for participation in the study abroad program, there will be no tuition or fee refunds.
- No-Penalty Withdrawal Deadline is 01/31/2019.** To withdraw from the program and avoid financial penalty beyond the \$300 non-refundable deposit, the student must notify both the Study Abroad Coordinator and Faculty Leader in writing (email is acceptable) by **01/31/2019**.
- Withdrawal Schedule.** Program budgetary commitments and decisions (such as those pertaining to hotel and transportation costs) are made on the basis of confirmed student enrollment. Therefore, students withdrawing after **01/31/2019 owe** the following program fees regardless of when the program fee is billed and **whether the student has made any payments**. Students will be liable, barred, and responsible for the payment of the bill necessary to cover the costs of the withdrawal so that neither participating students nor the university bear the financial burden of a student withdrawal.

Student Name (Last, First)

SAM ID

Beijing, China Dr. Fidel Gonzalez
Program Location Faculty Leaders

\$940
SHSU Program Fee

ECON 4085 & 4360
Course(s)

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Withdrawal Schedule

On or Before **01/31/2019**

After **01/31/2019**

Financial Penalty on the Study Abroad Program Fee

Non-refundable \$300 deposit retained by SHSU

Withdrawal fee calculated based upon non-refundable expenses committed on behalf of the student at the time of withdrawal up to and including the FULL program fee as noted in item #2.

6. **Financial Aid.** Students receiving financial aid and/or scholarships may defer their program fee payments with the approval of the program faculty leader. **However, it is the student's responsibility to ensure that the alternative billing schedule can accommodate standard university financial aid, scholarship, and billing timelines and procedures.** For example, if a program payment is deferred until the summer but the student has already requested spring aid to cover program costs, the spring aid will be revoked once the charge is moved to the summer term. **SHSU will not be held responsible for any such consequences of student requests to defer payments.**
 - a. **Students whose financial aid or scholarships do not completely cover their program fee are responsible for the balance by the final payment deadline as noted in item #2.** In the event of termination of enrollment in the program due to withdrawal, dismissal, program cancellation, or other reasons, students receiving Federal Title IV financial aid funds may be required to return the funds. Students can review the official procedures and recalculation schedules by consulting the Office of Financial Aid.
7. **Travel.** Students are independently responsible for expenses incurred or having to do with any expenses not included in the program fee, such as books, supplies, personal items, miscellaneous costs of living, etc. In the event of termination of enrollment in the program due to withdrawal, dismissal, program cancellation, or other reasons, the University will not provide refunds for any such personal expenses. Students are advised to investigate the coverage and cost of a Travel Insurance Policy that might cover some of those costs.
8. **Students dismissed from the course after the non-penalty date in item #4 or who fail to complete the course(s)** are subject to the withdrawal schedule and will not be provided with any refunds. Students leaving a program because of highly extenuating circumstances (death, illness requiring medical attention in U.S., etc.) may appeal this policy with the Office of International Programs.
9. **Program Cancellation.** In the event of program cancellation due to inadequate enrollment, all program fees, including the deposit will be refunded to the students. SHSU will make enrollment-related cancellation decisions by April 1.

I, _____, understand that once I have confirmed my participation in a faculty-led study abroad program through payment of the non-refundable \$300 deposit, that I will become financially responsible for the charges listed above including all program fees, tuition, and fees associated with tuition. Remaining balances must be paid before registration in future semesters will be permitted.

Student Signature

Date

Mandatory Student Money Management Center - Study Abroad Coaching Session

To be completed by the Student Money Management Center:

_____ has completed the mandatory Study Abroad Coaching Session on _____ (Student's Name) (Date)		
_____	_____	_____
SMMC Coach Name	SMMC Coach Signature	Date

Office of International Programs, Farrington 116 – studyabroad@shsu.edu