INSTRUCTIONS: In order to apply for a Study Abroad Program, students must complete the following items.

1) Student must be currently enrolled in a full-time course of study at Wichita State University.
2) Undergraduate students must have completed a minimum of 30 credit hours by the time of departure. Graduate students must have completed a minimum of 12 graduate credit hours by the time of departure.
3) Student must apply for a study abroad program approved by the W. Frank Barton School of Business.
4) Provide reference letter forms from two references, one of which must be from one of your WSU instructors. Family members and personal friends are not acceptable reference sources. Please have your references fill out the reference letter form and return them directly to the W. Frank Barton School of Business (Campus Box 48). Reference Letter forms will only be used to evaluate your qualifications for study on the program specified on this application and will not be available to any other institution, organization, or private party.
5) Submit a statement explaining your reasons for wanting to study abroad as well as the relationship of the study abroad program to your course of study. Document should not exceed one typed page on a separate sheet of paper.
6) Submit an official copy of your WSU transcript, all transcripts submitted become property of Wichita State University.
### Applicant Information

**mywsu ID:** ____________________________

Desired Semester of Study:
- Spring Semester, 20____
- Summer Session, 20____
- Fall Semester, 20____
- Academic Year, 20____ - 20____

**Gender:**
- Male
- Female

**Full Name:** ____________________________________________________________

- Last Name
- First Name
- Middle Name (if any)

**I am interested in studying at the university of:**

__________________________________________________________

**In the country of:**

- ____________________________
- ____________________________

**Country**

**Date of Birth**

**Age at time of Study Abroad**

### Mailing Address:

__________________________________________________________

__________________________________________________________

__________________________________________________________

__________________________________________________________

**Check if same as mailing address**

### Permanent Address in Your Country:

__________________________________________________________

__________________________________________________________

__________________________________________________________

__________________________________________________________

**Telephone:** ____________________________

**Primary e-mail:** ____________________________

**Second e-mail:** ____________________________

**Will you be traveling on a U.S. Passport?**
- Yes
- No

If no, what country’s passport will you be traveling on?

**What will be your classification at the beginning of your study abroad?**
- Sophomore
- Junior
- Senior
- Graduate

**Major(s)**

**Cumulative WSU GPA**

**Expected Graduation Date:** mm/yyyy

**Have you ever been on academic probation?**
- Yes
- No

**Foreign Language Studied:**
- French
- German
- Italian
- Japanese
- Latin
- Russian
- Spanish
- Other

**Current level and years of language study:**

**Will you be applying for financial aid for study abroad?**
- Yes
- No

**Are you currently receiving federal financial aid or financial aid from WSU?**
- Yes
- No
### PREVIOUS OVERSEAS STUDY OR TRAVEL EXPERIENCE

Please list all previous travel or study abroad experience you have including that from other universities or institutions. List them in order of attendance.

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### REFERENCES

*Please list the two individuals you will be asking to provide references for you.

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Wichita State University does not make any warranties or guarantees of any kind, expressed or implied, regarding any off-campus program in which a student may participate. The University assumes no responsibility and disclaims any liability, damages, or injury suffered by any student by reason of the negligent or wrongful acts or failures to act of any person or institution with whom the University may make arrangements for any off-campus study program.

Failure to make full payment of all required fees or to resolve other debts to Wichita State University or the host institution may result in the cancellation of pre-registration for the following semester, denial of registration until payment is received, and/or disenrollment at WSU or the host institution. A student must fulfill all financial obligations to WSU before receiving grade reports, transcripts, or a diploma from Wichita State University.

Students must register and pay regular tuition and fees for a full course load. A minimum of 12 credit hours per semester for Undergraduate students and 9 credit hours per semester for Graduate students.

**IMPORTANT:** I have read the above paragraphs and acknowledge that I understand them completely and accurately. By signing below I acknowledge my agreement to be bound by their terms as a condition of my participation in any off-campus programs sanctioned by Wichita State University.

In addition, I verify that the above information is true and complete.

Printed Name: ___________________________________________________________________________________________________________

First Name          Last Name  ____________________________________________________________________________ ____________________________________

Applicant’s Signature   Date

**PLEASE RETURN YOUR APPLICATION TO:**

114 Clinton Hall

or mail to:

W. Frank Barton School of Business
Wichita State University
Wichita, Kansas 67260-0048

**RELEASE INFORMATION**

The collection, retention, and dissemination of your records and personal information is subject to the federal regulations under the Family Education Rights and Privacy Act of 1974. It is therefore necessary to obtain your permission to release information collected on the application, in your letters of recommendation, and in your transcripts.

1) I hereby release information contained in my applications for admission and for study abroad, letters of recommendation, and transcripts to the Office of International Education for review and approval of my study abroad application. I also grant permission for access to medical, disciplinary, and counseling files that have bearing on my application.

2) I also hereby release information contained in my application, letters of recommendation, and transcripts to the overseas institution where I wish to be placed.

**RELEASE FOR OFF CAMPUS STUDY**

Wichita State University does not make any warranties or guarantees of any kind, expressed or implied, regarding any off-campus program in which a student may participate. The University assumes no responsibility and disclaims any liability, damages, or injury suffered by any student by reason of the negligent or wrongful acts or failures to act of any person or institution with whom the University may make arrangements for any off-campus study program.

**INDEBTEDNESS**

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revised 09/08