



Study Abroad Application Guidelines

DIVISION OF INTERNATIONAL PROGRAMS

Office of International Education

Phone: (956) 326. 2565 Fax: (956) 326. 2779

E-mail: studyabroad@tamiu.edu

URL: www.tamiu.edu/dip/oie

DEADLINES

ISEP Programs for a Fall Semester	January 15
TAMIU Exchange and Affiliate Programs for a Fall Semester	April 1
ISEP Programs for a Spring Semester*	August 15
TAMIU Exchange and Affiliate Programs for a Spring Semester	October 1
TAMIU Faculty-Led and Affiliate Programs for Summer	Between January and April, depending on selected program.

* If applying for an ISEP Spring program in Spain, it is recommended that your application is submitted to OIE the previous spring semester (January 15)

STUDY ABROAD APPLICATION AND SUPPORTING DOCUMENTS

TAMIU Study Abroad Application

The study abroad application form is mandatory and must be completed, signed, and returned to OIE before your application is forwarded to your selected study abroad program. A study abroad application, approved and signed by OIE signifies TAMIU approval for study abroad participation.

Reference Form/Letter of Recommendation

The Reference Form and Letter of Recommendation have to be written by a person who can attest to your academic abilities, personal maturity and aptitude for the challenges of studying abroad (i.e. professor or employer). Provide pertinent information to your reference far enough in advance for the person to write a thoughtful and informative reference in the midst of a busy schedule.

Academic Advisement Form

TAMIU students are required to meet with an academic advisor to discuss courses to be completed on their chosen program. If information on specific courses is unavailable, general topics and levels of study should be listed. Students should include more courses than they plan to take, as some courses may be unavailable by the start of a program.

Official Transcripts

If you are **not** attending TAMIU at the time of your application, you must to submit an official transcript of each College/University you have attended. Expect having to submit official transcript(s) with the foreign school or affiliate program application.

Foreign School/Affiliate Program Application

A copy of the Foreign School/Affiliate Program application (with supporting documents) is to be provided to OIE with your TAMIU study abroad application. OIE will mail out all applications for Exchange Programs, and depending on your preference and the application process either OIE or you can mail the application for an Affiliate Program.

TAMIU STUDY ABROAD APPLICATION

Last Name	First Name	M.I.	TAMIU ID:
Street Name & Number City, State, Zip Code			Home Phone: Work Phone: Cell Phone:
Date of Birth:			Citizenship:
TAMIU Email:		Alternate Email:	
Academic Standing: <input type="checkbox"/> Undergraduate FR / SO / JR / SR <input type="checkbox"/> Graduate <input type="checkbox"/> Other (specify) _____			
Major: _____ Minor: _____			
Total completed hours (TAMIU/Other): _____ Hours Applied to Degree : _____ Cumulative GPA: _____			
Term for which you are applying: <input type="checkbox"/> Spring 20____ <input type="checkbox"/> Fall 20 ____ <input type="checkbox"/> Summer 20 _____			
Program you are applying for (Exchange Host University/Affiliate Name): _____			
City: _____ Country: _____			
Residency Status: <input type="checkbox"/> In-State (TX Resident) <input type="checkbox"/> Out-of-State (non resident)			
Do you currently receive Financial Aid? <input type="checkbox"/> Yes <input type="checkbox"/> No Type of Aid: _____			
I certify that the information on this application is complete and correct, and I understand that the submission of false information is grounds for rejection of my application. I understand that as part of the application process, I am expected to attend a pre-departure orientation and may be required to complete a language test and interview in the language of the country I have chosen. I have received and read the Study Abroad Handbook, which outlines academic policy, regulations, and requirements for study abroad.			
Name (print)		Signature	Date
For office use only! <input type="checkbox"/> Reference Form <input type="checkbox"/> Academic Advisement Form <input type="checkbox"/> Letter of Recommendation <input type="checkbox"/> Official Transcript (non-TAMIU student)			
Student may participate in listed program and receive credit for courses subject to general regulations and policies of Texas A&M International University, and as approved by the Academic Advisor and College Dean.			
Director, Office of International Education			Date

TAMIU STUDY ABROAD REFERENCE FORM

To be completed by the Applicant

Name: _____ Program Name/Location: _____

Reference requested from: _____

To the applicant:: under U.S. Federal Law (section 438 of Public Law 90-247, as amended) students are permitted access to certain educational records. Section 438(a) (2) (B) provides that a student may waive the right to inspect confidential letters of recommendation. Many applicants have found that recommendation letters may have a greater effect when such letters are written in confidence. If you waive your right to inspect the information requested by this form, please sign below.

Applicant's Signature

Date

To be completed by the Referee

To the referee: The student referenced above is applying for an approved Texas A&M International University study abroad program. Because participants serve as representatives of their nation and institution, both academic excellence and personal suitability for participation in the study abroad program should be addressed. Thoughtful and honest letters will help promote not only the student but the program to which the student is applying as well. Your time and effort in personalizing this reference is very important!

How long and in what capacity have you known the applicant?

Please indicate the applicant's ability and academic competence in comparison with other individuals whom you have known at a similar stage in their academic careers

	Above Average	Average	Below Average	Inadequate Opportunity to Observe
Knowledge in area of specialization				
Motivation and seriousness of purpose				
Ability to plan and carry out research, independent study				
Ability to express thoughts in speech and writing				
Emotional stability and maturity				
Self-reliance and independence				

In letter format, on a separate piece of paper, please comment specifically on the applicant in terms of the following: a) academic suitability, b) personal suitability for living abroad, c) how participation in the study abroad program will be of benefit, both academically and personally, d) weaknesses, e) linguistic preparation, is applicable, f) any other factors which you believe may affect a successful experience abroad

Referee's Printed Name

Referee's Signature

Date

Please return this form and accompanying reference letter to:

Office of International Education ♦ Texas A&M International University, 301 Pellegrino Hall, 5201 University Boulevard, Laredo, TX 78041
Tel. (956) 326 2565 ♦ Fax (956) 326 2279 ♦ Email: studyabroad@tamiu.edu

Academic Advisement Notes: _____

APPROVALS

Advisor's Printed Name Advisor's Signature Date

Dean's Printed Name Dean's Signature Date

STUDENT SIGNATURE

I have read and understand the information contained in this form. I agree, to the extent possible, to follow through with my proposed plan of study. It has been explained to me that there is no guarantee that I will be able to register abroad in every course I wish to take, and all courses may not be accepted or transfer to Texas A&M International University, or count towards my degree program.

Student's Printed Name Student's Signature Date

Please return this form to:

Office of International Education ♦ Texas A&M International University, Pellegrino Hall 301, 5201 University Boulevard, Laredo, TX 78041
Tel. (956) 326 2565 ☐ Fax (956) 326 2279 ☐ Email: studyabroad@tamiu.edu