Texas A&M International University Office of International Education

Study Abroad Application Guidelines

DEADLINES AND APPLICATION FEES

Application deadlines for Study Abroad programs vary widely, and it is your responsibility to know the deadline of your selected program and to have all parts of the application in at OIE early enough to allow for follow-up on anything incomplete before we forward the application.

Application	Deadline	Application Fee
TAMIU Faculty-Led or Affiliate Programs (short term)	February / March	\$ 200

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. The \$200 application fee is applicable to faculty-led programs only and is non-refundable. Should TAMIU deem it necessary to cancel the program, the \$200 will be refunded, otherwise it is applied to the program cost.

Academic Advisement Form

Texas A&M International University students are required to meet with an academic advisor to discuss courses to be completed on their chosen program. The Academic Advisement Form serves as a TENTATIVE approval for your plan of study. If information on specific courses is unavailable, general topics and levels of study should be listed. The Academic Advisement Form must be signed by the academic advisor and/or department chair, and the College Dean.

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.

Reference Letter

If you are not attending TAMIU at the time of your application, you must submit one official reference letter from a professor at your current institution or from an employer.

SUBMIT YOUR APPLICATION

Division of International Programs Office of International Education Texas A&M International University Pellegrino Hall 301, Attn. Ms. Marina Hinojosa Tel. 956.326.2565 / Email: studyabroad@tamiu.edu / URL: www.tamiu.edu/dip/oie

TAMIU STUDY ABROAD APPLICATION

Last Name	First Name	M.I.	TAMIU ID:	
Street Name & Number			Home Phone:	
City State Zin Code			Work Phone:	
City, State, Zip Code				
			Cell Phone:	
Date of Birth:			Citizenship:	
TAMIU Email Address (re	equired):	Personal Email Ac	ldress:	
Academic Standing: E	Undergraduate FR / SO / JR / SR	□ Graduate □	Other (specify)	
Major:	Minor:		Cumulative GPA:	
		_		
Citizenship:		Pas	ssport Number:	
Term for which you are a	pplying:	ummor 20 Bro	gram Name:	
			gram name	
Citv:		Country:		
Have you ever been on a	cademic probation? Ves No		disciplinary probation? Yes No	
(If answering yes to either of thes	e questions, we will ask you for a statement detailing the	circumstances)		
Residency Status:	In-State (TX Resident)	Dut-of-State (non resident)		
Do you currently receive Financial Aid?				
I certify that the information	ation on this application is complete and	d correct, and I understan	d that the submission of false information is grounds for	
			pected to attend a pre-departure orientation and may be chosen. I have received and read the Study Abroad	
	les academic policy, regulations, and re			
Name (print)	S	ignature	Date	
		Ū		
For office use only!	Application Academic Advise	mont Form Difficial	Transcript (non-TAMIU)	
			• • • • • • • • • • •	
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 Interna	tional Education		Date	

TAMIU ACADEMIC ADVISEMENT FORM

Name of Student

Name Study Abroad Program _

To the student: students participating in a TAMIU approved study abroad program are required to meet with an academic advisor to discuss courses to be completed on their chosen program. This form serves as a TENTATIVE approval for your plan of study. If information on specific courses is unavailable, general topics and levels of study should be listed. If possible, students should include more courses than they plan to take, as some courses may be unavailable by the start of the program. This document does NOT constitute a pre-approval of courses and/or acceptance of credits. Course work completed abroad must be evaluated by the academic units granting equivalent credit at Texas A&M International University upon the student's return to campus.

It is the student's responsibility to follow-through with the program at the study abroad site. If the student is not able to take the courses initially selected, the student should select courses that are similar to those first selected and advise the academic advisor at Texas A&M International University of the substitutions. Approval of study abroad course work must be determined when you return. Students are required to submit syllabi, papers and notes to be evaluated by faculty in the departments that grant credit similar to that of the course taken abroad.

To the academic advisor: the student named above is applying to participate in a Texas A&M International University approved study abroad program. The student should provide you with a description of the courses s/he plans to take on the program, as well as information about the program. Please note that in some courses, students may have access to course descriptions and even course syllabi for their chosen program. However, in many university systems, course descriptions and catalogs are unavailable. In such cases, this advisement form may contain only very general statements such a "upper-level course work in (name of subject) not to duplicate any course previously taken at TAMIU."

Please try to indicate for the student, to the best of your ability, how credit should be awarded for these courses. Your determination is not binding, but is meant to guide the student in his/her course of study. Please not that credit equivalencies are ultimately determined in the department where similar courses are offered at TAMIU. Your determination on this form is meant to serve as a guide for the student. This form is NOT meant as a pre-approval. Approval of course equivalencies and degree credit is determined upon a review of materials once the student has completed the study abroad program.

Foreign School Course	TAMIU Course/Equivalent	Course to Apply	As	SCH
PREFERRED COURSES				
		□ major □ minor	□ general □ elective	
		□ major □ minor	□ general □ elective	
		□ major □ minor	□ general □ elective	
		□ major □ minor	□ general □ elective	

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.