

Thank you for deciding to apply to Academic Studies Abroad!

In order for us to make an admissions decision, there are a few things we need you to submit. Once we receive them, admissions decisions are generally made within 2-3 business days.

⇒ One copy of your college transcript

Unofficial copies are acceptable as long as your name is printed on it. Applicants must have a 2.5 GPA or higher. If your GPA is below a 2.5, you may still apply, but you must submit two letters of recommendation instead of one, plus a personal statement explaining why your GPA is below 2.5.

PLEASE NOTE: For Aix-en-Provence, Avignon, and Florence you must submit an official transcript. For the Barcelona II/IIA program at the Universitat Pompeu Fabra, you **MUST** be at least a Junior in college, submit an official transcript **AND** have a GPA of 3.0 or higher. If you are applying to the Barcelona II/IIA program, you must also submit proof to ASA that your home university has approved the credits.

⇒ If your GPA is below a 3.0, one letter of recommendation from a professor
Avignon students require two letters of recommendation, including one from a French professor.

⇒ Four passport-sized photos (1 1/2" x 1 1/2")
Students applying to Madrid must submit 8 passport photos.

⇒ A check or money order for \$150 made out to Academic Studies Abroad
The deposit will be deducted from the total program cost.

⇒ Photocopy of the picture page of your passport

⇒ Please submit all of the above along with this application to:

Academic Studies Abroad
434 Massachusetts Avenue
Suite 501
Boston, MA 02118

*Please note that the deadlines listed on our website are not application deadlines, they are full payment and final forms deadlines. It is best to submit your application at least one month before the deadline for your program. After ASA has received your completed application and determined your eligibility, you will be sent an acceptance packet with additional forms to fill out and sign. Full payment and all forms must be turned in by the deadline indicated on our website in order to avoid a late fee.

APPLICATION FOR ADMISSION



POLICIES

- ▶ ASA, Inc. reserves the right to refuse admittance to the program.
- ▶ There will be no refunds for students who leave the program early for personal reasons or are dismissed for misconduct.
- ▶ Students who withdraw from a program after the application deadline for their program, but before the official start date of their program, will receive a full refund minus \$1,200.
- ▶ Students who withdraw from a program before the application deadline will receive a full refund minus \$50.
- ▶ Students who are not admitted to a program will receive their full deposit back.
- ▶ Students who are accepted and participate on a program will have their full deposit applied to the cost of their program.
- ▶ If there are any significant inflationary increases in the exchange rate, Academic Studies Abroad reserves the right to increase the price of the program prior to the departure date.
- ▶ Students may not study on an ASA program without a valid passport and a visa issued by their country of study (if required).

RELEASE

THE STATE OF _____ COUNTY OF _____
I, _____ OF _____
(NAME) (ADDRESS)

In consideration of the benefits accruing to me from Academic Studies Abroad Program (the "program"), and other good and valuable consideration, do hereby release and discharge Academic Studies Abroad and any and all of their agents, employees, or representatives from all actions, suits, claims, or liability for damages or other legal or equitable relief of any nature resulting from, arising out of, or related to my participation in the program (including, without limitation, claims for personal injury or property damage). In addition, I hereby grant all ASA employees and their agents permission to disclose and release information about me to my current academic advisor at my college/university, as well as to my parents and family.

EXECUTED THIS _____ DAY OF _____, 20____
(STUDENT SIGNATURE)

ACADEMIC CREDITS

THE FOLLOWING NEEDS TO BE SIGNED BY EITHER THE STUDY ABROAD DIRECTOR OR ACADEMIC ADVISOR AT YOUR SCHOOL TO ENSURE THAT YOU HAVE BEEN APPROVED TO STUDY ABROAD FOR CREDITS.

I, _____ hereby grant permission to _____
(STUDY ABROAD DIRECTOR OR ACADEMIC ADVISOR) (STUDENT NAME)
to study abroad with Academic Studies Abroad ("ASA") and I have confirmed with the registrar that credits earned abroad by him/her are transferable to _____
(SCHOOL NAME)

(SIGNATURE) (DATE) (TITLE)

IF YOU DID NOT GET THE "ACADEMIC CREDITS" SECTION SIGNED ABOVE, PLEASE READ AND SIGN BELOW.

I, _____ hereby understand, accept, and acknowledge that by not receiving a signature in
(YOUR NAME)
the above "academic credits" section there is no guarantee that I will receive academic credits from my school for the classes I take while abroad. If I do not receive academic credits, I agree to hold Academic Studies Abroad and any of their agents, employees, or representatives harmless and relieve them of any and all liability.

(SIGNATURE) (DATE)

ASA does not discriminate on the basis of race, color, national origin, disability, age, gender, or religion according to the EEOC guidelines. ASA will not tolerate any form of sexual harassment, including unwelcome sexual advances, vulgar, abusive, humiliating or threatening language, practical jokes, and other inappropriate behavior in the workplace or on any of our programs.

