



APPLICATION FOR ADMISSION

**Thank you for deciding to apply to Academic Studies Abroad!
In order for us to make an admissions decision, there are still a few things
that we need you to submit. Once we receive them, admissions decisions are generally
made within 2-3 business days.**

- One completed and signed copy of the “Release and Credits Form” on the next page.**

You can also find this form on the last page of the ASA catalog.

- One completed Application Form**

You can fill this out online at <http://www.academicstudies.com/apply.html>, or on the last page of the ASA catalog.

- One copy of your college transcript**

Official copies are required for Barcelona II (BCEA), Aix, Avignon, Dublin, Sevilla II (CEADE) and Florence. For all other programs, unofficial copies are acceptable as long as your name is printed on it. Applicants must have a 2.5 GPA or higher for all programs except Barcelona II (BCEA) which requires a 3.0, and Florence, which requires a 2.75.

- One letter of recommendation (if your GPA is below 3.0)**

This form can be downloaded from our website at http://www.academicstudies.com/download/letter_of_rec.pdf

- Four passport sized photos (1 1/2" x 1 1/2").**

All Madrid, Aix-en-Provence, and Avignon programs require 8 passport photos, while Florence requires 6 passport photos. Must be official passport photos and not snapshots or photocopies.

- One photocopy of the inside (picture) page of your passport.**

- Application deposit of \$150.**

Checks should be made payable to Academic Studies Abroad. Or, you can pay the deposit online with a credit card after you complete the online application form. Or, you may use PayPal by going to www.academicstudies.com/pay.html.

- Please submit all of the above to:**

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

It is always best to apply early, as we are on rolling admissions.

**Toll-free: (888) 845-4ASA
E-mail: info@academicstudies.com
Website: www.academicstudies.com**

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.

RELEASE AND CREDITS FORM

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 deadline, but before the official start date of a 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 onto a program will receive their full application deposit back.
- Students who are accepted and participate on a program will have their full application 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).

NOTE: ALL STUDENTS MUST SIGN SECTION 1 AND EITHER SECTION 2 OR 3 BELOW.

SECTION 1 – 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

SECTION 2 – ACADEMIC CREDITS APPROVAL

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 CREDIT.

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)

ADVISOR SIGNATURE _____ DATE _____ TITLE _____

SECTION 3

STUDENTS WHO 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.

Student Signature _____ Date _____