

Athena Study Abroad Application Form

73 Mill Street • Suite B • Gahanna, Ohio 43230 • 1-866-9-ABROAD • info@athenaabroad.com • www.AthenaAbroad.com

Application Checklist



- This completed application form, signed by the applicant (and parent, if student is under 18)
- Non-refundable application fee of \$75
- Official copies of applicant's transcripts from all universities attended
- Original 'Study Abroad Advisor Approval Form' completed by the university official responsible for authorizing study abroad
- 'Study Abroad Recommendation Form' sent directly to Athena by person providing reference
- 'Disciplinary Clearance Form' sent directly to Athena by a member of the student's Judicial Affairs Office
- Four 2"x2" passport-sized photographs with student's name written on the back of each

Personal Data



Full Name (as it appears on official documents) _____

Athena Overseas Program: _____
(see next page for program listings) (Country) (City) (Term: Summer, Fall, Spring, Full Year) (Year)

Current Address _____
(Street) (City) (State) (Zip)

Dates that you can be reached at current address: _____

Permanent Address _____
(Street) (City) (State) (Zip)

Dates that you can be reached at permanent address: _____

Telephone number(s) _____ Fax Number: _____

Date of Birth _____ Place of Birth _____
(MM/DD/YYYY)

E-Mail _____ Gender: Male Female

Citizenship _____ Social Security Number _____ - _____ - _____

Passport Number _____ Issuing Country _____ Expiration date _____
(MM/DD/YYYY)

Name of home institution _____

Address of institution _____

Current academic year in school: FR SO JR SR Academic year while abroad: FR SO JR SR

Major(s) _____ Minor(s) _____

Cumulative Grade Point Average (GPA) _____ (on a 4.0 scale) Expected Graduation _____

Program Information



Select your desired program location and session (Fall, Spring or Summer). For academic year, check Fall and Spring boxes.

LOCATION	FALL	SPRING	SUMMER
<input type="checkbox"/> Australia - Sydney Campion College	<input type="checkbox"/> (Semester 2)	<input type="checkbox"/> (Semester 1)	<input type="checkbox"/> July
<input type="checkbox"/> Greece - Paros Island Hellenic International Studies in the Arts	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Art & Cycladic Culture <input type="checkbox"/> Creative Writing/Poetry <input type="checkbox"/> Photography <input type="checkbox"/> Combination: Art & Cycladic Culture + Creative Writing/Poetry <input type="checkbox"/> Combination: Art & Cycladic Culture + Photography <input type="checkbox"/> Combination: Creative Writing/Poetry + Photography
<input type="checkbox"/> Italy - Florence Lorenzo de' Medici	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> June <input type="checkbox"/> July <input type="checkbox"/> August
<input type="checkbox"/> Italy - Rome Lorenzo de' Medici	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> June <input type="checkbox"/> July
<input type="checkbox"/> Italy - Tuscania Lorenzo de' Medici	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> June <input type="checkbox"/> July
<input type="checkbox"/> Italy - Venice Lorenzo de' Medici	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/> Italy - Tour of Italy (3 cities, one semester) Lorenzo de' Medici	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/> England - London Roehampton University	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/> Spain - Seville Centro de Lenguas e Intercambio Cultural	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> June <input type="checkbox"/> July <input type="checkbox"/> August
<input type="checkbox"/> Ireland - Dublin Griffith College Dublin	<input type="checkbox"/>	<input type="checkbox"/>	

Year: 20_____ (ex: 10 for Summer/Semester or 10-11 for Academic year)

Financial Information



What source(s) will provide your funds for tuition? (check all that apply)

- | | |
|--|--------------------------------------|
| <input type="checkbox"/> Self | <input type="checkbox"/> Scholarship |
| <input type="checkbox"/> Parents | <input type="checkbox"/> Other _____ |
| <input type="checkbox"/> Financial Aid | |

If you plan to apply financial aid to your study abroad program, please provide the name and contact information for the university official responsible for coordinating financial aid. Otherwise, please indicate to whom program invoices should be sent:

Full Name _____ Relationship _____

Address _____
(Street) (City) (State) (Zip)

Phone _____ Fax _____

E-mail _____

Miscellaneous



If you need more room when answering the questions below, please attach a separate sheet of paper to this application with full responses.

How did you learn of Athena's offerings? Study Abroad Office Athena representative
 Internet Study Abroad Fair Poster Recommendation from friend
 Other (please describe) _____

What motivated you to study abroad? _____

What do you think you'll learn through this experience? _____

How will you apply what you learn on this trip to your future endeavors? _____

Do you have any special dietary needs? No Yes
(If yes, please describe) _____

Do you have allergies or medical limitations that we should be aware of? No Yes
(If yes, please describe) _____

Are you presently under treatment for any emotional or psychological matters? No Yes
(If yes, please describe) _____

Emergency Contact



Full Name _____ Relationship _____

Address _____
(Street) (City) (State) (Zip)

Phone _____ Work Phone _____

Fax _____ E-mail _____

Transcript Release



Included in the cost of every Athena Study Abroad program is one official copy and one unofficial copy of your transcript from the overseas university. The official copy of your transcript will be sent directly to your home university unless you request otherwise.

I authorize Athena Study Abroad (and/or its overseas university partners) to mail my official transcript to the home institution that I list below. I understand that my transcript will not be released to me or my home institution until all financial obligations for the study abroad program are fulfilled.

_____ Initials

Please list the address where the transcript should be sent.

IMPORTANT! You should consult with your Study Abroad Advisor and/or University Registrar to determine if you need a U.S. accredited transcript for course work completed overseas. Please note that certain programs, but not all, charge an additional fee for the U.S. accredited transcript.

Do you require an accredited transcript?

Yes No

I certify that the information provided in this application is true and correct. By signing this application, I also certify that I have read the "Athena Study Abroad Policies on Refunds, Payments, and Financial Aid," agree to abide by any and all terms outlined in the "Athena Study Abroad Policies on Refunds, Payments, and Financial Aid" and, moreover, fully understand that any deposit paid may not be refunded to me.

Signature _____ Date _____

Please return completed materials to:

Athena Study Abroad
73 Mill Street
Suite B
Gahanna, Ohio 43230
1-866-9-ABROAD
614-416-6781 (fax)
info@AthenaAbroad.com
www.AthenaAbroad.com

ATHENA STUDY ABROAD, INC.
POLICIES ON REFUNDS, PAYMENTS, AND FINANCIAL AID

REFUNDS

Within two weeks of acceptance to an Athena Study Abroad, Inc. study abroad program (or upon a student's submission of course registration documents to Athena), a **non-refundable \$600** deposit must be submitted to Athena. The deposit will be applied to the final program cost. Students who are applying to the program after the stated deadline must include the deposit with their application. Only if the applicant is not accepted to the program will the deposit be refunded. Students making all payments through their home institutions will still be responsible to Athena for the deposit amount if they choose to withdraw from an Athena program.

If a student elects to withdraw from the program, a portion of the program cost will be refunded and credited to the student's account based upon the schedule below. However, the student will not be returned the above-referenced \$600 non-refundable deposit, nor the non-refundable application fee. In order for the student to receive the maximum refund, the decision to withdraw must be indicated in an email or letter postmarked no later than 80 days prior to the official arrival date for the program as stated in Athena materials. Students must notify Athena Study Abroad **IN WRITING** of their decision to withdraw for all refund policy options to be initiated. Please note:

- The "official arrival date" is the date students are required to arrive at the program site as indicated by the Athena Study Abroad program.
- "Special Charges" are any and non-refundable tuition, housing, or other fees committed by Athena Study Abroad to secure the student's place in the program.
- You are encouraged to explore trip cancellation insurance which will assist in covering you if you unexpectedly have to cancel your flight and other travel arrangements.

Refunds of all or part of the program fee will be considered in accordance with the following schedule (please note that the \$600 non-refundable deposit and the non-refundable application fee will not be returned under any circumstances):

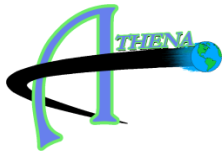
WITHDRAWAL DATE	STUDENT IS LIABLE FOR
80 or more calendar days prior to the official arrival date of the program	NO LIABILITY (deposits and application fees are non-refundable)
Less than 80 but more than 45 calendar days prior to the official arrival date of the program	25% of program fee (in addition to the non-refundable deposit and non-refundable application fee, and any and all special charges assessed by Athena Study Abroad)
Less than 45 but more than 20 calendar days before the official arrival date of the program	50% of program fee (in addition to the non-refundable deposit and non-refundable application fee, and any and all special charges assessed by Athena Study Abroad)
Twenty (20) days or less prior to official arrival date	100% of the program fee (in addition to the non-refundable deposit and non-refundable application fee, and any and all special charges assessed by Athena Study Abroad)

Athena reserves the right to cancel and/or suspend any program(s) for any reason whatsoever as determined at the sole discretion of Athena. Such reasons may include, but are not limited to low enrollment or travel warnings. If any program is canceled **prior to departure**, accepted students will be given the option either to (a) receive a full refund of all fees paid less any and all application fees, (b) be granted a deferral by Athena to a future program session, or (c) receive credit toward another available Athena program site (in this case, student is subject to any and all policies and regulations of the new program). If the program is canceled **after the departure date**, all non-committed funds will be refunded to the student. Students dismissed from the program due to **disciplinary reasons** (1) will **not** receive a refund of any kind and (2) will not receive any academic credit for coursework completed abroad.

Athena assumes no responsibility for assisting students in obtaining refunds for airline tickets. Airline tickets may be completely or partially non-refundable depending on the terms of the specific ticket and the airline chosen. Students are strongly advised to obtain travel insurance and should be aware that travel insurance may not cover all monetary/financial losses incurred as a result of a possible program cancellation.

PAYMENT AND FINANCIAL AID

By signing the "Athena Study Abroad Application Form," I (1) understand that Athena Study Abroad program fees and charges are due before the departure date, or each semester start date; (2) agree to pay or make arrangements suitable to Athena Study Abroad for payment of all fees and charges by the settlement deadline set by the Athena Study Abroad offices; and (3) commit to pay Athena Study Abroad any balance remaining if, for any reason, the estimated financial aid is not posted to my account.



Disciplinary Clearance Form

73 Mill Street • Suite B • Gahanna, Ohio 43230 • 1-866-9-ABROAD • info@athenaabroad.com •
www.AthenaAbroad.com

After completing the section below, please submit this form to your home campus Judicial Affairs office. By signing below, you consent to the release of this information to Athena Study Abroad, Inc. as well as to the host institution of your overseas program, and the school's partner US accrediting university (if applicable):

To be filled out by the student participant



Name of Applicant _____

Signature of Applicant _____ Date _____

Phone _____ E-mail address _____

Program and City/Country _____ Semester(s) _____

To be filled out by a member of the student's Judicial Affairs Office



The student mentioned above is applying to participate in a study abroad program through Athena Study Abroad, Inc. We would appreciate your confidential statement regarding this student's record. Please feel free to note comments on the back of this page if necessary.

- This student has no history of judicial sanction.
- This student has a history of/ is currently under judicial sanction(s). *Please explain below.*

Signature of Judicial Affairs Official _____

Printed name _____

Title _____

Date _____

Please return this completed form directly to:

Athena Study Abroad
73 Mill Street
Suite B
Gahanna, Ohio 43230
1-866-9-ABROAD
614-416-6781 (fax)
info@athenaabroad.com
www.AthenaAbroad.com