

Semester, Academic Year & Non-Augsburg Summer Programs

Submit completed applications to:

Augsburg Abroad
 Office of International Programs
 Location: 200 Murphy Place
 Fax: 612-330-1695

Mailing Address:
 2211 Riverside Avenue, CB 307
 Minneapolis, MN 55454

Required application materials for Augsburg Abroad:

- Augsburg Abroad Application Form** (two sided)
 If your program provider requires that you respond to similar questions you can provide those responses in place of doing these.
- Release of Liability Form** (read & sign, except CGE students)
- Guidelines/Policies Form** (read & sign)
- Unofficial Transcript**
 You can print this off your Augnet. Be sure that the GPA is shown on the page. If you are a transfer student, you need provide on a transcript of at least one semester of completed coursework in college. If you have this at Augsburg, that will work; if you do not, you will need to get a transcript from a past school.
- Credit Agreement Form**
 Follow instructions on the form. You must have a signature from your Faculty Advisor! This form will be used to register you for the semester abroad.

Not required for all students:

- Study Abroad Advisor Form/ Signature Form/ Authorization Form**
 Program Providers may have a form that needs a signature and/or approval from the study abroad office. Augsburg Abroad will fill it out and send it to the program provider with detailed information about direct billing Augsburg College.
- Non-Affiliated Study Abroad Program Request for Interim Approval Form**
 Students choosing study abroad programs that are not on the Augsburg College affiliated list need to fill out this form and hand it in with their application. Augsburg Abroad will review the program and let the student know about approval.

Application materials for the Program Provider:

- Program Application Materials**
 Send all additional application materials required of your program to the program provider directly (including CGE) by their deadline. Many have on-line applications that are easier than paper applications. Here is some important information on this process:
 - You will likely need an official transcript and you can order that from the Registrar for around \$5.
 - You are required to pay the application fee and deposit directly to the sponsor. All other program fees will be billed to Augsburg College (excluding room & board in a few cases).

Special Instructions:

Center for Global Education (CGE) Programs

- You do NOT need to submit the Release of Liability Form

International Partners (IP) Programs

- A credit agreement form will not be required

Deadlines

Complete applications must be received by the following deadlines to be considered.*

Fall Semester, Academic Year or non-Augsburg Summer Programs	March 1st
Spring Semester Programs	October 1st

* If the program provider has an earlier deadline, applications must be submitted at least 2 weeks prior to their deadline.

Upon Acceptance

If admitted to your program, inform Augsburg Abroad immediately. You will be required to submit additional pre-departure forms to Augsburg Abroad and are expected to attend a pre-departure orientation. Expect the details via email.