



The State University of **New York**

Office of Global Initiatives
170 North St, PO Box 139
Dryden, NY 13053 USA
Email: global@tompkinscortland.edu
www.tompkinscortland.edu/global
Main Campus: Room 248

STUDY ABROAD APPLICATION – TO COMPLETE BEFORE ENROLLMENT IN COURSE

Name (Last, First, Middle) _____ Program name/Country _____ ID Number _____

NAME _____ STUDENT ID# _____

COLLEGE EMAIL ADDRESS _____

PERSONAL E-MAIL ADDRESS _____ CELL PHONE _____

LOCAL ADDRESS _____

PERMANENT ADDRESS _____

ACADEMIC MAJOR _____ ACADEMIC ADVISOR _____

U.S. CITIZEN? _____ IF NO, VISA TYPE _____ DATE OF BIRTH ____/____/____

Have you ever been convicted of a felony? YES NO

If you checked "YES", please explain:

I have read the program information in the course outline/syllabus, and I understand the scope of the trip. I authorize TC3 Staff/Faculty to examine my TC3 record to verify my eligibility for this program. I understand the rules of this program and agree to comply with them.

STUDENT SIGNATURE _____

DATE ____/____/____

STUDY ABROAD and FOUNDATION SCHOLARSHIP APPLICATION ESSAY

Name (Last, First, Middle)	Program name/Country	ID Number
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ESSAY TOPIC

What motivates you to participate in this experience? Describe how participation in this program will enrich you personally and contribute to your academic and/or professional goals. Specifically, how will this study abroad program build upon your education to date and connect to your studies when you return to campus?

In reviewing this essay, the scholarship committee will look for an essay of approximately **300 words** that **1) includes a clearly stated goal** and that **2) connects the anticipated experience to your specific personal, educational, and career objectives**. Please take your time and think through what you want to say. If you would like to have somebody look at your essay for feedback, tutors in the Writing Center are available.

FOUNDATION SCHOLARSHIP CONSIDERATION – PLEASE READ BEFORE SIGNING BELOW

The TC3 Foundation has a fund to assist students in realizing their study abroad aspirations. **You must sign below to be considered for a Foundation scholarship.** *If you choose to apply for a Foundation Scholarship and funding is awarded, you agree to give approximately two hours of your time and effort in the semester to follow your trip to the promotion of study abroad at TC3 (assuming you are still enrolled at the College). This promotion can happen in a way that is most comfortable for you: In person at an information table or other event or can be in written/print/photo/video format or any combination thereof. Your faculty trip leaders and/or Global Office staff will contact you to set up the event(s) you plan to attend.*

Scholarship Application Release

By signing below, I indicate that I wish for my application form, essay, and references to be used to apply for a Tompkins Cortland Foundation Study Abroad Scholarship. I give my permission for the entire contents to be reviewed by the scholarship committee. I agree to abide by the conditions of the Foundations guidelines for any scholarship I may receive. I agree that if I do receive funding, I will assist with two hours of promotion, as stipulated above. I agree that if I withdraw from the college or fail to meet the stated criteria of the scholarship at the time it is awarded, I will forfeit or repay all or a portion of any scholarship, according to the College’s refund policy. I understand that any scholarship monies awarded may be credited against the balance of any of my bills at the college. The TC3 foundation and TC3 have my permission to use quotes from any application and/or essay with donors in press releases and other Foundation or College materials.

STUDENT SIGNATURE _____

DATE ___/___/_____

STUDY ABROAD FINANCIAL COMMITMENT – COMPLETE BEFORE ENROLLMENT IN COURSE

Name (Last, First, Middle)	Program name/Country	ID Number
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TO THE STUDENT: The purpose of this form is for students to understand the costs associated with the program and disclose their payment plans for the program. The College depends on all students making a commitment to pay the travel fee of \$_____ in a timely manner in order to offer this study abroad opportunity. There are other travel-related expenses, such as passport fees, vaccination, if applicable, and incidentals that you should be aware of and plan to cover.

PROGRAM COSTS and PAYMENT DETAILS SHOULD BE DISCUSSED WITH FACULTY LEADER(S) AND THIS FORM RETURNED TO THE GLOBAL OFFICE (ROOM 248)

Funding Source(s) Disclosure and Understanding of Payment Due Dates

Completed by the Student. Check whichever applies, read carefully and sign.

- I will be paying all program costs **on my own**, without the use of Financial Aid.
- I will be paying all or a portion of the course fee **using Financial Aid**. I understand that:
 - ✓ Even if my Financial Aid does not cover the full course fee, I will still pay the balance not covered by financial aid by the due date.
 - ✓ If I will use *pending Financial Aid*, I am still responsible for any non-refundable expenses incurred by TC3 and will pay in full the balance not covered by financial aid by the payment due date.

Important: *In the event this financial aid is rescinded for whatever reason, I understand that I will remain personally responsible for payment of all non-refundable expenses, even if I do not participate in travel.*

Student Signature

Printed Name

Date