

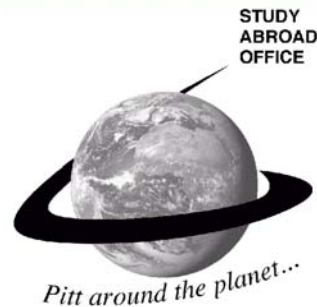
University of Pittsburgh
University Center for International Studies
**PITT-DEVELOPED STUDY ABROAD PROGRAM
APPLICATION**

Engineering International
Programs
4178 WWPH
Pittsburgh, PA 15260
412-624-5942 – phone
412-624-2827 – fax
abroad@engrng.pitt.edu

Study Abroad Office
802 William Pitt Union
Pittsburgh, PA 15260
412-648-7413 - phone
412-383-7166 – fax
abroad@pitt.edu

College of Business Administration
Study Abroad Office
2502 Sennott Square
Pittsburgh, PA 15260
phone – 412-383-7489
fax – 412-383-7415
cbaabroad@katz.pitt.edu

You can also download this application from: www.abroad.pitt.edu



Please check the Pitt-Developed Program for which you are applying:
(All programs are for Summer 2009 unless otherwise noted)

___ **AUGSBURG PROGRAM (Augsburg, Germany)**

___ **PITT IN CHINA**

___ **PITT IN FRANCE**

___ **PITT IN INDIA**

___ **PITT IN ITALY**

___ **PITT IN TANZANIA**

___ **PITT IN LONDON – ___ SPRING 2009, ___ SUMMER 2009, ___ FALL 2009**

*(The internship application for Pitt in London is separate – please contact
the appropriate Study Abroad Advisor to obtain an internship application)*

___ **OTHER** _____

Important Deadlines:

Spring 2009 Pitt in London Program	3 October 2008
Summer 2009 Programs:	30 January 2009
Fall 2009 Pitt in London Program	20 February 2009
<i>Exception: Augsburg Program</i>	3 October 2008

APPLICATION CHECKLIST

Please submit the following items to the Study Abroad Office:

Part 1 – APPLICATION

1. **One official transcript** from all universities where you have earned 15 or more credits.
(Your transcript must include grades from the most recently completed term at the time of the deadline)
2. **A one-page essay** articulating your learning objectives for participating in this study abroad program.
(Augsburg Program applicants must submit essay in both German and English)
3. **A non-refundable \$50 application fee**
(This must be a money order or a check made payable to University of Pittsburgh)

Part 2 – PROFESSOR'S REFERENCE FORM

This letter must be from a professor who has taught you in class. You should collect the letter from your professor in a sealed and signed envelope as part of your application.

Part 3 – PROFESSOR'S REFERENCE FORM: FOREIGN LANGUAGE COMPONENT

This form is ONLY for the Augsburg Program, Pitt in France and Italy applicants. Please note: The same professor may complete Part 2 and Part 3.

Part 4 – DISCIPLINARY CLEARANCE FORM

It is your responsibility to submit this form to your home campus Judicial Affairs Office **at least two weeks** before the program application deadline. Clearance forms must be valid for the current term at the time of the application deadline. Your Judicial Affairs Office will return this form to our office. Pitt students submit this form to 738 William Pitt Union.

Part 5 – RESUME (FOR AUGSBURG PROGRAM APPLICANTS ONLY)

Part 6 – DEAN'S SPECIAL APPROVAL FORM

This form is ONLY for those students who have below a 2.75 OPA or who are planning to take their last 30 credits abroad. These forms are available from a Study Abroad Office advisor.

- ✓ **Only COMPLETE APPLICATIONS will be reviewed.** It is the student's responsibility to collect and submit a complete application packet. The only form that will be forwarded to the Study Abroad Office separately is the Disciplinary Clearance Form.
- ✓ All materials must be in the Study Abroad Office by 5 p.m. on the date of the stated deadline.
- ✓ All applications will be reviewed by the Admissions Committee after the deadline.

What languages have you studied at a college level? Please list all languages (not just ones for country of planned study) and how long you have studied them:

List any courses you have taken about the country or region of intended study:

List all of the courses you are currently taking as they will not be listed on your transcript:

The answers I have given are correct to the best of my knowledge:

(Signature of Student)

(Date)

- ✓ **Notification letters will be sent 2 weeks after the application deadline.**
- ✓ After you receive an acceptance notification, a non-refundable Study Abroad Fee will be required to confirm participation in the program.
- ✓ Pending acceptance, students will be required to attend at least three orientations prior to the end of the term. Dates will be provided via e-mail.

FOR ALL NON-PITT STUDENTS: Please obtain the signature of your study abroad advisor or the appropriate individual at your university to ensure that your credits earned on this program will be transferred toward your home college or university.

The student named on the first page of this document has the permission of his/her home school to study abroad on this program and the University of Pittsburgh credits earned on this study abroad program are transferable to the student's home school.

(Name of Study Abroad Advisor or appropriate individual)

(Phone)

(Email)

(Signature of Study Abroad Advisor or appropriate individual)

(Date)

FOR OFFICE USE ONLY:

- _____ \$50 Application Fee
- _____ Transcript
- _____ Essay
- _____ Reference
- _____ Language Form (for Augsburg, France, and Italy only)
- _____ Resume (Augsburg Program)
- _____ Disciplinary Form
- _____ Dean's Special Approval Form
- _____ OPA
- _____ Last 30 credits

PART 2 – PROFESSOR’S REFERENCE FORM

INSTRUCTIONS: *Part 2 (Professor’s Reference Form) is required for all programs. Those students applying for the AUGSBURG PROGRAM, PITT IN FRANCE or PITT IN ITALY may have the SAME PROFESSOR also fill out Part 3 (Professor’s Reference Form: Foreign Language Component). Make copies of this form if you will have two different professors write references.*

Please turn in the completed Part 2 (and Part 3 for the Augsburg Program, Pitt in France and Pitt in Italy applicants) along with the rest of your application to the Study Abroad Office. No application will be considered complete unless all parts are turned in at the same time.

TO BE COMPLETED BY STUDENT:

Name of Student: _____ Date: _____

PeopleSoft ID: _____ Phone: _____ Email: _____

College or University (If not the University of Pittsburgh): _____

PITT-DEVELOPED PROGRAM: _____

Please check one: I waive my right to see this recommendation
 I do not waive my right to see this recommendation

TO BE COMPLETED BY PROFESSOR:

Name of Professor: _____ Position/Title: _____

College or University: _____ Phone: _____

Department: _____ Email: _____

Signature: _____ Date: _____

To the Professor: The individual named above has applied for a University of Pittsburgh sponsored Study Abroad Program. We would appreciate your candid assessment of this student’s academic motivation and ability, class performance, and his/her overall potential for successfully adapting to study and life in a foreign country. Please submit a letter on official University letterhead. Once complete, please enclose this form and your reference letter in a signed and sealed envelope. Please return the letter to the student.

PART 4 – Pitt-Developed Program: *DISCIPLINARY CLEARANCE FORM*

Please fill in all information completely by typing or printing in ink. You must drop off this form to the appropriate office at least two weeks before the stated application deadline. The Judicial Affairs Office will return this form to the Study Abroad Office.

To the Student: This form must be completed by the Dean of Students, Judicial Affairs Office or appropriate administrative official at your home institution. The University of Pittsburgh Oakland Campus Judicial Affairs Office is located in **738 William Pitt Union** within the Office of Student Affairs. Your signature provides consent for release of this information.

Name of Student: _____ **Date:** _____

PeopleSoft ID: _____ **Phone:** _____ **Email:** _____

School or College (i.e. ARTSC, ENG, CBA, Penn State, etc.): _____

PITT-DEVELOPED PROGRAM: _____ **Application Deadline:** _____

Signature: _____

To the Judicial Affairs Office: The student named above has applied to participate in a Pitt-Developed Study Abroad Program. We would appreciate a confidential statement evaluating this student's record at your institution. While a prior disciplinary history does not preclude a student's participation in our program, this information is taken into considerations during review and must be submitted in order for the student to be evaluated for admission to the program. The return of this form at your earliest convenience will expedite the student's admission status.

- This student has not received a judicial sanction at this institution.**

- This student is not currently not under active judicial sanction, but has been previously sanctioned as follows:**

Adjudication Date	Sanction with Effective Dates
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Adjudication Date	Sanction with Effective Dates
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Adjudication Date	Sanction with Effective Dates
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- This student is currently under the following judicial sanction(s):**

Adjudication Date	Sanction with Effective Dates
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Adjudication Date	Sanction with Effective Dates
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Adjudication Date	Sanction with Effective Dates
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PLEASE COMPLETE THE REVERSE SIDE OF THIS FORM.

