



2121 Euclid Ave. MC 106  
 Cleveland, OH 44115  
 Phone: (216) 687-3910  
 Fax: (216) 687-3965  
[www.csuohio.edu/csuea](http://www.csuohio.edu/csuea)

**CSU in Prague: International Field Experience in Accounting and Financial Markets, Aug 10-16, 2014**

**Instructions:** Complete all four sections of form in pen or it may be typed, with the exception of signature line. Make program deposit and turn in receipt and completed application to the Center for International Services and Programs. The application may be faxed, scanned and emailed, mailed, or dropped off. Prior to acceptance, the GPA, Judicial Affairs, and Treasury Services record of the applicant will be reviewed by the Education Abroad Office and faculty director. Students must have completed or be enrolled in ACT 221 (if undergrad) or ACT 501 (if MBA) at the time of application. Students will receive an email from the Education Abroad Office to verify the email address listed below is active. Students will be notified by email of their acceptance.

**Application deadline: March 31, 2014.**

**I. Personal Information**

Name of Student _____		Email Address _____	
Telephone No. _____		Student ID Number _____	
Current Address _____		Major/Degree _____	Year/Class _____
City _____	State _____	Zip Code _____	GPA _____

**II. Passport Information**

You must already have a passport, have applied for a passport, or be in the process of applying for the passport to be approved for this program.

- Which is the status of your passport? (circle one)
1. I have a passport and given the necessary information below.
  2. I have applied for a passport, and I applied on this date \_\_\_\_\_.

Name as exactly appears on passport _____		Country that issued passport _____	
Birth date _____		Expiration date _____	

**III. Release of Information, Program Billing and Classroom Attendance Agreement**

I hereby give the Office of Judicial Affairs at Cleveland State University, located in the Department of Student Life, permission to discuss any disciplinary records or provide any information regarding any disciplinary proceedings against me, and/or the outcome of Student Conduct Hearings, with the Center for International Services and Programs. I understand that the information discussed will be for the purposes of the Education Abroad Program. By signing this form, I also understand that I have waived my right to information that is considered confidential under the Family Education Rights and Privacy Act (FERPA). This permission is valid from the time I submit this signed document to the Center for International Services and Programs through a period of one semester or until my program abroad ends.

I made a \$200 program deposit towards the cost of my participation in the CSU in Prague program to the Cashier's Office in MC 115 and attached my receipt to this application. I understand that the remainder of the program cost will be billed to me after I receive my acceptance email. If I am not accepted on this program, I understand that my CSU financial account will be credited the deposit amount.

***By signing this document, I understand that my attendance at the three pre-departure class meetings on Saturdays in the summer 2014 (6/7, 6/28, and 7/26 at noon-3:00pm) is a mandatory component of the course.***

Signature _____	Date _____
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**IV. Faculty Director Recommendation for Acceptance**

The above student has been interviewed by me for this program and I recommend her/him for admittance.

Signature _____	Date _____
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## ***Application (cont.)***

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### **V. Program Deposit**

#### **Instructions to Student**

Please take these instructions to the Cashier's Office (MC 115) along with your payment for the CSU in Prague deposit in the amount of \$200. No program applications will be accepted without proof of deposit. Staple receipt from Cashier's Office to this completed application. The Cashier's Office is open Monday-Thursday 8:00am-6:00pm; Friday 9:00am-5:00pm; and the first and third Saturday of each month 10:00am-1:00pm. At the Cashier's Office, you may pay by cash, check or credit card only.

#### **Instructions to Cashier**

Deposit \$200 into Education Abroad Departmental Account for the CSU in Prague education abroad program:

**0090-0010-2805-40-CZR0002**

Provide student with receipt that shows their name, CSU ID number, amount deposited and Education Abroad account number used. Do not apply deposit to student's individual account. If you have any questions about this transaction, please contact the education abroad staff of the Center for International Services and Programs 216-687-3910.

**REMEMBER TO ATTACH RECEIPT TO THIS APPLICATION.**

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**Additional comments or concerns that you wish the education abroad staff to be made aware of regarding your participation:**

Questions about this program? Please contact the program director or the Center for International Services and Programs

**Program director:** Dr. Heidi Meier **Email:** [h.meier@csuohio.edu](mailto:h.meier@csuohio.edu) **Phone:** 216- 687-3671

Completed applications can be mailed, faxed, scanned and emailed, or walked in to the **Center for International Services and Programs**

**Campus Location** MC 106 **Email** [educationabroad@csuohio.edu](mailto:educationabroad@csuohio.edu)

**Phone** 216-687-3910

**Fax** 216-687-3965