



Center for International Services and Programs
2121 Euclid Ave. MC 106
Cleveland, OH 44115
Phone: (216) 687-3910
Fax: (216) 687-3965
www.csuohio.edu/csuea

CSU in Munich and Amsterdam: Management International Field Experience, March 6-15, 2015

Instructions Complete all sections of form. Form 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 (CISP). 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 CISP and faculty director. Students will receive an email from the CISP to verify the email address listed below is active. Students will be notified by email of their acceptance. **Application due by November 7**

I. Personal Information

Name of Student

Email Address (you regularly check)

Telephone No. (cell) (home or work)

CSU Student ID Number

Current Address

Major/Degree

Year/Class

City State Zip Code

GPA

II. Passport Information

You must have a passport to enter Europe. If you do not currently have a valid US passport (not expiring within 6 months of travel) you must apply at your local post office, and attach a copy of your receipt to this application. Only applications with a valid passport, or those in process will be considered. Contact the CISP for assistance in applying for a passport.

Name as exactly appears on passport

Country that issued passport

Birthdate

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 have made a \$250 program deposit towards the cost of my participation in the CSU in Munich and Amsterdam program to the Cashier's Office in MC 115 and have 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 (refer to program website for billing schedule). 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 two pre-departure meetings on Fridays during spring semester (2/6 & 2/20 from 4- 6pm) are a required component to the course.

Signature

Date

Application (cont.)

III. Program Deposit

Instructions to Student:

Please take these instructions to the Cashier's Office (MC 115) along with your payment for the CSU in Munich and Amsterdam deposit in the amount of \$250. No program applications will be accepted without proof of deposit. Staple receipt from Cashier's Office to this completed application. **REMEMBER TO ATTACH RECEIPT TO THIS APPLICATION.** At the Cashier's Office, you may pay by cash or check only.

Instructions to Cashier:

Deposit \$250 into Education Abroad Departmental Account for the CSU in Munich and Amsterdam education abroad program:

0090-0010-2805-40-GER0001

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.

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

Completed applications can be mailed, faxed, scanned and emailed, or walked in to the **Center for International Services and Programs** in Main Classroom 106 attention Julie Good.

Campus Location MC 106

Email j.a.good88@csuohio.edu

Phone 216-523-7531

Fax 216-687-3965