

**IMPORTANT**

Additional application materials will be accessible through the online ISA Student Portal. You are required to submit all necessary documents to ISA through the portal.

**Student Information**

Legal first name Preferred name (optional)

Last name

Email address

Phone

*If checked, you agree to receive recurring text messages (notifications) from ISA. Message frequency may vary. Message and data rates may apply. To read the ISA Privacy Policy go to: [studiesabroad.com/-/media/PDFs/Privacy%20Policy%20PDFs/ISAprivacypolicy.pdf](http://studiesabroad.com/-/media/PDFs/Privacy%20Policy%20PDFs/ISAprivacypolicy.pdf).*

Legal gender\*

Male  Female

*\*Gender that appears on legal documents (such as a driver's license or passport) and will be used for immigration/visa and other legal purposes. We welcome transgender and non-binary applicants to include information, such as preferred pronouns, in the Additional Comments box below.*

Home institution

Include any additional comments below.

**Program Information**

Country

City

Program name

Term, Program Number, and Year (e.g. Fall 1 2019)

Host university

Program dates (exact dates or date range)

Program price (if available)

**Financial Aid**

**Do you plan on using financial aid for your program?**

If checked, we will send you additional items after you have been accepted.

International Studies Abroad\* (ISA) does not discriminate on the basis of race, color, national origin, disability, age, gender, sexual orientation, or religion according to the EEOC guidelines. ISA will not tolerate any form of sexual harassment, including unwelcome sexual advances; vulgar, abusive, humiliating, or threatening language; practical jokes and other inappropriate behavior in the workplace or on our programs. ISA reserves the right to deny admission into an ISA program for any reason deemed appropriate by ISA management. **For Terms of Agreement, see p. 2.**

**Program Deposit**

Your total **application deposit is \$95**. The deposit is non-refundable once submitted and is applied to program costs.

Card number  
*(Visa, MasterCard, and Discover only)*

Name on card

Expiration Security code

Billing address

City State Zip code

Country



# Terms of Agreement

## Release

I do hereby release and discharge International Studies Abroad and its agents, employees, and representatives from all suits, claims, or liability of any nature arising out of or related to my participation in the Program including, without limitation, claims for personal injury or property damage.

I authorize ISA to share details of my program with my parents/family, my home institution, and my host institution. Furthermore, I authorize ISA to provide my home institution with a transcript of the coursework I complete as an ISA student. It is my responsibility to contact my home institution regarding policies on program participation, including but not limited to, transfer credit procedures and procedures related to financial aid, if I have not done so already. I understand that if I am rendered ineligible for a program after my initial acceptance, I am not entitled to any refund from ISA. I acknowledge that it is my responsibility to maintain the minimum eligibility requirements (including GPA) from the point of my acceptance until the commencement of my program.

Deviation from ISA program dates is not permissible during any ISA Summer program. Deviation from ISA program dates for Semester/Year programs are handled on a case by case basis and must be approved by the ISA Program Manager prior to acceptance.

I release all materials from my experience abroad to be used by ISA and its study abroad affiliates exclusively for promotional reasons. This includes, but is not limited to, photo, print, video, digital mediums, and social media posts or pictures.

I understand that I can be removed or dismissed from the ISA program at any time, either prior to or after departure, for violating the ISA Code of Conduct as found on the ISA website and in the ISA Student Portal, including for falsifying any information in my application materials.

If I am studying in the United Kingdom (UK) or European Union (EU), the collection and processing of my academic records as well as other personal data that may be required for ISA to carry out my program, may be subject to the data protection laws of the country where I am studying. More information regarding policies related to the collection of data while in the UK or EU can be found in the ISA UK/EU Privacy Policy at [studiesabroad.com/-/media/PDFs/Admissions/AdmissionsISAUK-EU\\_Privacy\\_Policy.pdf](https://studiesabroad.com/-/media/PDFs/Admissions/AdmissionsISAUK-EU_Privacy_Policy.pdf).

### HEALTH & MEDICAL ACCESSIBILITY

While not required, ISA encourages students with health concerns or accessibility needs, whether mental or physical, to disclose their concerns to ISA at the time of application or, better yet, during the advising process that takes place before submitting an application. The disclosure of this information is not used to deny admission to any student, rather it will enable ISA and the student to start a dialogue about the resources and accommodations that may be available in the students' desired program location and can aid the student in selecting a program location that best matches their needs. As accessibility services vary by country and by host university, ISA cannot guarantee that all services offered at a

student's home university can be matched abroad. However, efforts are made to provide reasonable accommodations. The differences in disability or accessibility services in a particular city or host university cannot be grounds for grade contestation or exceptions to the ISA cancellation policy.

### STUDENT VISA & PASSPORT INFORMATION

All ISA students must have a valid passport and securing a passport is the responsibility of the student. The passport must be valid for at least six months after the program's end date in order to apply for a visa. More information regarding passport procedures can be found at [travel.state.gov/passport](https://travel.state.gov/passport).

ISA program countries vary greatly in their visa requirements for students. While some students may be required to obtain a student visa, others may be able to stay in the host country for the duration of their program as a tourist. The application process for a student visa also varies by country. Depending on the foreign consulate, students may have to apply for the visa in person, via an online application, or by mailing in materials. ISA will include country-specific student visa information in the ISA Student Portal (if applicable). Regulations may differ depending on home country citizenship. Applying for a student visa can be a lengthy process, and ISA recommends starting early to allow enough time for the visa application process. Students should apply for a visa 45-120 days prior to departure, depending on the host country. For most foreign consulates travel is required to obtain visas. Processing and visa fees will vary and most are non-refundable.

Rules and regulations for student visas are constantly changing. Each consulate functions independently and makes its own rules, deadlines, and policies. Students should contact the consulate to request a student visa application, list of requirements, and to verify the application process and timetable. In most cases a student's passport will physically remain at the consulate until the student visa is approved; therefore, students who have NOT applied for a passport, should apply early to avoid issues. If the consulate requires an in-person appearance, it's important to verify that they will be open and can accept applications before making specific travel plans. Certain consulates only accept a specific number of applications per day, or require an appointment far in advance.

Most countries will require a background check to issue a student visa, and any current or unresolved legal matters may result in a visa application being denied. Students should contact the consulate directly to obtain more information if there are any current or unresolved legal matters.

ISA has no power to intervene on behalf of students who do not obtain a visa or who are denied a visa. If a student is unable to secure a visa and can therefore not participate in the ISA program, there may be an opportunity to defer to an ISA program at a later date or to an ISA program that does not require a visa. Students who are unable to secure a student visa or passport will not be subject to any special refund, and the standard ISA Cancellation Policy will apply.

## Cancellation Policy

This policy applies to all cancellations, regardless of the reason. **Your request to withdraw and receive a refund must be made in writing to ISA.** The \$95 application deposit is non-refundable. If your application is denied due to eligibility requirements, your deposit will be fully refunded. Alternative payment arrangements (financial aid, payment plans, etc.) do not exempt you from this policy.

If you withdraw from the program **on or before the ISA original payment due date**, you are liable for the \$95 application deposit.

If you withdraw **1-9 days after the ISA original payment due date**, you are liable for \$750 plus costs incurred by ISA on your behalf.

If you withdraw **10-20 days after the ISA original payment due date**, you are liable for \$1,250 plus costs incurred by ISA on your behalf. Summer program participants are liable for \$1,000 plus costs incurred by ISA on your behalf.

If you withdraw **21 or more days after the ISA original payment due date but prior to the final deadline for withdrawal**, you are liable for \$1,750 plus costs incurred by ISA on your behalf. Summer program participants are liable for \$1,500 plus costs incurred by ISA on your behalf.

The final deadline to withdraw from any ISA program is **14 days prior to the start date of the program**. If you withdraw after this deadline, regardless of the reason for withdrawal, you are not eligible for any refund from ISA.

Signing and returning all documents in your student portal is your responsibility. **If you fail to return the documents after repeated notification (email or call), you will be deemed withdrawn and will not be eligible for any refund.**

Housing deposits and housing confirmation fees are non-refundable after the ISA original payment due date. If you change or defer to another ISA program after your ISA original payment due date, but prior to the final deadline to withdraw, ISA will assess a \$500 change fee plus costs incurred. Program changes are not permitted 1-14 days prior to the start of the program. Prior to your official acceptance, please refrain from booking flights for your program. ISA reserves the right to adjust program dates to accommodate host university calendar changes and is not responsible for airline fare or ticket change fees incurred by program participants.

*Prices and dates are subject to change without notice.*

By signing, I acknowledge that I have reviewed the Release and Cancellation Policy above and agree to their statements.

Full Name (print)	Student's Signature	Date
	X	