

## Application Clearance Form

AUK International Programs



### To the Student:

This **Application Clearance Form** must be completed, signed, and submitted as part of your application to participate in an AUK International Program. Students must meet the academic eligibility requirements of their selected program, obtain academic clearance from the Office of the Registrar, scholarship clearance from the Office of Scholarship & Financial Aid (where applicable), and disciplinary clearance from the Dean of Student Affairs.

Students who are currently on Academic Probation or Disciplinary Probation are not eligible to participate in any AUK international program (e.g., study abroad, student exchange, faculty-led, or other short-term international programs). Students who were previously on probation will be evaluated to determine their eligibility. In addition, any previous or pending violations of the University's Student Code of Conduct or other incidents involving disruptive behavior may be considered during the application review process and may affect a student's eligibility to participate.

Name: \_\_\_\_\_ AUK ID#: \_\_\_\_\_

Major: \_\_\_\_\_ Minor: \_\_\_\_\_

Program Applying To: \_\_\_\_\_

Program Semester (choose one from the below, or multiple if a full year): Program Year: \_\_\_\_\_

☐ Fall Semester ☐ Spring Semester ☐ Summer

Your signature provides consent for release of information from the point of receipt of this form through the start date for your program. It is your responsibility to update the necessary AUK personnel/departments immediately if you have any new violations or charges in your academic or disciplinary status after submitting this form.

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Date*

The remainder of this form must be completed and signed by the designated AUK Administrative Offices. It is the student's responsibility to submit this form to each office and obtain all required clearances in the following order before submitting their application:

(1) Office of the Registrar      (2) Office of Scholarship & Financial Aid      (3) Dean of Student Affairs

## (1) OFFICE OF THE REGISTRAR

Indicate the current status, and related history pertaining to this student's academic standing at AUK. Please note that the student must meet the required cumulative GPA requirement for their specific program:

1. The student must have a cumulative GPA of 3.0, have declared a major, and be in good disciplinary standing.
2. The student must have earned at least 30 credit hours towards AUK residency at the time of application if applying to a study abroad or exchange program (60 credits if student is applying to an international internship opportunity).
3. Students may not participate in a *study abroad* opportunity during the last year prior to graduation (30 credit hours). However, hours earned in an AUK *exchange program* will be exempt from the last 30 credit hour requirement for graduation.

| Current Term | Credits Earned at AUK | Credits Required for Graduation | Credits Attempted ( <i>as of current semester</i> ) | Credits Remaining ( <i>as of current semester</i> ) | Current Cumulative GPA | Indicate if student:<br>Meets eligibility criteria<br>/ Does not meet eligibility criteria |
|--------------|-----------------------|---------------------------------|-----------------------------------------------------|-----------------------------------------------------|------------------------|--------------------------------------------------------------------------------------------|
|              |                       |                                 |                                                     |                                                     |                        |                                                                                            |

Please check one box only:

- ☐ Student **is currently in good standing** and has not been subject to academic probation at AUK.
- ☐ Student **is currently in good standing**, but has been subject to academic probation previously at AUK (describe below)
- ☐ Student **is not currently in good standing**, and has been subject to academic probation at AUK (describe below)

| Previous Status | Effective Period |
|-----------------|------------------|
|                 |                  |
|                 |                  |

OFFICE OF THE REGISTRAR CONFIRMATION

Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**(2) OFFICE OF SCHOLARSHIP & FINANCIAL AID**

Please indicate the current status of the student within the Office of Scholarship & Financial Aid:

Please check one box only:

- ☐ Student is **not on a registered scholarship**.
- ☐ Student is **a scholarship recipient**, and the scholarship **covers participation** in the proposed international program.
- ☐ Student is **a scholarship recipient**, but the scholarship **does not cover participation** in the proposed international program.
- ☐ Student requires additional approval from the scholarship sponsor/provider.

|          |
|----------|
| Comments |
|          |
|          |

OFFICE OF SCHOLARSHIP & FINANCIAL AID CONFIRMATION

Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**(3) DEAN OF STUDENT AFFAIRS**

Please indicate the current status, and related history pertaining to this student’s disciplinary standing at AUK.

Please check one box only:

- ☐ Student **is currently in good standing** and has not been subject to disciplinary probation at AUK.
- ☐ Student **is currently in good standing**, but has been subject to disciplinary probation previously at AUK (describe below)
- ☐ Student **is not currently in good standing**, and has been subject to disciplinary probation at AUK (describe below)

| Previous Status | Effective Period |
|-----------------|------------------|
|                 |                  |
|                 |                  |

DEAN OF STUDENT AFFAIRS APPROVAL

Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_