

SFS PARTICIPATION APPROVAL FORM

PART I: TO BE COMPLETED BY THE APPLICANT

FIRST NAME

LAST NAME

PROGRAM CHOICE

Please list your top SFS program choices in order of preference.

FIRST CHOICE

SESSION

YEAR

FIRST CHOICE

SESSION

YEAR

FIRST CHOICE

SESSION

YEAR

HOME INSTITUTION INFORMATION

Do you currently attend an SFS Affiliate Institution?

For a current listing of SFS Affiliates, see page 31 of this catalog or on our website: www.fieldstudies.org/pages/73_affiliation_with_sfs.cfm

YES

Approval from your home institution to participate in an SFS program will most likely be required if you attend an SFS Affiliate school. SEMESTER and SUMMER applicants will need to have Part II of this form completed by the designated SFS Affiliate Representative on your campus. See page 31 for Affiliate schools and representatives.

NO

Approval from your home institution to participate in an SFS SEMESTER program is required. Part II of this form must be completed by an official from your campus Study Abroad office.

SUMMER applicants: please submit Part I of this form to SFS. It is your responsibility to check with your school to determine whether prior approval is needed, in which case Part II must also be completed.

TRANSCRIPT RELEASE INFORMATION

SFS Affiliate institution students must have the Affiliate Representative complete the following *Transcript Release Information*. SFS will send one official copy of your transcript to the address below. An unofficial copy will be sent to your permanent address.

Non-Affiliated institution students will automatically receive one official and one unofficial Boston University transcript 6-8 weeks following the conclusion of the program. It will then be your responsibility to deliver the official copy to the appropriate office at your home institution. If you prefer that your transcript be sent directly to your home institution, or if your institution requires that the transcript be sent directly to them, please complete the *Transcript Release Information* below.

I, _____, give
The School for Field Studies permission to release my grades
(or official BU transcript), directly to my home institution.

Home Institution Official to Receive Grades/Transcript:

NAME

TITLE

INSTITUTION

ADDRESS

CITY

STATE

ZIP CODE

SIGNATURE

DATE

PART II: TO BE COMPLETED BY AFFILIATE REPRESENTATIVE OR STUDY ABROAD PROFESSIONAL

Please return this completed form to SFS or to your student as soon as possible so that we can begin reviewing this student's application. SFS is a non-profit environmental study abroad organization offering undergraduate courses which are accredited by Boston University.
The School for Field Studies
10 Federal Street, Suite 24, Salem MA 01970-3876
F 978.741.3551

To the best of your knowledge, has this student ever been on academic or disciplinary probation? Yes No

Has this student obtained the necessary approval from your institution to study abroad?
 Yes Approval not required If No, please explain

Will credits earned by this student in an SFS program be accepted towards their degree program at your institution?

- Yes, transfer credit is guaranteed.
 Yes, but final approval cannot be granted until after the student completes the program.
 Yes, but subject to the following conditions:

No, for the following reasons:

If you have any additional comments pertaining to this student's application, please contact the SFS Admissions Office at 800.989.4418 or email: admissions@fieldstudies.org. If you prefer to respond here, please attach a sheet of paper to this form or use the space below:

YOUR CONTACT INFORMATION:

NAME TITLE

OFFICE INSTITUTION

STREET ADDRESS CITY STATE ZIP

SFS will bill students directly for all program costs unless special arrangements have been made between SFS and your school. If you would like to update your billing arrangement with SFS, please explain below:

SFS will send email notification if this student is accepted into our program. Please indicate the name and email address to which we should direct this notification:

FIRST NAME LAST NAME EMAIL

Please do not send us email notification of this student's acceptance.

YOUR SIGNATURE



THE SCHOOL FOR FIELD STUDIES

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