STUDY ABROAD
ELIGIBILITY VERIFICATION FORM - CONFIDENTIAL
In order to be eligible to study off-campus, at the time of application student must be in:

**Good Judicial Standing** – student cannot be under active judicial sanction while abroad (the existence of a disciplinary record does not preclude admission, but will be considered in the overall evaluation of the application).

**Good Academic Standing** – student must have at least a Cumulative 2.5 GPA at time of application (some of our study abroad partners will require a higher GPA).

**Good Financial Standing** – student cannot have any current registration holds or bursar restrictions; this must be the case at time of application and at time of registration. *In the event you have either of these at time of application, you must have it cleared before you can be accepted to study abroad.*

Student should complete *only* this top portion and drop off to GSU 307, Office of Student Conduct Administration

| Student Name: ____________________________ | Date: ____________________________ |
| Student ID Number: ______________________________ | Major: ____________________________ | UH College: ____________________________ |
| Study Abroad Program: ____________________________ | Semester: ☐ Fall 20___ ☐ Spring 20___ ☐ Summer/Winter 20___ |

I authorize the **Office of Student Conduct Administration** to share information concerning my disciplinary history with the Study Abroad Office.

______________________________________________________

Student Signature

1) VERIFICATION OF JUDICIAL STANDING

**STUDENT CONDUCT RECORD- TO BE COMPLETED BY THE Office of Student Conduct Administration (GSU 307)**

To the Director of Student Conduct Administration: The student named above has applied to participate in an off-campus study program. We would appreciate a confidential statement evaluating this student’s judicial record. While a prior disciplinary history does not preclude a student’s participation an off-campus program, this information is taken into consideration during review of the student’s application and must be submitted in order for the student to be evaluated for admission to the program. The return of this form at your earliest convenience will expedite the student’s admission status.

☐ This student has **NOT** received a judicial sanction at the University of Hartford.

☐ This student is not currently under active judicial sanction, but has been previously sanctioned.

Comments: ____________________________________________
_____________________________________________________
_____________________________________________________
_____________________________________________________

_____________________________________________________
_____________________________________________________
_____________________________________________________
This student is currently being investigated for a potential misconduct violation. Resolution should occur by _____________.

Date

Comments: ______________________________________________________________

____________________________________________________________

____________________________________________________________

____________________________________________________________

This student is currently under judicial sanction(s).

Comments: ______________________________________________________________

____________________________________________________________

____________________________________________________________

____________________________________________________________

Based upon what you know about this student, do you have any reservations about the student representing the University of Hartford in an off-campus program? Please explain:

____________________________________________________________

____________________________________________________________

____________________________________________________________

____________________________________________________________

Name: ________________________________________________________________

Signature: ____________________________ Date: ________________

Please return completed form to Meaghan Murphy in the Study Abroad Office, GSU 327.

2) VERIFICATION OF ACADEMIC AND FINANCIAL STANDING
TO BE COMPLETED BY THE STUDY ABROAD OFFICE (GSU 327)

Good Academic Standing – Academic standing will be confirmed at the time of application, using Cumulative GPA. Academic Standing and Satisfactory Academic Progress will be confirmed at the end of the semester.

Good Financial Standing – Financial standing will be confirmed at the time of application and again at the end of the semester.

For Study Abroad Office use only

Date: __________ Cumulative GPA: __________

Date: __________ Account Balance: __________

Date: __________ Cumulative GPA: __________

Date: __________ Account Balance: __________