

**STUDY ABROAD  
ELIGIBILITY VERIFICATION FORM - CONFIDENTIAL**

*In order to be eligible to study off-campus, at the time of application student must be in:*

**Student Conduct Standing** – student cannot be under active student conduct-related sanction while abroad (the existence of a student conduct record does not preclude admission, but will be considered in the overall evaluation of the application).

**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).

**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 student conduct history with the International Center.

\_\_\_\_\_  
Student Signature

**1) VERIFICATION OF STUDENT CONDUCT 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 student conduct record. While a prior student conduct 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 student conduct-related sanction at the University of Hartford.
- This student is not currently under a student conduct-related sanction(s), but has been previously sanctioned.

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

This student has the following sanction(s) in place:

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 **International Center, GSU 309**.

## 2) VERIFICATION OF ACADEMIC AND FINANCIAL STANDING TO BE COMPLETED BY THE INTERNATIONAL CENTER (GSU 309)

**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 International Center use only*

Date: _____	Cumulative GPA: _____
Date: _____	Account Balance: _____
Date: _____	Cumulative GPA: _____
Date: _____	Account Balance: _____