



Home Campus Information Form
Required for Admission to the
UNO-Innsbruck International Summer School

PART I: TO THE STUDENT

The first step of your application to study at the UNO-Innsbruck International Summer School is confirming that you have 1) notified your home institution of your intent to study abroad, 2) have been advised about your home institution's policies relevant to participation in external study abroad programs, and 3) have satisfied all requirements of your home campus relevant to participation in the UNO-Innsbruck International Summer School.

This form is designed to facilitate that process. Part I requires your signature, Parts II, III, and IV should be completed and signed by a study abroad official at your home institution. Please read the entire form carefully, sign below, and give the form to the appropriate official at your home institution. If you have completed all required advising and been approved by your home institution, the signing official should return the form directly to you so that you can upload it as part of your application to the UNO-Innsbruck International Summer School.

I, _____ (Name of Applicant, Please Print), hereby apply to participate in the above designated program(s) and acknowledge that, if I am admitted and participate in the program, the University of New Orleans will send an official transcript to my home institution at the conclusion of the program. I also authorize my home institution to release all information needed to complete this form and my application for consideration of admission to the UNO- Innsbruck International Summer. I unconditionally and voluntarily consent to the release of such records pursuant to this request.

Student Signature _____ **Date** _____

PART II: TO THE UNIVERSITY OFFICIAL AUTHORIZED TO ADVISE/APPROVE PARTICIPATION IN STUDY ABROAD

About the UNO Innsbruck International Summer School: The University of New Orleans has conducted the UNO-Innsbruck International Summer School for 50 years and has established a long tradition of educational excellence. Participants are enrolled as guest students at the University of New Orleans for the summer term and are required to enroll in two 3-credit hour courses (6 credit hours total). At the completion of the program, an official UNO transcript with all courses, credits, and letter grades earned is sent to each student's home university.

Your responses to the following questions are designed to ensure and facilitate home campus advising of students participating in our program, as well as assist the UNO Division of International Education in evaluating the student named above for admission to the program:

- 1) Has this student completed all internal applications required by your institution to participate in external study abroad programs?

☐ Yes ☐ No ☐ We do not require an internal application.

If no, please do not complete the remainder of this form until the student has met all institutional requirements for participation in an external study abroad program.

- 2) Has this student obtained the necessary approval from your institution to participate?

☐ Yes ☐ No ☐ Approval not required

Please share here any additional comments on this student and/or the approval process at your university _____

- 3) Has this student been advised about your institution's academic and disciplinary policies relevant to participating in an external study abroad program?

☐ Yes

☐ No

- 4) Will credits earned by this student on the UNO-Innsbruck International Summer School be accepted either as transfer credit or institutional-equivalent credit?

☐ Yes, transfer credit

☐ Yes, institutional-equivalent

☐ Yes, but type of credit is yet to be determined

☐ No, our institution does not accept credits earned on external study abroad programs

One digital transcript for each participating student will be sent from UNO to their respective home institutions, NOT to the students. Note that students may request additional official transcripts from our registrar's office at <https://www.uno.edu/registrar/transcript>

PART III: DISCIPLINARY RECORD POINT OF CONTACT

We require disciplinary information for each applicant to be considered for admission. Please provide the contact information for the office or individual at your institution with the authority to share disciplinary information about students. Note: the student's signature on page one of this document indicates their authorization of such a release.

Name:	Title:	
Institution:		
Address:		
City:	State:	Zip Code:
Phone:	Email:	

PART IV: SIGNATURE

Please only sign and return this form to the student if it has been fully completed and the student has met all your institutional requirements for participating in external study abroad program.

Signature:	
Title/Position:	
Date:	

Thank you for your assistance with our admission process!

If you have any questions or concerns, please contact us at innsbruck@uno.edu or 504-280-7318.