



Application for Permanent Site Transfer and International Study Abroad

- Permanent Site Transfer (requires authorization from your home campus)
 - International Study Abroad (temporary site transfer)

U.S. outgoing study abroad students please contact the Office of Study Abroad in St. Louis for proper forms, documentation and orientation. Download the application form at:

<http://www.webster.edu/studyabroad/apply.shtml>

Please apply two terms before the permanent site transfer or international study abroad.

TO (campus): _____ FROM (campus): _____

Name: _____

Last (Family) First (Given) Middle or initial Maiden (former)

Webster Student ID#: _____ Undergraduate Graduate

Home Campus Academic Advisor: _____

Social Security # (if applicable): _____ Male Female

Birthdate: _____ Place of Birth: _____
Day Month Year city country

Country(s) of Citizenship: _____

Student Passport Number: _____ Country of Issue: _____

A copy of your passport must be submitted with this application.

Have you applied for U.S. financial aid? (U.S. citizens and permanent residents only) Yes No

Permanent Address:

(Street Address)

(Postal Code and City) (State)

(Country)

(Telephone) (Fax)

(E-mail)

Current Address: (or indicate "same as permanent address")

(Street Address)

(Postal Code and City) (State)

(Country)

(Telephone) (Fax)

(Current address valid until) (Current E-Mail)

Other Address/Campus Office:

(To the attention of:)

(Telephone)

(Address valid until)

Address to send all correspondences for university documents, U.S. I-20's, etc:

Permanent Address Current Address Home Campus Advisor's office Other (specify)

Student plans to attend the new campus for what term?

Year _____ Fall 1 Fall 2 Spring 1 Spring 2 Summer

Student plans to return/go to _____ for what term (if international study abroad)?

Year _____ Fall 1 Fall 2 Spring 1 Spring 2 Summer

Does student have health insurance valid for permanent site transfer or study abroad country?

Yes No

If student is going to a U.S. campus:

- Student must complete mandatory health insurance application. Forms can be downloaded at <http://www.webster.edu/studlife/health/req.html>. Contact Health Services at health@webster.edu.
- If not a U.S. citizen, student must provide an original bank letter for issuance of a Form I-20 to request an F-1 student visa. If there are any questions, please fax copy to Wenceslaus P'Oryem at +1 314-968-7122 for approval. Original bank letters should be mailed to Webster University, International Services, 470 E. Lockwood Avenue, St. Louis, MO 63119 USA.
- For the St. Louis campus, on-campus housing is mandatory. Forms can be downloaded at <http://www.webster.edu/housing/apply.shtml>. Submit housing application and deposit to the Office of Housing and Residential Life. Send questions to housing@webster.edu.

If student is going to a non-U.S. campus:

- Will you need assistance to find student housing? (Housing is not guaranteed.)
 Yes No
- If no, where will you live? (Off-campus housing is limited in most places.)

(Street Address)

(Postal Code and City) (State)

(Telephone)

CAMPUS TRANSFER REGISTRATION REQUEST

Please note: Visa requirements for full time enrollment status vary based on country and location.

Please register me for the following classes for the initial term(s) of enrollment:

Course Number	Section	Title	Term	Credit Hours

NOTE: If registration section above can't be completed, please FAX the form anyway.

By signing this statement, the student certifies that he/she is aware of all the financial implications concerning permanently site transferring or studying abroad.

Student's Signature: _____ Date: _____

Home Campus Academic Advisor's Signature: _____ Date: _____

Home Campus Academic Director's Signature*: _____ Date: _____

PLEASE CONTINUE TO PAGE FOUR TO COMPLETE AUTHORIZATIONS.

*Permanent Site Transfers require the approval of the Academic Director from the student's home campus as found in the Program Enrollment record.

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(This must be completed by the student's home campus.)

Has the student completed the Webster University English requirements? YES NO

Is the student currently in good academic standing? YES NO

Is the student currently in good standing with the Business Office? YES NO

Is the student aware of the financial implications of their permanent site transfer or international study abroad? YES NO

*Remember billing system and codes for international study abroad and permanent site transfer students. See local financial officer for details.

If the answer is "No" to one or more of these questions the student cannot study abroad or permanently site transfer.

How many credit hours does the student currently have? _____ Webster Cum. GPA _____

Intended Graduation date: _____ Intended Major: _____

For Permanent Site Transfers:

Has the Program Enrollment **Home Campus** and **Service Location** been changed in the database for the student *PRIOR* to class registration, but *AFTER* the final billing cycle at the home campus has been activated? YES NO Date Changed: _____ Please Initial Here: _____

University Representative who changed Home Campus location code:

For International Study Abroad:

Has the **Service location** been changed in the database for the student *PRIOR* to class registration? YES NO Date Changed: _____ Please Initial Here: _____

University Representative who changed Service Location code:

Home Campus Study Abroad Administrator's Signature (**mandatory**)

Home Campus Study Abroad Administrator's Printed Name

Date: _____