

Conditions of Application

READ THIS CAREFULLY.

1. All application materials must be complete when submitted to the Padnos International Center. Applications will not be reviewed by the Padnos International Center unless all sections of the application and faculty recommendations are complete.
2. Selection of participants will be made by the Padnos International Center and where applicable, the program director. Off-campus experiences can be very physically and emotionally demanding, and the selection may be competitive. Factors influencing selection are: the number of available places at a given program site, the applicant's prior academic and conduct record, language skills and prior experience abroad, the quality of the application, evidence of motivation and clear objectives, ability to work with others and to represent GVSU well, evidence of maturity, independence, and suitability for international travel. Acceptance is not guaranteed. Personal interviews may be requested.
3. Applicants must be in good academic standing at the time of application and maintain good academic standing to participate. Failure to maintain good academic standing may result in removal from the program. All applicants should review the PIC's eligibility criteria for each program or program type for academic requirements, including GPA. The required GPA will depend on the program selected.
4. Students who currently stand charged, or are charged prior to the beginning of the program with a violation of the University's Student Code of Conduct, or students who are on academic or disciplinary probation, or students who fail to maintain the eligibility requirements may not be permitted to participate in study abroad. Dismissal from a program for failure to maintain eligibility requirements prior to departure may result in the loss of all monies paid for participation in the selected study abroad program.
5. The completed study abroad application constitutes a commitment to participate in the program. Once you have applied and been accepted by the Padnos International Center, you are considered a confirmed participant on your chosen program. If you are applying for a GVSU faculty-led program, arrangements for airfare, in-country transportation, lodging and all other program arrangements begin immediately after students are accepted. If a participant withdraws for any reason after they are accepted by GVSU, that participant will be held responsible for any unrecoverable costs incurred by the University on that participant's behalf.

6. If you are applying for a GVSU partnership or a non-GVSU program, you may still be required to complete host application materials in order to receive final acceptance into your program.
7. Applicants will be notified of their acceptance status via email. A copy of the acceptance document will also be available to applicants in the Study Abroad OASIS system.
8. Whenever possible, the study abroad program administrators will try to accommodate special needs. In some cases, however, this is not possible. The safety of our students will take priority over all other considerations in the selection of students, site selection, and housing arrangements.
9. Applicants participating in the study abroad program agree to attend all preparation meetings and/or courses as established by GVSU. Preparation includes, but is not limited to, pre-departure coursework, required orientation meetings, completion of required documents and participation in information sessions. Exchange programs may require additional language preparation. Failure to participate in the required pre-departure preparation can result in dismissal from the program.
10. GVSU reserves the right to cancel any program at any time in the event of circumstances beyond our control that may threaten the safety of our students or faculty. Cancellation by GVSU due to unexpected political or economic events will result in a full refund of all tuition, fees, and housing costs paid by participants before the beginning of a program. Cancellation by GVSU after a program has begun would result in a refund of all recoverable tuition, fees, and housing.
11. Students who decide to withdraw from the program must notify the Padnos International Center as soon as possible. Students who choose to withdraw for any reason will forfeit the refund of the \$100 application deposit. Additionally, students who withdraw will be responsible for any unrecoverable fees incurred on their behalf by the Padnos International Center. This may include, but is not limited to, expenses associated with airfare, and lodging reservations. Again, participants who withdraw remain responsible for any unrecoverable costs incurred on their behalf.
12. The Padnos International Center reserves the right to withdraw an offer of acceptance to any student who voluntarily or involuntarily leaves GVSU or is found to have falsified the application. In addition, students who fail to attend the required Pre-Departure Orientation, complete GVSU's required study abroad forms, or who fail to register accordingly at GVSU may be automatically withdrawn by the Padnos International Center and will forfeit the \$100 application deposit.

13. Students who fail to complete the following required post-acceptance forms, Health Information Form, Passport copy, Medical Insurance Form, and Flight Itinerary, by the required deadline will not receive a refund of the \$100 application deposit.
14. Students are solely responsible for researching scholarship and grant opportunities that might apply to their study abroad program. The Padnos International Center has some information available to assist students in their search; however, this is not a comprehensive list of funding options that might be available. Students are responsible for seeking out applicable deadlines and application instructions including those applications which may be associated with one of GVSU's partner institutions.
15. Students participating in a partnership program or a non-GVSU program will be subject to the GVSU policies associated with Study Abroad Transfer of Credit. The Padnos International Center will require a transcript and course approvals for all courses taken abroad in order to complete the transfer of credit process. Students who fail to complete this process within 6 months after the end of their program, may receive "no credit" or "NC" for the study abroad credits they registered for prior to departure.