## DOCUMENTS DEADLINES – SUMMER & FALL 2010 STUDY ABROAD

### Friday, March 12 (3:30-5:00pm MEM 210) — Forms MUST be filled out and delivered to the CIE or handed in at the Orientation Session:

- Notice: Withdrawal from Study Abroad and Cancellation Policy and Penalty form
- Emergency Contact Information form
- Non-liability of Rider/Waiver and Release form
- Code of Conduct form
- Copy of your passport

**PLEASE PAPER CLIP ALL FORMS TOGETHER.**

### Friday, April 9 (3:30-5:00pm MEM 210) — By today you should have completed the ONLINE Provider application form and any additional materials (e.g. housing application, language level certification etc.). Students applying for Rider exchange programs (Alcalá, American Business School, KUG, Nebrija, San Francisco de Quito, Uni-Graz) will submit all materials in hard copy to the CIE for mailing to the provider. Visit [www.rider.edu/studyabroad](http://www.rider.edu/studyabroad) and go to “Qualifying and Applying for Study Abroad, Step 3 to locate links to provider applications and to download documents.

Students enrolling in NON-Rider programs should visit their Provider webpage for applications forms and other required materials.

**Bring the following completed forms to the CIE or hand them in at the Orientation Session:**

1. Rider provider programs: signature page of your application and any form requiring the study abroad advisor signature
2. Rider exchange programs: all application forms and materials requiring your documentation

### Friday, April 16 (3:30-5:00pm MEM 210) — Forms MUST be filled out and delivered to the CIE or handed in at the Orientation Session:

- Course Selection Approval form (with required signature(s))
- Course Request form (Rider programs) OR Request for Off-Campus Approval form (Non-Rider programs) with appropriate signature(s)
- Consortium Agreement form (with Sections 1 & 2 completed)

**PLEASE PAPER CLIP ALL FORMS TOGETHER.**

### Monday, April 26 (4:30-6:00pm; Daly’s Lawrenceville Room) — 4th Orientation Session: Bon Voyage Party and Meet-up with Study Abroad Alumni of current student destinations.

*(NOTE THAT THIS SESSION IS ON A WEDNESDAY.)*

### Friday, April 30 — ALL REMAINING CIE DOCUMENTS ARE DUE — BRING TO CIE OFFICE.

- Copy of your flight information
- Physician’s Release Statement
- Health Disclosure form
- Medical Insurance form
- Copy of your VISA application (if applicable)
- Copy of Provider Acceptance Letter

*PLEASE NOTE THAT YOU WILL BE WITHDRAWN FROM STUDY ABROAD IF YOU DO NOT TURN IN THE REQUIRED DOCUMENTS BY THE CORRESPONDING DEADLINE.*