Please return this completed form to the MIT Study Abroad Office, 12-189. Questions: Contact <a href="mailto:jacook@mit.edu">jacook@mit.edu</a>, or call 617.253.0676. If you plan to study abroad/away from MIT for the fall term, your form must be received by <a href="mailto:mailto:May 1">May 1</a> of the same year you will study abroad/away from MIT. If you plan to study abroad/away from MIT for the spring term your form must be received by <a href="mailto:Dec. 1">Dec. 1</a> of they year preceding the term when you plan to study abroad/away from MIT.

After you submit your completed form to the MIT Study Abroad Office, 12-189, your name will be added to the list of students "approved for study abroad/study away from MIT." Student's Name\_\_\_\_\_ID#\_\_\_\_\_\_
Last, First Course # Course Name Month and Year of Expected Graduation from MIT Campus/Local Address Phone Email Permanent Address Parent/Guardian's Phone GPA During Which Term(s) Do you Plant to Study Abroad/Away from MIT? (term(s)/year) Institution Where You Plan to Study\_\_\_\_\_ \*Sponsoring Institution (if applicable)\_\_\_\_\_ Location of Program (City, Country) Program Dates **Documentation of Faculty Advisor's Approval** Phone I approve this student's plan for study abroad/study away from MIT. Signature Documentation of Discussions with Faculty Transfer Credit Examiners in Departments From Which You Wish To Receive Transfer Credit Important: This form does not indicate that transfer credit has been granted. Complete another form (Request for Additional Credit Based on Subjects Completed at an Outside Institution) [available in the Study Abroad Office] after you return to MIT from study abroad/study away. Proposed Course Title/Subject Area/ Program Content for Study Abroad/Domestic Study Away Program Signature of Faculty Transfer Credit Examiner

I have met with the student named above and have advised him/her regarding his/her term bill arrangements Signature of Student Accounts Representative, 11-120, tel. 258.8600  Student Financial Services – Loan Services I have met with the student named above and have advised him/her regarding his/her loan status Signature of Eleanor Wolcott, Manager, Loan Collections, 11-320, tel 253.4007  Not applicable; This student had not received student loans  Not applicable and the student loans  Not applicable and the student loans and loans applicable and loans are status.		
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abroad program are guaranteed on-campus housing upon their return to MIT. You are not guaranteed to return to the house that you left.		
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however, the Residence Life Office will make every attempt to do so. At the Residence Life Office you will be asked to fill out a Cancellation		
Form to cancel your housing for the semesters you will be away,, and you should complete an MIT Undergraduate Housing Request Form for the semester you will be coming back. Note: If you will be away for the Fall semester, and coming back for the Spring semester, you will not	•	

Return completed form to the MIT Study Abroad Office, 12-189, by May 1 for Fall Term or Dec. 1 for Spring Term study abroad <a href="http://web.mit.edu/studyabroad">http://web.mit.edu/studyabroad</a>

be completed online at: <a href="http://web.mit.edu/housing/undergrad/forms.html">http://web.mit.edu/housing/undergrad/forms.html</a>

be given housing for IAP. If you do not fill out a Housing Request Form, you will not be accommodated for the semester that you return, and if you do not fill out a Cancellation Form, you will be billed for housing, even tough you will be living many miles away. Housing forms can