

**AUGUSTANA COLLEGE**

**INTERNATIONAL PROGRAMS OFFICE (IPO)  
Travel Abroad Forms**

**The following forms may be completed one of two ways:**

1. Complete the forms online using your mouse to navigate between the blanks. When finished, print out a copy and obtain the required signatures **OR**
2. Print out a blank set of forms, fill them out by hand and obtain the required signatures.

**When you've completed your forms, please use the following checklist to make sure you haven't forgotten anything.**

<b>J-TERM</b>	<b>SPRING BREAK</b>	<b>SUMMER</b>	<b>FALL/ SPRING</b>	
				General Information and Signature Form #1 with all required signatures
				Copy of passport photo page and any student visas
				Emergency Information Form #2
				Acceptance, Release and Waiver Form #3
				Health Information Form #4
				Insurance Coverage Form #5
				Drug and Alcohol Policy Form #6
				International Student Identification Card Application Form #7 (optional)
				Return Housing Form #8
				Course Permission Form #9 with required signatures (if seeking Gen Ed or major/minor credit). Deliver the original to the Registrar's Office and submit a copy to the IPO.
				Financial Aid Form #10 (if financial aid is needed)
				Good Practices for Health and Safety Abroad Form #11

**Bring the completed packet to the International Programs Office (IPO) located in the Global Education House at the corner of Norton Avenue and 28<sup>th</sup> Street. You should plan on spending 15 minutes with us reviewing your application packet. While you are welcome to stop in the International Programs Office at any time, making an appointment in advance ensures our ability to meet with you. In order to schedule an appointment, please call the International Programs Office at 274-5050 or email [ipo@augie.edu](mailto:ipo@augie.edu) with your request.**

We look forward to working with you!

Sincerely,

Donn Grinager  
Director  
International Programs

Ben Iverson  
Associate Director  
International Programs

Cathy Lindamood  
Associate Director  
International Programs