

# NON-DEGREE STUDENT APPLICATION GUIDE



*University of Florida International Center  
Study Abroad Services*

## NON-UF STUDENT APPLICATION GUIDE

 This guide is intended for students participating in a University of Florida Study Abroad program as a non-degree seeking student. The instructions below outline the most effective way to complete each application requirement. If you have questions not addressed in this guide, please contact your UF Study Abroad Advisor (listed on page 8).

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## HOW TO APPLY AS A NON-UF STUDENT

### ❖ PART ONE: CREATING AN APPLICATION

*\*Non-UF students are eligible for most UF Sponsored programs and some UF exchanges.*

- 1) Once you have selected a program, click “Apply Now” on the program page.



- 2) Select “I do not have login credentials to this site” and push “submit”

Security : User Identification Wizard: Step 1

In order to continue, you will need to be logged-in. This wizard will guide you through the steps of authentication. x

Please indicate how you will be logging in:

I have a GatorLink username and password.  
 I have login credentials to this site that I received by email.  
 I do not have login credentials to this site.

Submit

- 3) Select your user type and push “submit”

Please indicate which type of user you are:

I am not currently registered at an institution.  
 I am registered at a US institution.  
 I am a non-US applicant interested in the following program: -select program-

Submit

If you have graduated from your university and/or are not currently enrolled in a university, select the **first option**.

If you are currently enrolled in a US institution, select the **second option**.

- 4) Input your demographic information and push "Create Account." *If your home institution is not listed, please email your Study Abroad Advisor (listed on page 8).*

New User Form:	
First Name:	<input type="text" value="Jane"/>
Middle Name:	<input type="text" value="A."/>
Last Name:	<input type="text" value="Doe"/>
Email:	<input type="text" value="J.Doe94@gmail.com"/>
Date of Birth:	Jan 6 1994
Gender:	<input type="radio"/> Male <input checked="" type="radio"/> Female <input type="radio"/> Other
Choose Institution:	State/Territory or Country
Your Institution:	<ul style="list-style-type: none"> <li>UNIV OF CONN SCH OF DENTAL MED (FARMINGTON )</li> <li>UNIV OF CONN SCH OF MEDICINE (FARMINGTON )</li> <li>UNIV OF CONNECTICUT - TORINGTON (TORRINGTON )</li> <li>UNIV OF CONNECTICUT SCH LAW (HARTFORD )</li> <li>UNIV OF CT - SCH OF SOCIAL WORK (WEST HARTFORD )</li> <li><b>UNIVERSITY OF BRIDGEPORT (BRIDGEPORT )</b></li> <li>UNIVERSITY OF CONNECTICUT-STORRS (STORRS )</li> <li>UNIVERSITY OF HARTFORD (WEST HARTFORD )</li> <li>UNIVERSITY OF NEW HAVEN (WEST HAVEN )</li> <li>VINAL REGIONAL VOC TECH SCHOOL (MIDDLETOWN )</li> <li>W.F.KAYNOR TECHNICAL HIGH SCHOOL (WATERBURY )</li> </ul>
<input type="button" value="Create Account"/>	

- 5) Once you have completed the above information, an email will be sent to you containing your login and password information. *Please note that the temporary password is only valid for 24 hours. You must complete steps 6-8 within 24 hours.*

Middle Name:	<input type="text"/>
<div style="border: 1px solid gray; padding: 5px; width: fit-content; margin: 0 auto;"> <p>Message from webpage</p> <p> An email will be sent shortly with your login information.</p> <p style="text-align: right;"><input type="button" value="OK"/></p> </div>	
Choose Institution:	State/Territory or Country
	BEACON COLLEGE (LEESBURG)

**SAMPLE EMAIL**

International Center - Account Created

Welcome to University of Florida's International Center!

Following is your temporary login information that will enable you to apply to programs:

User ID: [J.Doe94@gmail.com](mailto:J.Doe94@gmail.com)  
 Temp Password: This01PSwrd

Please keep this information in a safe place.

GatorLink users, login here: <https://www.abroad.ufl.edu/auth/>General non-GatorLink login: <https://www.abroad.ufl.edu/index.cfm?FuseAction=Security.Login>

Temporary login information is only valid for 1 day(s). If you do not login within 1 day(s) of receiving this message, you will be asked to request a new temporary password.

Thank you,

International Center User Support

This message was generated automatically

- 6) Go back to login page and select "I have login credentials to this site that I received by email"

**Security : User Identification Wizard: Step 1**

In order to continue, you will need to be logged-in. This wizard will guide you through the steps of authentication. ×

Please indicate how you will be logging in:

I have a GatorLink username and password.

I have login credentials to this site that I received by email.

I do not have login credentials to this site.

- 7) Set security questions

**Select Password Reset Security Questions**

<b>Question #1:</b>	Select One: <span>▼</span>
<b>Correct Response:</b>	<input type="text"/>
<b>Question #2:</b>	Select One: <span>▼</span>
<b>Correct Response:</b>	<input type="text"/>
<b>Question #3:</b>	Select One: <span>▼</span>
<b>Correct Response:</b>	<input type="text"/>

[Top ↑](#)

## 8) Set permanent password

You have logged in with a temporary password that is intended for use one time. You will now need to create a permanent password that you will use in the future when you login to this site.

The permanent password must:

- Be at least 8 characters
- Contain both upper and lower case letters
- Contain at least one number

Change Temporary Password	
New Password:	<input type="password" value="••••••••"/> <small>(this is the password you would like to use for all future login attempts)</small> <b>Password meets strength criteria and is acceptable</b>
Re-enter New Password:	<input type="password" value="••••••••"/>
<input type="button" value="Change"/>	

## ❖ PART TWO: COMPLETING AN APPLICATION

### I. ACCESSING YOUR APPLICATION

- 1) Go to <https://internationalcenter.ufl.edu/study-abroad> and select "SA NON-UF LOGIN"



- 2) Select "I have login credentials to this site that I received by email"

Security : User Identification Wizard: Step 1

In order to continue, you will need to be logged-in. This wizard will guide you through the steps of authentication. ×

Please indicate how you will be logging in:

I have a GatorLink username and password.  
 I have login credentials to this site that I received by email.  
 I do not have login credentials to this site.

- 3) Log in with your email and password

Security : Login (existing user)

To login, please enter your username and password in the form provided below.

Please log in:

Username:

Password:

[Forgot your password?](#)

- 4) Click on your program to access your application

Applications		
Fall, 2019		
<input type="checkbox"/>	<b>UF in Vicenza - Architecture</b> (n/a) (ID 85112 not ranked)	Deadline: 05/10/2019 <input type="button" value="Withdraw"/>

## II. APPLICATION BASICS

There are four main sections of the non-degree study abroad application: **Signature Verification, Signature Documents, Application Questionnaire(s) and Material Submissions.** The instructions below are grouped according to the order and method by which each item is best completed. Some programs may have additional application items not shown in this guide.

- Please note your application deadline. **All application items** must be completed by the deadline in order to be considered for the program.

Jane A. Doe	
Program:	UF in Vicenza - Architecture
Term/Year:	Fall, 2019
Deadline:	02/15/2019
Dates:	TBA

**Table A: Submitting Your Application**

Order of Submission	Material	How to Submit <sup>1</sup>
1	Signature Verification Form	By email <sup>2</sup> or by mail to your advisor
2	Online Non-Degree Registration Request	Submitted online as per instructions. Receipt should be sent by email or by mail.
3	Home Institution Approval Form	By email or by mail
4	Academic Report Request Form	By email or by mail
5	Home Institution Unofficial Transcript	By email or mail
6	All Application Questionnaire(s)	Completed online
7	All Signature Documents	Completed online

<sup>1</sup> Please note all emailed documents must be submitted as scanned, full sized, PDF documents. Documents that are sent as .jpeg, .doc, screenshots, taken with your smart phone, or that are unclear **will not be accepted.**

<sup>2</sup> Emails should be sent to your Study Abroad Advisor (listed on page 8).

8	Deposit	Pay online
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**Table B: Important Contacts**

Name	Responsibilities	Email	Phone
<b>Kayleigh Nemeth</b>	Advisor for Australia, New Zealand, UK, Ireland, Scandinavia and Canada	<a href="mailto:knemeth@ufic.ufl.edu">knemeth@ufic.ufl.edu</a>	352-273-1508
<b>Jill Ranaivoson</b>	Advisor for Italy, Eastern Europe and Greece	<a href="mailto:jranaivoson@ufic.ufl.edu">jranaivoson@ufic.ufl.edu</a>	352-273-1528
<b>Jess Mercier</b>	Advisor for Germany, Austria, Netherlands and Semester-at-Sea	<a href="mailto:jmercier@ufic.ufl.edu">jmercier@ufic.ufl.edu</a>	352-294-3335
<b>Maria Selezneva</b>	Advisor for Russia, Asia and Law Program	<a href="mailto:mselezneva@ufic.ufl.edu">mselezneva@ufic.ufl.edu</a>	352-273-1518
<b>Nicole Fuls</b>	Advisor for Latin America and Caribbean	<a href="mailto:nfuls@ufic.ufl.edu">nfuls@ufic.ufl.edu</a>	352-273-1506
<b>Naomi Harrell</b>	Advisor for Africa, France, Belgium, Middle East, Switzerland and CJC program	<a href="mailto:nharrell@ufic.ufl.edu">nharrell@ufic.ufl.edu</a>	352-273-1522
<b>Mikenna Marin</b>	Advisor for Spain, Portugal and Virtual Internships	<a href="mailto:mmarin@ufic.ufl.edu">mmarin@ufic.ufl.edu</a>	352-273-2161
<b>June Bristol</b>	Financial Aid & Program Fees	<a href="mailto:jbristol@ufic.ufl.edu">jbristol@ufic.ufl.edu</a>	352-273-1504
<b>Linda Gritman</b>	Florida Pre-Paid	<a href="mailto:lgritma@ufic.ufl.edu">lgritma@ufic.ufl.edu</a>	352-273-1507

### III. APPLICATION MATERIALS

To access these materials you must be logged in to your application. Please review [Step I: Accessing Your Application](#) for assistance logging in.

#### SIGNATURE VERIFICATION

✚ The Signature Verification form is required in order to electronically sign your signature documents. You will not be able to complete your online signature documents until this form is received and marked off your application.

- 1) Click on “Signature Verification Form”

Signature Verification	
Title	Received
Signature Verification Form	<input type="checkbox"/>

- 2) A pop out window will appear. Print this window, sign the form and submit it along with a copy of your **signed** passport, driver’s license or state-issued ID card. *Both the Signature Verification Form and your proof of ID must be signed. The signatures must match.*

The online application process involves electronic signatures. By completing this form, you will be able to use an electronic signature for the remainder of the application process. In order to verify your identity, we require that you send in a photocopy of either your passport, driver’s license, or state-issued ID card. Please print the following signature card, **sign it**, and mail it to the attention of **SAS Non-Degree Processing** or send scanned, full-sized PDF copy to [sas@ufic.ufl.edu](mailto:sas@ufic.ufl.edu) (mailto:sas@ufic.ufl.edu):

International Center  
University of Florida  
Study Abroad Services  
1765 Stadium Road, Suite 170 HUB  
PO Box 113225  
Gainesville, Florida 32611

Applicant Name:

Gender:

Date of birth:

Email:

Signature:

The proof of identification attached is:

Passport

Driver’s licenses

State-issued ID



## ONLINE NON-DEGREE REGISTRATION REQUEST

- ✚ The Online Non-Degree Registration Request is an application that allows you to be registered at the University of Florida as a non-degree seeking student for a semester. This is one of the most important application steps and can also be one of the lengthiest. It is important that you follow the directions closely as mistakes can cause significant delays in processing your application and registering you for your study abroad courses.

- 1) Click on “Online Non-Degree Registration Request”

Material Submissions	
Click the following to view instructions and/or printable forms which require the physical submission of materials.	
Title	Received
<a href="#">Academic Report Request</a>	<input type="checkbox"/>
<a href="#">Deposit</a>	<input type="checkbox"/>
<a href="#">Home Institution Approval Form</a>	<input type="checkbox"/>
<a href="#">Home Institution Official Transcript</a>	<input type="checkbox"/>
<a href="#">Online Non-Degree Registration Request</a>	<input type="checkbox"/>

- 2) A pop-out window will appear. Read through the instructions, then click on the link provided in the pop-out.

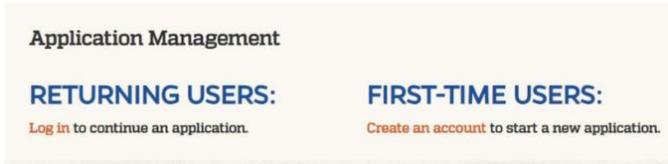
### Online Non-Degree Registration Request

In order to get registered for classes and receive a transcript from the University of Florida (UF), you are required to apply to UF as a non-degree seeking student. Please read and follow the instructions below:

- Click on the following link to go to the UF Online Non-Degree Application and Click "Non-Degree Application": <https://registrar.ufl.edu/registration/transientsnondegreeredux.html>
- Select the term and year that matches the term and year of your study abroad application.
- For your College, please select:
  - "The College of Liberal Arts and Sciences – UF International Center – Study Abroad." There are two, similar options, so please make sure your choice matches what we have indicated exactly.
- In the section for Course Information, you can list the classes that you would like to take as a part of the program. If you do not know this information yet or you believe that it may change, please list your courses as IDS 4956.
- Please complete the remainder of the form and hit Apply.
- After you have submitted your application, please print the completed non-degree application and send the receipt via one of the methods below:

Email:	Attach a scanned, full-sized PDF copy to your study abroad advisor.
Fax:	Number: 352-392-5575 Attn: SAS Non-Degree Processing
or Mail:	University of Florida International Center Attn: SAS Non-Degree Processing 1765 Stadium Rd. Suite 170 HUB Gainesville, FL 32611-3225

- 3) Push the “Non-Degree Application” button at the bottom of the page to begin. Please create an account by selecting “first-time users”. Enter in all information accurately and please use your legal name (as one would find it on your passport). When you are done, click “continue”.



A temporary PIN will be sent to your email address. After you receive this PIN, click log in to access your account and reset your

password. **Note: These credentials are ONLY for the application portal! This is NOT a GatorLink Login.**

- 4) Next, you may start an application. Select the year that matches the term and of your study abroad application. Make sure you select that you are completing a Non-Degree Application. Then you must hit “create application” and then “open application”.

Start New Application

Select an application type:

2020 Application Year ▼

2020 Non-Degree Application ▼

- 5) Enter in your Personal Background Information. Be sure to enter ALL requested information accurately using your legal name.

- 6) Enter in your Conduct Information and hit “continue”.

Create Application

Cancel

- 7) Enter in your Application Information and hit “continue”.

- 8) Complete the Non-Degree Course Request

- Please select that you are applying to a “Non-Degree Special Program” and then when selecting a College, please select “The College of Liberal Arts and Sciences”. *There are two similar options, so please ensure that your choice matches the instructions exactly.*
- Select the term of your Study Abroad, then in the description box, please indicate where you are currently a student (if applicable), the full title of your study abroad program and the term of the program.

- c. Then for Special Program please select “UF International Center – Study Abroad”.

## Non-Degree Course Request

### Program Information

Are you applying to take individual courses or to a Non-Degree Special Program?

Non-Degree Special Program ▼

Please select a College that provides the Special Program and/or Courses you would like to register for. For example, "Expository and Argumentative Writing" (ENC 1101) is offered through the College of Liberal Arts and Sciences.

College of Liberal Arts and Sciences ▼

Select the Term of Registration

Summer B ▼

Please describe why you are requesting admission as a non-degree seeking student.

I am a current student at the University of Central Florida and I will be applying to participate in the UF in Rio - Language and Culture study abroad program for Summer B 2020.

73 characters remaining

### Special Program

Please select the Special Program you are applying for

UF International Center - Study Abroad ▼

- 9) Under “Course Information,” select the amount of course you will be taking as part of the program and then enter in the course codes. This information can be found on your study abroad program’s brochure page. *If you do not know this information or believe it may change, list your course as IDS 4956.*

### Non-Degree Courses

Within each Non-Degree Application, you are permitted to apply for up to five courses. In addition, you will only be permitted to apply for courses that are offered by the College that you selected above. If you need to apply for more than five courses our would like to apply for courses from multiple Colleges, additional Non-Degree applications will be required.

For a complete list of Courses, please visit <https://registrar.ufl.edu/soc/> and select the "Course Listings" option under the desired term.

How many courses from this college would you like to apply for?

2 ▼

#### Course 1

Course Prefix IDS ▼

Course Number 4956

#### Course 2

Course Prefix ▼

Course Number

Continue

- 10) Please enter in your Academic History as indicated.
- 11) Please complete the Florida Residency Declaration.
- 12) Complete your electronic signature and if there is nothing missing, please hit the 'submit application' button.
  
- 13) Once you have submitted the application, make a copy of the receipt and send it to your UF Study Abroad Advisor (*listed on page 8*). It is best sent via email as a PDF document. *This step allows the advisor to know your application has been submitted and to review it to ensure it has been filled out correctly.*
  
- 14) The Online Non-Degree Registration Request material will not appear completed on your application until it is processed by the University of Florida Registrar. This can take several weeks. *Florida Residents please be advised that you may receive an email from the UF Registrar requesting additional documentation of your residency. Please respond promptly if sent this email.*

### HOME INSTITUTION APPROVAL

- ✚ The Home Institution Approval form allows us to verify that your program is accepted by your home university and that you are approved to participate.

- 1) Click on "Home Institution Approval Form"

Material Submissions	
Click the following to view instructions and/or printable forms which require the physical submission of materials.	
Title	Received
Academic Report Request	<input type="checkbox"/>
Deposit	<input type="checkbox"/>
Home Institution Approval Form	<input type="checkbox"/>
Home Institution Official Transcript	<input type="checkbox"/>
Online Non-Degree Registration Request	<input type="checkbox"/>

- 2) A pop-out window will appear. Read through the instructions, then click on the link provided in the pop-out.

Administration > Process Admin - x +

https://ufabroad.internationalcenter.ufl.edu/index.cfm?FuseAct=...

**UF International Center**  
UNIVERSITY of FLORIDA

170 HUB - Student Road, PO Box 113226  
Gainesville, FL 32611-3226  
Phone: 352-392-5575  
Fax: 352-392-5575

**Home Institution Approval Form**

User: Simulated (Sample Program, Undecided)

In order to be approved for your UF Study Abroad program, we must receive completed Home Institution Approval Form (<http://ufic.ufl.edu/sas/Forms/HIAForm.pdf>)

Please see the notes below for completing these forms:

**Home Institution Approval:**

- This must be completed by a study abroad official or your institution's designee.
- Students applying from universities in the State University System (SUS) of Florida can complete a paper version of the Transient Student Form in lieu of the Home Institution Approval.
- Students applying to programs offered by the University of Florida, Levin College of Law are not required to complete the Home Institution Approval form.

Please return the completed forms via one of the methods below:

Email:	Attach a scanned, full-sized PDF copy to your Study Abroad Advisor
Fax:	Number: 352-392-5575 Attr: SAS Non-Degree Processing
or	University of Florida International Center Attr: SAS Non-Degree Processing
Mail:	1765 Stadium Rd, Suite 170 HUB Gainesville, FL 32611-3225

Once these forms are submitted successfully, this material will be marked as received. If you have any questions about this process, please contact your study abroad advisor via email.

Print Close

- 3) A PDF form will appear. Print this form and fill in your name, official program title and term.

HIAForm.pdf - Adobe Acrobat Pro

File Edit View Window Help

Open Create

1 / 1 72.4%

Tools Fill & Sign Comment

**UF International Center**  
UNIVERSITY of FLORIDA

1765 Stadium Road, Suite 170 Hub  
Gainesville, FL 32611-3226  
Phone: 352-392-5575  
Fax: 352-392-5575

**HOME INSTITUTION APPROVAL FORM**

Student's Full Name: Isaac A. Doe

Program Name: UF in London - Business/Internship Term: Spring 2016

Study Abroad Official at Home Institution:  
The student listed above is applying to participate in a University of Florida sponsored study abroad program. In order for the University of Florida to approve this student, please complete the form below and return it to UFIC via mail or email ([isaa@ufic.ufl.edu](mailto:isaa@ufic.ufl.edu)). Please note: Students participating in study abroad programs through the Levin College of Law should not complete the Home Institution Approval Form, but should instead have a Letter of Good Standing submitted with their application.

1) Is this student a degree-seeking student at your university?  Yes  No  
2) Is this student in good academic standing (e.g. not on academic probation)?  Yes  No  
3) UF sponsored programs may have courses taught by UF faculty and/or by a partner institution

- 4) Give the Home Institution Approval Form to your Home University's Study Abroad Office\*. They will complete the rest of the form. Once it is complete, it should be submitted to your UF Study Abroad Advisor (listed on page 8).

**\*Note:** If your university does not have a study abroad office, please give this form to whomever can attest to your status as a student and has the authority to verify your credits will be accepted at your Home Institution. This may be your academic advisor, registrar's office or dean of student's office.

## ACADEMIC REPORT REQUEST

The Academic Report Request form lets us know where your transcript should be sent at the conclusion of your program.

- 1) Click on "Academic Report Request Form"

Material Submissions	
Click the following to view instructions and/or printable forms which require the physical submission of materials.	
Title	Received
Academic Report Request	<input type="checkbox"/>
Deposit	<input type="checkbox"/>
Home Institution Approval Form	<input type="checkbox"/>
Home Institution Official Transcript	<input type="checkbox"/>
Online Non-Degree Registration Request	<input type="checkbox"/>

- 2) A pop-out window will appear. Read through the instructions, then click on the link provided in the pop-out.

- 3) Fill in your contact information. Leave the UFID section blank.

### ACADEMIC REPORT REQUEST FORM

Please provide an address at your home institution to which we can send an official transcript with grades from your study abroad program. Please double-check with your home institution that this matches the address listed on your Home Institution Approval form.

Student Name: Jane A. Doe UFID: \_\_\_\_\_  
 Phone Number: ( 555 ) 555 - 5555 Email: J.Doe94@gmail.com

- 4) Fill in the address your transcript should be sent to at the end of your program. Please verify this address with the study abroad official at your home institution.

Phone Number: ( 555 ) 555 - 5555 Email: J.Doe94@gmail.com

Please mail transcript to (*Home Institution only*):

Attention to:	Study Abroad Services
Address:	University of Bridgeport 123 University Lane
City, State:	Bridgeport, CT
Country:	USA
Zip Code:	06604

- 5) Sign and date the form. **This must be a physical signature to be valid.**

official transcript to my home institution. Any additional copies needed for personal use or reporting to other institutions must be requested and paid for online via ISIS ([www.isis.ufl.edu](http://www.isis.ufl.edu)).

I am currently enrolled at a SUS Florida school and would like my transcript to be sent to my home institution electronically.

Jane A. Doe

Signature of Student

8/20/15

Date

UFIC Approval: \_\_\_\_\_

(Third Party Billing Request)

- 6) Once the form is complete, submit it to UF Study Abroad Advisor (*listed on page 8*).

### HOME INSTITUTION OFFICIAL TRANSCRIPT

✚ *The Home Institution Official Transcript allows us to verify your GPA and ensure it is high enough to participate in your chosen program.*

- 1) Submit an official transcript to your UF Study Abroad Advisor (*listed on page 8*). To be considered official, it must be in a **sealed envelope**. Printed online copies, screen shots of grades and opened transcripts will not be accepted. Certified electronic transcripts will be accepted if sent directly from your Home Institution to your UF Study Abroad Advisor.

#### **Send your transcript to:**

University of Florida International Center  
Study Abroad Services  
Attn. Non-Degree Processing  
PO Box 113225  
Gainesville, FL 32611-3225

### APPLICATION QUESTIONNAIRE(S)

- 1) Click on each questionnaire and fill out the information requested. Do not fill out the "Academic Advising Questionnaire (**Office Use Only**)."  
This will be filled out by your UF study abroad advisor. *Some programs may have more questionnaires than shown below.*

Application Questionnaire(s)	
Click the links below to view and complete the following online questionnaire(s). You may begin a questionnaire and save it for later completion, but note that you must click "Submit" in order for the questionnaire to be logged as complete and ready for review.	
Title	Received
Academic Advising Questionnaire (Office Use Only)	<input type="checkbox"/>
General Information	<input type="checkbox"/>
How will you pay for your program?	<input type="checkbox"/>
Medical History Questionnaire	<input type="checkbox"/>
Privacy Rights	<input type="checkbox"/>

- 2) Once your questionnaire is completely filled out, click "Submit". Once you have submitted the questionnaire, you will not be able to edit it. If you have filled it out incorrectly and need to change any information, please contact your UF Study Abroad Advisor (*listed on page 8*).

### SIGNATURE DOCUMENTS

✚ *Signature documents cannot be signed until your [signature verification form](#) is received and marked off your application.*

- 1) Click on each signature document, read it thoroughly and push "CLICK HERE TO SIGN DIGITALLY" to indicate your agreement and understanding. *Some programs may have more or less questionnaires than shown below.*

Signature Documents	
Click the following to view and digitally sign important documents to indicate your agreement and understanding.	
Title	Received
Cancellation and Refund Policy	<input type="checkbox"/>
Credit Approval	<input type="checkbox"/>
Deferment of Program Fees for Non-UF Students	<input type="checkbox"/>
Flight Waiver	<input type="checkbox"/>
Health Insurance Information	<input type="checkbox"/>
Release, Indemnification, Waiver, and Hold Harmless Agreement	<input type="checkbox"/>
Terms and Conditions	<input type="checkbox"/>
University of Florida Policy on Alcohol and Other Drugs	<input type="checkbox"/>

I understand that by clicking on this agreement, I am signing a legal document. I acknowledge that I am the person whose name is listed below and I logged on to this website on the date listed below.

Student Name: Jane A. Doe

Date: 01/10/2019

[CLICK HERE TO SIGN DIGITALLY](#)

**COMPLETED APPLICATION**

- ✚ Once all items on your application are checked off, your application is complete. There is no button to “submit” the application. If you have any questions about the status of your application, please contact your UF Study Abroad Advisor (listed on page 8).

**Material Submissions**

Click the following to view instructions and/or printable forms which require the physical submission of materials.

Title	Received
Academic Report Request	<input checked="" type="checkbox"/>
Deposit / Service Charge	<input checked="" type="checkbox"/>
Home Institution Approval Form	<input checked="" type="checkbox"/>
Home Institution Official Transcript	<input checked="" type="checkbox"/>
Online Non-Degree Registration Request	<input checked="" type="checkbox"/>

**Signature Documents**

Click the following to view and digitally sign important documents to indicate your agreement and understanding.

Title	Received
Cancelation and Refund Policy	<input checked="" type="checkbox"/>
Credit Approval	<input checked="" type="checkbox"/>
Deferment of Program Fees for Non-UF Students	<input checked="" type="checkbox"/>
Health Insurance Information	<input checked="" type="checkbox"/>
Release, Indemnification, Waiver, and Hold Harmless Agreement	<input checked="" type="checkbox"/>
Terms and Conditions	<input checked="" type="checkbox"/>
University of Florida Policy on Alcohol and Other Drugs	<input checked="" type="checkbox"/>

**Application Questionnaire(s)**

Click the links below to view and complete the following online questionnaire(s). You may begin a questionnaire and save it for later completion, but note that you must click "Submit" in order for the questionnaire to be logged as complete and ready for review.

Title	Received
Academic Advising Questionnaire (Office Use Only)	<input checked="" type="checkbox"/>
General Information	<input checked="" type="checkbox"/>
How will you pay for your program?	<input checked="" type="checkbox"/>
Medical History Questionnaire	<input checked="" type="checkbox"/>
Privacy Rights	<input checked="" type="checkbox"/>