

OFFICE OF INTERNATIONAL PROGRAMS

MEREDITH ABROAD

SUMMER APPLICATION

Academic Advisor Reference Form

****STUDENTS****

Complete the first page of this form, print all pages, and provide this document to your Academic Advisor.

Student Name:

Home Institution:

Study Abroad Program:

Date Reference is Due:

In compliance with the Family Rights and Privacy Act of 1974, the candidate may have access to this reference unless access is waived. **STUDENTS, PLEASE CHECK ONE AND SIGN.**

Students, check one: I waive my rights to access this reference.

I do not waive my rights to access this reference.

Student Signature _____ **Date** _____

****ACADEMIC ADVISORS: Please see page 2 for reference instructions.****

Dear Colleague,

We have asked all study applicants to discuss their study abroad plans with their academic advisors. In your discussion with this student, please address academic issues in relation to the study abroad experience. Please note that while careful academic planning is important, foreign institutions do not always have detailed course descriptions and set schedules in advance. Students will sometimes need to make educated guesses about what courses they will be able to take. This form has several purposes: to inform the home institution of the student's plans to study abroad with Meredith College, to allow the advisor to give appropriate feedback about the student's academic issues, performance and/or standing to the Office of International Programs, and to ensure that the student has discussed study abroad plans with an advisor.

After meeting with the student, please fill in the form below and return it to the student in a sealed and signed envelope. Alternatively, you may return the form directly to the Meredith College Office of International Programs at the address below or scan the form via email to internationalprograms@meredith.edu. Thank you for your time. Please feel free to call our office if you have any questions at 919-760-2307.

Sincerely yours,
Office of International Programs
Meredith College
3800 Hillsborough Street
124 Joyner Hall
Raleigh, NC 27607

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- Advisors, select one: I fully support this student's decision to study abroad.
- I support this student's decision to study abroad with reservations, such as academic performance or conduct history. I have noted my reservations below.
- I do not support this student's decision to study abroad. I have explained my rationale below.

Additional Comments. Use back of page, if necessary:

Academic Advisor Name _____ **Dept** _____

Signature _____ **Date** _____

Email Address _____ **Phone Number** _____