

University of Missouri-Kansas City: International Academic Programs
Faculty-Led Study Abroad Program Eligibility Appeal

Today's Date: _____ Student Name: _____ UMKC ID: _____

Dean: _____

UMKC Study Abroad eligibility criteria according to the Study Abroad Policy as approved by the Office of the Provost:

The opportunity to apply for a study abroad program is available to all UMKC students. Participation is not guaranteed, however, since there are a number of minimum requirements in place for each program. International Academic Programs reserves the right to refuse a student admission into a study abroad program, in consultation with the faculty program leader.

Study Abroad Eligibility Requirements

UMKC Undergraduate Students

- Current full-time, degree-seeking UMKC students for semester programs. (Part-time UMKC students may be eligible for short-term/summer programs); and
- Completion of one full-time semester at UMKC prior to application (as shown by UMKC transcript); and
- Have and maintain a cumulative GPA of 2.75 and be in good standing from time of application until departure.

UMKC Graduate Students

- Students must be admitted into a UMKC graduate program; and
- Be in good standing with academic unit from time of application until departure.

Non-UMKC Students

- Non-UMKC students may apply to certain programs, meeting eligibility GPA and good standing requirements listed above

Conduct Record: Study Abroad applicants may be denied admission to a program if they have had violations of the [Student Code of Conduct](#). Decisions will be made on a case by case basis by the Faculty/Staff Program Director and Dean of Participants;

Faculty/Staff Program Directors may set criteria specific to their program such as affiliation with a certain group (e.g., Honors College), or enrollees in a particular program or major (e.g. EMPA program).

To appeal the eligibility requirements please email this completed form (with both supporting statements) to [IAP](#) **within 2 weeks after the program application deadline**. We will send them to the appropriate Dean. Please include an explanation for waiving any of the following requirements (check those that apply). We will let you know the decision when we have heard from the Dean's Office.

- Completed at least one full-time UMKC semester immediately prior to application deadline, UMKC transcript required
- Minimum UMKC GPA of 2.75 (as evidenced by a UMKC transcript)
- Good academic standing as defined by academic unit
- Full-time, degree seeking UMKC status

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Please attach to this form a one paragraph statement of appeal (written by the Faculty Leader of the Study Abroad program) as well as a one paragraph statement of appeal (written by applicant).

Faculty Program Director appeal filed by:

Print Name: _____ Signature: _____ Title: _____

Program Name: _____

Semester/Term(s): Short-term Fall J-Term Short-term Spring Summer Year: _____

Country: _____

If an appeal is denied the Faculty Program Leader should send a Letter of Refusal.

To be completed by Dean's Office:		
<input type="checkbox"/> Student Appeal Approved	<input type="checkbox"/> Student Appeal Denied	
_____	_____	_____
Print Name	Signature	Date