

# Acceptance of Richmond's Study Abroad Offer

November 2021

**IMPORTANT:** You must sign this document by the post-decision deadline EVEN IF your host institution application is still pending.

By signing below, I confirm that I have read, understand, and agree to the following expectations and responsibilities for undertaking my study abroad experience:

## Accepting UR's study abroad offer

I accept the University of Richmond's offer to study abroad at the institution/program and the term to which I applied.

## Completing all post-acceptance requirements

I am responsible for completing all requirements of International Education at Richmond, the host institution and the foreign government by the posted deadlines. I understand that International Education's requirements are due even if my host institution application is still pending. I acknowledge that my failure to meet deadlines may jeopardize my participation in the program.

## Preparation for studying abroad

I understand that I am accountable for my own study abroad preparation, and I agree not to rely on my parent/guardian, the International Education staff, friends or my host institution to do this on my behalf.

I will thoroughly read all materials and resources provided to me on GatewayAbroad (including [my program's Dates & Costs sheet](#)) and from my host university/program. I understand that International Education staff will redirect me to those materials and resources, when relevant.

## Communication obligations

I will share and discuss study abroad information with my parent/guardian, if applicable.

I will read my Richmond email account regularly throughout the study abroad process and will reply promptly to all emails requiring a response.

## Extended registration for UR classes

I understand that students who commit to studying abroad cannot register for Richmond classes for the semester/year they will be abroad. If I withdraw from studying abroad after signing the Acceptance of Richmond's Study Abroad Offer (*this document*), I will be able to register in the Extended Registration Period noted on the [current UR academic calendar](#).

## Credit transfer and 3.5 minimum units policy

My signature below confirms that I have read and understand the following policy: Failure to earn enough course units (3.5 transfer minimum in transfer) while on a semester study abroad program is subject to review by the student's College Dean and may result in academic probation or other academic conditions. Probation and academic conditions will be applied for the semester in which the abroad transcript is received. Students must earn the equivalent grade of "C" or better for each semester course taken abroad in order for a course to transfer. Information regarding grade and credit conversion can be found on the [relevant UR program abroad brochure page](#) in the "Academics" section. [Click here](#) for more information on the University's semester abroad credit transfer policy.

If at any time a student believes that one or more courses may not transfer back, or a student is struggling with academic, personal, or medical issues, they are encouraged to reach out to the support system at their host university or program abroad, and to contact the University of Richmond for support and guidance.

## UR housing policies

I understand that, by signing this form, my name will be withdrawn from the UR housing pool for the semester(s) that I will be abroad. I have read and understand the policy regarding on-campus housing upon return from study abroad outlined in the [semester study abroad Withdrawal Policy \(PDF\)](#) and on [Residence Life's Study Abroad webpage](#).

NAME: \_\_\_\_\_

DATE: \_\_\_\_ / \_\_\_\_ /20 \_\_\_\_

URID: \_\_\_\_\_

PROGRAM: \_\_\_\_\_