

## Student Disclosure and Approval of Participation

### To be completed by applicant

1. Please review the following statements very carefully, check the boxes to indicate your agreement, and sign at the bottom of this section.

- I have spoken with my study abroad advisor, academic advisor, and/or dean about my plan to participate in the Study in Portugal Network (SiPN) Study Abroad program.
- I am aware of my home institution's policy on transferring credit for this study abroad program.
- I understand that I am expected to participate fully in all program lectures and activities while enrolled in SiPN regardless of whether my home institution will be transferring credit for the program.
- I understand that if I do not participate fully, I may be put on academic probation or be required to leave the program.
- I understand that if my behaviour fails to comply with SiPN guidelines for participants, I may be placed on behavioural probation or dismissed from the program. If dismissed, I understand that SiPN will not be held financially responsible for any change fees to my return flight ticket, nor will I necessarily be permitted to stay in the SiPN housing for which I pre-paid.
- I authorize SiPN and my home institution to release my educational records to each other. Credits earned at SiPN are transferable only at the discretion of the receiving school.
- I understand that SiPN will place a hold on the release of my transcript should I fail to complete and submit the Final Program Evaluation.

2. SiPN should send official transcript(s) and related materials to:

[This is usually your college registrar or study abroad office. Each student also receives a copy of their SiPN transcript(s).]

Name:

Title:

School:

City:

State/Province:

Zip:

Country:

3. I certify that the information disclosed on this document is true to the best of my knowledge.

Signature of Student

Date

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Name (please print):

Summer \_\_\_\_\_

June

July

August

Internship A (*June & July*)

Internship B (*July & August*)

Other/Comments

Fall \_\_\_\_\_  Full Year \_\_\_\_\_  Spring \_\_\_\_\_

Other/Comments

### ***To be completed by study abroad professional or dean***

This student has applied to the *Study in Portugal Network (SiPN)*, a third party program funded by the *Luso-American Development Foundation* and accredited by the Portuguese government, among other key US and Portuguese partners.

This candidate's application is not considered complete until we receive this form.

The consortium partner universities of the SiPN program will grant ECTS credits upon successful completion of the program. Please refer to the credit Pre-Approval Form that was given to the student, as well as the [SiPN website](#) for information on courses.

- This student's application has the approval of this institution..
- I have verified the institutional address above where the transcript should be sent.
- I understand that SiPN will place a hold on the release of the student's transcript should he/she fail to complete the Final Program Evaluation
- To the best of my knowledge, this student has never been on academic or disciplinary probation.

Signature Name and title:

Name of institution Department:

Email:

Phone:

Fax:

**In the event of a student/program emergency, please specify the name and contact information of the most appropriate institutional contact:**

Name and title/department:

Email:

Phone:

Fax:

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**SiPN will provide your institution with (a) transcript(s) in English directly from the Portuguese partner university(ies) where your student was registered. We will also provide a suggested template for interpreting the 0 - 20 Portuguese grading scale for use in the North American 0 - 4.0 system.**

*(Fill out and submit this document by printing, signing, and scanning to your computer. Then upload it to your SiPN protected account in the designated area of your application. If you have any trouble with scanning and/or uploading, please email your signed and completed documents to [applications@studyinportugalnetwork.com](mailto:applications@studyinportugalnetwork.com) or fax to +351 21-392-8772)*