



THE UNIVERSITY of  
NEW ORLEANS

METROPOLITAN COLLEGE  
DIVISION OF INTERNATIONAL EDUCATION

**Home Institution Approval Form**  
(UNO, LSU and UGA students are not required to complete this form.)

**Please select the study abroad program you wish to attend:**

- |  |   |  |
|--|---|--|
| <input type="checkbox"/> Innsbruck International Summer School   | <input type="checkbox"/> Glories of France      | <input type="checkbox"/> UNO Costa Rica  |
| <input type="checkbox"/> Writing Workshops in San Miguel, Mexico | <input type="checkbox"/> Prague Summer Seminars | <input type="checkbox"/> UNO Italy: Rome |
| <input type="checkbox"/> Ezra Pound Center for Literature        |   |  |

**To the student:** An important element of your application to study at The University of New Orleans is securing the approval of your home institution to study abroad. This form is designed to facilitate that process. This form is intended for your Study Abroad Advisor, Dean, or other responsible official on campus to approve your participation in a study abroad program. Please indicate whether or not you waive your right of access, sign below and give the form to the appropriate official. That person should return the form directly to The Division of International Education at The University of New Orleans.

\_\_\_\_\_  
**Name of Applicant (Please Print)**

I \_\_\_\_\_ (Please Print) authorize the completion of this form and ask that it be sent directly to the Division of International Education, University of New Orleans. I understand that this document will be used to evaluate my qualifications for University of New Orleans study abroad programs and will be part of my application file.

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Date**

**To the student's Study Abroad Advisor, Dean, or other official responsible for approving participation in study abroad programs:** This student is applying to study abroad with the University of New Orleans. We ask that all students receive approval of their home institution. At the University of New Orleans they will be carrying a three – nine hour course load with the expectation of earning credit toward their undergraduate or graduate degree. **At the completion of the program, UNO will send official transcripts to the student's home institution.** Does this student have your approval to study at the University of New Orleans program indicated above?  Yes  No. If no, please explain. \_\_\_\_\_

**In order to study on our program, students must be able to transfer letter grades back to their home institution. Students who only receive Pass/ Fail credit will not be accepted into the program.**

Will the grades earned be accepted by your institution?  Yes  No. If no, please explain. \_\_\_\_\_

Will the credits earned be accepted by your institution?  Yes  No. If no, please explain. \_\_\_\_\_

Is the student required to complete a form such as a "Grade Approval Form" at your institution in order to receive credit?  Yes  No

Please feel free to add any comments, which might assist the admissions committee. Use other side if necessary.

_____ Name	_____ Title	_____ Institution	
_____ Address	_____ City	_____ State	_____ ZIP
_____ Phone	_____ Fax	_____ Email	

\_\_\_\_\_  
**Signature of Study Abroad Advisor, Dean, or official**

\_\_\_\_\_  
**Date**

**Please return this form to the following address:**

Division of International Education, ED 115  
The University of New Orleans  
2000 Lakeshore Dr.  
New Orleans, LA 70148