FSU INTERNATIONAL PROGRAMS

STUDENT APPLICATION PROCESS

IMPORTANT DATES
Important student due dates are located on your program’s page on the IP website.

Applications Open
Students are able to apply for the program. The $100 application fee is a separate, standard, non-refundable fee that does not go toward their program fee and is not associated with a program discount in accordance with a specific date.

Early Commitment Discount
Students who are fully confident they will participate can pay or defer their commitment fee early for a $250 discount towards the program fee (this discount does not apply to spring break programs). Once the entire commitment fee has been paid or deferred, the student is held fee liable for that amount. The commitment fee is $500 for spring break programs and $1,500 for all other programs.

IP Scholarship Applications Due
Students must submit their scholarship application with all supporting documents by this date to be considered for an International Programs scholarship.

Commitment Fee Due Date
Students must financially commit to the program by this date or risk cancellation.

At this time, IP will likely know:
- If enrollment numbers have been met and if the program will receive a go.
- If enrollment numbers are close to being met and a marketing push is needed.
- If the program will be cancelled due to low enrollment.

Full Payment Due Date
Students must pay or defer the remaining balance of their program fee or risk cancellation.

REFUNDS
If International Programs cancels a program for any reason, students will receive a full refund of all paid fees. Our cancellation process and refund policies are located on the IP website if a student wishes to cancel from a program.

DEFERMENT FORMS
If International Programs cancels a program for any reason, students will receive a full refund of all paid fees. Our cancellation process and refund policies are located on the IP website if a student wishes to cancel from a program.
**APPLICATION STATUS**

Important student due dates are located on your program’s page on the IP website.

**Pending**

The student has applied and not paid the required $100 application fee. The application fee can be paid online through the student’s myFSU account or via credit card by calling the IP front desk. The application will be deleted after approximately 5 business days of non-payment. After this time, the student will need to submit a new application and pay the $100 application fee for the new application.

**Release**

The student has applied and paid the $100 application fee and the IP Admissions Officer is reviewing their application for eligibility.

**Admitted**

The student has applied and has been admitted to the program; after the commitment fee due date, those admitted who have not paid their commitment fee will be canceled from the program for non-payment.

**Waitlist**

Students are waitlisted when they apply to the program and are eligible to participate, but the program has already reached its maximum capacity. If spots become available on the program, these students will have a chance to be admitted in the order in which they applied. These students must be able to make any necessary payments if due dates have passed.

**Canceled**

There are two types of canceled students: “administrative canceled” or “student canceled.” “Student canceled” applicants cancel themselves from the program if they change their mind about studying abroad. “Administrative canceled” students are canceled by IP for reasons such as non-payment.

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**PRE-DEPARTURE FORMS**

Students will be asked to submit an important forms packet consisting of a Housing Preference form, Medical/Special Needs Self-Report form, IP Contractual Agreement, and Waiver of Risk and Liability. They are also required to submit their flight itinerary and passport copy. Non-Study Center Program Leaders will receive copies of these forms prior to departure.

**CLASS REGISTRATION**

Students will only be able to register for courses if their program is approved to go. They are responsible for registering themselves when they receive an email with registration instructions from the International Programs office. The IP registration cycle usually takes place after the normal on-campus registration timeline. Therefore, students should not be alarmed if they have not registered by the time they normally would for main-campus courses. Typically, IP Summer registration opens mid-March, IP Fall registration opens mid-July, and IP Spring and Spring Break registration opens mid to late-November.