

## APPLICATION FOR UNIVERSITY OF MINNESOTA STUDY AWAY PROGRAM

An agreement exists among the campuses of the University of Minnesota to allow students to attend another campus for **one term** in a Study Away program during an academic year without losing their status at their home campus. This application is not meant to take the place of an agreement already in place between graduate and professional colleges (see your college office for information on graduate and professional agreements). To learn more, visit [study-away.umn.edu](http://study-away.umn.edu).

**NOTE: Undergraduate students planning to transfer** to a degree program at another campus should complete an Application for Undergraduate Change of College instead of this form.

### College/advisor approval

Discuss your plans to attend another campus with your academic advisor. Rochester students must obtain approval from the Director of Student Success and the Capstone and Community Engagement Coordinator.

### Financial aid approval

If you are receiving any grants, loans, work-study, or scholarships, discuss your plans with One Stop or a financial aid officer. Financial aid can only be used for courses for which you register through the University.

### Submitting your application

Submit your completed application (including advisor signature) to the campus office listed below.

### Registration

You may register using the MyU portal once you submit the form and receive approval. You must maintain full-time status.

### Housing

Some campuses have limited housing available for Study Away students. Please contact the destination campus office for Housing and Residential Life as soon as possible.

### Tuition and Fees

You will be charged the tuition and associated fees of the campus where you are enrolled. If your home campus has a 13-credit tuition plateau (a policy in which you pay a flat tuition rate based on 13 credits no matter what your credit load), the tuition charged to your account will be prorated to match your home-campus tuition cap.

### Billing

You will receive online billing statements from your home campus and each visiting campus, if you are taking classes on multiple campuses at the same time. Each University of Minnesota campus has a separate website through which you view the bill. You must log into both the home and visiting campus billing websites in order to see an accurate assessment of your tuition and fees charges. (Please note: the MyU portal only displays billing information from the home campus.) You must pay each bill separately; billing due dates for each campus may vary.

### Duplicate Fees

You should only be assessed one student services fee and one health plan coverage fee. If you are assessed student services fees or health plan coverage fees for more than one campus, visit either campus office (locations listed below) to have one set of fees removed.

### Return form to your home campus:

#### CROOKSTON

Office of the Registrar  
9 Hill Hall  
University of Minnesota, Crookston  
2900 University Avenue  
Crookston, MN 56716  
Phone: 218-281-8547  
Fax: 218-281-8549

#### MORRIS

One Stop Student Services  
105 Behmler Hall  
University of Minnesota, Morris  
600 E 4th Street  
Morris, MN 56267  
Phone: 320-589-6046  
Fax: 320-589-1673

#### TWIN CITIES

One Stop Student Services  
333 Robert H. Bruininks Hall  
130 West Bank Skyway  
130 Coffey Hall  
University of Minnesota, Twin Cities  
222 Pleasant Street SE  
Minneapolis, MN 55455-0239  
Phone: 612-624-1111  
Fax: 612-625-3002

#### DULUTH

*In-person drop off:*  
One Stop Student Services  
23 Solon Campus Center  
Mail:  
One Stop Student Services Center  
University of Minnesota, Duluth  
1049 University Drive  
Duluth, MN 55812-8282  
Phone: 218-726-8000

#### ROCHESTER

One Stop Student Services  
300 University Square  
University of Minnesota, Rochester  
111 S. Broadway  
Rochester, MN 55904  
Phone: 507-258-8069  
Fax: 507-258-8021  
Email: [umr1stop@r.umn.edu](mailto:umr1stop@r.umn.edu)

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**DIRECTIONS**—Fill out this form completely following the instructions on the first page. **Note:** You will be charged the tuition and associated fees of the campus where you are enrolled. If your home campus has a 13-credit tuition plateau, the tuition charged to your account will be prorated to match your home-campus tuition cap.

## PART A. Student information

Student name (last, first, middle initial)		University ID
Email address	Phone (include area code)	

## PART B. Registration information

Term requested	University of Minnesota campus that you will be visiting
Select Study Away program <input type="checkbox"/> Crookston: Animal Science <input type="checkbox"/> Morris: Colloquium 1: Indigenous Studies <input type="checkbox"/> Rochester: Health Immersion <input type="checkbox"/> Duluth: Limnology <input type="checkbox"/> Morris: Colloquium 2: Worldviews <input type="checkbox"/> Twin Cities: Social Justice <input type="checkbox"/> Twin Cities: Food Science and Systems	

## PART C. Designated Study Away courses

Please list requested courses. (Register through MyU once your application is approved. You must maintain full-time status.)

Class number	Subject, catalog number, section (e.g., Hist 1001, sec 002)	Class title	Units (credits)	Grade basis A-F or S/N

## PART D. Signatures

Student signature	Date
Advisor signature	Date

office use only	
One Stop/registrar's office signature	Date

