UNIVERSITY OF ILLINOIS CHICAGO – Office of Student Financial Aid and Scholarships
UIC Portal: https://my.UIC.edu -- Email: money@uic.edu -- Phone: (312) 996-3126

2025-2026 Study Abroad Agreement Form

Section A – Student Information (Please Print Clearly)

Last Name First Name M.I. Email

Study Abroad Program Name Dates City Country Name of UIC Study Abroad Advisor/ E-Mail

Program Term:_____ (Fall 25, Spring 26, or Summer 26)

Number of Credit Hours you will enroll in for the term abroad:_____

This form is to be completed by students who are enrolled in a study abroad or exchange program sponsored by the UIC Study Abroad Office and wish to request financial aid for their semester or year abroad. A student planning to participate in a Study Abroad program that has no affiliation with UIC is not eligible to receive Financial Aid. There must be a written agreement between UIC and the abroad program/institution. You must also complete a 2025-2026 FAFSA (https://studentaid.gov/h/apply-for-aid/fafsa) and submit all required documents by March 1 for summer, June 1 for fall, and October 1 for spring. Please submit this form along with **a copy of your Program Cost Sheet** to Student Financial Aid and Scholarships via the UIC Portal. You can find your Program Cost Sheet on the UIC Study Abroad Office website http://studyabroad.uic.edu or you can contact a UIC Study Abroad Office advisor at sao@uic.edu for assistance.

Section B – Study Abroad Student Agreement & Signature

- ☐ I certify that I will enroll for courses abroad that will be accepted as academic credit earned towards my graduation from UIC. Credit earned must be at least a letter grade of D.
- ☐ I certify that I am enrolled in a degree seeking program and have not already fulfilled my graduation requirements.
- ☐ I will notify UIC Study Abroad Office and Student Financial Aid and Scholarships promptly if I withdraw from my course(s) or change my enrollment or courses. I understand that such actions will affect my financial aid eligibility resulting in my student account at UIC being billed for the aid which I am no longer eligible to receive. This can occur even after I have returned from abroad or graduated depending on the time it takes for my transcripts to be received.
- ☐ I understand that I am responsible for submitting an official academic transcript to the UIC Study Abroad Office in **3 months** after my semester abroad ends or my aid will be affected.
- ☐ I understand that I must meet enrollment requirements to be eligible for federal, state, and institutional aid programs. For private scholarships, please check with the awarding agency for their enrollment policy.
- ☐ I understand that I am responsible for submitting the study abroad/exchange program course approval form to the UIC Study Abroad Office prior to my departure.
- ☐ I understand that I must meet Satisfactory Academic Progress (SAP) to be eligible for financial aid. The detailed SAP Policy is available at https://docs.financialaid.uic.edu/docs/SAP_Policy.pdf.

ENTER YOUR 9-DIGIT **UIN**

2526 **ABRS-E** **B**

□ **For MAP recipient students (for fall/spring only): I understand that at any time if I receive the MAP Grant, the UIC Study Abroad Office will default my enrollment to 15 credit hours at UIC for fall/spring. MAP disbursement is based on enrollment and will disburse for the maximum amount at 15+ credit hours. If the transcript from abroad has less credit hours than the 15 default credit hours registered for at UIC, I will be billed back by UIC on a per credit hour basis. It is my responsibility to contact Student Financial Aid and Scholarships for the amount of MAP Grant funds I will be required to give back after my transcript is processed by the UIC Study Abroad Office if I earn less than 15 approved credit hours.**

□ I have been informed of the costs of my study abroad/exchange program. I understand which costs (if any) will be billed to my student account at UIC and which costs I am responsible for paying to the program directly. For information on study abroad costs, please contact your UIC Study Abroad Office advisor or sao@uic.edu. I understand that I am responsible for paying all charges associated with the study abroad program.

PLEASE NOTE: Approval of this agreement is not automatic or guaranteed. Alternative Loans (which are subject to credit check approval) may be the only financial aid options available. I have read and agree with the terms and conditions listed above. I understand that if I do not meet the requirements, I may not be eligible to receive Federal, Institutional, or State funds to pay for my study abroad expenses.

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Student's Signature **Date**

****NOTE: Signatures cannot be typed or stamped. They must be a signature.****

Frequently Asked Questions (FAQ)

I have to pay my study abroad tuition/program fee directly to my abroad program/Institution and the bill is due before my financial aid will be released. What do I do if I can't pay it out of pocket? SFAS can provide a letter about the aid you will receive and when it will be released; however, it is up to your abroad program to decide if they will accept the letter to hold your payment until your financial aid is received. SFAS will only provide the letter per student request. Please submit your request for the letter to SAFinAid@uic.edu.

My study abroad/exchange program costs more than what it costs to attend UIC. Can I get more financial aid to cover my study abroad costs? Unfortuantely, studying abroad does not make a student eligible for any increase in Gift Aid. Any increase in financial aid to help meet the additional costs of studying abroad will usually require loan funds (Federal Direct Loans, Plus Loans, or Alternative/Private Student Loans).

Will you send my financial aid funds directly to my abroad program? No, financial aid will disburse to your UIC student account and be refunded via direct deposit or mailed directly to you for the surplus amount (if any) after UIC charges are deducted. Information on Direct Deposit enrollment or refunds can be found at Home - PAY MY BILL Home.

How will my aid be affected if I do not submit my academic transcript or if I do not earn the number of hours I receive aid for during the term abroad? If you do not complete the approved course work successfully and earn the number of hours you received aid for with a letter grade of D or above OR if you do not submit your official academic transcript by the deadline indicated in this agreement, financial aid will be adjusted. You will then have a balance on your UIC student account, and you will be **responsible** for the balance with UIC.

When will my financial aid disburse? For information on the financial aid disbursement schedule, calendar, and deadlines, please visit Calendar | Student Financial Aid and Scholarships | University of Illinois Chicago. Due to federal, state and institutional regulations, if the required paperwork is not submitted by the posted deadlines, students will be ineligible to receive assistance and will be responsible for any outstanding bill for that term.

For any additional questions, please email UIC Financial Aid Study Abroad team at SAfinaid@uic.edu.

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