Have you started an online application for your overseas program yet?

If not, please do not fill out & submit the following form until you have done so.

To start an application with UAlbany, please follow these instructions:

Step 1: Visit https://ualbany.studioabroad.com/. Click Programs to begin your search for the perfect study abroad option by country, city, academic term, or subject area.

Step 2: When you find the specific program you want to apply for, click the Apply Now button, located at the top and bottom of each program’s web page.

Step 3: Follow the instructions to create your online study abroad application account.

Step 4: When you receive your email confirmation that your application account has been successfully created, login to begin the application process.

-----------------------------

If you have already started an online application with UAlbany: great!

You may complete and submit the following form via fax or by US mail:

University at Albany
Science Library G 40
1400 Washington Avenue
Albany, NY 12222

Fax: 518-591-8171
The State University of New York requires a judicial review of all applicants for its study abroad programs. It is necessary for us to be informed of any judicial record that exists for any participant. The existence of judicial records at the participant's home university does not necessarily mean denial of admission; however, the information must be reviewed by the Study Abroad Office on the campus responsible for the program in order for this determination to be made. Each applicant, regardless of home campus, is required to provide this authorization even if there is no judicial record. Students must also inform their home campus Study Abroad Office about their intention to study abroad.

Instructions for the Student: Please complete Section I of this form and then take the form to the Judicial Officer on your home campus. Be sure to fill in your name at the top of page 2.

Instructions for the judicial officer: The student named on this form has authorized release of his/her judicial record to the Study Abroad Office at the University at Albany. Please complete the second section of this form and then return both pages of this form directly by mail or fax or as a PDF scan via email to the address/fax/email at the end of this form. A prompt response is appreciated.

I. To Be Completed by the Student:

 Last Name ___________________________  First Name ___________________________  Campus ID# ___________________________

 CIRCLE TERM:  summer  winter  fall  spring

 Home Campus ___________________________  Program Abroad & Administering Campus ___________________________

 Have you ever been convicted of a felony?  _____ yes  _____ no
 If yes is checked, submit an explanation or ask to speak with the Director of Study Abroad at UAlbany.

 Have you ever been suspended, dismissed, or expelled from a college or university?  _____ yes  _____ no
 If yes is checked, submit an explanation or ask to speak with the Director of Study Abroad at UAlbany.

 Name of Judicial Officer on Your Home Campus ___________________________  Phone Number for Judicial Officer ___________________________

 Email Address for Judicial Officer ___________________________  Fax Number for Judicial Officer ___________________________

 Please give your consent by agreeing with your signature to the statement below.
 Under the provisions of the Family Education Rights and Privacy Act, I authorize the judicial affairs officer named above to provide documentation and discuss all information related to any judicial affairs review on the campus at which I am matriculated with the appropriate Study Abroad Office staff members and, if appropriate, with the associated faculty program director, for the purpose of determining my participation in a study abroad program.

 Student’s Signature ___________________________  Date Release Signed ___________________________

 Date This Release Expires and Is No Longer Valid. (Recommended: End of the semester in which you will be studying abroad)
STATE UNIVERSITY OF NEW YORK
Overseas Academic Programs

JUDICIAL REVIEW FORM FOR STUDY ABROAD

Student’s Last Name ___________________________ Student’s First Name ___________________________

II. To Be Completed by the Judicial Affairs Officer

1. _____ The student named above and on Page 1 of this form has not received a judicial sanction including probation or higher on our campus.

2. _____ The student named above and on Page 1 of this form has received a judicial sanction including probation or higher on our campus.

Effective Dates: __________________________________________

Level of Sanction: __________________________________________

Violation: ___________________________________________________________________

______________________________________________________________________________

______________________________________________________________________________

______________________________________________________________________________

______________________________________________________________________________

______________________________________________________________________________

______________________________________________________________________________

Printed Name of Individual Authorized to Complete This Form ____________________________

Signature: ____________________________________________

Title: ________________________________________________ Date: __________________________

Page 2 of 2

Please complete and return both pages of this form to the

Office of International Education
University at Albany
Science Library G 40
Albany NY 12222

FAX: (518) 591-8171
Email (with attached PDF scans): studyabroad@albany.edu

Judicial Review Form 3/29/12, 6/14/12; 12/6/12