

VERIFICATION OF COMPLETION

DUE DATE: [10 days after the end of term at host institution]

PURPOSE

Students participating in an Education Abroad program must complete this form to verify completion of their program in order to remain eligible for aid awarded (if applicable) during the semester, and to be in compliance with study abroad regulations.

BACKGROUND

Students participating in an Education Abroad program and (if applicable) receiving financial aid at Texas State University must demonstrate completion of course work abroad. Although a transcript will be required to transfer credits to Texas State, it is common that transcripts are not available by the time they are needed to comply with federal financial aid regulations.

Thus, students receiving financial aid must submit this form on time. **Students who fail to submit this form by the above due date may be required to repay all or a portion of their financial aid.**

INSTRUCTIONS

- Student must complete Section 1.
- Instructor must complete Section 2.
- Student must email completed form to Education Abroad at educationabroad@txstate.edu.

SECTION 1: STUDENT AND COURSE INFORMATION

Name of Student: _____

Texas State ID#: _____

Term: Fall 20____ Spring 20____ Summer 20____

Please identify the course at your host institution you are using to verify academic engagement.

Course Number and Title: _____

Name of Instructor: _____

Class Meeting Times: _____

I confirm that I completed my course of study at _____

Host Institution

*Name

Date

SECTION 2: FACULTY VERIFICATION OF COMPLETION

By signing, you agree to the following statement:

To the best of my knowledge, _____ was academically engaged throughout the entire term and will earn a grade in my course.

Student Name

*Name of Instructor

Date

Instructor E-mail

***"I understand that by typing my name, I am electronically signing this document".**