



Application for Credit Transfer

- A completed application must include an official transcript in a sealed envelope from the most recent institution attended and the \$100 application fee made payable to Benedictine College. The completed application should be sent to Benedictine College at least ninety days in advance of the proposed study abroad experience. Applications sent after this may cause a delay.
- The Chair of the Benedictine College Modern Foreign and Classical Languages will evaluate your application and will recommend a course of study. Upon arrival, a placement exam will determine the student's final enrollment.
- This application fee is forfeited if the student cancels his/her program at ACCORD less than 30 days prior to the first day of classes. The full amount of tuition must be paid by check or by credit card (call 913.367.5340, ext. 2410) to Benedictine College, c/o Business Office, 1020 N. 2nd St., Atchison, Kansas 66002. ***Tuition is due 30 days before the starting date of classes at ACCORD***
- Grades are posted December, May and August after which your credit will be transferred to your home institution. Please complete the form below to affect the transfer of credit. Benedictine College does not accept responsibility for assuring that the courses for which you received credit will transfer to your home institution. Students wishing to transfer credit should consult with their advisor to assure that the courses in which they enroll are suitable for their program of study at their home institution.
- Release of Liability: The applicant releases Benedictine College and all employees and agents of the foregoing, from liability for any and all claims for any sickness, personal injury, death, property damage, or other loss, of whatever nature and howsoever caused, that may arise out of or be in any way related to the program or the undersigned's participation therein including, but not limited to, claims resulting from: delay; the criminal acts of others; the use of any vehicle; strike; war; a threat or act of terrorism; weather; quarantine; any governmental restriction or regulation; or any act or omission by any steamship line, airline, railroad, coachline, taxi service, hotel, restaurant, college, or any other person. Participants are urged to have personal insurance for such contingencies. Benedictine College incurs no responsibility towards health or any type of personal insurance. Payment of the \$100 application fee signifies the applicant's agreement to this liability waiver.
- Benedictine College offers equal educational and employment opportunities to all persons without regard to sex, race, religion, color, or national origin. These provisions also apply to handicapped individuals pursuant to current federal and state regulations subject to reasonable standards of admission and employment.
- Final authority over enrollment decisions rests with the Dean of Benedictine College.

Mail application, transcript, and fee to:

Daphne McConnell

Chair, Department of Modern Foreign and Classical Languages

Mail transcript to:

(A complete mailing address is required)

Student Information

Name

Social Security Number

Date

Signature