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 to a program; however, the information must be reviewed by the Study Abroad Office on the campus responsible for the program in order for a 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.

I. To Be Completed by the Student:

<table>
<thead>
<tr>
<th>Last Name</th>
<th>First Name</th>
<th>Campus ID#</th>
</tr>
</thead>
<tbody>
<tr>
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</table>

Home Campus __________________________________________ Program Abroad & Administering Campus __________________________________________

Have you ever been convicted of a felony? _____ yes _____ no
If yes is checked, submit a written explanation addressed to the Director of International Education & Programs at SUNY Potsdam.

Have you ever been suspended, dismissed, or expelled from a college or university? _____ yes _____ no
If yes is checked, submit a written explanation addressed to the Director of International Education & Programs at SUNY Potsdam.

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.

__________________________________________ Date Release Signed ____________

__________________________________________ Date This Release Expires and Is No Longer Valid.
(Recommended: End of the semester in which you will be studying abroad)
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 to a program; however, the information must be reviewed by the Study Abroad Office on the campus responsible for the program in order for a 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.

________________________________________  __________________________
Student’s Last Name                      Student’s First Name

Instructions for the judicial officer: The student named on this form has authorized release of his/her judicial record to the Office of International Education & Programs at SUNY Potsdam. Please complete the second section of this form and then return both pages of this form to us 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.

II. To Be Completed by the Judicial Affairs Officer

1. _______ The student named above and on the reverse side of this form has not received a judicial sanction (probation or higher) on our campus.

2. _______ The student named above and on the reverse side of this form has received a judicial sanction (probation or higher) on our campus.

   Effective Dates: ________________________  ________________________  ________________________

   Level of Sanction(s): ________________________  ________________________  ________________________

   Violation(s) __________________________________________________________________________

   ______________________________________________________________________________________

   ______________________________________________________________________________________

_____________________________  _______________
Printed Name of Individual Authorized to Complete This Form  Signature

_____________________________  _______________
Title  Date

Please return both pages of this form directly to the Office of International Education & Programs at SUNY Potsdam: Sisson Hall, 44 Pierrepont Avenue, Potsdam NY 13676 Fax: (315) 267-4890 Email: international@potsdam.edu

New December 2011