Procedures for Applying to TCoB Study Abroad Programs as a Non MU/or MU Student Off-Campus

NON – MU STUDENT start here and complete steps 1 & 2

Step 1

- Go to this MU Admissions website, download the Visiting Student Application and follow the instructions. [https://admissions.missouri.edu/apply/other-applicants/](https://admissions.missouri.edu/apply/other-applicants/)

- Be sure and explain to them in which study abroad program you will be participating. Use the name that is listed on your information document. **Also let them know you need to be able to sign up for a non-credit pre-departure course the term before the program runs.** This will help in moving the process forward more quickly.

- Once you have an MU student ID number and have agreed to e-consent (the system will prompt you to accept this the first time you log-in to MyZou) go to Step 2. **(You will have to “drive” this since I cannot do anything without a Student ID.)**

MU STUDENT OFF CAMPUS start here and complete step 2:

Step 2

- Go back to the home page of the MU TCoB Study Abroad Website and select the Program you wish to attend. [http://business.missouri.edu/52/default.aspx](http://business.missouri.edu/52/default.aspx)

- Click on” **Details and Information**” and download the complete information document for that Program.

- Complete the **myStudyAbroad online application** via the link on the program’s web page. Keep your eyes open for emails with additional instructions.

- **Send a copy of your passport photo page to my email listed below.** **DO NOT** fax it. It must be a clear and recognizable copy for our purposes. If you do not have a passport or do not have one that will be valid for an additional 6 months after your return you must apply for a new one immediately as that information is necessary for logistic planning for your program.

- Continue to work on the application which must be complete 2 weeks prior to the pre-departure class start date.

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