

# Memorandum

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Date: April 10, 2007

To: Michael Coleman, Dean of Undergraduate Studies

From: Rodolfo Hernandez, Director  
Office of International Education

CC: Robert Nelsen, Associate Provost

Re: International Education, Academic Scholarships

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Based on our conversation last Friday, March 30, 2007, I am requesting your authorization for the use of the Academic Recognition Scholarship, Academic Distinction Scholarship, and Academic Honors Scholarship toward international exchange mobility.

Conditions to apply:

1. Students will register full time at UTD, while pursuing courses at the international exchange counterpart.
2. Upon completion of the exchange program, students will transfer international transcripts to UTD.
3. Students will have to pursue at least 30 credit hours at UTD before their participation in any international exchange program.
4. Students are required to pursue consecutively the last 24 credit hours at UTD for graduation purposes. Exceptions to this condition are only permitted with the approval of the Dean of Undergraduate Studies.
5. Students are required satisfy the institutional protocol through the Office of International Education.
6. Students can be eligible to apply for the *UTD International Educational Fund Scholarship* to complement the cost of the program and/or trip.

Please edit or add any other conditions that may apply.

Your support and guidance for expanding international opportunities for our students are appreciated.