Students who receive financial aid and who plan to study away (abroad or domestic) are eligible to receive financial aid for approved, full-credit programs. **Your expected family contribution remains the same when you study away from Amherst College.** If your program’s total cost is higher, your grant will increase. If your program’s total cost is lower, your grant will decrease. Please contact the Office of Financial Aid for questions you have about funding your semester away.

**Study Away Financial Aid Checklist**

1. Comply with all regular application deadlines for financial aid materials. If you plan to be away for the spring semester, Study Away documentation should be submitted as soon as complete information is available.

2. Review the Office of Financial Aid Study Away website for information regarding the process for transferring aid abroad at [https://www.amherst.edu/offices/financialaid/studyabroad_aid](https://www.amherst.edu/offices/financialaid/studyabroad_aid).

3. If you receive any kind of financial aid, including student or parent loans or outside scholarships, meet with Dean Gentile by calling ext 2296 or email lfreeman@amherst.edu to set up an appointment to discuss the process for transferring your aid. Appointments may take as long as half an hour to go over the budget construction and aid transfer process.

4. Complete and submit **Study Away Budget sheet** (available on Forms and Helpful links page at [https://www.amherst.edu/system/files/media/studyawaybudgetsheet2014.pdf](https://www.amherst.edu/system/files/media/studyawaybudgetsheet2014.pdf). All sections of the budget sheet must be completed or we will be unable to complete an award and forward aid to your program.

5. Submit **official documentation** of program costs. This documentation can be a printout of the program’s fee website, catalog or brochure statement, letter from the program, etc. Please do not send website links as official documentation.

6. Submit **documentation of actual airfare costs**. This documentation must be a receipt for a ticket purchased, not an estimate of airfare. If your program includes international airfare as part of the comprehensive fee, documentation of the domestic connection to the point of departure is necessary. If you plan to travel before your program begins or after it ends, please note your financial aid can only cover the cost of your travel from your home to your program and home again. Do not send website links as airfare documentation.

7. Confirm you have health insurance for the period of time when you will study away. If your study program does not provide health insurance and you have insurance through your parents, check to confirm it will cover you while you are abroad. If your only health insurance coverage is provided through Amherst College, be sure to add the cost of health insurance to your budget sheet and check the box requesting Amherst College Health Insurance.

8. If your family uses a parent loan to help pay for your educational expenses, the parent who borrows must contact Dean Gentile via e-mail kagentile@amherst.edu to authorize the release of parent loan proceeds for a study away program. For fall programs, parents should wait until your initial award has been determined to apply for a PLUS loan.

9. If your parents participate in the Tuition Management Systems (TMS) payment plan, they **should not** enroll in the program for the semester you will be away.

10. Before you leave campus for the semester prior to your semester/year away, please confirm with the Office of Financial Aid that all necessary materials have been received and are complete.