

# CONNECTING FLIGHT ADVANCE

Carlson Global Institute

CARLSON SCHOOL  
OF MANAGEMENT

UNIVERSITY OF MINNESOTA

## CONNECTING FLIGHT ADVANCE AGREEMENT

First & Last Name: \_\_\_\_\_ UofM ID Number: \_\_\_\_\_

UofM Email Address: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Education Abroad Program Name: \_\_\_\_\_

Education Abroad Program Term & Year: \_\_\_\_\_

I am choosing to use this Connecting Flight Advance for my flight booking costs up to \$2,500 (student initial): \_\_\_\_\_

How did you find out about the Connecting Flight Advance (check all that apply)?

- Academic Advisor       CGI Advisor       CGI Website       Financial Aid Office  
 Faculty Member       Friend       Flyer       Other: \_\_\_\_\_

By completing and signing this Connecting Flight Advance Agreement and returning it to the Carlson Global Institute:

- ❖ I understand that I am authorizing the Carlson Global Institute to pay up front for my flight booking costs with the University-approved travel agency on my behalf.
- ❖ I understand that I am authorizing the Carlson Global Institute to bill my student account for the flight booking costs during the billing term associated with my education abroad program.
- ❖ I understand that no processing fees or loan interest will be charged to me for this service.
- ❖ I understand that my flight booking cost cannot exceed \$2,500 unless an exception is granted through the Carlson Global Institute.
- ❖ I agree to pay for my flight booking costs on the due date following the posting of these items to my student account.
- ❖ **I understand that I am responsible for paying the flight booking costs regardless of my participation on the program.**
- ❖ I understand that I am responsible for the payment of these costs in addition to my education abroad program fees and that I am subject to the Carlson Global Institute's Cancellation Policy upon confirming on my education abroad program.
- ❖ I certify that I meet the eligibility requirements for this Connecting Flight Advance program.

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### FOR OFFICE USE ONLY

#### Office of Student Finance

This form must be signed by one of the following individuals to confirm the completion of a Financial Aid Preview Meeting and an EFC of \$16,760 or less.

*Mike Arieta · Meghan Czarniecki · Kari Ellering ·  
Roxanne Johnson · Cathy Schuster · Amanda Temple*

Staff Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Staff Name (print): \_\_\_\_\_

### FOR OFFICE USE ONLY

#### Carlson Global Institute

This form must be signed by a CGI advisor to confirm the completion of a Program Selection Appointment.

Staff Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Staff Name (print): \_\_\_\_\_

**Maxine Kobinski, Program Manager**

Completed Form Received Date: \_\_\_\_\_

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## ABOUT

The Connecting Flight Advance is a no-interest/no-fees program designed to assist students who do not immediately have funds available to cover upfront costs associated with their education abroad program, enabling the student to pay for these costs with their Financial Aid package. The Connecting Flight Advance will cover these costs until the billing term associated with their education abroad program.

### The Connecting Flight Advance includes:

Flight Booking

### The Connecting Flight Advance does NOT include:

Pre-Travel Medical Visits

Textbooks & Materials

Housing Deposits

## ELIGIBILITY REQUIREMENTS

- ❖ Must be enrolled as a degree-seeking undergraduate student on the Twin Cities or Rochester campus applying or planning to apply to an eligible Carlson Global Institute program
  - To review the list of eligible programs, visit the CGI website.
- ❖ Must have an EFC (Expected Family Contribution) of \$16,760 or less for the previous or current academic year on the FAFSA (Free Application for Federal Student Aid)
  - Your EFC is published on your Student Aid Report received after the completion of your FAFSA. Your EFC from last year's FAFSA may be used if this year's FAFSA information is not available yet. For more information, visit <http://studentaid.ed.gov/fafsa/next-steps/student-aid-report>.

## PROCESS

1. Confirm your eligibility by reviewing the requirements above.
2. Review and complete the Connecting Flight Advance Agreement form on the next page.
3. Complete a Program Selection Advising appointment with the Carlson Global Institute and obtain the advisor's signature on your Connecting Flight Advance Agreement form.
  - To schedule an appointment, contact CGI at [cgi@umn.edu](mailto:cgi@umn.edu) or 612-625-9361.
4. Complete a Financial Aid Preview meeting with the Office of Student Finance and obtain the counselor's signature on your Connecting Flight Advance Agreement form.
  - To schedule this meeting, contact One Stop Student Services at [onestop@umn.edu](mailto:onestop@umn.edu) or 612-624-1111.
5. Submit your fully signed Connecting Flight Advance Agreement form to the Carlson Global Institute.  
**Forms submitted without all three required signatures will NOT be accepted or reviewed.**
  - The three required signatures are yourself, a Carlson Global Institute advisor, and an Office of Student Finance counselor.
6. Instructions will be emailed to your UofM email account about how to book your flight through the appropriate University approved travel agency. **This program will NOT reimburse you for expenses paid for outside of the University-approved travel agencies, so make sure to carefully follow the email instructions.**
7. The flight cost will be billed to your student account during the billing term associated with your education abroad program after Financial Aid has disbursed for that term.
  - The Carlson Global Institute cannot remove any fees for late payment.
  - For more information on UofM Billing Policies & Procedures, visit: [http://onestop.umn.edu/finances/pay/um\\_pay/index.html](http://onestop.umn.edu/finances/pay/um_pay/index.html)

If you have any questions about the Carlson Global Institute's Connecting Flight Advance, contact Maxine Kobinski at [kobi0025@umn.edu](mailto:kobi0025@umn.edu) or 612-624-6183.

Carlson Global Institute  
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