

**Cedar Crest College Study Abroad Application for Cedar Crest Partial Study Abroad Scholarship
Independent Study Abroad**

Submit by February 15 for Summer, March 15 for Fall, Sept. 1 for Winter, November 1 for Spring

Submit this form and Statement of Request to Lindsey Hutterer, International Programs Coordinator, Allen House 204
610—606--4666, ext. 4082 or Lindsey.Hutterer@cedarcrest.edu

Name: _____ Date: _____

Major: _____ Cumulative GPA: _____ Current Class Level: _____

Term/Year you intend to study abroad: _____

Name of Approved Study Abroad Program/ Country/ Host Institution:

Estimated Costs of Study Abroad Program: (Please attach website/email documentation with pricing)

| | |
|---------------------|---------------------------------|
| Tuition: \$ _____ | Room & Board: \$ _____ |
| Flight: \$ _____ | Personal Expenses: \$ _____ |
| Insurance: \$ _____ | Other Expenses: \$ _____ |
| | Total Expenses: \$ _____ |

Does the Host Institution offer Scholarships for the program? _____

If so, have you applied? _____ Has it been approved? _____ If yes, what amount? \$ _____

Have you applied for any other study abroad scholarships? _____

Amount you will receive, if known: \$ _____ Source: _____

Statement of Request:

Please attach a separate sheet of paper to write a personal statement that includes:

- 1) Your academic achievements, personal career goals, and how the study abroad experience will enrich or enhance your college experience
- 2) A brief explanation of your financial need
- 3) Your plans for sharing information about the country you visit and promoting study abroad on campus and/or in the local community upon your return.

Other Requirements:

- 1) Attach your completed "Study Abroad Approval Form" with signatures
- 2) Please complete *Study Abroad Recommendation Form* (Please see last 2 pages of packet). You will need one from your faculty advisor **and** one other faculty or CC staff member. Please ask them to email it directly to Lindsey Hutterer at Lindsey.Hutterer@cedarcrest.edu or to put it into campus mail to: Lindsey Hutterer, International Programs Coordinator in Allen House 204
- 3) You will be required to attend a study abroad re-entry event offered on campus in the Fall.
- 4) GPA requirement: cumulative GPA of 2.5 or higher

Notification: You will receive written notification regarding the result of your application by April 1 for Summer, May 1 for the following fall semester, and by Dec 1 for the following spring semester. It is your responsibility to notify Global Initiatives immediately if you decide not to study abroad.

FOR USE BY SCHOLARSHIP APPROVAL COMMITTEE: Date Reviewed: _____
Recommended to Receive Scholarship: ____ YES ____ NO Amount Received: \$ _____

Cedar Crest College Study Abroad Approval Form:

A. Personal Information

Student ID# _____ Campus PO Box: _____

Name: _____

Home Address: _____

Phone Number: _____ E-mail: _____

B. Program Information

Sponsoring Institution: _____

Contact Name: _____ Phone Number: _____

Address: _____

Name of Program: _____ Country: _____

C. Attendance Plans

Semester you plan to be abroad:

Fall 20__ Winter 20__ Spring 2019__ Summer 20__

Semester when you plan to take overseas class(es):

Fall 20__ Winter 20__ Spring 2019_ Summer 20__

D. Approval

You must obtain signatures from the following offices, **in the order they appear**, before your study abroad plan will be approved. You will not receive credit for your program if you do not receive prior approval.

Faculty Advisor: Advisor has been apprised of and endorses program proposal. Advisor has discussed student's graduation requirements and course plans.

Signature: _____ Date: _____

Department Chair: * see page 4 of this form

Signature: _____ Date: _____

Student Financial Services: Student accounts are in good standing AND financial aid requirements have been reviewed.

Signature: _____ Date: _____

Global Initiatives: Director has met with you and explained the Study Abroad process to you

Signature: _____ Date: _____

Registrar: Registrar has received notification of the program and has discussed transfer credit process, the final 30-credit policy, and the information on the reverse side of this form with the student.

Signature: _____ Date: _____

E. Statement of agreement – In signing this, I agree to the following:

1. If I desire on-campus housing following my return, I acknowledge that I must notify the Office of Residence Life.
2. I will have an official transcript of my work sent to the **Office of Global Initiatives & International Programs**, in order to facilitate a timely evaluation of my credits.
3. If I decide to stay longer than anticipated, I will notify **Global Initiatives** immediately

Student Signature: _____ Date: _____

Next Steps:

- 1) Please obtain signatures from
 - a. Faculty Advisor
 - b. Department Chair
 - c. Student Financial Services, Blaney Hall 212
 - d. Global Initiatives & International Programs
 - e. Registrar
- 2) Then bring completed/ signed form to Global Initiatives in Allen House 204
 - a. Global Initiatives & International Programs will photocopy
 - b. Submit completed application to Student Financial Services

Study Abroad Curriculum Plans

| Titles & Number of courses in which you will enroll off campus | Cedar Crest College Equivalent Course (If specific course # appropriate) | Major or Distr. | Signature of Department chair person |
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You should make alternate choices and have more choices approved than you plan to take since courses are frequently filled or cancelled. Successfully completed courses (with a **grade of C or better**) are transferable. A minimum Grade of C is needed for major, minor, or college requirements. Quality points and grades are not computed into your cumulative average.

Updated 10/4/18