

# Study/Intern Abroad ~ Student Information

## Concordia University, Nebraska



**Why go abroad? With an experience abroad you can ...**

- ✓ Expand your world view beyond your current zip code!
- ✓ Discover first hand more about a different part of the world!
- ✓ Enrich your studies with an on-site plunge into culture or language or your major!

Students going abroad - for academic credit - work with the Director of Global Opportunities to follow established procedures for Concordia University, Nebraska (CUNE).

### Eligibility to Participate in a Program Abroad

Because CUNE partners with a number of program providers we must approve each student's status for participation in programs run by these other providers.

Recommendation to a program is based on the student meeting these criteria:

- ✓ full-time status with upper class standing (typically 2<sup>nd</sup> semester sophomore)
- ✓ proposed abroad experience fits student's academic program & academic plan
- ✓ complete Study/Intern Abroad Application & Academic Plan & be approved by Concordia before applying to a specific program
- ✓ good university standing

**A student has good university standing at CUNE if they:**

- ✓ have a cumulative GPA of 2.5 or higher (needed for campus & program abroad qualification)
- ✓ are making satisfactory progress in their program of study
- ✓ have no holds on their academic, financial, or student accounts
- ✓ are not under disciplinary action or academic probation

Specific programs abroad may have additional application process requirements. Programs may require a higher minimum GPA, year in school, faculty recommendations, language level assessment, essay, etc.

### Study Abroad Process for Concordia

**Discover! First steps to discover what is possible!**

- \_\_\_\_\_ Visit with the Director of Global Opportunities about the CUNE application process, including application procedures, program options, funding strategies, etc.
- \_\_\_\_\_ Talk to your family about your plans to go abroad. Share about process, program locations, requirements, costs, timeframes, etc. Pick up a copy of A Parent Guide to Study Abroad.
- \_\_\_\_\_ Research approved CUNE program providers that fit your academic needs.

Here is a list of the program abroad providers we work with:

AIFS	<a href="http://www.aifsabroad.com">www.aifsabroad.com</a>	study abroad
API	<a href="http://www.apistudyabroad.com">www.apistudyabroad.com</a>	study / intern abroad
CISabroad	<a href="http://www.cisabroad.com">www.cisabroad.com</a>	study / intern abroad
Global Experience	<a href="http://www.globalexperiences.com">www.globalexperiences.com</a>	intern abroad
ISA	<a href="http://www.studiesabroad.com">www.studiesabroad.com</a>	study / intern abroad
Living & Learning	<a href="http://www.landli.org">www.landli.org</a>	Christian study abroad / Ecuador / Italy / Baltimore
Spanish Studies	<a href="http://www.spanishstudies.org">www.spanishstudies.org</a>	Spain / Argentina / Cuba / PR
TEAN	<a href="http://www.teanabroad.org">www.teanabroad.org</a>	Asia / Pacific
Veritas	<a href="http://www.veritasabroad.com">www.veritasabroad.com</a>	Christian study abroad
Westfield House	<a href="http://www.westfield.cam.ac.uk">www.westfield.cam.ac.uk</a>	Christian study abroad / UK

**Details! Figure out your academic plans!**

- \_\_\_\_\_ Plug study abroad into your four year academic plan - go for whole semester? part of summer?
- \_\_\_\_\_ Save gen ed courses and specific content courses for your study abroad semester/summer.
- \_\_\_\_\_ Look for courses that fit requirements needed for your major, minor, or gen ed.
- \_\_\_\_\_ Look at specific content area classes you need. Courses in culture, history, literature, fine arts, global/multicultural, service-learning and language are easy to find in programs abroad.

- \_\_\_\_\_ Courses must be able to transfer back toward requirements of your program. (vs. all electives)
- \_\_\_\_\_ Meet with your academic advisor to review anticipated study abroad courses (and course descriptions in the academic calendar) to determine how the credits will fit with your degree plan.
- \_\_\_\_\_ Students planning to take Spanish should also meet with Prof Amy Royuk for course approval.

**Determine! Other considerations to keep in mind as you make plans!**

- \_\_\_\_\_ Check what financial resources you need to spend time abroad.
- \_\_\_\_\_ Use the funding worksheet to compare provider costs and what is included in each program/location.
- \_\_\_\_\_ Determine if any personal health issues need to be addressed before applying to go abroad.
- \_\_\_\_\_ Apply for a passport NOW if you don't have one already!
- \_\_\_\_\_ Note that program deadlines vary - program provider deadlines are generally ...  
                     Fall: Mar 1-Jun 1      Spring: Oct 1-15      Summer: Mar 1-May 1 (Feb 1 for internships)
- \_\_\_\_\_ Complete CUNE application early - at least 30 days prior to provider deadline.

**Directions! Chose a program and complete CUNE application!**

- \_\_\_\_\_ Go to Via TRM to complete a travel profile if you haven't already done so: [via-go-cune.via-trm.com](http://via-go-cune.via-trm.com)
- \_\_\_\_\_ Complete and submit the CUNE application for your chosen program

- ✓ The Director of Global Opportunities will notify campus administrative offices (Student Life, Registrar, Student Financial Services) on your application for campus approval.
- ✓ You will be notified by the Director if there are any issues to fix or if you have been approved.
- \_\_\_\_\_ Once approved you'll receive emails to complete additional campus items (Academic Plan, Emergency Contact info, etc.) in Via.

**Do it! Apply to the specific Program Provider!**

- \_\_\_\_\_ Once notified, apply to the study abroad program you have chosen.
- \_\_\_\_\_ Pay application fee or program deposit directly to the program provider.
- \_\_\_\_\_ Request official CUNE transcripts from the Registrar's office. Go to <http://transcripts.cune.edu/> for directions to order a transcript.
- \_\_\_\_\_ Notify the Director of Global Opportunities when you have applied - and on your acceptance status by the study abroad program.
- \_\_\_\_\_ Once accepted, meet with the Director of Global Opportunities for any additional study abroad advisor signatures needed by the provider and to review Next Steps in the process.

**Financial Details to Know**

- ✓ Student pays the study abroad program fees for that semester - not Concordia tuition/fees - so the amount could be more or less than CUNE - depending on the program chosen.
- ✓ Student is not eligible for CUNE institutional/athletic/performance scholarships or tuition waivers for the semester they will be off campus for study abroad.
- ✓ Student is still eligible for other financial aid - such as Federal student loans, Federal grants, Pell Grants, Federal Parent loans, state grants, District or church scholarships, etc.
- ✓ Student should complete FAFSA, Title V requirements related to receiving Federal funds and other requirements to secure federal aid, well in advance of a study abroad semester.
- ✓ CUNE receives bill for program tuition/fees and student pays through their student account.
- ✓ CUNE charges a small study abroad fee for the term abroad for administrative processes.

**Summer Internships or Independent Studies**

- ✓ Students participating in internships also follow Career Center internship processes and complete campus internship forms. An academic charge for credit is applied for summer internships.
- ✓ Students participating in language schools where CUNE would be granting credit, would complete an independent study form and pay normal summer tuition per credit hour.