Student Intent to Explore Study Abroad

In order to be eligible to fill out this form, students must meet the following criteria:
• Currently enrolled full-time at Becker College
• GPA: 2.5+
• At least 45 credits completed; at least 15 at Becker College

**Note:** Leave them blank for now and discuss them with The Sophomore Year Experience Coordinator

Student Information

Name ___________________________ Today’s Date ________________________
Class Year / Major ___________________________ Cumulative GPA ________________________
Academic Advisor ___________________________ Email ___________________________
Phone Number ___________________________ Email ___________________________

Study Abroad Program Information:

Provider ___________________________ Program Name ___________________________
Country ___________________________ Term: Fall Spring Summer ________________________
College ___________________________ Start or Departure Date ________________________
Provider’s Application Deadline ___________________________ Becker’s Exploration Deadline ________________________

I, ___________________________ intend to execute the steps necessary to explore the transferability of the study abroad Program listed above, and will consider applying for the program if the exploration results in pre-approval. I understand that Becker College will award transfer credit if specific criteria and responsibilities are met, and conditions are understood, as detailed in the four boxes below.

Exploration Process

• I am responsible for locating a reputable study abroad program that fits my major and degree program at Becker College.
• I am responsible for conducting the exploration process as presented to me, and meeting all exploration deadlines administered by the College, failure to comply or meet deadlines might result in termination of the process.

Application Process

• Approval by Becker College during the exploration process does not mean the study abroad provider will automatically accept my application, Becker does not make or influence the provider’s decisions.
• I am fully responsible for submitting the application and associated fees to the provider in the format that fits their requirements, and I am responsible for all follow-up communication with the provider.

Financial Considerations

• I am fully responsible for fulfilling all costs associated with study abroad provider, programs, and experience that I pursue, which include but are not limited to: application fee, tuition, room/board, program fees, transportation, coursework accreditation fee (after returning), and more.
• Limited financial aid is available during study abroad term for those students eligible for federal aid. All students eligible to receive financial aid during study abroad need to complete a signed Consortium Agreement available in the Becker College Office of Financial Aid.

Academic Considerations

• Pre-approved courses that are completed through one of Becker’s affiliate programs (CIS or Semester at Sea) will transfer to Becker with the awarded grade after receipt of official transcript
• Courses that are not pre-approved, or programs that are not affiliated with Becker, will need to be evaluated by an international academic accreditation service upon completion, at the cost of the student. In this case, courses can only be transferred if the student obtains a grade of C or higher, and would appear on the Becker transcript as credit without a grade.
• A study abroad term might not fulfill the recommended graduation requirements for the scheduled term in a Becker program. This might result in a student needing to fulfill missed requirements during later terms.

Financial Considerations reviewed. Initials: ___________________________ Academic Considerations reviewed. Initials: ___________________________

I assert that all information provided above is truthful and accurate; and that I have read, and understand all responsibilities and steps in the exploration and application process, as well as financial and academic considerations.

Signature ___________________________ Today’s Date ________________________

**Next Step:** Schedule appointment with the SYE Coordinator by calling 774.354.0679, prior to the deadline for the academic term you are hoping to study abroad. Bring this form to the appointment. If you have questions about certain items on the form, you may leave them blank and inquire with the SYE Coordinator.
Student Intent to Explore Study Abroad

In order to be eligible to fill out this form, students must meet the following criteria:
• Currently enrolled full-time at Becker College
• GPA: 2.5+
• At least 45 credits completed; at least 15 at Becker College
• Returned the completed form “Student Intent to Explore Study Abroad” to The Sophomore Year Experience Coordinator

Student Information
Name ___________________________________________ Today’s Date ____________________________
Class Year / Major _______________________________ Cumulative GPA ________________________
Academic Advisor: ________________________________ Email ________________________________
Phone Number ___________________________________ ____________________________

Study Abroad Program Information:
Provider ______________________________________ Program Name ___________________________
Country ___________________________ Term: Fall Spring Summer ___________________________
College ___________________________ Start or Departure Date ___________________________
Provider’s Application Deadline ___________ Becker’s Exploration Deadline __________

Below are the steps you must take in order to fully explore the transferability of credits for the study abroad program that interests you. At your first appointment, the Sophomore Year Experience Coordinator will determine the deadlines for steps 2-5. Remember, you are responsible for taking the initiative to execute each step prior to assigned deadlines.

1. Meet with the Sophomore Year Experience Coordinator: 774.354.0679. Deadline:
• Verify that you meet all eligibility criteria.
• Discuss possible programs that match your major, geographic interests, etc.
• Select a “target” program – i.e., your first choice.
• Discuss the Study Abroad Exploration Process: timeline, application process, financial and academic considerations.
• Complete and return the form “Student Intent to Explore Study Abroad.”

2. Meet with your student faculty advisor. Deadline:
• Discuss your “1st priority” program’s match with your academic major, career goals, and study objectives, if it is determined not to be a match, you may explore alternate choices.
• Discuss specific courses offered by the program, determine which courses are most likely to transfer as compatible with your degree at Becker College.
• Ensure that s/he signs the sheet.

3. Meet with the vice president of academic affairs. Deadline:
• Discuss the program / country’s match with your academic major, career goals, and study objectives, if it is determined not to be a match, you may discuss other choices.
• Discuss specific courses offered by the program, determine which courses are most likely to transfer as compatible with your degree at Becker College.
• Ensure that the vice president of academic affairs signs the sheet.

4. Submit application to selected Study Abroad program. Deadline:
• Start the application in advance, it will likely involve a reference, an essay, and more.
• Make a copy of all application pages.
• Submit a copy to the SYE coordinator.

5. Notify Becker College of the provider’s application decision. Deadline:
• Via email daniel.chapman@becker.edu or phone 774.354.0679.
• If accepted, you will receive further instructions about how to work with the Office of the Registrar, Financial Aid, etc.
# Study Abroad Exploration Process

**Signature Sheet**

## Student Information
Name ___________________________ Class Year / Major ___________________________
Phone Number _____________________ Email _________________________________

## Study Abroad Program Information:
Provider __________________________ Program Name ____________________________
Country ____________________________ Term: Fall Spring Summer ___________________
College ____________________________ Start or Departure Date ____________________
Provider’s Application Deadline ______ Becker’s Exploration Deadline ____________

### Becker College: Due by **(see deadlines in upper right hand corner)**
I have determined that the student meets initial Study Abroad Exploration criteria, that the targeted program/provider of interest fits Becker’s criteria, reviewed the “Intent to Explore Study Abroad” and “Study Abroad Exploration Process: Steps and Timeline” forms with the student, and assigned deadlines to the steps in the exploration process.

Signature ___________________________ Date ________________________________
Sophomore Year Experience Coordinator

Becker College Notes (use back for additional notes):

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**Obtain brochures or print all available information from the website, about the Study Abroad program you are pursuing, including the list of available courses. Bring all of this information to your remaining appointments.**

## Faculty Advisor: Due by
I have reviewed the Study Abroad program that the student is exploring, determined that it is in reasonable alignment with his/her major, and that some of the available coursework appears compatible with the students’ unfulfilled requirements or electives at Becker. Therefore, the student has my permission to progress to Step 3.

Signature ___________________________ Date ________________________________
Faculty Advisor

Faculty Advisor Notes (use back for additional notes):

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## Vice President of Academic Affairs: Due by
I have reviewed the Study Abroad program that the student is exploring, determined that it is in reasonable alignment with his/her major, and have recommended which available courses appear to be most compatible with the students’ unfulfilled requirements or electives at Becker. Furthermore, I have reviewed the student’s GPA, and financial and judicial standing with Becker College, and determined them to be satisfactory. I recommend that the student applies for the program through the provider.

Signature ___________________________ Date ________________________________
Vice President of Academic Affairs

Vice President of Academic Affairs Notes (use back for additional notes):

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If the vice president of academic affairs approves, you may proceed to Step 4 on the timeline, complete and submit the application through the provider. Congratulations, and keep the provider’s application deadline in mind!

**Deadlines to Submit First Signature**
- Spring Term Abroad: September 15
- Summer Term Abroad: February 1
- Fall Term Abroad: February 15

*Subsequent deadlines will be assigned.

Document created: September 1, 2013