

STAGE 1: THINKING AND APPLYING

All students are encouraged to study abroad. Students with disabilities can find helpful resources from Mobility International (<http://www.miusa.org/>) and should discuss their interest with the Sklenar Center (SCIP).

The first step in Stage 1 of your journey is to consider the question of whether you really want to study abroad. Be assured that there are many paths to study abroad as well as many options for the kind of experience you can have. While some students come to BSC knowing they want to spend their junior year in France, others simply know they are interested in having an international experience and entertain a diversity of options. Others do not plan to study abroad at all, but someone or something along the way leads them to begin thinking and talking about it. Students also choose to study abroad for very different reasons. Some want to improve their language skills. Others travel to an English-speaking country to study at an institution that specializes in a subject of interest. Most students—and most employers—appreciate the professional advantages that come from studying abroad.

Whatever your background, interests, or needs, know that there are many options for an international experience. Through the Sklenar Center you can study a wide range of disciplines in more than 60 countries around the world. In fact, any BSC major can be internationalized by taking courses at international universities and institutions with comprehensive offerings in a multiplicity of programs. SCIP staff will be delighted to work with you to find just the sort of experience to meet your interests and needs.

And, if you need the emotional pitch, here it is: You will realize the benefits of study abroad in more ways than you might anticipate—upon setting foot in unknown territory, throughout your travels there, and for the rest of your life in the most interesting and sometimes surprising ways. You will make new friends, absorb a new culture, and perhaps even learn a new language. However, you will also experience the sort of personal growth that comes from taking on, struggling with, and ultimately surmounting some of the most difficult tasks life has to offer.

In addition to fulfilling academic requirements for your BSC degree, study abroad will strengthen your sense of independence, your self-confidence, and your problem-solving abilities in a very real-world way. It will make your resume a stand-out for employers or graduate school programs. Perhaps most importantly, the experience of studying in another culture and place will broaden your perspective of your own country and culture and challenge you to live in the world in a way that is more aware of other peoples and places in it.

“[On studying abroad] DO IT! It is the wisest decision you could ever make.”

*-William Moore,
studied philosophy
in Ireland*

Application Checklist:

- ✓ **Study Abroad Profile** - <http://csunx2.bsc.edu/TravelApplication> (See p.12 for instructions)

- ✓ **Faculty Recommendation:** This can be an informal e-mail sent from a faculty member to Anne Ledvina (aledvina@bsc.edu) commenting upon your ability to succeed abroad academically and socially.
- ✓
- ✓ **Transcript:** Printed from TheSIS.
- ✓ **Scholarship Application** (FAFSA form must be completed for the year of study abroad)
- ✓ **Sklenar Center Travel Policy**
- ✓ **Independent International Travel Release Form**
- ✓ **Study Abroad Insurance Form**

NOTE: Students traveling with British Studies at Oxford (BSAO) only complete the Study Abroad Profile. Your academic advisor for BSAO will provide other forms including course forms.



Italy

“The experience becomes more worthwhile the longer you stay...I have found that being here is probably the most interesting, influential, fun, and enriching part of my BSC education.” -Anna Nichols, *studied literature in Italy*

A. Study Abroad for BSC Students

Study abroad allows you to remain enrolled at BSC while spending a semester, summer, or year taking courses at an international university to fulfill requirements for a BSC degree. Working through the Sklenar Center, you can take courses in a wide range of disciplines in more than 60 countries—including a Semester at Sea, which allows you to visit multiple countries in a single academic term. All pre-approved courses count as BSC credit.

Your options for terms of study are as follows:

- Academic year
- Semester
- Summer
- Interim

Important note about Interim: You are responsible for fulfilling Interim requirements during the year you are abroad. It is also important for you to find out whether your fall or spring semester will include the January month. Contracts for individualized Interim projects are due by the preceding October 10th. Students departing for programs in the fall should contact the Interim and Contract Learning (ICL) office by the preceding April 1st. Students departing for programs in the spring should contact the ICL office by the preceding September 1st. For more information, visit the Office of Interim and Contract Learning in Munger 102 (226-4647) or e-mail oiicl@bsc.edu.

Please note that in order to participate in a study abroad program, BSC requires that you:

- 1) Maintain at least a 2.5 GPA
- 2) Have completed at least one full academic year at BSC
- 3) Be in good social standing
- 4) Successfully complete the required pre-departure topics course IS 101A the semester prior to your departure.

The Sklenar Center offers a wide variety of study abroad opportunities. Consider your academic needs and financial aid situation in choosing the study abroad program that is best suited for you.

I. International University Partnerships and Exchanges

The Sklenar Center maintains established partnerships with the following universities abroad. They are listed below according to the type of exchange offered (Tuition Exchange, Full-Tuition/Room/Board Exchange, Tuition/Housing, and Direct Enrollment). Enrolling through one of the following affiliated universities is usually the most cost-effective way to study abroad, due to scholarship options and lower tuition rates. For each of the following institutions, a one-page program description and budget breakdown can be found in the Sklenar Center. See also the table of International University Partners in Appendix 1 below.

1. **Tuition Exchange**: This is the most affordable option for study abroad. In addition to the study abroad fee, students pay BSC for standard tuition only. Need-based and merit aid can be applied to the cost of tuition. Students then pay the host (foreign) institution for room and board.

- China - **Hong Kong Baptist University**
 - http://www.hkbu.edu.hk/~intl/student_01.php
- England - **University of Birmingham**
 - <http://www.international.bham.ac.uk/sae/>
- France - **Université François-Rabelais**
 - <http://www.univ-tours.fr/>
- Germany - **Erfurt University**
 - <http://www.uni-erfurt.de/international/outgoing/studium/>
- Netherlands - **HES Amsterdam, School of Business and Economics**
 - <http://www.international.hva.nl/exchange-programmes/school-of-economics-and-management/>
- Netherlands - **Hogeschool von Amsterdam (HvA), Institution of Technology (Computer Science and Engineering)**
 - <http://www.international.hva.nl/exchange-programmes/school-of-economics-and-management/>

2. **Full-Tuition/Room/Board Exchange**: In addition to the study abroad fee, students pay BSC for standard tuition and room and board. Need-based and merit aid can be applied to the cost of tuition, room, and board.

- Japan - **Kansai Gaidai University**
 - <http://www.kansai-u.ac.jp/English/international/index.html>
- Thailand - **Payap University**
 - <http://ic.payap.ac.th/study-abroad/>

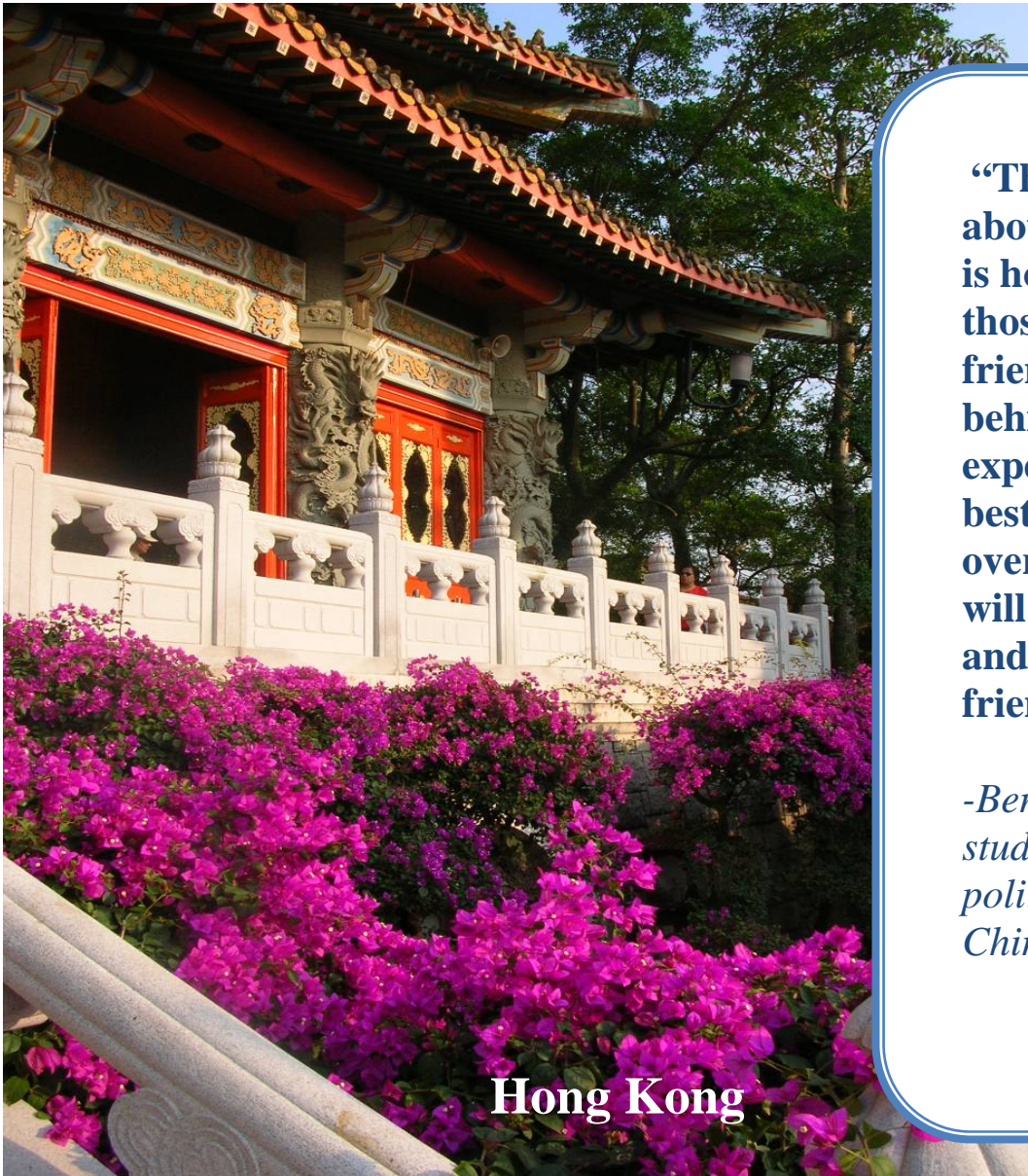
3. **Tuition/Housing**: In addition to the study abroad fee, students pay BSC for standard tuition and housing. Need-based and merit financial aid can be applied to the cost of tuition and housing.

- Brazil - **Universidade Metodista de Piracicaba (UNIMEP)**
 - www.unimep.br

4. **Direct Enrollment**: Students pay BSC only the study abroad fee. Students then pay tuition and room and board directly to the host (foreign) institution. Need-based financial aid, but not merit aid, can be applied to the cost of tuition. Students can directly enroll at the universities listed below:

- Belgium - **Vesalius College**
 - <http://www.vesalius.edu/studyabroad>

- Costa Rica - ICDS-International Center for Development Studies
 - <http://www.icds.ac.cr>
- Czech Republic - University of West Bohemia (summer only)
 - <http://www.isls.cz/>
- Egypt - American University in Cairo
 - <http://www.aucegypt.edu/intstudents/ipo/sa/Pages/Home.aspx>
- England - Middlesex University
 - : <http://www.mdx.ac.uk/courses/short/study-abroad/>
- Germany - ECLA - European College of Liberal Arts
 - <http://www.ecla.de/>
- Ireland - University of Limerick
 - http://www2.ul.ie/web/WWW/Services/International_Education_Division/
- Italy - Accademia dell' Arte
 - <http://www.dell-arte.org/>
- South Africa - University of Cape Town
 - <http://www.uct.ac.za/apply/intlapplicants/semester/overview/>
- Switzerland - University of Fribourg
 - <http://www.unifr.ch/acp/welcome2.htm>



“The best thing about my experience is how close I feel to those places and friends I left behind...I did not expect to make the best friends of my life over the past year. I will continue to value and guard these friendships always.”

*-Ben L. Miller
studied biology and
political science in
China at HKBU*

Hong Kong

Appendix 1 – International University Partners

Institution	Location	Affiliation	Curriculum	Language of Instruction	Student Body
American University in Cairo	Cairo, Egypt	Direct enrollment	Comprehensive (strong in the sciences)	English	Egyptian, international students
Accademia dell'Arte	Arezzo, Italy	Direct enrollment	Theater and music	English	American
Erfurt University	Erfurt, Germany	Tuition exchange	Language, humanities and social sciences	German and English	German, international students
HvA/HES Amsterdam School of Business and Economics	Amsterdam, Netherlands	Tuition exchange	Business management, accounting, economics	English	Dutch, international students
Hogeschool von Amsterdam (HvA), Institute of Technology	Amsterdam, Netherlands	Tuition exchange	Computer Science	English	Dutch, international students
Hong Kong Baptist University	Hong Kong, China	Tuition exchange	Comprehensive	English	Chinese, international students
International Center for Development Studies	San Jose, Costa Rica	Direct enrollment	Human Rights, Justice and Development; People and the Environment	English and Spanish	Costa Rican, international students
Kansai Gaidai University	Hirakata, Japan	Tuition, room and board exchange	Asian Studies (language, history, literature, art, political science, business, economics)	English and Japanese	Japanese, international students
Middlesex University	London, England	Direct enrollment	Arts, performance and humanities, business/economics, social sciences, IT	English	British, international students
Payap University	Chiang Mai, Thailand	Tuition, room and board exchange	International business, ESL, Religion, Thai Studies	Courses taught in English	Thai, international students
University of Birmingham	Birmingham, England	Tuition Exchange	Comprehensive curriculum	English	British, international students
University of Cape Town	Cape Town, South Africa	Direct enrollment	Comprehensive curriculum	English	South African, international students
Université François-Rabelais	Tours, France	Tuition Exchange	Comprehensive curriculum	French	French, international students
University of Fribourg	Fribourg, Switzerland	Direct enrollment	Humanities, social sciences, languages	French or German	Swiss, international students
University of Limerick	Limerick, Ireland	Direct enrollment BSC/UL Pre-Med Collaboration	Health sciences, environmental sciences, business and economics, humanities, Irish Studies	English and Irish	Irish, international students

Appendix 1 – Continued

Institution	Location	Affiliation	Curriculum	Language of Instruction	Student Body
Universidad Metodista de Piracicaba (UNIMEP)	Piracicaba, Brazil	Tuition and housing exchange	Portuguese language, arts, business, sciences	Language institute within the university to support students' studies at university	Brazilian, international students
University of West Bohemia	Plzen, Czech Republic	Direct enrollment	Fine arts	Courses taught in English (summer)	Czech, international students
Vesalius College	Brussels, Belgium	Direct enrollment	Comprehensive curriculum	English	Belgium, international students

“I now know what I was made to do in this world. Nothing in my life has given me so much direction and energy.”

-Bryan Barnhill, studied environmental sciences in South Africa



Nelson Mandela, S. Africa's first freely elected president after the end of Apartheid seen here during his imprisonment on Robben Island.

II. North American Partners

The following organizations arrange and lead a variety of study abroad programs for college students. Although these programs differ in destination, length of stay, language requirements, housing options, and cost, all offer course credit that is transferable to BSC, provided students receive pre-approval for the courses they plan to take. For these programs, students pay tuition, room, and board directly to the study abroad partner and pay only the study abroad fee to BSC. The program, in turn, takes care of the students' logistical needs and concerns and acts as a liaison between students and the host (foreign) institution. Need-based financial aid, but not merit financial aid, can be applied to tuition. Students remain enrolled at BSC.

- American Institute of Foreign Study (AIFS) (<http://www.aifs.org/>)
- Center of Global Education at Augsburg College (<http://www.augsburg.edu/global/>)
- Council on International Education Exchange (CIEE) (<http://www.ciee.org/>)
- Education Abroad Network (TEAN) (<http://www.educationabroadnetwork.org>)
- Institute for Study Abroad at Butler University (IFSA-Butler) (<http://www.ifsa-butler.org/>)
- International Partnership for Service-Learning (IPSL) (<http://www.ipsl.org/>)
- Organization for Tropical Studies (OTS) (<http://www.ots.duke.edu/>)
- School for International Training (SIT) (<http://www.worldlearning.org/>)
- Semester at Sea (<http://www.semesteratsea.org/>)
- Syracuse University (<http://suabroad.syr.edu/>)

III. Consortial and Faculty-led Program

Through consortial programs and those led by faculty, students study abroad with students from BSC or students from our peer institutions. Refer to the program you are interested in for information about tuition and financial aid.

- **British Studies at Oxford:** Rhodes College, Oxford, England
(http://www.bsc.edu/academics/Sklenar_Center/study-abroad/summer.htm)
- **Budapest Semester in Cognitive Sciences:** Kalamazoo College/Eötvös University, Budapest, Hungary (<http://hps.elte.hu/BSCS/>)
- **Global Partners Semester in Turkey:** Istanbul, Turkey
(<http://www.global-partners.org/turkey/studyabroad/>)

B. The Application Process

Once you have decided you want to study abroad, it is a good idea to meet with a Sklenar Center staff member to discuss your options. Following this meeting, you will need to complete the travel application process as outlined by the checklist on page 6 of this handbook.

Note: All approved study abroad students will remain enrolled at BSC throughout their study abroad term. Any scholarships that do not apply during the study abroad term will resume upon your return to BSC.

I. Navigating the Online Study Abroad Application

When you first access the online [Study Abroad Profile \(http://csunx2.bsc.edu/TravelApplication\)](http://csunx2.bsc.edu/TravelApplication) on the [Sklenar Center web site \(www.bsc.edu/goto/international\)](http://www.bsc.edu/goto/international) you will need to set up a new account at the bottom of the log in screen. In the future, you will sign in at the top of the screen with your BSC e-mail id and password. After signing in, if you see the message "There is a problem with this Web site's security certificate," click "Continue to this Web site" in order to authenticate your application process. You will also need to make sure the computer's pop-up blocker is turned off. To do this, click on "Tools" in the upper right corner of the page.

You will complete your Study Abroad Profile online. The forms found within the online Travel Application System must be completed, printed, signed, and submitted to the Sklenar Center along with a copy of your TheSIS transcript. These forms include the [Independent International Travel Release Form](#) and [Scholarship Application Form](#). You must also ask a faculty member to send a recommendation to aledvina@bsc.edu commenting on your ability to succeed academically and socially abroad.

Once you have finished completing your online study abroad profile, the instructions direct you to use the "Test Info." link under "Action" to test your application for completeness. (If you do not see the "Test info." link in the lower left corner of the page, terminate your session and log in again. Logging back in should make this link appear). Once your application is complete, submit it. Once approved to study abroad, you will be able to access the on-line "Transient Course Form" within your Study Abroad Profile. This is the form that will record course approvals by BSC faculty. You must provide the appropriate course information as requested on the transient course form. Once the course information is complete, you should speak with the appropriate faculty members who would sign off on the courses you are requesting. The process of study abroad course approval should be completed during the Pre-departure course the semester prior to studying abroad.

C. Register for Pre-departure Course

The last step in Stage 1, Thinking and Applying, is to register for a BSC International Studies course entitled IS101A [Pre-Departure Topics for Study Abroad](#) for the academic term prior to your departure. Collaboratively taught by five faculty members, this course offers an opportunity to learn more about your host country, your own home country culture, and issues that may affect personal and academic immersion. Pre-Departure Topics for Study Abroad (Summer/Semester/Year) is a required semester course for all students planning to study abroad, regardless of major or minor. See Appendix 2 below for a sample syllabus for this course.

All study abroad deadlines are prior to the term you take the course:

- the second Wednesday in November for the following fall or academic year;
- the fourth Wednesday in January for the following summer;
- the second Wednesday in April for the following spring.

“[Because of the pre-departure class], I feel more in-tuned to my surroundings and better prepared for the challenges that lie ahead. I am taking everything in and really examining myself, my own culture, and this new one that I am trying to immerse myself into. I really appreciate the class. I have already been embarrassed by so many students on the trip who are not even aware of their own actions and how they may be perceived as ‘the ugly American’.”

-Marcie Howington, pursued international studies in Cyprus

Your study abroad process should reflect the movement through the following chart:

Application Semester	Interim 2010	Fall 2009	Spring 2010
↓			
Pre-Departure Course Semester	Spring 2010	Spring 2010	Fall 2010
↓			
Study Abroad Semester	Summer 2010	Fall 2011	Spring 2011

For example, in order to study abroad in Summer 2010, you must submit your study abroad application in Interim 2010 and successfully complete the pre-departure course in Spring 2010.

Appendix 2 – Sample Course Syllabus

IS 101A – Pre-Departure Topics for Study Abroad

Class Syllabus

Location: Harbert 302
Day and Time: Mondays from 5:00-6:30
Instructor: Anne Ledvina

Office: Norton 267
Phone: 226-7722
(aledvina@bsc.edu)

Texts:

Hess, Daniel J. (1997) *Studying Abroad/Learning Abroad: The Whole World Guide to Culture Learning*, Intercultural Press.

Miner, Horace (1956) *Body Ritual of the Nacirema*, American Anthropologist
(on Moodle)

Swift, Jonathan. (1970) *Gulliver's Travels*, W.W. Norton and Company.

Course Overview

Pre-Departure Topics for Study Abroad is an interdisciplinary course that introduces concepts and skills important to a student's success abroad. This is a collaboratively taught course and its intent is to prepare students for a significant intercultural immersion as well as a rigorous and inspiring academic experience.

Successful intercultural communication depends upon a number of complex factors, some of which can be prepared for in advance of travel. Knowledge about the place and people one will encounter abroad is a good starting point, as well as understanding the place and people of the nation that has helped shape one's own view of the world. Using ethnographic methods to explore the factors that shape cultures and worldviews, students will be asked to prepare questions and explore possible scenarios to answer these questions. This exploration will use research, visuals and analysis to be presented throughout the semester as students create a "mini-wikipedia" of their host countries.

Study abroad students have an opportunity to redefine the negative stereotypes of the American exchange student. Some of these stereotypes include participating in high-risk behavior, drinking and using drugs to excess, having multiple encounters with strange partners, taking a semester off from serious studies, being loud and belligerent toward host country nationals, and speaking ignorantly about their own country's foreign policy and the effect it has on the countries they are visiting. This course offers students the tools to make a positive difference both to themselves and to their hosts. In addition, awareness about how American students are perceived abroad will help BSC students to deal successfully with the negative stereotypes left behind by others. This being said, many American students enjoy the thrill of cultural immersion and the discoveries of themselves and their world. Welcome to one of the most exciting and rewarding adventures of your college career.

Course Objectives

- To gain an understanding of intercultural communication theory and practice.
- To apply the basics of ethnography toward the analysis of your host and home cultures.
- To recognize the complexities of culture and the dynamics of an individual's understanding of his or her world.
- To evaluate the human, political, governmental, historical, geographic, environmental and economic perspectives that influence cultures and worldviews.
- To identify research interests and service opportunities that can be pursued during your term of study abroad.
- To improve knowledge of one's host and home cultures.
- To develop skills that allow you to become a successful cultural ambassador to your host country.

Expectations of Students

To treat everyone in the class with respect, regardless of one's viewpoints

To participate actively in regular class meetings

To complete reading assignments and exercises on time

To arrive for class on time

To effectively participate in group discussions and activities

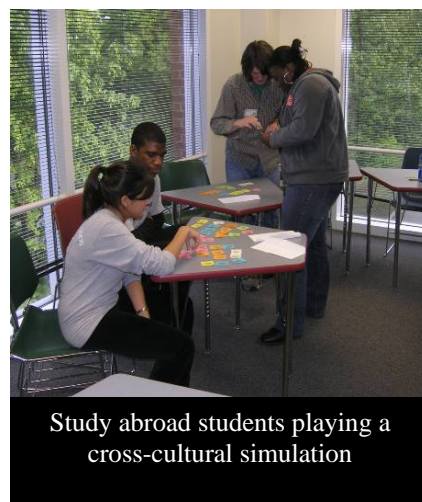
To gain an understanding of intercultural, political, and international topics through lectures, discussions, and active learning

Class: You are strongly encouraged to attend each class. You will only be excused from one class without a grade deduction. If you miss class, your understanding of the topics and your participation in the simulation activities will greatly suffer. In the case of serious illness or other emergencies, please let Anne Ledvina know ASAP.

Late Assignments: Assignments may be completed after the due date for partial credit. Work is considered late if not completed at the beginning of class. If an acceptable excuse is provided, you may earn full credit for the late assignment provided it is completed by a date specified by the instructor. The maximum amount of points taken off (for being late) will be 50% of the value of the assignment. Thus, you should *always* complete late assignments, no matter how late they may be.

Evaluation

Host Country Wiki	50%
Reading assignments	10%
Class Participation	25%
Evaluation	<u>15%</u>
TOTAL	100%



Study abroad students playing a cross-cultural simulation

“I am so thankful for our Pre-Departure class. All of the other international students I’ve met did not have any kind of preparation, and many of them are suffering because of it. I had a lot of little things go wrong during the first few weeks, but what we learned in our class helped me through it. Things are getting much better now, and I realize that the hardships that I went through the first few weeks have helped me discover things about myself that I did not know before...I’m having so much fun now, and I really enjoy my classes. Thanks again for teaching us the things we actually needed when we were so worried about logistics.”

-Jessica Burgess, studied classics and psychology in Ireland