

STUDY ABROAD

Mission

Timeline for Study Abroad

We suggest that you start your plan to study abroad as soon as possible. There are a lot of decisions to make and things to consider when deciding to study abroad, so give yourself as much time as possible to make the best choice.

Here is a timeline (https://catalog.alverno.edu/collegepolicies/studentnon-academicpolicies/studyabroad/Timeline_for_Study_Abroad.pdf) for the steps needed to study abroad.

Requirements to Study Abroad

Alverno College wants to ensure that all students are able to study abroad and have a good experience while abroad. In order to take part in a Study Abroad Program, students must:

- Be in Good Standing with the College
 - To be in Good Standing with Student Accounts, the student must not be holding a balance from the previous semester
 - To be in Good Standing with Student Conduct, the student must not be on probation or have any outstanding sanctions from previous policy violations
 - To be in good standing academically, the student must XXX
- Meet with a Financial Aid Advisor about the cost of Studying Abroad
- Meet with an Academic Advisor about the courses available to take abroad.
- Demonstrate proof of their financial support to study abroad
- Complete the Course Equivalency Form for the classes taken while abroad
- Submit the Alverno Study Abroad Application with Essay
- Meet with Student Success to talk about Financial Wellness while abroad
- Complete a Location Presentation

Course Requirements for Study Abroad

Course Equivalency

While some programs offer a single course or a set curriculum, many give you the freedom to pick from a wide range of courses. These programs allow you to choose what is most interesting to you or what will work best for your major/degree. You will eventually fill out a Course Equivalent Form for all of the courses you take abroad. We encourage students to explore their interests and even take courses with content that is not offered at Alverno.

Registration

While abroad, you remain continuously registered at Alverno College. This means that you:

- maintain your class standing with the Office of the Registrar;
- register for the next semester at the same time as you would if you were on campus
- continue to be eligible for all services (Careline support, email, library access, etc.) provided to Alverno students which you can access from off campus.

All participants on programs in the U.S. and abroad are automatically enrolled for a single "Study Abroad Course" for their program's term.

This acts as a placeholder and allows students to maintain continuous enrollment at Alverno. The placeholder will appear on their student record in a few different ways, depending on the type of program, but serves the same purpose regardless of the course number.

Credit Types Roster Verification

In the first week of classes, we will need to complete a "Roster Verification" for all students. For students studying abroad this will mean:

1. You will receive contact from Gillian Keller to ask for your final course schedule.
2. Confirm that you have attended all of your classes at the end of your first week.

Dropping Classes

If you need to drop a course while you are studying abroad, you will need to reach out to Gillian Keller to report this. It is ok to drop a class, but we will likely need to update the Study Abroad Placeholder class to reflect this change.

You should note, that if you drop below full time student status, it will impact your Financial Aid.

Emergencies Abroad

The health, safety, and security of Alverno students, faculty and staff abroad is our primary concern. Every effort is made to ensure that our students have the resources and information they need for a successful study abroad experience. Though absolute safety cannot be guaranteed abroad, just as it cannot be guaranteed in the United States, we are committed to taking the necessary steps to maximize safety at every program site.

We actively engage in the following protocols and guidelines to minimize risk to our student participants, we:

- Monitor U.S. government advisories, considering both those issued by in-country embassies and consulates and by the U.S. Department of State (<https://www.state.gov/travel/>) and the Center for Disease Control (<https://wwwnc.cdc.gov/travel/notices/>).
- Are a member of the Overseas Security Advisory Council (<https://www.osac.gov/Pages/Home.aspx>), a division of the Bureau of Diplomatic Security in the U.S. Department of State.
- Monitor news and intelligence information from a variety of sources around the world.
- Coordinate with a network of international safety and security experts working in higher education institutions around the U.S.
- Maintain contact with all students abroad, and students are kept updated on travel warnings or potential threats in their area.
- *Maintain an emergency telephone number for faculty, staff and students abroad. The phone line is open 24 hours a day, 7 days a week.*
- *Conduct pre-departure orientation sessions for students during which health and safety issues are covered in detail.*
- Cover all program participants in a mandatory, comprehensive insurance plan.

When you initially reach your program location, you will need to share the contact information for your program coordinator abroad. There should be a staff member at your location who works with you on classes

and your adjustment. This will help us ensure that there is a line of communication with the program in the event of an emergency.

If you are experiencing challenges, please reach out to Gillian Keller. Gillian will help you as much as possible with the challenge or emergency you are dealing with.

If you are experience a medical situation while abroad, remember that you have a health insurance plan that you can use abroad. This will help ensure you can get the assistance that you need.

Student Conduct

Returning to Alverno College

Transcripts

We post courses, credits, and grades to students' Alverno academic record after their transcript/grade report is received. Additionally, students must have submitted all of their Course Equivalency forms to the registrar's office. *Students will be sent a final Grade Report before final processing of their courses, credits, and grades. They are asked to review this report with their academic advisor before approving the report. Students are given 30 days to review and approve the report.* If your student fails to do so, we will forward the report to the Registrar's Office for final posting.

Financial Assistance Opportunities

Alverno Travelship Awards

The International Travel Scholarship is for personal growth and enrichment through study abroad and cultural travel. It is financial assistance given to supplement a student's own contribution for international study and study away opportunities. Awards range from \$500 - \$1,000.

A piece of the Travelship agreement is that you will do something to pay back the award. This can look different for each person receiving this award. Some of the ways to pay this back are:

- Sharing pictures and videos of your time abroad that can be used to market Study Abroad
- Assist with the Study Abroad Fair when you return to campus
- Create information materials about your location to share with students who are considering that location

Failure to complete this piece of the Travelship agreement could result in paying back to amount of the award.

Gilman Scholarship

The Gilman Program broadens the student population that studies and interns abroad by supporting undergraduates who might not otherwise participate due to financial constraints. The program encourages students to study or intern abroad in all world regions and from all U.S. states, academic fields, backgrounds, and types of institutions. Almost 60% of all Gilman scholars come from small towns or rural communities across the United States. Almost half of all Gilman scholars are the first in their family to attend college. By supporting outstanding American undergraduate students who have high financial need, the program has been successful in enabling these students to pursue study or internships abroad, during which they gain skills that promote individual growth, contribute to career readiness, serve as citizen ambassadors, and support American economic competitiveness and national security.

Award recipients are chosen by a competitive selection process and must use the award to defray eligible study or intern abroad costs. These costs include program tuition, room and board, books, local

transportation, insurance, international airfare, passport and visa fees. For more information, please check Eligible & Non-Eligible Expenses. (<https://www.gilmanscholarship.org/wp-content/uploads/2022/12/Eligible-Gilman-Expenses-12.1.22.pdf>)

Check this website to learn more about the application process (<https://www.gilmanscholarship.org/applicants/application-overview/>).

Scholarships through 3rd Party Partners