

Intent to Study Abroad: Application

Deadline for Application: February 10 for Spring and Fall Study, Sept. 1 for Spring Study

Name: _____ J-Number.: _____

Address: _____

Local Telephone: _____ Home Phone: _____ E-mail: _____

Language of Concentration: _____ Advisor: _____

Study Abroad Program: _____

Date of beginning of program: _____

Courses taken in the language of concentration and grades earned: _____

Total credit hours taken: _____ Overall G.P.A.: _____ G.P.A. in major: _____

Hours to be earned abroad: _____

Residency requirement (date you completed your second semester at USA): _____

Indicate core requirement courses completed with a √; indicate those in progress with an *:

____ LG 110 ____ IS 100 ____ EH 235 ____ EH 236 ____ LG 394

Previous Study Abroad experience—date and location (including USA for non-citizens): _____

I receive financial aid (for informational purposes): ____ Yes ____ No

I hereby express my intent to study in the above-named program and to return to the University of South Alabama to complete my major in Foreign Languages. I have read the attached description of grant criteria and disbursement of funds. I am aware that if I withdraw from the foreign-study program for any cause other than valid medical reasons, I will be responsible for reimbursing the Department of Foreign Languages and Literatures for expenses incurred. **If I choose not to complete the foreign language major, I understand that I will be responsible for reimbursing the Department the amount of the grant, and that my transcript will be put on hold until I do so.**

Signature of Student _____ Date _____

Permission of Advisor: _____ and Dept. Chair: _____

**Grants for Study Abroad for Majors
Department of Foreign Languages and Literatures
University of South Alabama**

Introduction

The major in Foreign Languages requires the following Study Abroad component, as stated in the Bulletin:

"As part of their core requirement majors will earn a minimum of 9 semester hours at the upper level in the language of their concentration in an approved study abroad program. During their stay abroad students will be required to maintain on-line contact with their advisers, keep a journal of their activities, and gather materials to be used in LG 480 Senior Seminar upon their return. Subject to availability of funding, grants covering travel and cost-of-living expenses that majors would not normally incur as full-time residential students will be provided by the department."

Departmental Grants: Requirements and Procedures

Departmental grants to support student participation in bona fide study-abroad programs are available to all USA students majoring in Foreign Languages with a concentration in French, German, Russian, or Spanish. Subject to availability of funding, grants that help cover travel and cost-of-living expenses that majors would not normally incur as full-time residential students at USA will be provided by the Department up to a maximum of \$2000, subject to the availability of funding and the number of eligible applicants. Other departmental scholarships may supplement this amount.

Criteria. To qualify for the study-abroad grants, Foreign Language majors must:

- (1) have successfully completed the sophomore year at USA at the time of their study abroad or have successfully completed a 300-level language course in the Department of Foreign Languages. Students who have not completed the sophomore year who are planning to attend a foreign-study program may enroll at their own expense and count upper-level courses toward their major.
- (2) have successfully completed the equivalent of the second semester of the intermediate sequence with a 3.0 or pass a department-approved achievement test in the target language, comparable to language proficiency exams for foreign students at universities in the host country.
- (3) have successfully completed a two-semester residency requirement at the University of South Alabama.
- (4) provide evidence of completion of or be currently enrolled in LG 394 and at least two of the following core requirements: LG 110, IS 100, EH 235, EH 236.
- (5) be in good academic and financial standing at the University of South Alabama.

(6) select an approved study-abroad program in which they can earn at least 9 hours of upper-level academic credit.

(7) complete LG 394, the 1 credit directed studies course in Pre-Study Abroad, and commit to return to USA after the study abroad program and enroll in LG 480 (Senior Seminar), the department's capstone course, to be taken in the senior year and required to receive a baccalaureate in Foreign Languages.

(8) secure the permission of the advisor and the department chair, who will certify that the student is sufficiently prepared academically to undertake the study-abroad experience, which requires at least 9 hours of upper-level credit.

Students planning to study abroad on a departmental grant are required to submit the "Intent to Study Abroad" form to the Department Chair by February 1 if they are planning to go abroad in the summer or fall, or September 1 if they are planning to go abroad in the spring. Since sufficient linguistic competency is critical for success in study-abroad programs, students should work closely with their advisor throughout their course of study at USA to decide upon the best time to participate in such a program.

Disbursement of Funds and Financial Aid

All USA students who go abroad must register with the Office of International Programs as part of the process and enroll in the 0-credit IS 391 course while they are abroad. The Office of International Programs will make direct payments to the specific study abroad program and to travel providers. Items that may be paid out of these grants include tuition for the study-abroad program, USA International Program fee, Council of International Education student identity card, transportation, and living expenses. Money reimbursed for any reason will be returned directly to the Department of Foreign Languages and Literatures. Some of the funds may be used to reimburse students directly, but students should be aware that the process takes time, and funds may not be available at the beginning of the program. Because of federal financial aid guidelines, the University is not able to disburse money until confirmation is received that the student has arrived at the foreign institution and enrolled there. Awards for the summer and fall cannot be disbursed until after the spring semester, since the money would otherwise be counted as aid for the current year and might have an adverse impact on loan obligations. Before going abroad, students should clarify disbursement information with the departmental secretary, their advisor, or International Programs. Students should budget for the study abroad experience and be prepared to pay for expenses not covered by grants and scholarships.

In submitting the FAFSA to apply for financial aid students should indicate that they will be paying tuition and expenses for the summer, if that is the case. Their need will then be calculated for three semesters, rather than two, and their eligibility will thus be increased.

Students who withdraw from a foreign-study program for any cause other than valid medical reasons will be responsible for reimbursing the Department of Foreign Languages and Literatures for expenses incurred. Students who choose not to complete the foreign language major will be responsible for reimbursing the Department the amount of the grant. Otherwise the University will place a hold on the student's registration.