



## Study Abroad Application

Applications are Due by February 28<sup>th</sup>, 2022 to [bringle@dbu.edu](mailto:bringle@dbu.edu) or by hand delivery to the Global Studies Office (Pilgrim Chapel Suite 206). Applications are given priority as of the date they are submitted, so we encourage you to apply as soon as possible.

Student Information				
DBU ID	Last Name	First Name	MI	DOB
Country of Citizenship	Cell Phone #	Email Address		
Do you have a passport?	Passport Expiration Date	Name as it appears on passport		
<input type="checkbox"/> Yes <input type="checkbox"/> No				

Academic Information			
Classification	Major	Minor	Cumulative DBU GPA
<input type="checkbox"/> Fr <input type="checkbox"/> SO <input type="checkbox"/> JR <input type="checkbox"/> SR <input type="checkbox"/> Graduate			
Number of Hours Completed as of today's date: _____			
Expected Graduate Date: _____ (Month/Year)		Academic Advisor: _____	

Study Abroad/Study Away Program Preferences		
First Choice	Second Choice	Third Choice
*Note: DBU's Current Study Abroad/Study Away Programs for Summer 2022 are as follows: 1) Spain		

Language Classes
If you are applying for the DBU in Spain, have you completed SPAN 1401, SPAN 1402, and SPAN 2301?
<input type="checkbox"/> Yes <input type="checkbox"/> No

Where did you first hear about DBU's Study Abroad Options	<input type="checkbox"/> Friend <input type="checkbox"/> Professor <input type="checkbox"/> Chapel <input type="checkbox"/> Flyer <input type="checkbox"/> DBU Website <input type="checkbox"/> Other: _____
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**Description of Interest in Study Abroad/Study Away Programs**

Please provide a 2-4 paragraph description of why you hope to participate in one of DBU's study abroad/study away programs

**Please Submit the following other required documents with this Application**

1. Recommendation Form

2. Academic Advisement Form

Note: Once the application period is complete, if you are selected for a study abroad/study away site and you accept that spot, you will be asked to complete a Travel Intent Form to confirm your reservation.

**Verification and Signature**

I certify that the information on this application is complete and correct. I understand that the submission of false information is grounds for rejection of my application. I have read the Study Abroad/Study Away Eligibility Policy, and attest that I meet the qualifications listed in that document and will abide by the policy.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date



## **Study Abroad Eligibility Policy**

Students wishing to participate in a DBU Study Abroad/Study Away program must meet the following qualifications:

1. Must have completed at least 12 credit hours at DBU prior to the beginning of the study abroad/study away program start date.
2. Must not be a senior who will be graduating in the semester of their chosen study abroad/study away program, unless receiving special approval from the Dean of Global Studies.
3. A cumulative GPA of 2.5 or higher by the date of application is strongly preferred by the Global Studies Office.
4. Must be in good disciplinary standing with the University.
5. Must be in good financial standing with the University.
6. Must receive a recommendation from at least one DBU full-time or adjunct faculty member.
7. Must meet with their academic advisor to confirm that their chosen study abroad/study away program will fit into their degree plan (or that they understand the academic and financial consequences of choosing to engage in a program that will not fit into their degree plan).
8. International students must have approval from the International Admissions and Immigration Office to indicate they are eligible to travel and understand the implications for their visa status.
9. International students must have approval from the International Admissions and Immigration Office to indicate they are eligible to travel and understand the implications for their visa status.
10. Students in the Intensive English Program are not eligible to participate in study abroad programs until they have completed their IEP program and have become a full-time academic student.
11. Must take at least one course during their chosen study abroad/study away program, unless receiving special approval from the Dean of Global Studies due to extenuating circumstances.
12. Must agree to abide by the DBU Student Handbook while engaging in the program.
13. Must agree to abide by the rules found in the DBU Study Abroad Field Guide while engaging in the program.
14. Must agree to abide by any program-specific rules given to the student at the start of the program.
15. Must provide a record proving that they have received all immunizations that are required by the Global Studies Office for the country where they will be living as a part of their program.
16. Must agree to pay all amounts due as of the date indicated on the program-specific Travel Intent Form, understanding that DBU will bill the student's account if payment is not received by those indicated dates.

Participants will be chosen for each program based on a range of factors, including, but not limited to: a) the priority date of their application; b) the recommendation letter from the DBU faculty member; c) the student's academic record; d) the student's disciplinary and financial record; e) the student's moral fitness

and ability to represent the University well; f) the limited number of same-sex rooms available at each program location; g) language ability and cross-cultural experience; h) other program-specific factors.



## Study Abroad Academic Advising Form

### Advisor Information

To be completed by the advisor:

Name of Student/Applicant: \_\_\_\_\_

Student ID of Student/Applicant: \_\_\_\_\_

Name of Advisor: \_\_\_\_\_

I have met with the above-named student about his/her desire to apply for a DBU study abroad/study away program and am marking the chart below to denote which, if any, of the DBU study abroad/study away programs will fit into the student's degree plan:

Directions: Please make a check mark in the appropriate category for each class listed below.

Program	Class	This class fits as a General Education credit	This class fits as a credit in the student's major or minor	This class fits as an elective credit	This class does NOT fit into the student's degree plan*
Spain					
	SPAN 2302				
	INCS 4331/MAGL 5331				

\*If none of the classes for these programs fits into the student's degree plan, I have explained the academic and financial consequences of choosing to engage in a program that will not fit into their degree plan.

\_\_\_\_\_  
Signature of Advisor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Student

\_\_\_\_\_  
Date



## Study Abroad Recommendation Form

### Student Information

To be completed by the applicant:

Name of Student/Applicant: \_\_\_\_\_

Recommendation Requested From: \_\_\_\_\_

I am aware that under the Family Educational Rights and Privacy Act of 1974 (20 U.S.C. Sec. 1232 {a} {1} {C}), I am not required to, but I may voluntarily waive my right to access confidential letters and statements of recommendation submitted to Dallas Baptist University in support of my application for study abroad programs. I further understand that under the Family Educational Rights and Privacy Act, an unsuccessful applicant, regardless of whether such applicant has signed a waiver, has no right to inspect any of that applicant's application materials. The giving of a waiver shall not be regarded as a condition for admission to a study abroad program. I understand that this recommendation will be used in the process of evaluating my application for admission to DBU's study abroad programs.

I hereby: do/do not waive my rights of access to any and all letters or statements of recommendation which may be submitted by \_\_\_\_\_ (Applicant must specify name of person submitting recommendation before sending form to that person) in connection with my application.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

### Reference Information

To be completed by the reference:

The student above is applying for a DBU study abroad program. Because participants serve as representatives of DBU and their nation, both academic excellence and personal suitability for participation must be addressed. We would appreciate you completing the below form to help our office discern whether this student would be a good fit for a DBU study abroad program.

How long and in what capacity have you known the applicant? \_\_\_\_\_

Please indicate the applicant's ability and competence in comparison to other individuals whom you have known at a similar stage in their academic career on the table below:

<b>Area Observed</b>	<b>Above Average</b>	<b>Average</b>	<b>Below Average</b>	<b>N/A</b>
Moral character and fitness				
Motivation, drive, and seriousness of purpose				
Cross-cultural awareness/competency				
<b>Area Observed</b>	<b>Above Average</b>	<b>Average</b>	<b>Below Average</b>	<b>N/A</b>
Self-reliance and independence				
Aptitude for handling new and challenging environments				
Works well with others				
Emotional Stability and maturity				
Academic prowess and ability				
Ability to represent DBU well as a servant leader				

1. Do you have any reservations about the student's ability to engage in a DBU study abroad program?

2. Do you have any other comments about this student that would be helpful in making an application decision?

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title