



NAME: _____

Date: _____

Service Learning Abroad Basics

- ❖ Pursuing educational opportunities in a country other than one's own is one of the most challenging, interesting, and fun experiences you can have as a college student. Talk to anyone who has volunteered abroad and they will share stories they have about intercultural understanding, interesting differences, unique challenges, and experiences unlike anything they could have imagined in the US.
- ❖ Through taking your service goals abroad, a student can see the world, take in new cultures, hone language skills, expand career opportunities, develop personally, find new interests and make lifelong connections!

Getting Started

- ❖ Complete the attached student application packet. The entire packet must be completely filled out, including signatures. If approved, follow-up materials, including fee payment slips and scholarship opportunities, will be available to you.
- ❖ Attend a Service Learning Abroad interest meeting and/or contact us and ask questions
- ❖ The deposit and remaining program fees must be made on time and to the **Student Services Center** located in the Hedgcock Building.
- ❖ Attend required pre-departure meetings prior to your trip, including mandatory **in-person** orientation.

Getting Ready for Departure

Costs:

- ❖ Arrange for payment of your experience abroad. Major costs for service learning abroad with NMU are typically: program fee, airfare, and spending money.
- ❖ Make regular program payments according to the schedule your program requires.

Pre-Departure Logistics:

- ❖ Get a passport. Applications available at: www.travel.state.gov (this process can take 30-90 days).
- ❖ Touch base with your leader about Visa plans and airline plans. Often, group plans are made.
- ❖ Arrange Travel Health appointment at NMU Vielmetti Health Center. Instructions at: <http://webb.nmu.edu/HealthCenter/SiteSections/Travel/TravellInformation.shtml>. This appointment is **required** for all participants and must be completed within six months prior to travel.
- ❖ Return this packet and **all** required forms to the IES office (2001 Hedgcock or goabroad@nmu.edu).
- ❖ Attend **mandatory** pre-departure orientation session, coordinated by IES

Setting goals for your study abroad experience

The International Education Services team requires you to list goals and summarize your overall reasons for wanting to be abroad. This is an essential step in staying **focused** and making the most of your time overseas. What are you hoping to gain from the experience? Do you have personal development, social, cultural or professional goals in mind? Please share:

Please fill out all required information, including signatures. Incomplete applications cannot be accepted for review.

Full Name – exactly as it appears on your passport			NMU ID #
Name of Program			Host Country
Passport #	Date of Issue	Expiration Date	Birth date:
(Write "pending" if you have not yet received a passport.)			
Local address			Local/Cell Phone # (include area code)
NMU e-mail address			Other e-mail
Permanent address (include city, state, zip code)			Permanent phone
List 1-2 NMU staff or faculty members who could be contacted by us to serve as references if needed			
1) _____			
2) _____			

How did you learn about study abroad at NMU? Please check all that apply.

- | | | |
|--|---|--|
| <input type="radio"/> Friend/NMU student | <input type="radio"/> Other staff (name): _____ | <input type="radio"/> Classroom presentation |
| <input type="radio"/> Faculty/Staff leader | <input type="radio"/> Student announcements | <input type="radio"/> Study abroad general session |
| <input type="radio"/> Study Abroad Fair | | <input type="radio"/> Other: _____ |

Which of the following most influenced your decision to apply for this particular study abroad program?

- | | | |
|---|--|--|
| <input type="radio"/> Degree Requirements | <input type="radio"/> Affordability | <input type="radio"/> Educational goals |
| <input type="radio"/> Faculty member or advisor | <input type="radio"/> Foreign language study | <input type="radio"/> Personal growth |
| <input type="radio"/> Career Enhancement | <input type="radio"/> Location | <input type="radio"/> Academic challenge |
| <input type="radio"/> Service Project | | |

Student Guidelines Agreement

Students planning to study abroad **must**:

- ❖ Complete necessary steps by the due dates of both our office and your specific program
If due dates are missed, we cannot guarantee availability of orientation and other required steps
- ❖ Seek advisement when you have questions. It is important to fully understand important information related to your study abroad experience (health, safety, costs, academics etc.)
- ❖ Submit all forms required for travel
- ❖ Complete a mandatory visit to the Vielmetti Health Center and complete any required vaccinations
- ❖ Complete mandatory pre-departure orientation session
- ❖ Submit all payments to cover program costs prior to departure and understand the final payment amount may fluctuate as trip costs and contracts are finalized

I have read and fully understand what is expected of me regarding the study abroad experience I am taking part in: Signature: _____ Date: _____

Dean of Students Release Form

Northern Michigan University policy states that you must be in good academic standing with a cumulative GPA of at least 2.5 (or the minimum GPA as determined for the program) at the time of application. Meeting this minimum GPA does not, however, guarantee acceptance; additional eligibility criteria may be applied, including a review of Student Code violations and adjudication records. By signing this form, you give the Dean of Students office permission to release confidential information to the International Education Services Office which may influence admission decisions concerning your study abroad program. Please complete and sign the top portion of this form and deliver it to the Dean of Students Office – 2001 Hedgcock.

Student Name: _____

NMU I.N.: _____

Service-Learning Program: _____

Program Date(s): _____

Staff Leader(s): _____

I give the Dean of Students office permission to release information concerning my conduct records to the International Education Services Office.

Student Signature: _____ Date: _____

Parent/Guardian Signature: _____ Date: _____
(if applicant is under 18 years of age)

Do Not Write Below This Line.

Dean of Students Office: Please complete this portion of the form and return to the International Education Services office, 2001 Hedgcock.

- This student has no conduct file.
- This student has a conduct file.
- This student has a pending student conduct issue awaiting adjudication by the Dean of Students office.

Name of D.S.O. representative completing this form: _____

Signature: _____

For IES Office Use Only – Do not complete

NOTES:

Cumulative GPA _____

Dean of Students _____

Faculty/Staff approval _____

Date ___/___/___