

**APPLICATION FOR APPROVAL FOR SECOND SEMESTER**

**STUDYING ABROAD OR AWAY**

**If you are considering applying to two programs in back-to-back semesters or extending your first program, please follow these instructions.**

* If applying to two different programs, both applications should be submitted at the same time.
* If applying to extend your current program abroad, second application materials will be due at the appropriate deadline.
* If you are planning to study abroad a second, non-sequential semester, you will be required to fill out a new application at the appropriate time.
1. **Obtain Approval to Study Away for a Second Semester from Director of Study Abroad**
	* *You are encouraged to do this prior to applying for your programs*
2. **You must submit a full Study Away application for your first program, as well as the following information for your second program.**
	* Approval to Study Away for a Second Semester Form
	* Course Credit Approval Form
	* Health and Disability Management Form
	* Financial Aid & Budget Management Plan
	* Signed Confirmation of Intent to Participate Form
	* 1- page long essay: Explain your primary motivation for studying abroad/away for your second semester and how it will support your personal, academic and professional goals in a different or comparative way to your first.

***If Applicable:***

* Senior Statement (only if studying abroad during 2nd semester of senior year)
* Statement of academic support: If your GPA is below the recommended 3.0, please submit an additional essay that addresses any setbacks in your academic progress and how you plan to ensure academic success while abroad.
* Program Nomination Form (your program will provide guidelines for this form if required): If you are unable to complete your program application without a completed nomination form, please contact the study abroad office so that we may complete this form.

**Deadlines: March 1:** Fall & Full Year programs

**Sept 15:** Spring programs

***Make a copy of everything for your records!***

***Questions? Contact the Study Abroad and Away Office at 508-793-7363 or*** ***studyabroad@clarku.edu***



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| **APPROVAL TO STUDY AWAY FOR A SECOND SEMESTER** |
| **Name:** |  | **Date:** |  |
| **Program:** |  | **Semester:** |  |
| **Period of study** | * Academic Year 20\_\_\_\_\_\_\_
* Fall 20\_\_\_\_
* Spring 20\_\_\_\_
* Summer 20\_\_\_\_\_
 | **I am applying to**  | * Clark-approved program
* non-Clarkprogram / leave of absence
 |

You must meet with the Director of Study Abroad to discuss your plans for studying abroad in two back-to-back semesters. Bring this form, along with the following documents, to your meeting. Failure to bring these forms will delay or jeopardize your approval.

* Completed budget forms
* Unofficial copy of your current transcript (printed from CU web)
* Copy of the photo page of your current passport
* *Participating in back-to-back programs requires staying organized and communicating with the study abroad office and your chosen programs at every step of the process. You must prepare in advance for the second program while you are out of the US. In some cases, you may need to plan a flight home between programs or obtain new travel documents. In some cases, it may not be possible to participate in programs back-to-back due to visa requirements or conflicting schedules.*
* *I understand that I will be invoiced a $1000 fee by Clark University, charged to my student account, for each semester that I study abroad.*
* *If I decide not to enroll in my second semester program, I will notify the office of Study Abroad in writing immediately.*

**Signature - Student Date**

**Signature – Director of Study Abroad Date**

*Clark University does not discriminate against qualified persons on the basis of race, color, sex, sexual orientation, religion, national origin, age as defined by law, or handicap. Clark University is an Affirmative Action/Equal Opportunity institution.*