STUDY ABROAD APPLICATION CHECKLIST

Below are some helpful steps we recommend that you take while planning and applying for a Study Abroad program. This is a recommended sequence, but not all the steps listed below have to be done in the order as listed.

PROGRAM SELECTION:

Determine the region in which you wish to study abroad and select up to two programs of study.

☐ Visit the Office of Global Programs (OGP) or SEE-U website, attend various study abroad information sessions, and/or do your own research.

☐ General Studies Advising Dean:
  1. Confirm transfer credit eligibility, if applying to a Columbia approved program.
  2. Receive an updated core checklist to understand if you can take any core classes abroad. If a course is not listed on the Global Core approved list, you will need to submit a petition by the appropriate deadline.
  3. Discuss long-term academic plans and how studying abroad will fit into these goals.

☐ The Office of Global Programs or SEE-U Program Office can help with any programmatic questions:
  1. Where can you go abroad?
  2. What program is the right fit for your academic goals?
  3. Any application questions.

☐ Major and/or Concentration: If applicable, discuss plans with your major to confirm if you can take courses abroad and have it count towards your major and/or concentration requirements.

☐ Financial Aid: Confirm with Financial Aid if awards or scholarships will count towards your program. We recommend that you do this at least 3 months prior to departure. This can be done before you begin the application.

APPLICATION PROCESS:

☐ Begin study abroad application on the Office of Global Programs or SEE-U webpage and; if applicable, the Columbia-approved program application webpage.

☐ Complete Clearance questionnaire (found in the online Office of Global Programs application portal or on the GS SEE-U webpage) for General Studies clearance approval.

☐ If applying for a summer Columbia Approved program or a Fall, Spring, or Academic year program, meet with General Studies Study Abroad Advisor (Dean Kate Strzalkowski) after filling out the clearance form.
  • Students on a Columbia-Led summer program or SEE-U program do not meet with Dean Strzalkowski for clearance approval.

☐ Make sure all application materials are submitted by relevant deadlines.

☐ If you have not done so already, confirm with Financial Aid if current awards and scholarships will count towards your program.
POST DECISION:

☐ Complete Course Approval Questionnaire found in the Office of Global Programs online portal
   o This is the only way to confirm that the courses selected will transfer back to Columbia
   o Students on Summer Columbia – Led or SEE-U Programs do not complete this step

☐ Confirm final course selection with your major and or concentration department. Save syllabi and necessary work to confirm courses (if approved to transfer) will count towards major and/or concentration requirements.

☐ If accepted, the Office of Global Programs or SEE-U will confirm the next steps that are required by your study abroad program.

ELIGIBILITY AND GS REQUIREMENTS

FOR ALL PROGRAMS:

- Minimum cumulative GPA of 3.0 and to be in good academic and disciplinary standing.
- A student can take a maximum of three semesters abroad.
- Registered at General Studies the semester prior to going abroad.
- Meet language pre-requisites or other specific program requirements (found on the Office of Global Programs page)

ADDITIONAL REQUIREMENTS FOR FALL, SPRING, OR ACADEMIC YEAR PROGRAMS:

- 56 completed points, 18.0 of which need to have been taken at Columbia University.
- Demonstrated Academic Interest.
- One study abroad course must be applied to the major or towards a core requirement.

DEADLINES:

ACADEMIC CLEARANCE DEADLINES:

- Spring: October 1
- Fall and Academic Year: March 1
- Summer CU-Approved: April 1
- Summer CU-Led programs: Varies

GLOBAL CORE PETITION DEADLINES:

- October 1
- March 1
- July 1