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 Center for Undergraduate Global Engagement 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 Undergraduate Global Engagement 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 Center for Undergraduate Global Engagement or SEE-U webpage and; if applicable, the Columbia-approved program application webpage.

- Complete Clearance questionnaire (found in the online Center for Undergraduate Global Engagement 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.
  - In this meeting, discuss your academic plan with Dean Strzalkowski so you can review anticipated credit transfer to Columbia.
  - 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 Center for Undergraduate Global Engagement 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, UGE or SEE-U will confirm the next steps that are required by your study abroad program.

ELIGIBILITY AND GS REQUIREMENTS

FOR ALL PROGRAMS:

- You must be an enrolled student in good academic and disciplinary standing with a minimum cumulative GPA of 3.0. You must maintain a 3.0 GPA during the semester before you go abroad.
- You must meet the prerequisites of your chosen program. Please be aware of any disciplinary and language requirements
- If you are on leave or withdraw from the term in which you are applying to study abroad your application you will not be eligible to study abroad and any prior approval will be rescinded.
- All incomplete or AR grades must be resolved before departure for program
- Students can study abroad for a maximum of three semesters
- Studying abroad in your final semester requires special permission and is typically only possible for Columbia-Led programs. This will result in a delayed graduation date as your degree cannot be conferred until we have received your transcripts.
- Exceptions to some of these requirements may be granted for students applying to Columbia-led programs.

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.
- Students must take at least one course while abroad towards their major or towards their core requirement. Students may petition this requirement if they have completed their core and their major requirements.
- Prior to going abroad, students are expected to have begun language study and completed university writing.

ADDITIONAL SUMMER REQUIREMENTS:

- Students must be registered for two semester at General Studies before departing on a study abroad program.

DEADLINES:

ACADEMIC CLEARANCE DEADLINES:

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

GLOBAL CORE PETITION DEADLINES:

- October 1
- March 1
- July 1

Program deadlines may be earlier than academic clearance deadlines.