Welcome to the World of Study Abroad!

Our mission is to prepare you for a journey of a lifetime! With dozens of countries to consider for your study abroad opportunity, there’s a special place that will work for each and every one of you. Study in English, or study in the native tongue of the country you select. Go for a year, a semester, a summer or a winter, but just GO! Take regular courses, participate in service learning, or do an internship while earning University of Hartford credits. At the Study Abroad Office, we strive to answer all of your questions - including the ones you haven’t even thought of yet!

The benefits of world travel are universal, no matter where you study. Inspiration can be found anywhere you go, whether it’s in the architecture of castles and cathedrals in Europe, the dramatic landscapes of the southern hemisphere, the vivid cities of Southeast Asia, or the local communities of Latin America. Every destination will have a friendly and supportive program director or international office to guide you along the way, helping you achieve the most out of your time off-campus.

Study abroad can enhance your program of study at the University of Hartford, no matter what your major. You will work with the Study Abroad Office and your department to identify a program that best fits your needs. By exploring your options as early as possible, you will ensure the program you chose will fit well into your overall curriculum and enable you to graduate on time. Financial aid is available for semester and year-long programs; there are also scholarships specific to study abroad that you can apply for.

We work with you every step of the way. The Study Abroad Office helps you sort through the many countries and programs, assists with passport and visa questions, gives advice about what to expect and what to pack, works with you while you are abroad, and helps you get reacquainted with the life you left for a semester. We are here to make the process as easy for you as possible.

If you are looking for a way to grow personally, socially, culturally and intellectually… read on!!

Contact Information:

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WWW.HARTFORD.EDU/STUDYABROAD

You can also join us on
Table of Contents

Pg. 3  Why Study Abroad
Pg. 4  Study Abroad Facts
Pg. 5  Approved Study Abroad Locations
Pg. 5  Unraveling the Myths of Study Abroad
Pg. 6  Study Abroad Program Models
Pg. 7  Frequently Asked Questions
Pg. 9  Funding Study Abroad
Pg. 12  Study Abroad Budget Planning Worksheet
Pg. 13  Outcomes of an International Experience
Pg. 13  Study Abroad Planning Checklist
Pg. 14  Study Abroad Pre-Departure Checklist
Pg. 15  For Your Consideration: Choosing a Program
Pg. 17  Contact Information

Words from the Wise....
Advice from UHA Study Abroad Alumni!

I’ve gained a lot of independence and self-confidence. It takes a lot for someone to travel on his/her own to a foreign country and adapt to a different culture. I met a lot of new people and have a lot of experiences that I could not have had in the States. -- Spain, Spring 2011

I grew as a person and gained a better understanding of the world I live in. Czech Republic, Spring 2011

Don’t be afraid. It’s going to be wonderful. -- United Kingdom, Fall 2010

DO IT. I would never have traded this opportunity for anything in the world! – Australia, Fall 2009

There is no other opportunity that can teach you so much, help you grow more than you can imagine, give you experiences that make you make decisions on your own, and most of all let you learn so much about yourself. You will come back a changed person- and you will know it. I know I am. – Italy, Fall 2009

I learned so many new skills that will carry with me throughout my life. – Italy, Spring 2010

Keep an open mind and do not be afraid to put yourself out there, you will have the time of your life. – Spain, Spring 2010

Don’t even think twice, just do it, you will not regret it. Go with an open mind - make an effort to connect with the people you are living with, as it will truly affect your time over there. -- Ireland, Spring 2009

It’s a very rewarding experience. You might not think you’re missing out on anything if you don’t go, but you are. -- Ireland, Spring 2009
**Why Study Abroad?**

Last year, over **260,000** students from the United States studied abroad. Does that number surprise you? These students already know the benefits of study abroad. You may be wondering why YOU should study abroad. Here are some answers for you.

**Timing**

This is the absolute best time in your life to study abroad! You’ll never get a better opportunity than right now. If you’ve ever thought about studying overseas, do it while you’re in college. If you miss this window of opportunity, it’s almost impossible to do later in life. Traveling overseas is just not the same.

**To broaden your horizons and gain a new perspective**

Open your eyes! Life in the USA is pretty much the same day in, day out. Life overseas makes you see your everyday world in a whole new light. You don’t even realize it, but our culture shapes the way we view the world and affects us every minute of the day. Differences in culture are more than just differences in language, food, clothing, and art. Cultural differences reflect deeply ingrained perceptions about the world and about one’s way of life, and these perceptions are radically different from one culture to the next. Americans don’t tend to venture outside the confines of their day-to-day lives. Students who study abroad return home with a broadened and less biased perspective toward other cultures. You’ll be more sensitive to what is happening in the news from places around the world.

**To gain a better perspective about yourself**

Studying abroad encourages you to question who you are. What are you passionate about? What are your limits? How do you overcome obstacles you’ve never before encountered? How far can you push yourself? How independent are you? These questions are hard to answer until you are removed from your usual surroundings. By leaving your “comfort zone” of life in the U.S., you’ll get to know strengths you never before knew you had. After solving difficult problems on your own overseas, you’ll find that almost nothing fazes you at home. Students who study abroad commonly report that their study abroad experience actually changed their life.

**To gain a competitive edge after graduation**

We live in a global world and potential employers are impressed when students have an international experience. It shows that you’re motivated, inquisitive, assertive, flexible, independent, and willing to try new things - all very appealing qualities in an employee. People who study abroad tend to be willing to take risks, willing to put themselves in unusual situations, and able to overcome the fear of the unknown.

**To learn things first-hand, for yourself**

Let the world be your classroom! It’s one thing to read about the culture of another country, but another entirely to experience it yourself. Things you had previously only read about in a book or learned about in a classroom will become your own personal experiences.

**What Are Your Reasons? What Are Your Goals?**

After considering these potential benefits, you must still ask yourself why you want to study abroad. Take some time to think about your reasons, for they will become your goals and your personal measures of success. You might want to learn about another culture, diversify your studies, or prepare for graduate school. Perhaps you want to learn a second language, or perfect one you already know. Maybe you want to travel and meet new people. (See pg. 15 for more on choosing a program).
**Study Abroad Facts**

So you think you want to study abroad? Well here are the facts that can help you determine if this is really for you. How does housing work? What are the requirements? What are my options? Can I keep my financial aid? We are here to answer these questions and more.

**Requirements:** Students must have a minimum GPA of 2.5. Some programs require a 2.75 GPA or higher. Students should have completed their freshman year by the time their program begins.

**Eligibility:** Students from all colleges at the University of Hartford can participate in study abroad programs with proper planning. Start the process by attending a Study Abroad 101 info session. It’s never too early to start planning!

**Credits:** Students can earn University of Hartford course credit while studying abroad on approved fall and spring semester programs. General education, electives, and many major or minor program requirements can be taken abroad. You can even get credit for research, community service and internships carried out overseas! Students are responsible for ensuring that their credits transfer back as needed (with the assistance of the Study Abroad Office).

**Financial Aid:** Most University of Hartford Financial Aid (scholarships, grants & loans) are applied to fall and spring semester approved study abroad programs. Scholarships specific to study abroad are available as well.

**Planning:** To ensure that students find a program that fits their interests and program of study, they should ideally begin planning at least one year in advance by visiting the Study Abroad Office and speaking with their academic advisor.

**Programs:** Students will experience the fullest cultural immersion by spending a semester or year in one of the dozens of countries available. University of Hartford offers a variety of summer, winter, and spring break programs that are run by our faculty. Various summer options are also available through outside program providers.

**Housing:** As part of the study abroad experience, students will live in a campus dormitory or apartment with other students, or they can experience the local customs and culture by living with a host family.

**Language:** Studying abroad provides a great opportunity to develop or advance skills in a foreign language. There are also many programs that offer course instruction in English (with no language prerequisite).

**Career:** A study abroad experience can give students a competitive edge when looking for a career in our expanding global world or can lead to graduate study opportunities. Studying abroad can enhance skills needed in the professional world, help students identify their career path, or lead to advanced graduate studies. Some students even decide to continue their international experience by going to work, volunteer or intern abroad after graduation.

**Travel:** Students have the opportunity to immerse themselves in the local culture of their host country. Take advantage of excursions and field trips that are often part of the program (and paid for with UHA tuition)!
Approved Study Abroad Locations

*Locations where University of Hartford students have studied.

With dozens of countries to choose from, there is a program for everyone! The Study Abroad Office will work with you to choose a program that best fits your personal, academic and professional goals… AND your budget!

Unraveling the Myths of Study Abroad

There are many misconceptions when it comes to study abroad. Students might believe some things they have heard from friends or family. We strive to unravel these myths that often times prevent students from filling out that application and committing to study abroad.

Too expensive - Your financial aid and UHA scholarships can be applied towards study abroad- you can’t afford not to!!
I can’t take courses in my major - Many courses are offered for every major and minor, as well as electives, AUCs and internship courses.

I don’t speak a second language - Many programs offer courses that are taught in English throughout the world.

My credits will not transfer back – With proper planning, can earn UH credits while abroad, complete coursework towards your degree requirements and graduate on time.

None of my friends want to go - Study abroad is best done on your own-- and you will make new friends from all over the world.

I’m too involved here on campus - Study abroad allows you to explore the world beyond Hartford & get involved on a campus overseas.

Only Juniors can study abroad - You are eligible to study abroad any time after your freshman year (though some majors have a preferred term for study abroad).

A semester is the only option I have - UH offers many short-term programs during summer, winter or spring break run by our faculty for our students.

I have never traveled abroad before - Most of our students get their first passport when they study abroad. You don’t have to be a travel expert to study abroad!

Study Abroad Program Models

There are heaps of choices when it comes to how long you want to spend abroad and what kind of program you want.

Semester/Year
Study abroad for a semester or full year in one of the dozens of countries available. You can study a wide range of subjects including language, humanities, business, science, engineering, music, theatre, social science, and art. You can take electives, general education requirements, courses towards your major or minor and AUCs. You can go abroad and take the classes you need and still graduate on time! Most financial aid is available to take with you on approved semester-long programs, and scholarships specific to study abroad are available. Earn UH credits while abroad!

Service Learning
Service learning is a method of teaching, learning and reflecting that combines academic classroom curriculum with meaningful service. Students may also choose to participate in service learning opportunities in Europe, Asia, South America, Africa and the Middle East. You can enroll in a full-semester credit bearing program organized by the Partnership for Service Learning (IPSL) or the School for International Training (SIT). These are wonderful hands-on opportunities for students to work with local communities and earn academic credit. This allows you to take the courses you need while working with people from your host country.
Experiential Learning
Experiential learning is the process of learning and making meaning from direct experience. Experiential learning and internship opportunities are available to students around the world, including close to home in Washington, D.C. For example, the Washington Semester Program at American University offers internship programs in several distinct areas: American politics, public law, justice, foreign policy, international business and trade, economic policy, journalism, environmental studies, the arts, education, and others. This is a dynamic program that takes you outside the classroom and into the real world. The program is comprised of seminars, field trips, and the internship to offer an inside look into a field of your interest. The School for International Training (SIT) also offers wonderful hands-on opportunities for students to work with local communities and earn academic credit, often in non-traditional destinations. Programs are available in Latin America, Africa, Asia, Europe and the Middle East.

University of Hartford Summer / Winter / Spring Break Programs
Study abroad on a 2 or 3 week short-term course run by UHA faculty for UHA students. These programs change every summer and winter session depending on the faculty member that is designing them. Please check out our website or ask the Study Abroad Office about upcoming courses for the year.

Summer / Winter Programs
Study abroad with a program provider for 2-9 weeks. A wide variety of courses can be taken. The credits will return to UHA as transfer credits so you must work with Transfer Admissions. There is no UHA scholarship money available for these courses, however loan money can be used, so talk with the Financial Aid Office.

Frequently Asked Questions

Q. Is there a specific GPA required for studying abroad?
A. You must have a cumulative GPA of 2.5 or better in order to be eligible to study abroad. Some programs require a 2.75 or higher.

Q. Do I have to be a junior in order to study abroad?
A. No. While many students who go abroad do so during their junior year, there are many programs open to qualified sophomores and seniors.

Q. When should I apply?
A. Application deadlines vary from program to program. Generally, for a semester program, one semester in advance. For a year program, one year in advance. In all cases, refer to the specific deadline for the program you are interested in.

Q. May I use financial aid for my study abroad program?
A. Yes. Most financial aid will transfer for semester and year-long programs approved by the University of Hartford. Check with the Study Abroad Office for specifics.

Q. Do I pay University of Hartford tuition in addition to the cost of the study abroad program?
A. No. For many approved semester and year-long programs, students pay University of Hartford tuition OR the host university tuition if it is higher. Note: If the host program’s tuition is less than UHA’s tuition, you still must pay UHA tuition. However, you will never pay the tuition twice.
Q. **How does room and board work?**
A. Housing varies on every program from dormitories, to apartments, to host families. Whatever room and board choice you select through your program provider is the amount that will be charged to your University of Hartford account. You will not be billed for UHA room and board when you are abroad.

Q. **Do I pay the program provider or University of Hartford?**
A. The only time that you will pay the program provider directly is for an application fee, an initial deposit, or for a room damage deposit. Thereafter, you will be billed by UHA for all program fees.

Q. **Are there any special fees associated with study abroad?**
A. Yes. All students receiving UHA credit must participate in the MedEx emergency insurance plan. The fee for a semester long student is $160. Please contact the Study Abroad Office for additional information.

Q. **Do I have to withdraw from University of Hartford in order to study abroad?**
A. For UHA approved fall and spring semester programs you are registered as a UHA student. If you choose a program that is not approved you must apply for active status through the Registrar’s Office to maintain your UHA status.

Q. **Will the courses I take abroad count toward my degree program at the University of Hartford?**
A. Yes. Courses taken at approved study abroad programs are considered UHA courses and both grades and credits are included on your UHA transcript and calculated into your GPA. All courses must still be approved by your academic advisor before you go.

Q. **May I take courses in English in countries where English is not the official language?**
A. Yes. English language programs exist in non-English speaking countries. We highly recommend that you take at least one language course in the country you are considering studying in. This will add to your immersion experience profoundly. If you are looking to become fluent in a language, the best way to learn is by going there!

Q. **Are the summer study abroad programs just like fall/spring programs only shorter? Are there advantages/disadvantages to summer and semester?**
A. Summer programs range from 1-9 weeks. UHA summer programs are courses for our students designed and led by our professors. These are a wonderful way to get a glimpse into another culture. Numerous programs offer summer programs all over the world that students can go on. One main difference is UHA financial aid cannot be used for summer programs, although private loans can. A disadvantage to a summer program is that the students do not have as much time to fully immerse themselves in the host culture.

Q. **May I talk to a returned study abroad student?**
A. Yes! Returned students are one of your best resources for information about all aspects of study abroad programs. Many have volunteered to share their experiences with students thinking about going abroad. Get in touch with our Study Abroad Alumni Network by calling our office (860-768-5100).

Q. **What is a University of Hartford "Administered Program?"**
A. These are programs administered and supervised by UHA. UHA faculty are directly involved, and the courses receive UHA credit and grades like courses on campus. These are offered over winter, summer, and spring break sessions.
Q. What is a University of Hartford "Approved Program?"
A. These are semester and year-long programs sponsored by program providers that have been approved by UHA. Over 100 programs are approved for UHA student participation in Africa, Asia, Europe, South America, the Middle East and Oceania. Students receive UHA grades and credit toward their degree for courses taken through these programs. Students are able to apply all of their financial aid towards these programs. The UHA approved program list is available on our website www.hartford.edu/studyabroad.

Q. Why might potential employers value an employee who has studied abroad?
A. We live in a global world and potential employers are impressed when students have an international experience. It shows that you are motivated, inquisitive, assertive, flexible, independent, and willing to try new things - all very appealing qualities in an employee. It also shows cross-cultural competence.

Q. If I require accommodations for a physical, emotional, or psychological condition can I study abroad?
A. Students should consult with their physicians, psychologists and counselors extensively regarding study abroad plans. They should also self-disclose to the program providers about their circumstances. This will allow the program provider to appropriately assist the students. Students should also continue their prescribed medications while abroad, which may mean bringing a supply sufficient for the duration of their sojourn.

Q. How do I get started with my planning?
A. First attend a Study Abroad 101 Info Session and then contact the Study Abroad Office to make an individual advising appointment. (860) 768-5100.

**Funding your Study Abroad Experience**

*So you think you want to study abroad but you are not sure if you can afford it.....we have programs for every budget!*

**Program Costs**

When choosing a program, cost may be an important factor for you. You must first decide how much you are able to spend to study abroad and look at how much financial aid or scholarships you usually receive. If you are looking at semester and year-long approved programs, remember that you will pay UHA tuition and the program’s room and board costs. Some programs may have tuition that is more expensive than UHA, if this is true for the program you are interested in, you must pay the difference.

- **Think about what you want included in your program.**
  Do you want meals included or would you like to cook for yourself? Do you want many excursions planned out for you or do you want to see your host country on your own time? Do you want a cell phone included in the cost? Do you want weekend excursions included? Do you want to be picked up at the airport or do you want the adventure of locating your new home on your own?

- **Think about different parts of the world.**
  We are all familiar with images of Europe through the media, the arts, and history; however, Europe is expensive. Consider parts of the world where the dollar will go much farther… like Latin America, Africa, Asia, the Middle East, or even Eastern Europe!
Financial Aid
You can use your financial aid to study abroad. You remain enrolled as a UHA student so you should not change anything on your FAFSA form.

Tuition Waiver
Tuition waiver does not apply when you are studying abroad. You must pay the tuition and program fees of the provider to UHA.

Scholarships
You have to proactive about scholarships! If you are willing to do the legwork there is funding out there for you! The most successful recipients take the time to do research and apply to many scholarships to increase their chances of getting funding. Remember- all of your UHA scholarships will be applied to your study abroad if you choose an approved semester or year-long program.

- The Study Abroad Office awards two scholarships each semester from the Domenica Di Matteo and Gladys and Robert Dunn scholarship funds. These scholarships are merit and need based. Awards. Please contact the Study Abroad Office for details, or visit our website for detailed instructions on how to apply.

- The Barney School of Business frequently offers scholarships to business students who study Abroad. Contact Annette Rogers for more information.

- There are scholarships offered by many of the study abroad provider programs. These focus on (but are not limited to) merit, financial need, minority students, non-traditional majors, and non-traditional host countries. Please contact your program provider for qualification details and deadlines. Apply early for these.

- There are a number of external scholarships also available to help fund your study abroad experience. For an extensive list of scholarship resources, please visit the Study Abroad Office’s website and click on the “Scholarships” link.

Working During Study Abroad
There are very few countries abroad where it will be legal for you to work. Even if it is legal for you to work, this does not mean that you will be able to find a job once you arrive overseas. Many countries are hesitant to hire someone who is not a resident. When creating a budget you must not count on any funds from working abroad.

Creative Ways to Raise or Save Money
- Apply for scholarships. See the Study Abroad website for a list of scholarship resources.

- Save your UHA refund check each semester and put it towards your study abroad savings.

- Talk to your college or department about scholarships or grants available for study abroad.

- Find work or pick up extra hours during breaks to save up. Plan early and spend carefully now so you have enough time to save.
• Check local libraries, high schools, alumni associations, religious organizations, the Chamber of Commerce, City Hall, Lions Clubs, travel agents, media (TV, newspapers, radio stations), country clubs (some will offer scholarships to students who worked there as caddies!), etc. for scholarships, or ask them to sponsor a pancake breakfast or raffle on your behalf.

• Contact local heritage organizations for funding, especially if you are a member of that community or if you are planning on studying abroad in a country relevant to the organization’s members. Examples include the Swedish-American Society and the Japan-American Society.

• Seek professional organizations in the area or in your hometown in which you plan to work, or are working, and inquire about grants or scholarships.

• Ask credit unions, banks, or major corporations for donations or scholarships.

• Have your parents ask their employers about scholarships for children of employees.

• Ask a relative for a low- or no-interest loan.

• Forgo birthday and holiday gifts in exchange for study abroad financial assistance (gifts or loans).

• Ask your friends and neighbors to help contribute used items, such as a backpack, travel gear, etc. Also ask local stores to contribute supplies.

• Sell your non-essential items at a garage sale.

• If you have a talent, do artwork, bake cookies, or build crafts or similar items and sell them.

• Ask your fraternity or sorority to sponsor you.

• Organize a car wash, tag sale, etc. in your neighborhood.

• Arrange for someone to sublet your apartment while you are gone. You will not be able to receive financial aid to maintain an apartment, car payments, or other expenses back home while you are away.

• Offer to let a relative or friend use your car while you are gone in exchange for helping you make your car payments. Or, if your car is paid off, ask for a small amount of money.

• Shop around early for your international airline tickets. The Internet does not always give the best prices. Try the newspaper, local travel agents, or look into group flight options offered by the program provider. Ask for student discounts whenever possible.

• Look into alternative student loans if you do not qualify for need-based financial aid. Contact the Financial Aid Office (860-768-4296) for a list of alternative loans.

“Creative Ways to Raise or Save Money” and “Study Abroad Budget Planning Worksheet” from the University of Minnesota’s Study Abroad Advising Handbook
Study Abroad Budget Planning Worksheet

The below worksheet is provided to give you a better idea of anticipated costs during your experience abroad. Please note that actual costs per student and program may vary.

<table>
<thead>
<tr>
<th>Country:</th>
<th>Program:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Currency:</td>
<td>Exchange rate: US $1 = _______ (refer to <a href="http://www.xe.com">www.xe.com</a>)</td>
</tr>
</tbody>
</table>

**Program Fee**
- UHA Tuition
- Extra tuition
- Fees
- Housing
- meals (how many per week/month?_____)

**Travel Documents & Immunizations**
- passport
- photos
- visa
- re-entry permit
- immunizations

**Transportation**
- international airfare
- arrival and/or departure taxes (if not included in airfare)
- train, bus, or domestic travel from airport to program site
- transportation for personal travel
- baggage and/or extra weight fees

**Textbooks / Materials**
- books
- art or other course supplies
- pens, notebooks, paper, printing fees, etc.

**Room and/or Board (if not included in program fee)**
- housing permit
- meals not included in program fee
- housing and meals over breaks

**Personal Living Expenses & Spending Money**
- local transportation (bus pass, subway pass, taxi)
- communication (phone cards, postage, internet, etc.)
- toiletries
- emergency cash
- optional excursions / field trips / independent travel
- social activities

Total in US$: ____________________  Total in Local Currency: ____________________
Outcomes of an International Experience

This sheet provides a handy reference of skills you may develop as a direct result of your experience abroad. You can use this to spark ideas for creating a resume, preparing for an interview, and reflecting upon your experiences.

Skills

- Understand cultural differences and similarities
- Adapt to new environments
- Learn through listening and observing
- Establish rapport quickly
- Function with a high level of ambiguity
- Take initiative and risks
- Utilize time management skills
- Identify problems and utilize available resources to solve the problems
- Accept responsibility
- Communicate despite barriers
- Learn quickly
- Handle difficult situations
- Handle stress
- Manage/organize
- Lead others in formal/informal groups

Conduct research despite language and cultural differences
Cope with rejection

Qualities

- Self-reliance
- High energy level/enthusiasm
- Appreciation of diversity
- Perseverance
- Flexibility
- Open-mindedness
- Assertiveness
- Inquisitiveness
- Self-confidence
- Self-knowledge
- Independence

Study Abroad Planning Checklist

☐ 1. Attend a Study Abroad 101 info session. Sessions are held weekly throughout the semester.

☐ 2. Do research – consider geographic & linguistic interests, course offerings, cost & quality of intended program. Complete the “Preliminary Information Form” and “Study Abroad Goals Worksheet” given to you at the info session prior to meeting with the Study Abroad Advisor.

☐ 3. Schedule an Individual Advising Appointment with the Study Abroad Advisor to discuss program options and the application process (GSU 328). Bring your Preliminary Information Form/Goals worksheet to your first meeting.

☐ 4. Meet with your Academic Advisor – discuss study program plans, timing, degree requirements and course options while you are abroad in order to stay on track. Does your department recommend a certain semester over another to study abroad? Is there a required sequence of courses you must follow in order to stay on track here? Begin planning early with your Academic Advisor!

☐ 5. Meet with your Financial Aid Advisor to discuss funding your abroad experience. Become familiar with what kind of financial aid package you receive (i.e. scholarships? loans? grants?) Note: If you receive a Federal Pell Grant, you may have additional funding opportunities available to you. Inquire within the Study Abroad Office for more information.
6. Follow-up with the Study Abroad Advisor in a second meeting. You will further discuss your goals, program choice and application procedures. After this, students are encouraged to contact the office as often as needed if they have further questions or concerns.

7. Learn more! Students are encouraged to attend our Lunch with Alumni to meet fellow U Hart students who have returned from studying abroad. Students can hear about alumni experiences and get their questions answered. Students are also encouraged to attend the Study Abroad Fair which happens every semester.

8. Once you have decided upon a program, meet with the Study Abroad Advisor again to confirm your intent to study abroad and discuss the next steps. Submit the following U Hart materials to the Study Abroad Office:
   - Study Abroad Program Confirmation Form
   - Student Conduct Record

9. Complete your Program Provider's application (essays, transcript, letters of recommendation, etc. as specified by your program). The Study Abroad Office can help mail in all application materials at no cost to you.

10. Research scholarship opportunities and begin preparing scholarship application materials (if applicable). There are many funding sources available for study abroad, but you must begin the process early! See the Study Abroad website for further details.

11. Apply for or renew your passport (if applicable).

## Study Abroad Pre-Departure Checklist

12. Obtain an up-to-date evaluation from your college evaluator (this is especially important if you are within 60 credits of graduation).

13. Complete the Course Approval Form for the University of Hartford and return to the Study Abroad Office.

14. Assemble materials for the visa application (if applicable).

15. Make an appointment with your health care professional for a general check up and immunizations.

16. Attend the required Pre-Departure Orientation Session. Submit all University of Hartford Student Abroad Acceptance Forms given to you at this session.

17. Stay up to date with all materials sent to you by your Program Provider. Be aware of required deadlines and fees for additional materials (i.e. transcripts, photos, recommendation letters, course selection, enrollment fees, visa documents, health forms, etc.).

18. Complete your scholarship application materials (if applicable).

19. Begin budgeting for your study abroad experience and understanding how finances will work during your semester abroad. Complete the budget worksheet available in the Study Abroad Study Handbook.

20. Once you have been formally accepted into the study abroad program and have received an itinerary from your Program Provider, begin researching flight options.
Become familiar with your host country/region! Read the newspaper, watch a movie, read about the culture and learn some key phrases in the local language. Join the Global Ambassadors Club. Knowledge is power!

**For your Consideration: Choosing a Program**

*Here are some questions you should think about regarding your study abroad experience. Sit down with these and make a list with your answers.*

**Q:** Why do you want to study abroad?

**Q:** What are your goals? (personal, academic, professional?)

**Academics**

- Which semester is better for you to study abroad?
- Do you want to learn a language?
- Do you want to study one topic intensively or take a variety of courses?
- Do you have classes that need to be taken in sequence?
- What do you think you need to do to prepare yourself for study abroad?
- Can you afford to study abroad?

**Learning Style**

- Do you learn better in a classroom or outside of the classroom?
- Do you like independent or guided learning?
- Are you able to adapt to different style of learning?
- Do you like small or large classes?

**Geographic Interests**

- Are you interested in a region of the world or a specific country?
- Is there something happening in the world today that you want to learn more about?
- Is there a political system that intrigues you?

**Personal Identity**

- Do you want to explore family roots?
- Do you want to live in your home country?
- Are there historical or current factors in places around the world that may impact your experience there?

**Career Path**

- What will help your graduate school applications or make your resume stand out?

**Other**

- Do you want to study abroad more than once?
- How immersed in the culture do you want to be?
- You may have other ideas; include them all!

**Identify Challenges**

Now think about what, if anything, might prevent you from studying abroad. Use the same sort of brainstorming technique to record the challenges. Identify the factors you’ll have to consider:

- Family
- Money
- Job obligations
- Social, academic, or athletic commitments
- Psychological, emotional, or physical issues

Consider how these factors affect studying abroad. The aim of this is to list the real challenges along with your goals.

**Set Priorities**

Once you have completed this list, you can start setting priorities. Try ranking the factors. You may place the number 1 beside a geographic location that is extremely important to you, and then the number 2 next to money if affordability is a major factor. You aren’t making final life decisions here, just setting down on paper where your priorities lie.

Some students like to rewrite their list combining both sets of factors in order of importance. Others write down goal statements which combine the most important factors. An example of a goal statement that comes out of this exercise might be, "I want to find a semester-length, study abroad program in Eastern Europe taught in English that will allow me to complete credits toward my psychology major and take care of two AUC requirements."

**Communicate your ideas**

Talk with your academic adviser and the Study Abroad Office. Find out where your vision fits within the realm of possibilities. Sometimes the matches work out perfectly. Other times you may need to set some intermediate objectives that lead you to your goals.
Are you ready?

We are here to help! Attend a Study Abroad 101 info session and then set up your individualized advising appointment with the Study Abroad Advisor. We will get you started and work with you throughout the study abroad process, step-by-step. Don’t miss out! The opportunity of a lifetime awaits you....

FOR MORE INFORMATION, PLEASE CONTACT:

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