NOTIFICATION OF STUDY ABROAD PLANS

OR

APPLICATION FOR BROOKLYN COLLEGE STUDY ABROAD PROGRAMS

Please check the box that matches to your situation and follow the corresponding instructions:

☐ I am studying abroad on a Brooklyn College administered program

Instructions: Please complete application form and include:
1. Personal statement (one-page maximum) that includes how the program chosen will help you meet your academic and/or professional goals, and how you plan to contribute to the success of the program.
2. One letter of recommendation from a faculty member.
3. Transcript:
   a. CUNY students may print this from their CUNYfirst account.
   b. Non-CUNY students – Official transcript must be in a sealed envelope with a registrar’s stamp.
4. $300 Non-Refundable Deposit – Students will pay directly at the Brooklyn College Bursar’s office and must attach their paid receipt to their application when submitting to IEGE. Please note this deposit of $300 will only be returned if you are not accepted to the program.

☐ I am a Brooklyn College student studying abroad on a program administered by another university or organization.

Instructions: Please complete this IEGE notification form. Note that we will also require a copy of your passport photo page, acceptance letter, and proof of travel insurance. Contact IEGE for a complete checklist of requirements.

☐ I am a Brooklyn College student on a research program or non-credit program abroad.

Instructions: Please complete this IEGE notification form. Note that we will also require a copy of your passport photo page, acceptance letter, and proof of travel insurance. Contact IEGE for a complete checklist of requirements.

SUBMIT COMPLETED APPLICATION TO:

International Education & Global Engagement
Brooklyn College
1108 Boylan Hall
2900 Bedford Avenue
Brooklyn, NY 11210

Brooklyn College Program Application Deadlines:
Winter – October 15
Spring – October 15
Summer – March 15
Fall – April 1
Please Write Legibly

I PLAN TO STUDY ABROAD:
☐ Fall   ☐ Spring   ☐ Summer 1/ ☐ Summer 2   ☐ Winter Intersession   Year _________

Program Name: _______________________________________________________________

Sponsoring Organization: ________________________________________________________

Host Institution Abroad: ________________________________________________________

Location: City __________________________ Country _________________________________

Program dates (mm/dd/yyyy)
Beginning date: __________________________ End date: _____________________________

Type of program: ☐ Exchange program     ☐ Faculty-led     ☐ Other study abroad

PARTICIPANT INFORMATION

Last Name: ___________________________ First Name: _____________________________

CUNY ID/EMPLID: __________ Last 4 of Social #: __________ Date of Birth: __________

Gender: ___________________________ Telephone Number: _________________________

E-mail Address: ______________________________________________________________

Mailing Address: ______________________________________________________________

City: ___________________________ State: __________ Zip: __________

Permanent Address: __________________________________________________________

City: ___________________________ State: __________ Zip: __________

Emergency Contact Name: ___________________________ Relationship: _____________

Phone Number: Home ___________________________ Cell ___________________________

ACADEMIC STATUS

Home College:
☐ Brooklyn College

☐ Other CUNY  (Institution Name: _____________________________)

☐ Outside/Non-CUNY (Institution Name: _____________________________)

☐ Non-Degree
(Please check one)
☐ Freshman  ☐ Sophomore  ☐ Junior  ☐ Senior  ☐ Graduate Student  ☐ Non-Degree

Credits Earned to Date: __________________ Current Cumulative GPA: __________________

Major: ________________________________ Minor: ________________________________

Please check the categories below that apply to you:
☐ I am completing part of my last 18 credits abroad/graduating senior.
☐ I am a transfer student or first-semester freshman.
☐ I am a Macaulay Honors student.
☐ I am an Honors Student (not Macaulay).
☐ I am registered with the Center for Student Disability Services of Brooklyn College or on my home campus.
☐ I am a CUNY Baccalaureate for Unique and Interdisciplinary Studies student.
☐ I am a SEEK student.
☐ None of these categories apply to me.

Citizenship Status

Are you a U.S. Citizen?  ☐ Yes  ☐ No

If no,
A: What is your country of citizenship? ________________________________
B: What is the type of visa you hold? ________________________________

Passport Information

A valid passport is needed to travel abroad. Your passport should indicate an expiration date no sooner than six months after the end of your program. Check your passport before completing the following information. If you do not have a passport, apply for one immediately. Passport information must be submitted to IEGE at least 45 days before departure.

☐ I have a valid passport (please fill out the information below and submit a copy of your passport photo page to IEGE).
   Passport number: __________________ Country of Issuance: __________________
   Expiration Date: __________________

☐ I have a second valid passport (please fill out the information below and submit a copy of your passport photo page to IEGE).
   Passport number: __________________ Country of Issuance: __________________
   Expiration Date: __________________

☐ I am applying for my passport.
☐ I am renewing my passport.

______________________________  ________________________
Signature  Date