

## Off Campus Programs Application Timeline

### Year BEFORE Overseas Study

- November --Attend informational meeting.  
--Decide to which program you wish to apply.  
--Visit the website of, and become familiar with, your chosen program.
- December 1 --Pick up packet of application materials.
- February --Secure two faculty recommendations.  
--Speak with the Office of Financial Aid to verify how aid will transfer.  
--Make sure that you have completed all application forms.
- March 1 --Deadline for turning in your complete Application to the chair of the Off Campus Programs Committee. Note: Applications received after this date will be considered low priority.  
--Be prepared to be called for an interview by the Committee.  
--(During the first two weeks of the month, the Committee will meet and evaluate applications. It will then send its recommendations to the Dean of the college, who will either accept or not accept those recommendations, and communicate those decisions to the Chair of the Committee.)  
--Apply directly to your chosen overseas program.
- March 31 --The Chair of the Off Campus Programs Committee will send an acceptance or rejection letter to each applicant.
- April --Pay \$500 deposit to Erskine College upon acceptance from the host institution.  
--Attend any required orientation meetings scheduled.  
  
--(For fall semester overseas study) Investigate airfares and buy your ticket. This cost may be reimbursed when your fall semester financial aid arrives. You should make plans to discuss your off-campus financial aid package with the Director of Financial Aid as soon as you can after acceptance to your school.  
--With your academic advisor, set up a class schedule for the fall and spring.
- Summer --Work and save lots of money for overseas!  
--(For fall semester overseas study) Depart for your overseas program.
- Fall --Shortly before or after the semester begins, the Erskine College Business Office will send you or your parents a bill for any program costs not covered by your financial aid.

--(For spring semester overseas study) Investigate airfares and buy your ticket. This cost may be reimbursed when your fall semester financial aid arrives. You should make plans to discuss your off-campus financial aid package with the Director of Financial Aid as soon as you can after acceptance to your school.

--With your academic advisor, set up a class schedule for the spring and the following fall.

#### Additional Points

1. Students who wish to use overseas credit for Erskine College general education requirements must obtain prior approval from the Registrar.
2. Students who wish to use overseas credit for Erskine College electives must obtain prior approval from the Registrar.
3. Grades earned overseas appear on the student's transcript but do not apply to the student's GPA.

#### Pre-departure orientation

1. The Chair of the Off Campus Programs Committee will plan and hold required orientation meetings for accepted candidates.
2. Students who have already studied overseas will be expected to participate in pre-departure orientation meetings.

#### List of student application materials

1. Student application form
2. Student application timeline
3. Faculty recommendation form
4. Proof of insurance form
5. Student agreement (risk waiver form)
6. Medical contact form
7. Progress worksheet