

## 2014-2015 Study Abroad Grant Request Form

All students at Columbus State University may apply for these funds and may receive a monetary award for study abroad based on the duration of the program. Students must have applied or been accepted into a study abroad program. The award must be applied to educational costs incurred through a study abroad program. If the student is unable to participate in the program for any reason, all funds awarded must be returned to Columbus State University. Awards are given on a "first come, first served" basis until funds are expended for that cycle.

**Instructions: Complete this form and return it to the Center for International Education during the correct submission period for your study abroad program's term. Submission dates are listed on the back of this form.**

Check the term in which you intend to study abroad:  Spring  Maymester  Summer  Fall (of next academic year)

Name of Study Abroad Program: \_\_\_\_\_

Sponsoring University or Organization: \_\_\_\_\_

Departure date: \_\_\_\_\_ Return date: \_\_\_\_\_

Total Length of Program (number of days) \_\_\_\_\_

CSU ID: \_\_\_\_\_

NAME: Last: \_\_\_\_\_ First: \_\_\_\_\_ Middle: \_\_\_\_\_

Current mailing address:

STREET: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

Phone number: (\_\_\_\_) \_\_\_\_\_ Alternate # (\_\_\_\_) \_\_\_\_\_

E-mail Address: \_\_\_\_\_ Alternate E-mail Address: \_\_\_\_\_

***I understand and agree that the information I have provided is correct and that if I do not participate in the study abroad program listed above, I must return the award to CSU.***

\_\_\_\_\_  
Student Signature \_\_\_\_\_ Date \_\_\_\_\_

*Submission of this form to CIE does not constitute approval of funding. Approval is contingent upon student meeting all eligibility requirements and available funding.*

### Center for International Education Use Only

To be completed by CIE Study Abroad Coordinator:

\_\_\_\_ CSU student \_\_\_\_ In good standing \_\_\_\_ Completed at least 1 semester at CSU \_\_\_\_ Enrolled in study abroad program

\_\_\_\_ Documentation showing acceptance into non-CSU program

Award Amount: \$ \_\_\_\_\_ Other: \_\_\_\_\_

To be completed by CIE Administrative Coordinator:

\_\_\_\_ Funds previously disbursed: \$ \_\_\_\_\_ Date of disbursement \_\_\_\_\_ Approved for funding \_\_\_\_\_

## **Eligibility Requirements**

To receive a CSU Study Abroad Grant, you must:

- Be enrolled (with deposit paid) in a CSU approved credit-bearing study abroad program
- Be a currently enrolled Columbus State University student at the time the grant is requested
- Have attended CSU and taken classes for at least one full semester prior to the study abroad program's term
- Be in good academic standing (minimum 2.0 GPA or above)

*Note: Students are only eligible for one award per academic year.*

## **Submission Requirements**

- The application must be submitted during the correct submission period in order to be considered. Contact CIE if you are unsure of the correct dates applicable to your program.
- A valid photo ID (i.e. CSU ID or driver's license) must be presented by the student submitting the Grant Request Form.
- No applications can be submitted on behalf of another student. No applications will be accepted from individuals other than the applicant whose name is on the form.

## **Awards for Academic Year 2014-2015**

<u>Amount</u>	<u>Length of Program</u>
\$650	1-2 weeks (13 days or less)
\$850	2-4 weeks (14 – 27 days)
\$1050	4-8 weeks (28 – 55 days)
\$1250	8 weeks + (56 days or more)

## **Submission Dates**

Spring Programs:	10 October – 10 November
Maymester Programs:	20 November – 10 February
Summer Programs:	20 February – 20 March
Fall Programs (of next academic year):	1 April – 5 May

## **Receiving an Award**

- Students will receive an email informing them whether or not they are approved for funding.
- For CSU faculty-led programs, the award amount will be applied directly to their program fee.
- For all other programs, students will be issued a check in the amount of their award.
- If for any reason a student cannot participate in study abroad, they must return the award funds.
- By accepting the award, students acknowledge that they will complete service with CIE upon their return.