

Today's Date \_\_\_\_\_

<h1>STUDY ABROAD COURSES</h1>
-------------------------------

Name \_\_\_\_\_ ID# \_\_\_\_\_ Year of Graduation \_\_\_\_\_

Cell ☎# \_\_\_\_\_ Home ☎# \_\_\_\_\_ Campus Box # \_\_\_\_\_

Major(s): \_\_\_\_\_ Minor(s): \_\_\_\_\_

Period of Study Abroad:  Fall 20\_\_\_\_  Spring 20\_\_\_\_  Winter 20\_\_\_\_  Summer 20\_\_\_\_

Name of Partner Program: \_\_\_\_\_

Name of University or Program Title: \_\_\_\_\_

Study Abroad City and Country: \_\_\_\_\_

**A. Courses in your Major(s) or Minor(s)**

Chair of Department

<u>Number</u>	<u>Name</u>	<u>Will Transfer As...</u>	<u>Initials</u>	<u>Credits</u>
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

**B. Core Courses/General Education Requirements**

Registrar's Office

<u>Number</u>	<u>Name</u>	<u>Will Transfer As...</u>	<u>Initials</u>	<u>Credits</u>
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

**C. General Elective Courses**

Registrar's Office

<u>Number</u>	<u>Name</u>	<u>Initials</u>	<u>Credits</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

APPROVED BY \_\_\_\_\_

ENDORSED BY \_\_\_\_\_

Major Advisor

Department Chair (\*Advisor for BU/AC Majors)

\_\_\_\_\_  
2<sup>nd</sup> Major Advisor

\_\_\_\_\_  
2<sup>nd</sup> Major Chair

# PLAN FOR GRADUATION

**Name:** \_\_\_\_\_ **Major:** \_\_\_\_\_ **Advisor:** \_\_\_\_\_  
**Major:** \_\_\_\_\_ **Advisor:** \_\_\_\_\_  
**Minor:** \_\_\_\_\_ **Minor:** \_\_\_\_\_

I. MAJOR COURSES (list all)	COMPLETED COURSES	CURRENT SEMESTER COURSES	STUDY ABROAD COURSES	TO BE COMPLETED	SPECIAL NOTES
1.					
2.					
3.					
4.					
5.					
6.					
7.					
8.					
9.					
10.					
11.					
12.					
13.					
14.					
15.					

II. CORE CURRICULUM	COMPLETED COURSES	CURRENT SEMESTER COURSES	STUDY ABROAD COURSES	TO BE COMPLETED	SPECIAL NOTES
<b>CORE REQUIREMENTS (4 courses)</b>					
1. First Year Seminar					
2. 100-Level Philosophy					
3. 100-Level Christian Traditions and Thought					
4. Junior Seminar					
<b>INTELLECTUAL EXPLORATION (4 courses)</b>					
1. Literature and the Arts					
2. History and Society					
3. Scientific Inquiry					
4. Quantitative Reasoning					

<b>II. CORE CURRICULUM (continued)</b>	<b>COMPLETED COURSES</b>	<b>CURRENT SEMESTER COURSES</b>	<b>STUDY ABROAD COURSES</b>	<b>TO BE COMPLETED</b>	<b>SPECIAL NOTES</b>
<b>EDMUNDITE TRADITION (2 courses)</b>					
1. Catholic Intellectual Tradition					
2. Engaging Diverse Identities					
<b>BACHELOR OF ARTS STUDENTS (2 courses)</b>					
1. First Semester of Language					
2. Second Semester of Language					

<b>III. SECOND MAJOR</b>	<b>COMPLETED COURSES</b>	<b>CURRENT SEMESTER COURSES</b>	<b>STUDY ABROAD COURSES</b>	<b>TO BE COMPLETED</b>	<b>SPECIAL NOTES</b>
1.					
2.					
3.					
4.					
5.					
6.					
7.					
8.					
9.					
10.					

<b>IV. MINOR</b>					
1.					
2.					
3.					
4.					
5.					

**Complete information below:**

- 128 credits are required to graduate. The number of credits earned by the end of the current semester: \_\_\_\_\_
- The number of credits remaining to complete: \_\_\_\_\_ ➤ Current Overall GPA: \_\_\_\_\_ (3.0 required)
- Advisor's Signature: \_\_\_\_\_ Date: \_\_\_\_\_
- 2nd Major Advisor's Signature: \_\_\_\_\_ Date: \_\_\_\_\_
- Registrar's Office Approval: \_\_\_\_\_ Date: \_\_\_\_\_

# Personal Statement

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The Personal Statement is a critical component of the application process as it is the primary means by which the applicant communicates a) the academic appropriateness of the proposed program of study, and b) his/her preparedness for living and learning overseas. As with any formal piece of writing, the personal statement should be proofread and free of errors before submission. The essay should be typed, single-spaced and no more than 2 pages in length.

## Instructions

Students who fully engage in the study abroad experience will be rewarded with unique opportunities for personal growth, academic achievement, and increased cultural awareness. With these goals in mind, incorporate into your personal statement thoughtful answers to the questions below. An essay that fails to address these questions will be returned to the applicant.

1. How will participation in your proposed study abroad program contribute to your overall academic goals and objectives? Include in your discussion an overview of how the classes you plan to take (or the program in which you plan to participate) relate to your major, minor or demonstrated academic interests.
2. The *Mission and Vision Statement* of Saint Michael's College appears at the bottom of the page. How does study abroad (and specifically your proposed plans for next semester) contribute toward these central institutional goals?
3. What aspects of your new host country and culture are you most interested in learning about and experiencing? What facets of your own culture are you looking forward to sharing with your host community?
4. If you are concerned about conditions or situations that could impact the outcome of your application (e.g. disciplinary record, GPA), address those concerns briefly in the essay.

### **Mission and Vision Statement**

*It is the Mission of Saint Michael's College to contribute through higher education to the enhancement of the human person and the advancement of human culture in light of the Catholic faith.*

### **Vision:**

- *To actively engage students with ideas developed over millennia in many world civilizations as well as those ideas from more recently emerging disciplines and assist students in the generative process of creating new understandings. For this engagement to be most productive requires that a student work closely with a faculty member who is deeply, actively, and demonstrably engaged in learning, for in a liberal arts college it is not so much acquired knowledge or personal belief that is passed on from one generation to the next, but rather curiosity and passion for the very ideas of the discipline.*
- *To encourage the development of an empathetic understanding and respect for the differing views of others derived from their history, status or unique philosophical or religious belief. Such an understanding is to be developed through proximate experience grounded in religious, philosophical and historical contexts.*
- *To take responsibility for the moral and spiritual development of each individual by employing the long Catholic intellectual tradition that sees no conflict between belief and reason. This is rooted in the belief that the world is "good" and that the dignity of each person needs to be acknowledged.*



## International Study Agreement

**Date:**

I, \_\_\_\_\_, agree to fulfill all academic and financial obligations incurred while participating in any international study program and I understand that failure to do so may affect my education abroad status and/or my status at Saint Michael's College. In exchange for being allowed to participate in Saint Michael's College's international study program ("program"), I further acknowledge that I understand, and agree to, the following conditions:

1. **ADMISSION.** I shall qualify for admission to the program by satisfying all educational requirements, including, but not limited to, the GPA requirements for Saint Michael's College and my program, adhering to the Student Code of Conduct, and the payment of applicable tuition and fees relevant to a program.
2. **RELEASE OF INFORMATION.** I give permission to Saint Michael's College to obtain and release information to the host institution or third party agency as is appropriate to my application and participation in a program including: letters of recommendation, permanent academic records, and other similar records for the purposes of placement, participation, continuation or termination.
3. **PROGRAM PARTICIPATION.** I understand that my participation in any program is contingent on my maintaining all eligibility requirements prior to and during the period of the program. If eligibility is not maintained, Saint Michael's College or the host institution may terminate my participation in the program.
4. **ACADEMIC EXPECTATIONS.** I will enroll in the required number of credit hours (or equivalent) to maintain both good academic standing while participating in the program and the visa or entry clearance requirements per my host country. I understand that failure to do so may jeopardize my participation in a program as well as my academic record at Saint Michael's College. I am responsible for submitting all forms required by Saint Michael's College and the host institution for each course for which transfer credit will be requested. I understand that additional information may need to be provided at the completion of the program before final credit approval is granted. I understand that course pre-requisites required by Saint Michael's College and the host institution must be met and that course registration at the host institution is based on availability of offerings and cannot be guaranteed.
5. **PERSONAL CONDUCT.** I agree to conform to all applicable rules, regulations and policies of Saint Michael's College as outlined in the SMC Student Handbook and by the Study Abroad Office materials, the host institution, the host country, and any third party agency.

I understand that Saint Michael's College has the right to withdraw a student from a program at any time because of violation of such rules, disruptive behavior, academic reasons, or for conduct that could, in the College's judgment, bring the College into disrepute or legal jeopardy. Such decisions will be final and no refund will be made. I agree that I will not attempt to hold the College liable for any claims incurred by reason the College's decision to withdraw me from a program.

6. **PROGRAM CHANGES.** I understand and agree that any information about a particular program provided by Saint Michael's College, while based on Saint Michael's College's best information and belief, is descriptive only. Saint Michael's College reserves the right to make changes in any published itinerary whenever, in Saint Michael's College's judgment, conditions warrant, or if Saint Michael's College deems it necessary for the comfort, convenience or safety of participants.
7. **TRAVEL.** I understand that I will be traveling during the program by various modes of transportation including, but not limited to, plane, train, bus or van. I hereby release Saint Michael's College, its employees, agents, trustees, and staff from any loss of property, injury or death during such travel.

8. **MEDICAL TREATMENT.** I agree that I am responsible for any medical treatment of any nature that I may require and I agree to accept all financial responsibility for such treatment. I have had an opportunity to consult with a medical doctor with regard to my personal medical needs. I certify that there are no health-related reasons or problems that preclude, restrict or recommend against my participation in a program, with or without reasonable accommodations. If I intend to seek reasonable accommodations in order to participate in a program, I agree to make such requests to my program provider in an appropriate timeframe prior to my departure and comply with all program policies and processes relating to accommodation requests. I understand that failure to provide information in a timely manner may delay or prevent the program from providing reasonable accommodations where necessary.

I agree that Saint Michael's College may (but is not obligated to) take any actions it considers to be warranted under the circumstances regarding my health and safety, and hereby grant permission to the College to do so. I agree to pay all expenses related thereto and hereby release Saint Michael's College from any liability for any such actions. I agree that Saint Michael's College may also contact my parent(s) or other designated emergency contact(s), and disclose otherwise confidential or private information, including, but not limited to, medical information if such disclosure is necessary or desirable in order to assist or resolve an emergency involving me while participating in a program.

9. **INSURANCE COVERAGE.** I understand that I am required to maintain adequate health, accident, disability, hospitalization, and travel insurance during the enrollment period. I am responsible for filing and negotiating all insurance claims directly with my insurance company or companies in the event necessary.
10. **ACKNOWLEDGMENT AND ASSUMPTION OF RISK, GENERAL RELEASE AND WAIVER.** I hereby acknowledge that travel abroad and participation in a program entails risks not found in study on U.S. campuses. I acknowledge and understand that these may include, but are not limited to, risks involved in or from: travel; different political, legal, social, law enforcement, and economic conditions; different standards of design, safety and maintenance of buildings, public places and conveyances; different standards as to the availability and provision of medical care; different weather conditions; and different educational systems, academic expectations, recognition of civil rights, lack of accessibility for individuals with disabilities, alcohol and drug use, and gender-related issues. I have made inquiry regarding such risks by consulting, for example, resources such as State Department Travel Advisories and Consular Information Sheets, and hereby acknowledge and assume all such risks as a condition of my voluntary participation in a program. I hereby release and waive any and all claims of any description that I or my family members or personal representatives have or may ever have against Saint Michael's College and/or its staff, employees, agents, attorneys, and Board of Trustees ("Released Parties") that arises out of or in connection with my participation in a program, and I expressly understand and agree to hold harmless, defend and indemnify the Released Parties from any and all liability for inconvenience, damage to or loss of property, medical or hospital care, or injury, illness or death and/or any other claim whatsoever that might be incurred during the period of and/or connected with the program. I intend for these release, waiver and indemnity provisions to be effective in all circumstances, including circumstances arising or allegedly arising out of the reckless or negligent actions or inactions of any or all of the Released Parties.
11. **LEGAL RESPONSIBILITIES.** I understand that I must comply with the laws and appropriate cultural conduct of the countries I am visiting. I agree to conduct myself in a manner that will comply with the regulations of my host institution, program administrator(s), and Saint Michael's College. If I experience legal problems with any foreign nationals or governments, I will attend to the matter personally with my own personal funds. Saint Michael's College does not guarantee what, if any, assistance it can provide under such circumstances.
12. **TUITION, FEES, AND REFUNDS.** I understand that as a Saint Michael's College student, I will pay Saint Michael's College study abroad fee while participating in a program. In addition, I understand that I am responsible for costs not paid for by the College such as room and board, airfare, train fare, airline ticket change and baggage fees, trip insurance, credit card "convenience fees," vaccinations, single room surcharges, housing deposits, visa or passport costs, passport photos, medical exams, in-country residence fees, early withdrawal fees, costs associated with independent study projects and research, lab fees, cell phones, optional trips and events, books, gym membership fees, travel and personal expenses.

Withdrawal, departure or dismissal from any program prior to its formal completion will result in forfeiting any deposit(s) and will require that I pay all costs incurred. I understand and agree that if I withdraw, depart or am dismissed from a program after the program begins, I may not be eligible for any academic credits associated and could face disciplinary action from Saint Michael's College.

13. **RESPONSIBILITY DURING FREE TIME.** I understand that during free time within the period of the program or before or after the period of the program I may elect to travel independently at my own expense. If I choose to travel after the completion of the program, I understand that any obligations of Saint Michael's College shall cease. If I choose to travel independently before, during or after the program period, I understand that Saint Michael's College has no responsibility with respect to such travel. I understand that any risky activity or travel in which I choose to become involved outside of the program will be wholly at my own expense and risk. I understand and acknowledge that while Saint Michael's College employees may provide participants with information regarding extra-curricular activities or travel, in no way does this represent a Saint Michael's College endorsement of those activities or destinations.
14. **FAMILY INVOLVEMENT.** I understand that it is my responsibility, to provide my parents/guardians/significant others with important information about my involvement in any program and/or travel. I give permission to Saint Michael's College to share information with my parents or guardians as necessary for my health and safety in the sole judgment and discretion of Saint Michael's College.
15. **USE OF PHOTOGRAPHS OR WRITTEN REPORTS:** I authorize and agree to the reasonable use by Saint Michael's College of any photographs that may be taken of any aspect of the program and may include my image, as well as any written comments or reports submitted to Saint Michael's College by me.
16. **CHOICE OF LAW.** The laws of the State of Vermont shall govern the validity of this Agreement, the construction of its terms and the interpretation of the rights and duties of the parties hereto.
17. **HEADINGS.** Section headings are not to be considered a part of this Agreement and are not intended to be a full and accurate description of the contents hereof and are for convenience only.
18. **WAIVER.** Waiver by one party hereto of breach of any provision of this Agreement by the other shall not operate or be construed as a continuing waiver.
19. **INVALID PROVISIONS.** If any provision of this Agreement, or any portion thereof, is held to be invalid and unenforceable, then the remainder of this Agreement shall nevertheless remain in full force and effect.

**IN WITNESS WHEREOF** the undersigned have executed this Agreement as of the day and year first written above. The parties hereto agree that facsimile signatures shall be as effective as if originals.

**SEMESTER/YEAR:** \_\_\_\_\_

**Study Abroad Destination:** \_\_\_\_\_

**PARENT or OTHER LEGAL GUARDIAN**

**STUDENT**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Address

\_\_\_\_\_  
Address

\_\_\_\_\_  
Phone                      Email

\_\_\_\_\_  
Phone                      Email

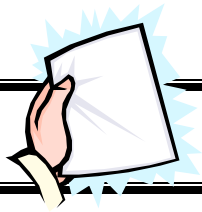
**In case of emergency, contact:**

\_\_\_\_\_  
Name

\_\_\_\_\_  
Relationship

\_\_\_\_\_  
Address

\_\_\_\_\_  
Area Code and Phone Number – cell and home



Complete & Submit to the SMC Registrar's Office  
Klein Building, Suite C

## TRANSCRIPT REQUEST FORM FOR STUDY ABROAD APPLICATIONS

*Submit to: The Registrar's Office, Klein Building, Suite C*


NAME: \_\_\_\_\_

ID Number: \_\_\_\_\_

 Campus Box Number: \_\_\_\_\_

Class Of: \_\_\_\_\_

 Cell or Local Phone: \_\_\_\_\_

 E-Mail: \_\_\_\_\_

### 1. STUDY ABROAD PROGRAM APPLICATION

Mail my **Official Transcript** to my Study Abroad Partner Program:

Name of Program: \_\_\_\_\_

Street Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Hold for Final Grades

Send Immediately

### 2. SAINT MICHAEL'S COLLEGE APPLICATION

Send an unofficial copy of my transcript to the Director of Study Abroad, Box 112.

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

\_\_\_\_\_  
Date