STUDY AWAY APPLICATION CHECKLIST

USM Office of International Programs

Bringing the World to Mind

☐ STUDY AWAY APPLICATION FORM

☐ OFFICIAL TRANSCRIPT FROM REGISTRAR’S OFFICE
  • To be eligible for study away, you must have completed at least 24 USM credits prior to departure and maintain a 2.5 GPA or higher. Some exceptions may exist for Transfer Students. Please ask the International Programs staff for more information.

☐ ESSAY
  • 1-2 pages explaining why you want to study away at the institution you have chosen at this particular time in your academic career. Be sure to include how this exchange will benefit you academically.
  • Include details on any community service or previous foreign travel experience you have, as well as any work experience which may be relevant. You may also want to include how this period of study away will affect your personal growth and your future career or academic goals.

☐ 2 LETTERS OF RECOMMENDATION
  • Both letters must be from USM professors who have had you in class. At least one letter needs to come from a professor within your major.
    ☐ Letter #1 __________________________
    ☐ Letter #2 __________________________

☐ BUDGET

☐ ITEMIZATION OF HOW YOU’LL PAY FOR YOUR TIME AWAY

☐ NATIONAL STUDENT EXCHANGE FEE (If applicable)
  • Students applying for National Student Exchange must pay a non-refundable $150 fee. Please make a check payable to USM. This fee only applies to NSE programs.

☐ PROGRAM PROVIDER APPLICATION (If applicable)
  • If you are applying to a program that is not a direct exchange with USM, then you also need to complete the program provider’s application and submit it directly to them (ie. AIFS, API, Australlearn, Butler, CCIS, CIS, ISA). You can download their application from their website. We can fax providers copies of your recommendations by request.

11/2010