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**SHORT-TERM, FACULTY-LED STUDY ABROAD PROGRAM APPLICATION FORM**

**Faculty Leader(s) Information**

*Faculty Leader 1* Name:

Telephone: Email:

 Academic Department:

Describe your qualifications to lead this program including expertise in your field and/or the host location/region. If the primary language spoken there is not English, please provide information regarding your level of fluency in the primary language of that country (Note: Language ability is preferred but not required).

*Faculty Leader 2* Name:

Telephone: Email:

 Academic Department:

Describe your qualifications to lead this program including expertise in your field and/or the host location/region. If the primary language spoken there is not English, please provide information regarding your level of fluency in the primary language of that country (Note: Language ability is preferred but not required).

*Chaperone* Name:

Telephone: Email:

 TCNJ Unit (if TCNJ employee):

Describe your qualifications to chaperone this program including your experience/expertise in the host location/region. If the primary language spoken there is not English, please provide information regarding your level of fluency in the primary language of that country (Note: Language ability is preferred but not required).

**Program Information**

Program Title:

 Program location(s):

 Preferred program term:

Winter Session

Spring Break

Summer Session

Fall Break or Thanksgiving Break

I am flexible regarding the program term:

Yes

No

If no, please explain:

 Preferred Program Length (number of days):

 Anticipated frequency of offering:

One time only

Every year

Every other year

Occasionally

Will this program require students to meet specific physical demands to participate?

Yes

No

If yes, please explain

List any cooperating institutions or organizations (if known) such as a Program Provider or foreign university or other on-site organization in the host country/countries.

Anticipated housing for students:

Hotels

Hostels

Apartments

University Housing

Host families

Other

If other, please explain:

Anticipated housing for program leaders:

Hotels

Hostels

Apartments

University Housing

Host families

Other

If other, please explain:

**Academic Information**

Cross-listing of courses and offering both graduate and undergraduate options is recommended whenever possible to strengthen the applicant pool.

*Course 1* Course Number: Number of units:

Requirements course will fulfil in a major or minor (if any), and expected liberal learning requirements:

Prerequisites (if any):

*Course 2* Course Number: Number of units:

Requirements course will fulfil in a major or minor (if any), and expected liberal learning requirements:

Prerequisites (if any):

*Course 3* Course Number: Number of units:

Requirements course will fulfil in a major or minor (if any), and expected liberal learning requirements:

Prerequisites (if any):

*Course 4* Course Number: Number of units:

Requirements course will fulfil in a major or minor (if any), and expected liberal learning requirements:

Prerequisites (if any):

Eligibility requirements (if any) for the program besides course specific prerequisites listed above, such as class standing, major/minor, minimum GPA (if higher than standard 2.5 cumulative).

Explain the applicability of the location to the course(s) and/or how the course(s) is/are enhanced by the in-country experience.

Describe ways the program will provide opportunities for students to engage with the local population to promote intercultural learning.

Describe ways the program will provide opportunities for students to reflect on their experiences.

*Course 1*: Describe the learning activities included in the course syllabus (cultural activities, guest lectures, field trips/excursions, group learning activities, research, service learning, community projects, or any other academic activities that will occur prior to, during, or after the program) and how they will enhance the content of the course.

*Course 2*: Describe the learning activities included in the course syllabus (cultural activities, guest lectures, field trips/excursions, group learning activities, research, service learning, community projects, or any other academic activities that will occur prior to, during, or after the program) and how they will enhance the content of the course.

*Course 3*: Describe the learning activities included in the course syllabus (cultural activities, guest lectures, field trips/excursions, group learning activities, research, service learning, community projects, or any other academic activities that will occur prior to, during, or after the program) and how they will enhance the content of the course.

*Course 4*: Describe the learning activities included in the course syllabus (cultural activities, guest lectures, field trips/excursions, group learning activities, research, service learning, community projects, or any other academic activities that will occur prior to, during, or after the program) and how they will enhance the content of the course.

**Program Marketing and Recruitment**

Note: It is the responsibility of the program leader(s) to promote the program with guidance and support from the Center for Global Engagement.

Which majors, minors, and other student groups do you intend to target while marketing your program?

What challenges do you expect in recruiting for this program?

Provide a brief summary of the program that can be used for the web site and other marketing materials. Include the academic topic, the location(s), excursions, cultural activities, and other highlights of the program.

**SIGNATURES**

Faculty Leader 1 Date

Department Chair 1 (required for Fall and Spring Break trips, optional for Winter and Date

Summer programs)

Dean 1 (required for Fall and Spring Break trips, optional for Winter and Summer programs) Date

Faculty Leader 2 Date

Department Chair 2 (required for Fall and Spring Break trips, optional for Winter and Date

Summer programs)

Dean 2 (required for Fall and Spring Break trips, optional for Winter and Summer programs) Date

Executive Director of Global Engagement Date