

SCSU Office of International Education

Faculty-Led Program Abroad Application

ROME

May 23 – June 16, 2025

Deadline to Apply: January 18

Please return this completed application to the Office of International Education at SCSU, Engleman Hall Room A-220, 501 Crescent Street, New Haven, CT 06515 with your **\$1,300 deposit** (see instructions at page footer).

***A deposit is NOT a guarantee of acceptance and is non-refundable unless the application is rejected by the program Director.** All decisions regarding admissions are made by the Program Director(s). The Program Director will review application and render a decision regarding admission in writing within 14 days. If student is accepted, the deposit is used to purchase program airfare and becomes non-refundable. The deposit will only be refunded if applicant is notified that they have not been admitted. **By submitting this application with my deposit, I acknowledge that I understand this deposit placement and refund policy.**

Essential Eligibility Criteria:

Participants must:

- Be 18 years of age or older.
- Be able to manage all personal care and mobility independently, or with the assistance of a companion who accompanies the participant.
- Be able to ascend multiple flights of stairs independently, or with the assistance of a companion who accompanies the participant.
- Be able to carry personal luggage independently, or with the assistance of a companion who accompanies the participant.
- Be able to traverse uneven surfaces (curbstones, ancient roads, dirt paths) independently, or with the assistance of a companion who accompanies the participant.
- Be able to comprehend, retain, and follow complex directions;
- Manage any food restrictions and medicine intake independently, and find alternatives as needed;
- Maintain an international phone plan (with data) and monitor WhatsApp for the duration of the program.

PERSONAL INFORMATION

Full legal name (**as it appears on your passport**):

(First) (Middle) (Last)

DOB (mm/dd/yyyy): _____ Current University: _____

Student ID Number: _____ Major(s)/Minor(s): _____

Are you a tuition waiver recipient? Yes No

****Deposit must be made online in the Touch Net store at the following website:**

https://secure.touchnet.net/C21400_ustores/web/store_main.jsp?STOREID=9&SINGLESTORE=true staff would be happy to assist you with the online deposit (visit us in EN A - 220).

Anticipated Date of Graduation (mm/yyyy): _____ Current GPA: _____

Enrollment Status: Full-time Part-time Freshman Sophomore Junior Senior

Cell Phone: _____ Home Phone: _____ Email: _____

Permanent Address: _____

Languages spoken: _____ Proficiency: _____

Languages read: _____ Proficiency: _____

Courses previously taken in English:

Course: _____ Grade: _____ Course: _____ Grade: _____

Course: _____ Grade: _____ Course: _____ Grade: _____

Passport Number **(required)**: _____

- I have a U.S. Passport that is valid for at least 3 months after departure date. Enter expiration date here: _____
- I have applied for a U.S. Passport.
- I have a valid Passport from another country (specify _____).

COURSE INFORMATION

Students must register for at least one of the below listed courses:

- ENG 217W – Introduction to Literature (3 credits)
- ENG 219W – Time and Place in Literature (3 credits)

REFERENCE

Please list one (1) reference whom the Program Director may contact. This person must be either a professor or previous or current employer.

Name: _____ Relationship: _____

Phone(s): _____ E-mail: _____

SCHOLARSHIP APPLICATION ESSAY INSTRUCTIONS

A limited number of scholarships are available for participants in this course abroad program. To be considered eligible for a scholarship, applicants must submit a brief essay (see below). Applicants must also submit a copy of their unofficial transcript and must be a matriculated full-time student.

Submit a 300-500-word essay answering the following prompt:

- How will participating in the Rome 2025 Program benefit your educational and professional goals, and what, specifically, will you contribute to the trip?

I have included a copy of my unofficial transcript.

PROGRAM FEES

Program fee: \$4,250.00	Deadline to apply: January 18
Deposit: \$1,300.00	Due: with application
Second Payment: \$1,850.00	Due: March 15
Final Payment: \$1,100.00	Due: May 1

Program Fee Includes:

- Airfare and transportation in Italy
- Round-trip domestic transportation from SCSU to the airport
- Lodging in Rome and Bologna
- Three group lunches and three group dinners
- Entrance fees to all museums and historical sites
- CISI comprehensive health insurance for SCSU travel.

Program Fee Does Not Include:

SCSU program tuition cost (3-6 credits for undergraduate applicants = \$2,085.00-\$4,170.00; OR 3-6 credits for graduate applicants = \$2,640.00-\$5280.00), personal expenses, touring, laundry, snacks, medical and living expenses, or any additional expenses that alter the itinerary or arrangements.

Important Reminders!

- 1) All participants are required to register in one or two 3-credit Summer Session B courses associated with this program.
- 2) Total program cost for UNDERGRADUATE students: \$6,335.00 (3 cr. + program fee); or \$8420.00 (6 cr. + program fee)

Total cost for the program for GRADUATE students: \$6,890.00 (3 cr. + program fee); or \$9530.00 (6 cr. + program fee)

- 3) Where available, financial aid can be applied to the overall cost of the program. For information regarding financial aid, contact the Financial Aid Office at (203) 392-5222 or financialaid@southernct.edu.

STUDENT BUDGET

To ensure that you have thoroughly considered the financial obligations you will incur by registering for this course abroad, please complete the worksheet below:

Program Fee: \$ _____

*Tuition & Fees: \$ _____

Personal Costs: \$ _____ (laundry, souvenirs, free time, etc.)

Total Costs: \$ _____

*Please note: all students participating in the SCSU Summer Course Abroad to Rome are **required** to enroll in 6 credits as directed by the trip leader. Students should register for the courses via their MySCSU account and submit all payments directly to the Bursar. The OIE will not accept any payments for tuition expenses

Please indicate how you plan to fund your course abroad experience given the costs listed above:

- Personal Savings: \$ _____
- Student Loan: \$ _____
- Credit Card: \$ _____
- Family Contribution: \$ _____
- Other _____: \$ _____

Total Costs: \$ _____
(must be equal to or greater than the total in the worksheet above)

ENROLLMENT VERIFICATION ACKNOWLEDGEMENT

If accepted for enrollment in a Summer Abroad Program, the student is responsible for registering in the related courses and paying associated SCSU tuition and fees for **at least the minimum number of credits required by the program.** Payment for tuition and fees must be made through the Student Accounts Office or Banner Web. By signing, the student assumes responsibility for managing his or her finances to account for payment of tuition and fees in addition to the Program Cost (detailed in both the brochure and the application).

Student Signature: _____ **Date:** _____

MANDATORY HEALTH AND SAFETY AGREEMENT SESSION

In accordance with SCSU-OIE policy, all Study Abroad Participants are required to participate in a Mandatory Health and Safety Agreement Session prior to departure. Sessions will cover all insurance, health, risk, and liability issues associated with Education Abroad. The H&S Session will take between 30-60 minutes and encompass all aspects of the Health and Safety Agreement process, including Medical Self-Assessment. Students who do not complete the Health and Safety Agreement process will not be permitted to travel.

Students will need to register for one Student Health and Safety Agreement session specific to their program (Rome). All sessions will take place at least 30 days prior to departure.

OFFICE OF INTERNATIONAL EDUCATION CANCELLATION POLICY

Currently, all courses abroad for the academic year are expected to operate. Southern Connecticut State University's Office of International Education (SCSU-OIE) will monitor world events and make any change to this decision on an individual course basis any time between now and the departure dates.

If Southern Connecticut State University cancels an off-campus course, students will be refunded their deposits and all monies the university is *able* to recover from program providers. The SCSU-OIE office will negotiate with providers for the refunds. Although the SCSU-OIE office will negotiate with providers for refunds, the university cannot guarantee that all monies will be returned.

If a student withdraws from an off-campus course at any time between now and the departure date, the student will forfeit his/her deposit but will be refunded all other recoverable amounts. In the event the price of the trip rises more than 20%, the student may withdraw and receive both recoverable funds and deposit.

Students who must cancel their participation in a course abroad program must do so in writing to Dr. Erin Heidkamp, Director of the Office of International Education.

The Office of International Education will work to delay payment to providers on costs for course abroad programs as long as possible and request clearly stated refund policies from all providers for all programs prior to payments. Students who wish to purchase cancellation insurance should contact their insurance provider.

If Southern Connecticut State University cancels an off-campus course, the staff of SCSU-OIE will work with individual course abroad faculty members in adapting their course, when possible, for the Southern Connecticut State University campus. This is understood to be an emergency procedure in place as a result of unusual or unforeseen world events. If an off-campus course cannot be adapted to the on-campus setting, the faculty member will work to develop an alternative on-campus course for the students enrolled. If this is possible, efforts will be made to enroll students in existing on-campus courses.

I understand the material provided above regarding SCSU's International Programs Cancellation Policy, program costs, and dates. I also understand the faculty-led program deposit refund policy described on page 1 of this application.

Student Name (*print clearly*): _____ **Student ID:** _____

Student Signature: _____ **Date:** _____

“AGREEMENT: “I certify that the information submitted on this application is correct. I agree to be subject to the academic and financial policies of SCSU. I am in good academic and disciplinary standing at my home college/ university and agree to notify SCSU if my status changes. I have read the SCSU Summer Program in Rome brochure, understand the policies therein, and realize that they are binding.”

“I consent to allowing my photograph to be used in promotional material for the SCSU Summer Program in Rome in the future.”

Signature: _____ **Date:** _____