

**Schedule for Applying to Semester Off-Campus Programs
George Fox University
Center for Study Abroad**

Timetable	Procedures
Sept.-Dec. Prior to year of Study	Contact Center for Study Abroad. Go to studyabroad.georgefox.edu for information on the available programs. Attend the Study Abroad Fair (first week of Oct.) and Information meeting (Oct.). Consult with advisor for impact on major and graduation requirements Select one of the approved off-campus programs Consult the Transfer Specialist in the Registrars Office
Before the January deadline	Complete the off-campus application (accessed from Study Abroad website) and submit by the first Friday of the spring semester.
By the end of January/early February	George Fox University Off-Campus Program Selection Committee makes student acceptance decisions. Center for Study Abroad will notify student of acceptance decision. If approved, attend initial acceptance meeting. If not approved, student may contact Center for Study Abroad for further information. Center for Study Abroad notifies each off-campus program with names of applicants.
Application deadline of external off-campus program	Complete external off-campus application. Some programs have a deposit or application fee.
4-5 months before the Program begins	External program accepts or rejects applicant. Program will notify Center for Study Abroad of decision. If not approved may be able to apply again. (If applying for Fall, can request to be considered for Spring).
By deadline given by external program	Student pays deposit or confirmation fee.
As soon as Accepted	Contact external program about flight arrangements BEFORE tickets are purchased. Student is responsible for air arrangements but must send itinerary to Center for Study.
As required by the Center for Study Abroad	Attend two pre-departure orientation sessions in the semester prior to off-campus study. Attend one or two re-entry sessions during the semester after off-campus study (graduates exempt). Complete an online evaluation and a 2-page minimum reflection on off-campus semester experience.
Finances	Pay regular George Fox University tuition with existing Financial Aid. Pay George Fox University room & board (food plans vary by program), since this is covered in the fees charged by GFU. Some programs have an additional fee.
Contact	David Martinez, Director, Center for Study Abroad dmartinez@georgefox.edu Lynn Scott, Assistant Director, Center for Study Abroad lscott@georgefox.edu Center for Study Abroad – Intercultural Resource Center/Study Abroad House