

# Study Abroad. *Go Somewhere.*



## STUDY ABROAD & ACADEMIC ADVISING

Montana State University offers over 250 study abroad opportunities for students and faculty ranging from a couple weeks to a full academic year. Please see below for general information about study abroad. More detailed information is available on our website at [www.montana.edu/international/studyabroad](http://www.montana.edu/international/studyabroad).

### Information and Resources

**Study Abroad Resource Room:** A fully stocked library of international information for students and faculty including student computers, travel guide-books, program brochures, and resources on working, or interning abroad.

**General Information Sessions:** OIP offers weekly general study abroad info sessions during the semester. This is the required **first step** for all students interested in applying for study abroad. Info Sessions for the 2011/2012 academic year will be every Wed from 4 – 4:30pm in 400 Culbertson Hall. No need to RSVP – just show up!

**Classroom Presentations:** Classroom presentations are generally 10-15 minutes at the beginning or end of class and are aimed at educating MSU students about the variety of study abroad programs that are available through OIP. If you would like to schedule a Classroom Presentation, contact the Study Abroad Advisor at 406-994-7151 or [amyjohnson@montana.edu](mailto:amyjohnson@montana.edu)

**Department Presentations:** Sign up for a study abroad presentation for your department to learn more about specific opportunities for students in your department and for more in-depth coverage of policies and procedures for study abroad.

**Study Abroad Fair:** Held once a semester in the SUB ballrooms, the fair is an opportunity for students to view the variety of programs available to them. Students can talk to returning study abroad students and foreign exchange students from MSU partner universities around the world.

**Study Abroad Website:** Please refer to the Study Abroad website for up to date information on available study abroad programs, procedures and forms, and upcoming events. [www.montana.edu/international/studyabroad](http://www.montana.edu/international/studyabroad)

## Other Opportunities for Faculty and Advisors

If you are a faculty member with international experience, OIP would love to have you volunteer for the Study Abroad Interview Committee. This committee reviews applications of MSU students applying for exchange programs at MSU's partner universities. Many of these programs are competitive and the committee's feedback is vital in selecting the best candidates to represent MSU and Montana around the world. Contact the Study Abroad Advisor for details at 406-994-7151.

## Advising Procedures

**Applications and Deadlines:** For most MSU study abroad programs, students will apply through the office of international programs. Online applications are given out after the student has attended a general information session and spoken to an advisor about the program(s) he or she is interested in.

The general deadlines for MSU students are **Oct 1** for spring semester and **March 1** for summer and fall semesters. Students and advisors should be aware that some programs have earlier deadlines, notably for programs offered through the International Student Exchange Program (ISEP). Students should confirm the deadline with the Study Abroad Advisor.

**Course Approval Forms:** Students accumulate MSU credit for all course work completed on an MSU approved program. As an academic advisor, you may be asked to approve specific equivalencies for your advisees. All students submit a course approval form that requires an academic advisor signature, and the signature of the registrar. Some departments and colleges designate a specific advisor to determine equivalencies. If you have any questions about this, contact Amy Johnson, the Study Abroad Advisor and Outreach Coordinator at [amyjohnson@montana.edu](mailto:amyjohnson@montana.edu)

**Advising while abroad:** The advising process doesn't end when your student leaves campus. For example, available courses may change from those pre-approved before the student left the States and students will need to receive their registration times and advisor codes for online registration. Encourage your students to maintain email contact with you while they are abroad.

**Credit and grade transfer:** Transcripts from students' host institutions will be sent to the Study Abroad Office at the end of the study abroad program. Classes taken abroad are reported as pass/fail. Passing grades do not affect student's GPA; failing grades will negatively impact their GPA. Students should also obtain a copy of their study abroad transcript for their departmental file so their advisors can determine any retroactive equivalencies and refer to the document when finalizing student's graduation requirements.

### Contact us:

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