

## Summer Study Abroad Application Steps

All application materials must be submitted to The Center for Global Education by 4:30 p.m. on **Friday, March 17, 2023.**

1. Research your options and select ONE program.
2. Attend an informational session or schedule an appointment.
3. Submit your application and corresponding materials by March 16 to Harkins Hall 215.  
You must include the following materials:
  - I. Application Forms (including a recent photograph)
  - II. One-page description of the program
  - III. Passport Copy
  - IV. Course Pre-Approval Form
4. You will receive email notification of your approval status within two weeks of submitting all application materials. Please note: This application is for Providence College approval to study abroad during the summer and does not constitute acceptance into a program.
5. Upon receiving PC approval for summer study abroad, you must apply directly to your program for acceptance.
  - I. Program application deadlines vary, and may be earlier than the Providence College deadline. Check your program's website for the application deadline and instructions.
  - II. While applying for acceptance to your program, you are encouraged to apply to scholarships offered through your program provider.

## Key Dates

Informational Sessions will be listed on the website or Morning Mail starting in January 2022!

**March 17:** PC Summer 2023 Study Abroad Application Deadline (Bring to Harkins 215)

Please contact Stephanie Massa, Study Abroad Advisor, at [smassa@providence.edu](mailto:smassa@providence.edu) with questions.  
If you would like to schedule an appointment, please call 401-865-2114.



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## Application for Summer 2023 Study Abroad

**Deadline: March 17, 2023**

### I. Applicant Information

Name \_\_\_\_\_  
*First Middle Last*

Major(s) \_\_\_\_\_ Minor(s) \_\_\_\_\_

PC Student Banner ID \_\_\_\_\_ Cumulative GPA \_\_\_\_\_

Class Year \_\_\_\_\_ Cell Phone # \_\_\_\_\_

Friars Email \_\_\_\_\_

**Photograph**  
*Please paste a recent photograph, cut to size, of yourself here.*

### II. Program Information

**Please attach a one page description of the program (from the website or brochure).**

Provider \_\_\_\_\_

Program Name \_\_\_\_\_

Host Institution (*if applicable*) \_\_\_\_\_

Location \_\_\_\_\_ Dates \_\_\_\_\_

### III. Passport Information

**Please attach a copy of your passport photo ID and signature pages.**

Passport Country \_\_\_\_\_

Passport Number \_\_\_\_\_ Exp. Date \_\_\_\_\_

### IV. Parent/Guardian Information or Designated Emergency Contact

Name \_\_\_\_\_  
*First Middle Last*

Relationship to student \_\_\_\_\_

Address \_\_\_\_\_  
*Street City State Postal Code*

Cell Tel. \_\_\_\_\_ Email Address \_\_\_\_\_



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## V. Second Emergency Contact

Name \_\_\_\_\_  
*First Middle Last*

Relationship to student \_\_\_\_\_

Address \_\_\_\_\_  
*Street City State Postal Code*

Cell Tel. \_\_\_\_\_ Email Address \_\_\_\_\_

## VI. Policies

### Credit Transfer

I understand that the courses I take abroad will transfer back to Providence College for academic credit as long as I have received prior approval from Providence College and the Center for Global Education, and have submitted all application paperwork prior to the deadline.

I further understand that I must take all classes for a letter grade and receive a “C” or better in order to receive credit for courses taken abroad. I acknowledge that grades received abroad during the summer term will not be factored into my cumulative GPA. Instead, the course will appear on my transcript as a “T” for transfer credit.

### Repeat Course

I understand that in all cases of a repeated course, credit will not be earned again and only the *most recent* grade will be calculated in my cumulative GPA, regardless of whether or not it is higher than the earlier attempt.

### Program Cost and Summer Study Abroad Fee

I understand that I will be charged a \$200 PC Short-Term Program Study Abroad Fee by Providence College. Please submit the \$200 payment by April 14, 2023, payable at Student Accounts, Harkins 400, if not paid no transfer credit for the summer/maymester course will appear on your PC transcript. I understand that I will be charged the full published program cost (tuition and non-tuition fees) by the program directly. I will be responsible for all personal expenses, including, but not limited to, flights, meals, and textbooks.

### Good Standing

I understand that I will not be granted Providence College approval to study abroad if my college record reflects any serious disciplinary action or probationary period up to the time of departure. I understand that I must meet all financial obligations to Providence College up to the time of departure.

I have read and agree to the policies stated above.

Signature \_\_\_\_\_ Date \_\_\_\_\_

## Summer Study Abroad Program Agreement

I am applying for Providence College approval to participate on a summer study abroad program.

I am responsible for maintaining records of course approvals and for submitting course approval documentation to the Center for Global Education before enrolling in a course.

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One Cunningham Square • Harkins Hall 215 • Providence, Rhode Island 02918-0001

Phone: 401.865.2114 • Email: [pcabroad@providence.edu](mailto:pcabroad@providence.edu)

<https://global-education.providence.edu/>



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I am not exempt from any course requirements overseas, including final examinations. I understand that I must complete all course requirements and take all examinations in order to receive credit for a course. I understand that I must remain at the summer study abroad program site for the entire session in order to receive full credit for courses taken on the program.

If enrolled at a foreign university as part of this PC program, I am responsible for making arrangements to have the host institution forward an official transcript directly to the Providence College Center for Global Education.

Name Printed \_\_\_\_\_

Student Signature \_\_\_\_\_ Date \_\_\_\_\_

### PC Undergraduate Enrollment

I understand that as a student enrolling in a PC summer or intersession study abroad program, I am still required to adhere to the College's graduation requirement of eight semesters in residence. Enrollment in summer or intersession courses is permitted for makeup or enrichment purposes only, and may not be used to advance my status in order to graduate earlier.

Student Signature \_\_\_\_\_ Date \_\_\_\_\_

### Verification

In submitting this application, the undersigned agrees that, if approved to participate in the summer study abroad program, the student will comply with all program regulations set forth by Providence College, the Center for Global Education, and the program provider/host institution.

Student Signature \_\_\_\_\_ Date \_\_\_\_\_

I grant permission to the Center for Global Education to discuss academic, disciplinary, and other information concerning my eligibility for participation in a study abroad program.

Student Signature \_\_\_\_\_ Date \_\_\_\_\_

### Providence College Waiver and Release Agreement

The parties to this Waiver and Release Agreement are the Student \_\_\_\_\_, Student's parents/legal guardian, named above in the Parent/Guardian Information section, if student is under 18 years of age) (both referred to hereafter jointly and severally as "Student"), and Providence College (hereafter "College"). Student, with the consent of the Student's parents/legal guardian if necessary, has chosen to participate in the Semester/Summer Program Abroad (hereafter "Program"), during the following time frame indicated in the Program Information section above, and at the following site(s) \_\_\_\_\_.

All students are considered adults and are expected to take full responsibility for their actions while taking part in the Program. As adults, any activities that Student takes part in, whether as a part of a Program or separate from the Program, will be considered to have been done with Student's acceptance and understanding of any and all risks involved. The College cannot prevent Student from engaging in illegal, unwise, or dangerous activities. Students not yet 18 years of age and/or considered dependents of their parents/legal guardian



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are responsible for giving all background or other relevant information about the Program to their parents/legal guardian, and students 18 years of age or older are strongly advised to do the same.

Student understands and agrees that foreign travel presents risks to Student and her/his property. Risks include but are not limited to those related to unfamiliar or different terrain, climate, food and drink, customs, laws, social and sexual norms, safety practices and regulations, communications, criminal and law enforcement activities, disability access, driving practices, disease, and health care. Although the College may offer information to the Student on aspects of foreign travel and particular destinations, Student agrees that s/he is responsible for determining and evaluating the potential dangers of particular destinations before deciding to travel abroad, and the Student acknowledges that the College is under no duty to warn the Student of any particular danger or potential injury. Before deciding whether to visit a site under a travel warning, the College recommends that Student check with the U.S. department of State Web site (<http://travel.state.gov/travel-warnings.html>) and the U.S. Centers for Disease Control Web site (<http://cdc.gov/travel/>) and read carefully the current travel warning/advisory, public announcements, and consular information sheet for the site in which Student seeks to study and/or travel. Student acknowledges that s/he is aware of the risks of foreign travel, and more specifically, the risks of travel to the subject destination, and further acknowledges reading and understanding any applicable U.S. Department of State travel warnings.

The College cannot assure that home-country values and behavioral norms will apply in foreign destinations; therefore, Student agrees to make informed and prudent decisions with respect to road travel, attire, verbal and physical conduct, and other behaviors. If the Students is detained or arrested, Student understands that home-country standards of due process may not apply in foreign legal proceedings. Student also understands and agrees that the College will not provide or pay for legal representation if Student is detained, arrested or criminally charged. Student is participating in the Program with full knowledge of the risks inherent in such participation, including possible physical injury or death, or other loss or damage, and agrees to accept and assume any and all risks associated with participation in the Program. Any activities that Student may take part in, whether as a component of the Program or separate from it, will be considered to have been taken with Student's approval and understanding of any and all risks involved.

In consideration of the College's approval and/or acceptance of Student into the Program, Student, his/her heirs, executors, administrators, employers, agents, representatives, insurers and attorneys, hereby releases and discharges the College, its officers, trustees, faculty, employees, agents and representatives (hereafter "Released Parties") from any and all claims which may arise from any cause whatsoever, regardless of the source. Student further releases and discharges the Released Parties from responsibility for any accident, illness, negligence, passive or active, or injury or any other consequences arising or resulting directly or indirectly from Student's participation in the Program. Student recognizes and agrees that the Released Parties assume no responsibility for any liability, damage, or injury that may be caused by Student's negligence or willful acts committed prior to, during, or after participation in the Program, or for any liability, damage, or injury caused by the intentional or negligent acts or omission of any other participant in the Program, or caused by any other person. Student hereby agrees to indemnify and hold harmless the Released Parties from any loss or liability whatsoever, including reasonable attorney's fees, caused by any act or omission of Student resulting from Student's direct or indirect participation in the Program.

Student also acknowledges that the College assumes no responsibility in whole or in part, for any delays, delayed or changed departure or arrival times, fare changes, dishonors of hotels, airlines or vehicle rental reservations, missed carrier connections, sickness, disease, injuries (including death), losses, damages, weather, strikes, acts of God, circumstances beyond the control of the College, force majeure, war quarantine, civil unrest, public health risks, criminal activity, terrorism, expense, accident, injuries or damage to property, bankruptcies of airlines or other service providers, inconveniences, cessation of operations, mechanical defects, failure or negligence of any nature howsoever caused in connection with any accommodations, restaurant, transportation, or other service, or for any substitution of hotels or of common carrier beyond the College's control, with or without notice, for any additional expenses occasioned by any of the foregoing. If, due to weather, flight schedules or other uncontrollable factors, Student is required to spend additional nights in a particular location, the College will not be responsible for Student's hotel, transfers, meal costs or other expenses. Student's baggage and personal property are completely at the Student's own risk. Student hereby represents and warrants that s/he is and will be covered throughout the duration of the Program by a policy of comprehensive health and accident insurance which provides coverage for injuries and illnesses that Student sustains or experiences overseas, including but not limited to costs related to medical evacuation and repatriation, and, more specifically, in the countries in which the Student will be living and/or traveling while in the Program. By Student's signature below, the Student certifies that s/he has a health insurance policy that will adequately cover Student while outside the United States; further, Student absolves the College of all responsibility and liability for any charges, bills and/or expenses Student may incur while s/he is abroad. Student authorizes the College to act on Student's behalf in any medical emergency.



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By selecting, I agree below, Student represents that s/he is a student in good academic and disciplinary standing at the College, and is making good progress toward graduation. Student understands that "approval" by the College or the Program refers to eligibility for academic credit transfer, only, and is not an endorsement of a particular program of study or educational institution. Student understands that s/he is responsible for thoroughly investigating study abroad options to determine which are appropriate given Student's needs, interests and concerns. Student agrees to attend and participate in all activities that are part of the Program. Student understands that failure to do so may result in a grade reduction, course failure, and/or termination from the Program. The College is not an agent of the Program and the Program is not an agent of the College. The College bears no responsibility for the academic curriculum of the Program or for the provision of services, including but not limited to food, lodging, and travel. The College's responsibility is limited to providing credit for approved academic work successfully completed by the Student while participating in the Program.

Student understands and agrees that Student will obey all rules, regulations, and laws of the respective countries to be visited, and all travel regulations, rules, other regulations, and precautions issued by the College, the Program, its representatives or any associated institution or organizations, or the United States government. Student understands that in the sole discretion of the Program representative, a violation of any of the above-referenced rules, regulations, or laws may result in an immediate dismissal from the Program. Student also understands that Student's conduct abroad may render her/him subject to judicial proceedings at the College if the alleged conduct violates the College's behavioral expectations. The College reserves the right to decline approval for the Student in the Program at any time, including prior to or after departure, should Student's actions or general behavior impede the operation of the Program, or the rights or welfare of any person, or if the College determines that a health or safety concern, or an emergency, exists. In such an event, the Student remains responsible for all costs and related expenses, as determined by the Program.

It is understood and agreed that should Student elect to remain overseas at the location of the Program, or elsewhere, after participation in the Program concludes, Student will cease to be part of the Program. Should student withdraw from the Program voluntarily or involuntarily, Student understands that any relationship between Student and the Program will be terminated thereafter. In both of the foregoing events, this Waiver and Release Agreement shall remain in full force and effect.

The College reserves the right in its sole discretion to change its approval of the Program, with or without notice, at any time and for any reason. The College reserves the right in its sole discretion to cancel or suspend approval for the Program for events or circumstances that may, in the College's determination, place Student at risk of mental, emotional or physical harm or bodily injury, including but not limited to war, political upheaval, civil unrest, acts of terrorism, natural disaster, or other events in or proximate to the location of the Program. The College may rely on travel advisories issued by the U. S. State Department to determine whether to cancel or suspend the Program.

Student agrees that this Waiver and Release Agreement is intended to be broad and inclusive as permitted under the laws of the State of Rhode Island. It is understood and agreed that if any provision of this Waiver and Release Agreement or the application thereof is held invalid, the invalidity shall not affect other provisions or applications of this Waiver and Release Agreement which can be given effect without the invalid provisions or applications and to this end the provisions of this Waiver and Release Agreement are declared severable.

This Waiver and Release Agreement shall be construed in accordance with, and governed by, the laws of the State of Rhode Island, and Student hereby consents to the jurisdiction of the State of Rhode Island.

This Waiver and Release Agreement is the only, sole, entire and complete agreement of the parties relating in any way to the subject matter hereof. No statements, promises or representations have been made by any party to any other, or relied upon, and no consideration has been offered or promised other than as may be expressly provided herein. This Waiver and Release Agreement supersedes any earlier written or oral understandings or agreements between the parties.

**Student acknowledges that s/he has carefully read this entire Waiver and Release Agreement, that s/he understands its meaning and effect, that s/he is legally competent to sign the Agreement, and that the signature is provided freely and voluntarily.**

Student Signature \_\_\_\_\_ Date \_\_\_\_\_



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## Summer Study Abroad Course Pre-Approval Form

**THIS FORM AND ALL SYLLABI MUST BE SUBMITTED ELECTRONICALLY TO [STUDYABROADSYLLABI@PROVIDENCE.EDU](mailto:STUDYABROADSYLLABI@PROVIDENCE.EDU)**

*Due along with application, no later than **March 17, 2023** for Summer 2023 students.*

**NOTE:** Students will not be notified of course articulations until mid-April.

Name \_\_\_\_\_ ID \_\_\_\_\_ Summer 20 \_\_\_\_\_

Study Abroad Program \_\_\_\_\_

Major \_\_\_\_\_ Minor \_\_\_\_\_

Class Year \_\_\_\_\_ Core Focus \_\_\_\_\_

**INSTRUCTIONS**

- List ALL possible courses you might want to take while abroad. You should list at least double the number of courses you will actually take (*with exception for students who have a defined course list*).
  - Check your program’s website for a list of courses offered during your semester abroad
  - Check <http://departments.providence.edu/node/2> to see if any of the courses are already pre-approved. *If the course does not appear in the database, you must include a syllabus along with this form in order to obtain approval.*
- Indicate how you wish the course to count towards your degree by indicating a **Type Code\***, as listed below.

**PLEASE NOTE**

- This form stays at PC only – it is not sent to your program and does not constitute actual registration for courses. It is for planning and approval purposes only!
- You may not be able to obtain course syllabi until you arrive abroad. This will delay the approval process, but does not preclude course approval or your enrollment in the course.
- You must be enrolled full-time in your program, and take the equivalent of at least 3 U.S. credits per summer term.
- All study abroad courses must be formally approved by Providence College academic departments and/or the Core Curriculum Committee in order to receive credit towards your degree. The Center for Global Education does not approve courses.

**Type Code\*:** C=Core Requirement; CF=Core Focus, MA=Major Requirement/Elective; MI=Minor Requirement/ Elective; E=Free Elective, D=Diversity, CE=Civic Engagement

Course Number	Course Title <i>(Syllabi must be included for courses that are not already approved)</i>	Type Code	Credits	Authorization <i>(For Use by CIS Only)</i>