

..... Engage in a

WORLD CLASS EXPERIENCE

Study Abroad

GETTING STARTED

H A N D B O O K



WAKE FOREST
UNIVERSITY

Center for Global Programs and Studies

CONTACT INFORMATION

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WE ARE EXCITED TO WORK WITH YOU AS YOU PLAN YOUR SEMESTER ABROAD

The first step in the process is to set up a time to meet with a study abroad advisor. Contact the Center for Global Programs and Studies (GPS) at 336.758.5938 or stopping by Reynolda Hall 116 to schedule an appointment in person.

Please note: We cannot schedule appointments via email.

GPS OFFICE HOURS

Monday-Friday 8:30am-5:00pm

GPS APPOINTMENT HOURS

Monday-Thursday

10:00am-12:00pm & 2:00pm-4:00pm

Friday

Walk-in Appointments

GPS LOCATION

116 Reynolda Hall

MAILING ADDRESS

Center for Global Programs & Studies

Wake Forest University

P.O. Box 7385

Winston-Salem, NC 27109

PHONE NUMBER

336.758.5938

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studyabroad@wfu.edu

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SOCIAL MEDIA



#DeacsAbroad

WHY STUDY ABROAD?

You're in the process of completing the first step for studying abroad at WFU, but what brought you here? Do you want to become fluent in another language? Do you want to build your resume? Did your friend drag you along? Here are a few others reasons for studying abroad that you may not have considered:

- Experience a new culture first hand
- Grow personally; gain independence, flexibility, and cross-cultural communication skills
- Gain a new perspective on world affairs, your country and even your own school
- Improve your professional potential
- Dispel stereotypes
- Take advantage of the opportunity to travel
- Conduct personal research
- Prepare for graduate school



There are many reasons to spend a semester or summer abroad, but the goals you make and what you get out of the experience ultimately lies with you. The purpose of the "Getting Started Handbook" is to inform you of the variety of study abroad opportunities available at WFU as well as walk you through the basic steps of the study abroad application process. Preparing for study abroad is your responsibility, so make sure to read through this packet in its entirety and share this information with your parents! Keep this packet for reference throughout the planning process.

I M M I G R A T I O N

APPLY/RENEW
your passport
IMMEDIATELY

PASSPORTS

If you have not already done so, apply for your passport *immediately*. It is required that your passport be valid for at least six months beyond the end date of your study abroad program. If your passport is expired, will expire while you are abroad, or will have less than six months remaining after the end date of the program, then you must renew it immediately. For further instructions on obtaining a passport, go to www.travel.state.gov/passport.

VISA APPS
vary by country
EVEN IN EUROPE

VISAS

A visa is a stamp placed in your passport which permits entry into and travel within a particular country. Without a visa, you may not be allowed to enter the country to which you are traveling; you may be sent back to the United States at your own expense. Many countries require students to obtain a visa. It is important to note that it is your responsibility to secure the visa; however, the Center for Global Programs & Studies is available to assist with the process. Please note that you cannot apply for a visa until you have been admitted to a study abroad program and have confirmed your place. Most visa applications will not be accepted until 90 days prior to your program start date. Once you are accepted, your program will provide you with further information if a visa is necessary.

APPEARING IN PERSON
Some consulates
require you to
personally turn in
your app

TYPES OF ABROAD PROGRAMS

WFU approves over 400 programs abroad in order to help meet the academic, financial, and personal needs of all students interested in study abroad. Students have the opportunity to choose between going abroad for the summer, semester, or academic year on a WFU program and/or an Affiliate program.

WAKE FOREST PROGRAMS

Wake Forest programs are administered by Wake Forest University. If you participate in a Wake Forest program, you will receive course credit that will apply to your GPA.

WFU House Programs

Wake Forest owns 3 houses overseas: Casa Artom in Venice, Flow House in Vienna, and Worrell House in London. The WFU House programs offer a unique opportunity to study abroad with a select group of WFU students led by a WFU faculty member. If you are interested in studying on a WFU house program, you should apply at least two semesters in advance.

WFU Language Immersion Programs

Students take courses in the local language taught by a WFU faculty member and at a local university.

WFU University Immersion Programs

WFU students have the opportunity to earn WFU credit at a local university with local students.

WFU Faculty-led Programs

WFU students go abroad and take courses with a selected WFU faculty member.

AFFILIATE PROGRAMS

Affiliate programs are approved programs offered through program providers or other universities. Note that all grades for which you earn transfer credit will appear on your official WFU transcript but will not count into your WFU GPA. All approved Affiliate Programs may be found on the study abroad website, WakeAbroad (studyabroad.wfu.edu).

Please note that when applying to an Affiliate program you must apply on both the WakeAbroad page and the corresponding Affiliate program page.

Island Program

Students go abroad and study with students from other U.S. institutions.

Full Immersion Program

Students are enrolled in a local university where they study and live with students from their host country.

Hybrid Program

Students go abroad and study with students from U.S. institutions and also have the opportunity to take courses at local universities.

SUMMER PROGRAMS

There are numerous WFU and Affiliate programs offered each summer. WFU summer programs are led by WFU faculty in a wide range of disciplines and locations including the WFU houses. Internships, and language studies are also available.

INTERNSHIPS & RESEARCH

Participating in an internship or conducting research abroad is a great way to gain experience in your field while building your resume. There are multiple semester and summer internship and research opportunities available through Wake Forest and Affiliate programs.

INTERNSHIPS

Both semester and summer internship programs are available in most disciplines. Semester internships are taken concurrently with other courses. Summer internships often provide full-time work experience for credit.

RESEARCH

Research abroad programs are offered during the semester and summer session. Participating in a research abroad program will challenge your critical thinking skills while allowing you to earn academic credit.

LANGUAGE REQUIREMENT

On programs where English is not the native language, Wake Forest students are **required** to take at least one course taught in the native language. This applies to all students, even if you have completed your language requirement on campus.

In general, if you have taken four to five semesters of a language, we encourage you to take all of your abroad courses in that native language.

APPLICATION DEADLINES

DEADLINES FOR STUDY ABROAD PROGRAMS VARY

Wake Forest House programs start accepting applications a year before the semester you want to study abroad.

Affiliate program applications are usually accepted a semester or a year in advance. Affiliate program deadlines are posted on their websites.

Most abroad programs accept students on a rolling basis; do not wait until the application deadline or until the last minute to apply.

REMEMBER THAT APPLYING TO AN AFFILIATE PROGRAM IS A TWO-PART PROCESS:

- 1) Activate your application with WFU at <http://studyabroad.wfu.edu>
- 2) Complete the application to the Affiliate program on their website

REMEMBER TO APPLY EARLY!

Some programs will fill up BEFORE the published deadline!

ADMISSIONS TIMELINES VARY

It can take several weeks for some programs to make admissions decisions.

WFU HOUSE DEADLINES

are a year in advance and fill up quickly.

CREDITS & GRADES FROM ABROAD

REQUIRED FULL-TIME STATUS

You are required to take a full-time course load with your abroad institution or program. The definition of full-time enrollment varies depending upon the abroad institution. Additionally, you must maintain full-time enrollment at WFU while abroad (equivalent of 12 WFU credit hours). *If you will be a senior any time while you are abroad, you must contact the Registrar's Office the semester prior to going abroad.*

Wake Forest Programs

Your study abroad courses can fulfill requirements for major, minor, elective, or divisional credit. Course credits will count for WFU credit, and your grades will be factored into your WFU GPA.

Affiliate Programs

Your study abroad grades for approved courses will count as transfer credit. Grades will not factor into your GPA but can fulfill requirements for major, minor, elective, or divisional credit. You will need to earn a "C" or better for a course to be eligible for transfer. Courses taken abroad on an Affiliate program are **not pass/fail**. ALL courses you take abroad will appear on your WFU transcript.

You are allowed to transfer a total of 30 non-WFU credit hours towards your undergraduate degree. If you have transferred in credits from other institutions, make sure to speak with your study abroad advisor regarding this. All hours must be approved by faculty.

GETTING COURSES APPROVED

For students participating in Affiliate programs, once you have received your acceptance, immediately make an appointment with a Study Abroad Advisor to begin the course approval process. This process is to ensure that you will receive credit for the courses you intend to take abroad. Your Study Abroad Advisor will guide you through the process, but it is your responsibility to get the approvals.

MAJOR/MINOR CREDIT ABROAD

Students going abroad on a WFU or Affiliate program can earn credit towards their major and/or minor. For students participating in Affiliate programs, all courses must be approved by the department for major/minor credit prior to going abroad. Please note that many departments restrict the number of hours of study abroad/transfer credit to count towards the major. Please check with your major/minor department(s) to verify how many courses you can transfer into your major/minor for credit. All courses taken abroad, even those taken for elective hours, must be approved in order to receive credit.

DIVISIONAL CREDIT ABROAD

Wake Forest Programs

If a divisional course is being taught during your term abroad, then you will receive credit as such.

Affiliate Programs

The following departments consider approving divisional credit abroad:

History • Religion • Classical Languages • East Asian Languages • German & Russian • Humanities • Music • Theatre • Dance • Anthropology • Communications • Economics • Political Science & International Affairs • Psychology • Computer Science

The following departments will not approve divisional credit abroad on affiliate programs:

Art • Biology • Chemistry • Education • English • Math • Philosophy • Physics • Sociology

FINANCIAL INFORMATION

TUITION & BILLING

If you attend a WFU-run program, you pay WFU tuition.

If you choose an Affiliate Program, then you pay the abroad institution's tuition, not WFU tuition. Wake will bill you for an enrollment fee which allows you to stay enrolled as a full-time U.S. student at Wake Forest University and provides numerous support services prior to departure, while you are abroad, and upon your return. The study abroad enrollment fee is 12% of WFU semester tuition.

You should also budget for additional costs outside of tuition such as housing, meals, flights, local transportation, entertainment, personal travel, visas, etc.

FINANCIAL AID

Financial Aid packages may be adjusted and carried with you on both Wake Forest and Affiliate Programs. Contact the Financial Aid Office for further information and policies.

If you use a 529 College Savings Plan to pay for tuition and education related expenses, please consult with your plan before you decide on a study abroad program as 529 College Savings Plans vary from state to state. As a general rule, money from a 529 plan can be used for tuition, fees, books, supplies, and equipment required for study at any accredited college or university in the United States and at some foreign universities.

SCHOLARSHIP INFORMATION

You can submit scholarship applications to WFU, your program, and national scholarships before you receive an admissions decision! Make sure you are aware of scholarship deadlines and apply early. Some scholarship deadlines may be before the application deadline; do not wait until you receive an admissions decision as you may miss deadlines.

Additional scholarship information can be found on the WakeAbroad website by clicking "Funding" in the top menu.



**GLOBAL CITIZEN
SCHOLARSHIP**

For Spring study abroad, students are eligible for awards of up to \$5,000

GLOBAL ABROAD AMBASSADORS

The Global Abroad Ambassadors are made up of former study abroad students that are eager to share their experiences with you. They are a great resource when you want to get the student perspective about a program.

Check the Center for Global Programs & Studies website for a list of Ambassadors and the programs they participated in. Feel free to contact them about any questions you might have.

ITEMS TO CONSIDER

JUDICIAL RECORD

If you have any incident(s) on your WFU judicial record, then you must complete a Dean's Form. We really mean anything – academic, social, judicial violations, probation. Be honest now or it may hurt you later on in the process. This form will be available on-line once you start the application process.

IMPORTANT: You cannot study abroad if you are suspended.

If you have a judicial incident that occurs after you have submitted your Dean's Form, it is your responsibility to inform the Center for Global Programs & Studies. Failure to do so may impact your ability to go abroad.

TERMINATION OF PROGRAM

If your participation in your study abroad program is terminated prior to the completion of the program for any reason, either voluntarily or involuntarily, you may not be permitted to return to Wake Forest until the following semester.

GRADUATE EXAMS

Prepare in advance to apply for graduate exams (GRE, GMAT, LSAT, or MCAT) prior to/during your time abroad. You should not plan on taking graduate exam while you are abroad or immediately following your term abroad.

CROSS-CULTURAL ENGAGEMENT COURSES

Wake Forest offers three courses to help prepare you for the cross-cultural aspects of studying abroad. Each course is for 1 credit pass/fail. They can be taken in succession or independent of one another.

INS 150 Preparing for Cross-Cultural Engagement – Taken the second half of the semester before going abroad, this course introduces you to the skills needed for understanding and interacting with people in other cultures, as well as familiarizing you with your own host country you will soon be visiting.

INS 151 Cross-Cultural Engagement Abroad – Taken while abroad, this course helps you maximize your cultural immersion and exposure to different aspects of the host culture while abroad

INS 152 Cross-Cultural Engagement and Re-entry – Taken the first half of the semester after you have returned, this course helps you reflect on your experiences abroad and gives you strategies to use your experience in interpersonal, academic, and career-related situations.

For more information contact Andrew Smith (smithac@wfu.edu) or visit global.wfu.edu/cross-cultural-engagement