

Faculty-Led Study Abroad Program Approval Form

Name of program:

Semester program will be offered:

Full-time faculty lead:

Department Chair and Dean:

You signature indicates your approval of this study abroad program and you agree to the following:

- This program contributes to the teaching goals of the department/ college.
- The curriculum is appropriate and sufficiently rigorous, commensurate with other courses in your department/college, including content and pedagogical method (s) appropriate to the discipline (traditional lecture, lab research, internship, field research, service-learning, etc.).
- All course numbers listed exist as UHD courses or are currently in the process of approval and expected to succeed.
- The department will support the program through promotional activities, academic advising, course scheduling and verification of participant registration in the program courses.
- The department or college understands and assumes financial responsibility for the program to be executed within the scope of all UHD policy.

NOTE: All signatures are required.

Department Chair and Date:

Dean of College and Date:

2nd Department Chair and Date if program is a collaboration between two colleges/departments.

2nd Dean of College and Date if program is a collaboration between two colleges/departments.

International Education Committee Chair and Date:

Claudia Baba, Associate Director of Study Abroad and Date:

David Ryden, Assoc. Vice-President, Programming & Curriculum and Date:

Info Note:

A complete proposal includes:

- Submitting your program proposal via an online application system, the Study Abroad portal.
- A completed proposal approval form signed by your department chair and dean. Programs with two or more faculty from different departments require signatures from all department chairs and deans. Upload the signed proposal approval form to the Study Abroad portal.
- Syllabus for each course with an explicit connection between the country/cities of destination and course requirements and outcomes.
- Tentative program agenda/itinerary with purpose relevant for course learning outcomes from the organizations/locations/business's students will visit. The agenda should include approx. dates in all locations and list all course-relevant excursions.

