Completing Your Study Abroad Application

Before you submit your application, make sure you have the following:

1. **APPLICATION:**
   Complete all questions on the application form and attach a 2x2 photo of yourself.

2. **PERSONAL STATEMENT:**
   Please type and attach a 1-2 page essay explaining why you wish to join this program and what contribution it will make to your education. Also include, if you wish, any characteristics or qualities you possess that you feel would benefit the program.

3. **TRANSCRIPT:**
   Please attach an unofficial copy of your transcript to this application.

4. **RECOMMENDATION LETTER:**
   Students are required to request a letter of recommendation from a CUNY faculty member (except from the professor leading the study abroad program). Please submit one letter of recommendation with your study abroad application.

5. **REQUIRED GPA:**
   - You must be in good academic standing, GPA 2.5 or higher (unless otherwise indicated in the program description).
   - Make sure that you meet the program prerequisite(s), if any.
   - You must not have any Bursar stops on your record at the time of acceptance into the program.

6. **APPLICATION DEADLINES:**
   Please submit your application before the deadline any scholarships you may be applying.

7. **INTERVIEW:**
   Students may be required to have an interview with the program director of the study abroad program.

8. **REQUIRED DEPOSIT**
   If you are accepted into the program, you will be required to pay a deposit of $500 by Money Order, check, credit card or cash, payable to John Jay College. Your deposit will be applied to the total program fee and is non-refundable.

9. **GRADUATE STUDENT**
   Please make sure that you obtain permission from either your major advisor or chairperson, of your department, before you apply for any study abroad program.

10. **OFFICE LOCATION:**
    Completed applications should be submitted to the Office of International Studies & Programs. We are located at 445 West 59 Street (North Hall, offices 1101-1105) New York, NY 10019. If you have any questions, please contact us at 212-484-1390 or email us at studyabroad@jjay.cuny.edu or visit our website www.jjay.cuny.edu/studyabroad.
Study Abroad Faculty-Led Program Application

Name: ___________________________  ___________________________

Last          First

Home Address: __________________________________________________

Street

_________________________________  ____________  ____________
City                 State                Zip Code

Cell phone: (____) ________________ Home phone: (____) __________________________

John Jay Email address: ____________________________________________

Alternate email: ________________________________________________

Gender: Male ___ Female _____  Date of Birth ___________  EMPLID # ______________

CUNY Portal Username: __________________________________________

U.S. Citizen: ______ Permanant Resident: ______  Student Visa: _______

Student’s Country of Birth _________________________________________

Do you currently have a passport? Yes ___ No ___  If yes, expiration date _______________________

Major: ___________________________ Degree (B.A., B.S., BA-MA or MA): ___________

Minor: ___________________________ Cumulative G.P.A. _______

Number of credits registered _______  Number of credits completed _______

Class Year (e.g. Sophomore) _________________________________

Home College (John Jay, Queens, etc.) _______________________________________

Name of Study Abroad Program Applying for? _________________________________

Country: __________________________________________ City: ______________________
What semester will you graduate? __________________________

*Please Note: If you will graduate in June, you will not be able to participate in the study abroad program for summer.

Are you applying for any of the following scholarships and/or a loan?
   Yes ___No___ John Jay Study Abroad Scholarship (Available for Undergraduate & Graduate)
   Yes ___No___ SIROCS (Scholarships for Intentional Resume-Building Opportunities for CUNY Students)
   Yes ___No___ Benjamin A. Gilman International Scholarship
   Yes ___No___ Student Loan
   Yes ___No___ Other: __________________________

Have you previously participated in a study abroad program?* Yes _______No _______
*Please note: If you have already, enrolled and received credit for the courses offered in this program you will be unable to participate in the program.

If yes, please indicate the name, location and academic focus of the program, along with the length of time abroad and the year of your participation.
________________________________________________________________________________________

Are you applying for any other study abroad programs? If so, please indicate which one(s). (Please note that your answer to this question will not affect your eligibility for this program)
________________________________________________________________________________________

If you have learned or studied any language that does not appear on your transcript, please fill out the table below.

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<thead>
<tr>
<th>Language</th>
<th>Years Studies/known</th>
<th>Reading Ability</th>
<th>Writing Ability</th>
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Please list any foreign travel or residence abroad:
________________________________________________________________________________________

How did you first hear about our study abroad program?
________________________________________________________________________________________

I, the undersigned, acknowledge that I have read this study abroad application and that all statements are correct to the best of my knowledge.

Applicant’s Signature: __________________________ Date: __________________________