

## *Application Instructions*

### ***International Student Scholarship for Study Abroad***

*available through the Study Abroad office for students studying abroad for a short-term, Summer or Winter session*

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#### **Accessing the application**

The application is a fillable PDF form. You must print the completed document and submit it to the Study Abroad office. You can open and fill out the form using any free program, such as Acrobat Reader, that opens PDF forms.

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#### **Eligibility requirements**

- Undergraduate, full-time, degree-seeking UI student in good academic standing
- International student (not holding a U.S. passport or U.S. Permanent Resident Card)
- Minimum 3.33 overall cumulative GPA with at least 12 semester hours earned by application deadline
- Application to an approved, academic-credit-granting study abroad program earning at least 3 s.h. but not in student's home country

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#### **Completing the application**

*Submit each of the following documents to the Study Abroad office by the application deadline:*

- **Application form.**
- **Statement of proposed study:** On a separate sheet of paper, in 750 words or less, describe the study abroad program in which you intend to participate and/or the independent study project you are planning to undertake, and explain how you expect your time abroad to contribute to your academic and personal goals. *Be sure to include your name and UID in the upper-right corner of the page.*
- **Personal profile:** On a separate sheet of paper, in 750 words or less, write a narrative description of yourself, explaining why you believe you are a strong candidate for a *merit*-based, foreign language study abroad scholarship. This statement should deal with your personal history, family background, intellectual interests, educational achievements, cultural opportunities to which you have been exposed, demonstrated interest in acquisition of a foreign language, commitment to pursuing lifetime language learning, and the ways in which these experiences have affected you. Include information about awards or recognition you have received, participation in extracurricular activities, and special interests and abilities. *Be sure to include your name and UID in the upper-right corner of the page.*
- **Unofficial Grade Report:** This is available on ISIS (look for the Completed Grades link under Student Records). *Be sure to write your name and UID in the upper-right corner of the page if it is not printed on the grade report.*
- **Two Letters of Recommendation:** Referees should know you well and be Professors and/or Teaching Assistants at the University of Iowa. There are two forms labeled "Request for Recommendation Letter" on Page 3 of this application. Be sure to ask your referees early to give them plenty of time to complete the recommendation and return it to you for inclusion with your scholarship application. The instructions state the letter should be returned to you in a sealed envelope with the recommender's signature over the flap. Both Letters of Recommendation must be submitted with the rest of your application packet before the deadline.

Submit the complete application packet to the Study Abroad office (1111 University Capitol Centre) by the application deadline. ***Incomplete application packets will NOT be accepted.***

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#### **Deadlines**

Check the deadlines posted on the Study Abroad web site (<http://international.uiowa.edu/study-abroad/funding>). Late applications will not be accepted. Please inform your referees of the deadline. **NOTE: Only complete application packets will be accepted (including Letters of Recommendation)!**

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#### **Selection process**

After the deadline, all applications will be reviewed by the Study Abroad Scholarship Committee. At least three members will review each application independently. You will be notified of the outcome at the conclusion of the process. Note: It may take several weeks. Please be patient!

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#### **Confidentiality statement**

The UI requests this information for the purpose of making a recommendation concerning your application for a scholarship. This information will be shared with faculty committees at the University of Iowa and with administrators of the scholarship program. In addition, notices about recipients of UI-administered scholarship programs are often sent to hometown newspapers for publication. No other persons outside the University are routinely provided this information.

① *Application*

*International Student Study Abroad Scholarship*

*University of Iowa*

*Study Abroad in International Programs*

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*I will be studying abroad next:*

Summer session  Winter session  Other \_\_\_\_\_

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Name: \_\_\_\_\_  First-Year  Sophomore  Junior  Senior

Student ID: \_\_\_\_\_ Major(s): \_\_\_\_\_

Email address: \_\_\_\_\_ Minor/certificate: \_\_\_\_\_

Home phone #: \_\_\_\_\_ Semester hours earned: \_\_\_\_\_ Overall cum GPA: \_\_\_\_\_

Program: \_\_\_\_\_ Expected date of graduation: \_\_\_\_\_

Destination country: \_\_\_\_\_

Describe your previous experience in foreign countries (include dates, location, and purpose):

Names and addresses of the two professors/teaching assistants you've asked to submit letters of recommendation:

\_\_\_\_\_  
*Name Department Campus Address*

\_\_\_\_\_  
*Name Department Campus Address*

Under the provisions of United States federal law (Section 438 of Public Law 90-247 as amended), students are permitted access to certain educational records. Section 438(a)(2)(B) provides that a student may waive the right to inspect confidential letters of recommendation. Many applicants have concluded that the effectiveness of recommendation letters may be enhanced by having it made clear that such letters are written in confidence. *If you waive your right to inspect the letter requested by this form, please sign:*

Applicant's signature \_\_\_\_\_

## *Request for Letter of Recommendation*

*International Student Scholarship for Study Abroad*

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**To be completed by the applicant:** Name of applicant: \_\_\_\_\_

\_\_\_\_\_ Name of referee: \_\_\_\_\_

*Application Deadline*

Referee's department: \_\_\_\_\_

I have not waived my right to review the letter of recommendation you write on my behalf.

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### **To the student:**

Please give this form to your referee with your Application Deadline included. (The deadlines are on the Study Abroad website.)

### **To the referee:**

Please explain why you believe this student should be awarded a scholarship for study abroad. In addition, please indicate how long and in what capacity you have known the applicant. The Study Abroad Scholarship Committee will appreciate your candid appraisal of the applicant's academic and personal suitability for his/her proposed program of study abroad, and of the suitability of the program abroad to the applicant's academic program.

*Please return your recommendation to the student in an envelope bearing your signature over the sealed flap. The student is required to submit the Letter of Recommendation with the rest of their application by the deadline for consideration.*

*Thank you.*

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## *Request for Letter of Recommendation*

*International Student Scholarship for Study Abroad*

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**To be completed by the applicant:** Name of applicant: \_\_\_\_\_

\_\_\_\_\_ Name of referee: \_\_\_\_\_

*Application Deadline*

Referee's department: \_\_\_\_\_

I have not waived my right to review the letter of recommendation you write on my behalf.

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### **To the student:**

Please give this form to your referee with your Application Deadline included. (The deadlines are on the Study Abroad website.)

### **To the referee:**

Please explain why you believe this student should be awarded a scholarship for study abroad. In addition, please indicate how long and in what capacity you have known the applicant. The Study Abroad Scholarship Committee will appreciate your candid appraisal of the applicant's academic and personal suitability for his/her proposed program of study abroad, and of the suitability of the program abroad to the applicant's academic program.

*Please return your recommendation to the student in an envelope bearing your signature over the sealed flap. The student is required to submit the Letter of Recommendation with the rest of their application by the deadline for consideration.*

*Thank you.*