STUDY ABROAD BASIC POLICIES

Students must comply with the following policies to be eligible for study abroad, including international internships, through North Carolina Central University. Any student who does not comply with the following policies will be prohibited from studying abroad by the Office of International Affairs (OIA). Any student who pursues a study abroad program without the approval of OIA forfeits all assistance normally provided by the Office and will not receive NCCU credit for any courses taken while abroad. After students meet the basic requirements, OIA then retains the right to approve or deny study abroad participation based on the student’s flexibility, maturity, academic background, language proficiency, reasons for wanting to study abroad, ability to adapt to a new culture and the soundness of the proposed study plan.

Eligibility:
- Must be a full-time, degree-seeking student.
- Undergraduate students are eligible to study abroad during their Sophomore or Junior years.
- Undergraduate students must have a minimum CGPA of 2.5. Many programs require a 2.75 CGPA or higher.
- Graduate students must follow the timeframe and minimum CGPA requirements determined by their graduate program and the study abroad program they choose.
- Students must be in good standing (academic, personal and financial).
- For programs with a language of instruction other than English, students must have sufficient proficiency in the language of the host country. For most students, this means having completed the equivalent of two years of college study in the foreign language. Students are typically tested and placed in the appropriate language level by the host institution after the students arrive in the host country.
- It is the responsibility of the student to determine whether or not study abroad will fit into his/her study plan and expected date of graduation. OIA is not responsible for graduation delays or complications due to the student’s decision to study abroad.
- Students must provide OIA with an unofficial copy of transcripts.

Application:
- Students must meet with the OIA Study Abroad Coordinator prior to pursuing any programs.
- Students may only select a program approved by the Office of International Affairs.
- Students must meet with their Academic Advisor to discuss study plan and get approval for courses that will be taken abroad.
- Students must complete and submit all documents and fees prior to OIA deadlines. It is the student’s responsibility to begin working on the application well in advance to have all materials ready and submitted to OIA by the application deadline.
- All applications must be reviewed by the OIA Study Abroad Coordinator prior to submission to the selected program.

Participation:
- Students must attend all mandatory pre-departure orientations sessions prior to departure.
- Students must maintain the appropriate number of credits hours while abroad to retain full-time status.
- Students are responsible for ensuring the transfer of foreign transcripts to NCCU OIA.
- Grades earned abroad will affect the CGPA (with the exception of some graduate programs).

Print Name ___________________ Signature ___________________ Date ________________