



# STUDY ABROAD SCHOLARSHIPS

## Application instructions

These instructions and application forms apply to:

**Study Abroad Fund**  
**Karen Ostberg Prize**  
**Grace L. Osgood International Exchange Scholarship**  
**Koons Family International Exchange Scholarship**

We strongly recommend that you consult with your academic advisers and a study abroad advisor as you compose your application, to insure that your personal statement is effective, and that the budget is complete. It is necessary to have a completed FAFSA form on file at the Office of Student Financial Assistance. Questions can be directed to: wallermb@muohio.edu

All of these scholarships may be applied to Miami University-sponsored programs. Only the Study Abroad Fund may be applied to non-Miami sponsored programs. Please check with a study abroad advisor if you are unsure of your program's sponsor.

## Eligibility

The Office of International Education is able to offer some awards to assist with study abroad program costs for students who meet the following conditions:

- U.S. citizenship
- Undergraduate status; graduating seniors not eligible
- Full-time Miami University student
- Documented financial need
- Minimum 2.5 GPA
- Participation in a study abroad program for academic credit

Priority will be given to first-time applicants. Payment will be made directly to the Miami University Bursar or to the sponsoring program or institution. If the student withdraws from the program, the award will be cancelled.

## Deadline

**For Summer, Fall Semester, Spring Semester and Full year Programs:** To be considered for an award, this application *and all supporting material* must be submitted in paper form to the Office of International Education, 216 MacMillan Hall, not later than 5:00 p.m. on the Monday following Spring Break (third Monday in March). Scholarships will be applicable to the following summer or academic year.

**Notification of Award:** Within 4 weeks after deadline

**Acceptance of Award:** Students who receive awards must accept the award in writing before funds can be released.

## Instructions

Please submit the following to accompany your application:

1. **Personal Information Form** (included here)
2. A brochure or one-page **description of your study abroad program.**

3. Letter of acceptance or **proof of registration** to a Miami University study abroad program.
4. An estimated **budget** - typed and itemized (including fees, room, board, books, transportation, etc.) that includes a typed statement explaining your financial need, **including**:
  - The total cost of attending the program
  - The amount and sources of income available to you
  - The amount still needed
5. **Two letters of recommendation**: (form included here) from full-time Miami teaching faculty from your major or minor department. Letters from the director of your study abroad program are not accepted. Send directly to the Office of International Education.
6. A current, official **Miami University transcript** and, if applicable, records from previous university-level institutions attended. Please ask the Miami Registrar to send transcripts directly to the Office of International Education c/o Havighurst International Scholarships.
7. A **personal statement** (not more than 300 words) containing the following information:
  - Why you have chosen this particular study abroad program?
  - How does this program fit into your overall course of study and your future career goals?
8. Students planning Independent Study Projects must provide **documentation** from the sponsoring faculty member regarding project requirements and number of credit hours.
9. **Signature** from the Study Abroad Adviser at the Office of International Education.
10. For non-MU sponsored programs, a **program invoice** must be provided.

Submit a **paper copy** of the completed application and all supporting documentation to the Office of International Education, 216 MacMillan Hall.



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## Personal Information Form

Name: \_\_\_\_\_

Student Identification Number: \_\_\_\_\_ E-mail: \_\_\_\_\_

Ethnic Background (optional) \_\_\_\_\_ (*Ethnicity must be recorded at the Office of the Registrar*)

Country of Birth: \_\_\_\_\_

Oxford Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Permanent Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Major: \_\_\_\_\_ Minor: \_\_\_\_\_

Class Standing: SO JR SR

Expected date of degree: \_\_\_\_\_

GPA Last Semester: \_\_\_\_\_

Cumulative GPA: \_\_\_\_\_

Title of Study Abroad Program: \_\_\_\_\_

Program Sponsor: \_\_\_\_\_

Location: \_\_\_\_\_

Duration of Program: \_\_\_\_\_

Total Credit Hours to be earned: \_\_\_\_\_

Signature of Student: \_\_\_\_\_ Date: \_\_\_\_\_

Signature of Study Abroad Adviser: \_\_\_\_\_ Date: \_\_\_\_\_



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## Recommendation form

*To Applicant: Please complete the top portion of this form*

Student's name: \_\_\_\_\_

Name and location of program: \_\_\_\_\_



*To Recommender:*

The selection criteria for these scholarships include:

1. Student's need for financial assistance
2. Scholastic achievement
3. How the program fits into the student's personal, academic and career goals.

Your evaluation of the student should relate to these criteria. Please confine your response to the space provided.

Name of academic instructor: \_\_\_\_\_

Academic department: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

*Please Return to:*

Study Abroad Scholarships, Office of International Education, 216 MacMillan Hall, Oxford, OH 45056

*(The Applicant is to provide you with the deadline date)*

*Thank You!*