

## Modern Languages Study Abroad Scholarship Application Instructions

Washburn University • Department of Modern Languages

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<https://www.washburn.edu/academics/college-schools/arts-sciences/modern-foreign-languages/index.html>

**Deadline for Financial Aid Consideration: March 1<sup>st</sup> for Fall, Spring, and Summer semesters**

### Some USEFUL information:

- **You will need a passport to go abroad.**
  - If you do not have a passport, you can obtain an application form online to apply: <http://travel.state.gov/passport/index.html/> You can process the application at the Downtown or North Topeka Post Office. Call (785) 295-9160 for more information.
  - Once you receive your passport, sign it and make a copy of it to turn in to the Study Abroad Office. If you already have a passport, please turn in a copy with your application. Passports should be valid for at least 6 months after your anticipated return date.
- **Visa Requirements. Semester and year-long programs will require a student visa for your country of study.** This normally requires additional paperwork, fees & passport photos. Talk to your Study Abroad Advisor for specific requirements.
- You need to contact the **Director of Study Abroad** and complete a Study Abroad/Applicant Profile and commit to attend orientation and meetings as directed.
- **Complete “Study Abroad Credit Transfer From”**
  - Contact your WU Academic Advisor for assistance in choosing courses and approval of credit transfer.
- **Minimum GPA Requirement**
  - All students applying for study abroad scholarships through the Department of Modern Languages must be in good standing and have a cumulative GPA of at least 3.0.
- **Withdrawal**
  - Students who want to withdraw their application for any reason or want to withdraw from a program while abroad must do so **IN WRITING**. Students not completing a program for which they have received a scholarship **will be required to repay the money awarded**.

### A COMPLETE Modern Languages Study Abroad Scholarship Application Consists Of:

- ☐ **Completed Study Abroad/Applicant Profile** for programs administered through WU, plus one copy of completed application from non-WU programs (for example: IFSA, ISA, CCIS etc.)
- ☐ **Statement of Purpose**
  - Attach a typed, one page (about 250 words) statement of purpose explaining your reasons for wanting to study abroad.
  - Be sure your name, WIN number, the date, and your program name are in the upper right corner of the page.
- ☐ **Send a Letter of Academic Reference from a University Faculty (not from Modern Languages)**
  - Send reference letters to [modern-languages@washburn.edu](mailto:modern-languages@washburn.edu).

**Program to which you are applying:****Term/Year**

Name of program/university: \_\_\_\_\_

o Spring \_\_\_\_\_

City and Country of program: \_\_\_\_\_

o Summer \_\_\_\_\_

o Fall \_\_\_\_\_

**Personal Data:**\_\_\_\_\_  
Last name\_\_\_\_\_  
First name\_\_\_\_\_  
Middle name\_\_\_\_\_  
WIN number

Awards vary depending on the length and cost of program and the strength of the application. The number of applicants and the amount of funds available for use affect the average amount from year to year.

**1. Indicate how you are financing your education:**

a. employment \$ \_\_\_\_\_

b. student loans/grants \$ \_\_\_\_\_

c. scholarships \$ \_\_\_\_\_

d. other (\_\_\_\_\_) \$ \_\_\_\_\_

Note: In most cases, scholarships you receive to attend Washburn can be applied to your study abroad program.

2. What is the estimated cost of the program for which you are applying (use the “Student Study Abroad Budget” on the next page to estimate the cost of your program)? \$ \_\_\_\_\_

3. How much can you contribute to the cost of the program? \$ \_\_\_\_\_

4. Have you received financial assistance from Modern Languages previously? o Yes o No

8. If the answer is yes, was it for on campus or for study abroad? o On-campus o Study abroad

9. If study abroad, what program(s) have you participated in?

- Location: \_\_\_\_\_
- Term: \_\_\_\_\_

10. How much did you receive? \_\_\_\_\_

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

Departure date: \_\_\_\_\_

Return date: \_\_\_\_\_

|  |  |
|--|--|
| Tuition  |  |
| Airfare  |  |
| Passport & Visa (if applicable) fee  |  |
| Emergency Medical Evacuation Insurance   |  |
| Local transportation   |  |
| Lodging  |  |
| Meals  |  |
| Books  |  |
| Personal Expenses  |  |
| Other Expenses (i.e., Health Insurance if you do not have sufficient coverage, Fees paid to host university) |  |
| Total Program Cost   |  |