MEMORANDUM

To: CUNY Academic Officers,
    Campus Liaisons for International Education and
    Study Abroad Program Directors

From: Executive Vice Chancellor Selma Botman

Subject: Survey of CUNY Study Abroad and Exchange Programs

Date: March 7, 2005

Over the past ten years, the CUNY Office of Academic Affairs has conducted surveys of Study Abroad and International Exchange Programs at The City University. The purpose of this survey is two-fold: to get an accurate account of the international education activities that have taken place during the academic year, thereby providing enrollment and other data for planning purposes, and to update the annual Directory of CUNY Study Abroad and International Exchange Programs which lists study abroad opportunities available throughout the University. We also publicize this information on our CUNY International Programs website, which can be accessed at <www.cuny.edu/studyabroad>.

In responding to this survey, I would appreciate your careful attention to ensure that all programs on your respective campuses are accounted for. This would include study abroad programs or activities that take place at the department or division level that may not have been formally recognized by the college or formalized through the agreements drafted by the Central Office. Our objective in requesting this information is to gather precise data on all University study abroad activities in order to increase student opportunities and to present a full picture for our fund-raising initiatives.

The survey is divided into three parts marked "A", "B", and "C." Your response to Part A enables us to compile data on the number of students who participated in study abroad programs from Summer 2004 through Spring 2005.

Information you provide in Part B will be used to update the Directory and should reflect study abroad and international exchange programs that your college will be offering during the 2005/2006 academic year.

Part C is designed to capture data on CUNY students who have participated in non-CUNY study abroad and exchange programs. Many of our students participate in study abroad programs that are sponsored by other public and private universities and travel institutions. When added to the data we collect about student participation in CUNY sponsored programs (Part A) this information will improve our understanding of study abroad participation at the University overall. We appreciate your efforts in compiling these various numbers.
Also enclosed are two tables illustrating the Participation of CUNY Students in CUNY Study Abroad/Exchange Programs during the 2003/2004 academic year. Table 1 identifies programs by sponsoring college and destination, and provides participation figures by session along with a summary of the total number of reported students participating in study abroad programs since 1993/94. Table 2 provides a breakdown of participants by home college. A third table has been added to illustrate CUNY Student Participation in Non-CUNY Study Abroad/Exchange Programs. Table 3 provides a count of participants by session and identifies the various destinations where our students studied through non-CUNY sponsored programs.

As you know, the final figures are only as accurate as the information we receive. We hope you will use this opportunity to provide up-to-date and comprehensive information.

Please read the directions for the survey, and contact Ms. Mahlet Tsegaye (212-794-5441/Mahlet.Tsegaye@mail.cuny.edu) or Ms. Tahnia Charles-Belle (212-794-5666/Tahnia.Charles@mail.cuny.edu) if you have any questions. Please return the completed survey by May 27, 2005, to the address indicated.

Thank you for your cooperation.

c: CUNY Presidents
    Dean Robert Ptachik
    Ms. Mahlet Tsegaye
    Ms. Tahnia Charles-Belle