Please complete and submit all six parts (A-J) of this proposal by Monday, July 24, 2006

A. General Information

Title of Program: ______________________________________________________

Location (specify city and country): _____________________________________________

Site of Instruction: ________________________________________________________

Dates of Program: ________________________________________________________

Dates of Time Spent Overseas
(if not the same as above): ____________________________________________________

Note: Winter programs must be held overseas for at least 3 weeks.

Credits Offered: _______________   Application Deadline: ____________________

Program Director: __________________________________________________________

Department, College: ______________________________________________________

E-mail: ___________________________________________________________________

Phone: ________________________________   Fax: __________________________

Website: __________________________________________________________________

B. Costs of program:

Tuition: $ __________

Travel (airfare): $ __________

Room & Board: $ __________

Misc. Fees: $ __________

**TOTAL Program Cost:** $ __________

Note: It is important that you provide us with a total cost.

Is there any financial aid available to students in your program?  □ Yes  □ No

If yes, which? _______________________________________________________________
C. Requirements or restrictions to admission:

Are students from all CUNY campuses eligible for your program? __________________

Minimum GPA: _______________ Language/Level: _________________________________

Eligible classes (please check): ~ Freshman ~ Sophomore ~ Junior ~ Senior
~ Graduate Student

Other requirements: _________________________________________________________

D. Course Information
Enter the course information for the course(s) that will be offered as part of this Winter 2006-07 study abroad program. If available, include copies of course syllabi.

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<tr>
<th>Course #</th>
<th>Course Name</th>
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E. Please submit a copy of a signed agreement between your college and the overseas institution, if applicable. If an agreement does not exist, please explain.

________________________________________________________________________
________________________________________________________________________

F. Provide a description of your program that explains in detail how the program meets all criteria to be STOCS-eligible.
Include a program itinerary. Please include approximate dates for program-related events such as pre-departure orientations and follow-up activities.

G. Attach a copy of the study abroad program student application.

H. Program Director’s Responsibilities:

- Program Directors must ensure that all students participating on their programs sign a “Waiver Release Agreement” (you can find this agreement online at cuny.edu/studyabroad). Copies of the signed forms should be kept on file.
- Program Directors must inform the CUNY International Education/Office of Academic Affairs of any changes in their program immediately. This includes changes in the program’s itinerary and in the number of students participating, as well as any other relevant changes.
- Program Directors are responsible for accounting for all STOCS scholarship expenditures awarded to students participating in their programs.
I. Signature of Program Director:

____________________________________
Name (please print)

__________________________________ _______________
Signature         Date

J. Required signature of campus Chief Academic Officer:  
I have reviewed this study abroad/exchange/overseas program proposal, and believe that it can be included (if it is not already) in the list of the College's offerings.

____________________________________
Name (please print)

__________________________________ _______________
Signature         Date

Return to:         Dr. James M. Cherry
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