

SIT Study Abroad considers the admissions process to be an important component of the study abroad experience. We hope that our in-depth application and subsequent conversations will be useful to you as you focus on your goals for studying abroad and prepare for a meaningful term. Please complete and return the following application materials to us. We strongly encourage you make copies of all submitted materials for your records.

Application Deadlines

Please note that SIT has a rolling admissions policy. This means that it is important to apply early, as some programs fill prior to their stated deadlines. SIT Study Abroad welcomes applications from undergraduate students currently enrolled and in good academic standing with a minimum cumulative grade point average of 2.5 at any college or university. For semester programs, you must have completed at least one year of college-level coursework at the time of application and preferably two years for IHP/Comparative programs. Only one semester of college coursework is required for summer programs.

Final deadlines for the summer term:

- April 1 for all summer programs

Final deadlines for the fall term:

- April 1 for the Iceland program
- May 1 for Switzerland programs
- May 15 for all other programs

Final deadlines for the spring term:

- October 1 for Czech Republic and Iceland programs
- November 1 for all other programs

Application Materials

Your application will not be reviewed until we receive **all** of the following materials:

Application

\$50 Non-Refundable Application Fee

Enclose check or money order (payable to World Learning), or pay by Discover, American Express, MasterCard, or Visa by completing the payment portion of the application (page 9). SIT Study Abroad waives application fees for Pell Grant recipients, SEO Scholars, and veterans. Qualifying applications should supply documentation in lieu of a fee.

Official Transcript(s)

Include most recent copies from all post-secondary institutions attended.

One Academic Reference

Fax or email to SIT Study Abroad, or mail to SIT Study Abroad in a signed, sealed envelope with your application. Your academic reference should come from a professor or TA at the college or university level.

Student Disclosure and Approval of Participation

Visa materials and other required materials for some programs

See Additional Required Materials (page 3).

Mail, Fax, or Email Your Application To:

SIT Study Abroad

1 Kipling Road, PO Box 676

Brattleboro, Vermont 05302-0676 USA

Fax: 802 258-3296 | Email: studyabroad@sit.edu

It is the policy of World Learning to provide equal employment and educational opportunities for all persons regardless of age, ethnic origin, gender, nationality, physical or learning ability, race, religion, sexual orientation, gender identity, protected veteran's status, or any other legally protected status.

Applying for Multiple Programs

If you are applying for two consecutive SIT Study Abroad programs, or if you have previously participated in an SIT Study Abroad program, you will need to submit the following additional materials for your second program:

Application

Please write an additional essay (page 5) and complete the Independent Study Project Proposal and Homestay Letter for your second program, if required.

Student Disclosure and Approval of Participation

Multiple Term Acknowledgment Form

What Happens Next

Once we have received all your application materials, including approval of participation, academic reference and official transcripts, our admissions committee will review your application. Applications are reviewed by the admissions committee in batches. **Program sizes are small; for this reason, the admissions committee may limit the number of offers given to students from the same institution to create a positive and varied group experience.** You may be contacted to discuss your application or be asked to submit additional information. Offers of admission are generally made within three weeks. You will then have two weeks to reserve your space in the program by submitting the appropriate confirmation materials. A list of these items will be provided with your offer of admission. These items include medical information, a non-refundable deposit, and other materials specific to your program.

This list is also available at: studyabroad.sit.edu/confirm.

Scholarships & Financial Aid

Information about SIT Study Abroad scholarships and other financial aid can be found on our website at: studyabroad.sit.edu/scholarships.

Current program fees are available at studyabroad.sit.edu/costs.

Disabilities/Special Services

Federal law prohibits us from making pre-admission inquiry about disabilities. Any information received regarding disabilities will be kept in strict confidence and will not adversely affect admissions decisions.

To request disability-related accommodations, admitted students should contact the Office of Disability Services. For more information about the accommodation process, documentation guidelines, and a link to the accommodation request form, please visit the Disability Services website at studyabroad.sit.edu/disabilityservices. Students with disabilities are encouraged to contact Disability Services as early as possible for information and support.

Important Reminders

If accepted, you will be required to provide us with a copy of your passport and SIT medical forms.

- **Passport**

***Your passport must be valid for at least six months after the completion of the program.** If yours will expire before this date, or if you do not have a passport, you should apply for a new one immediately. It typically takes 4-6 weeks to obtain a passport. Depending on the visa requirements for your program or if you are applying close to the application deadline, you may need to expedite your passport application. Please check with SIT to see if it is necessary to expedite your application.*

- **Medical Report**

*The SIT medical forms must be completed by you and in conjunction with your physician or medical professional. At minimum, Part 1 of the medical form and a scheduled appointment date with your physician or medical professional must be submitted with your confirmation materials. **To avoid delays, make an appointment as soon as you submit your application.***

Please review the list below to see if you are required to submit any additional materials.

Passport Requirements

- **Color:** Submit a color copy of the first two pages of your passport (biodata and signature pages).
- **Signature:** Please be sure the passport has been signed.
- **Expiration Date:** Your passport must be valid for at least six months after the completion of the program.
- **Copy of Application:** If you are in the process of applying for a passport, please submit a copy of the passport application.

Additional Required Materials

Some programs require additional application materials, including those in countries with a lengthy visa process:

Czech Republic: Arts and Social Change

- *One (1) photocopy of your passport or passport application*

Iceland: Climate Change and the Arctic

- *One (1) photocopy of your passport or passport application*

IHP/Comparative (all)

- *One (1) photocopy of your passport or passport application*
- *Writing sample: A short paper (no more than five pages) written for a college course. The grade may or may not be included. You may submit an excerpt of a longer paper.*

India (all)

- *One (1) photocopy of your passport or passport application*

Indonesia (all)

- *One (1) photocopy of your passport or passport application*

Malaysia: International Relations and New Economies

- *One (1) photocopy of your passport or passport application*

Mongolia and Siberia: Nomadism, Geopolitics, and the Environment

- *One (1) photocopy of your passport or passport application*

Switzerland (all semester programs)

- *One (1) photocopy of your passport or passport application*

Vietnam: Culture, Social Change, and Development

- *One (1) photocopy of your passport or passport application*

For Office Use Only: ID#: _____ Source Code: _____

Personal Information

Name: _____ Gender: _____ Gender Self-Identification: _____
first middle last nickname
 Date of Birth: _____ Social Security Number (or International ID Number): _____
mm / dd / yyyy
 Primary Email:* _____ Secondary Email:* _____
 Home Phone: _____ Mobile Phone: _____ Work Phone: _____
 Country/Countries of Citizenship: _____ Place of Birth: _____
city / state / country
 I **do** **do not** have a passport valid 6 months after my program ends.

Education Information

Current College/University: _____ Expected Date of Graduation: _____
mm / dd / yyyy
 Class Standing (while abroad): **Freshman** **Sophomore** **Junior** **Senior**
 Degree: _____ Major: _____ Cumulative GPA: _____
 High School: _____ Years of Attendance: _____
from-to

Optional Information

Are you Hispanic/Latino? **Yes** **No**
 Please indicate racial/ethnic background (select one or more):
American Indian or Alaska Native **Asian** **Black or African American** **White** **Native Hawaiian or other Pacific Islander**

Current Mailing Address

Address: _____ City: _____ State: _____
number / street
 Postal Code: _____ Country: _____ Dates to Use This Address for Mailing: _____

Permanent Address

My permanent address is the same as my current address.

Address: _____ City: _____ State: _____ Postal Code: _____ Country: _____
number / street

Program Choice

I am applying for: **One Semester** **Two Semesters**
 I am applying to a program beginning in: **FALL 20** _____ **SPRING 20** _____ **SUMMER 20** _____
 First-Choice Program:* _____ Second-Choice Program:* _____
 Second semester program beginning in: **FALL 20** _____ **SPRING 20** _____ **SUMMER 20** _____
 First-Choice Program:* _____ Second-Choice Program:* _____

*Please determine the enrollment status of your program at studyabroad.sit.edu/programs/program-dates-availability. If your first-choice program is unavailable, you may have the option of your second choice, if available. You would not be asked to submit a new application or fee, but additional program-specific materials will be needed to complete the transition.

Parent/Guardian 1

May we share pre-departure and program information with this person? **Yes** Select Title: **Mr.** **Ms.** **Mrs.** **Other** _____
 Name: _____ Email: _____ Relationship to Student: _____
first middle last nickname
 Address: _____ City: _____ State: _____ Postal Code: _____
number / street
 Phone Number 1: _____ **Home** **Cell** **Work** **Fax** Phone Number 2: _____ **Home** **Cell** **Work** **Fax**
 Place of Employment (optional): _____ Occupation/Job Title (optional): _____

Parent/Guardian 2

May we share pre-departure and program information with this person? **Yes** Select Title: **Mr.** **Ms.** **Mrs.** **Other** _____
 Name: _____ Email: _____ Relationship to Student: _____
first middle last nickname
 Address: _____ City: _____ State: _____ Postal Code: _____
number / street
 Phone Number 1: _____ **Home** **Cell** **Work** **Fax** Phone Number 2: _____ **Home** **Cell** **Work** **Fax**
 Place of Employment (optional): _____ Occupation/Job Title (optional): _____

Mail, fax, or email the completed form with the \$50 non-refundable application fee to:

Applicant Name: _____ Program Name: _____

The World Learning Inc. Family

How did you hear about SIT Study Abroad?

Contact with SIT Study Abroad Staff	Study Abroad Office	Previous Student	Study Abroad Fair	Faculty/Advisor
Other Website (please specify) _____	Email from SIT	School	Friends	Internet
				SIT Study Abroad Website
			Other _____	

Are you an alum of The Experiment in International Living, International Honors Program, SIT Study Abroad, or other World Learning program?
Yes No

Have you or any members of your family participated in World Learning programs? **Yes No**
Person's Name: _____ Relationship to You: _____
Program: _____ Country: _____

Do you know of anyone who would like to receive more information about:

Our high school summer abroad programs	Our college-level study abroad programs	Our internationally-focused master's degree programs
Name: _____ <small>first name / last name</small>	Name: _____	Name: _____
Email: _____	Email: _____	Email: _____
Name: _____ <small>first name / last name</small>	Name: _____	Name: _____
Email: _____	Email: _____	Email: _____

Short Answer Question

On another piece of paper, briefly describe your background (interests, family, home community, etc.).

Essay

In no more than 300 words, please share your academic and personal reasons for selecting this program. Demonstrate the connections between your interests, experiences, and the program's location(s) and theme.

Language Experience

Please indicate your ability in languages other than English.

Language	Novice			Intermediate			Advanced			Very Advanced			
_____	LOW	MED	HIGH	LOW	MED	HIGH	LOW	MED	HIGH	SUPERIOR	NATIVE	SECONDARY	_____ to _____
_____	LOW	MED	HIGH	LOW	MED	HIGH	LOW	MED	HIGH	SUPERIOR	NATIVE	SECONDARY	_____ to _____

Please list any coursework or language experience you have had that helps you meet the stated language prerequisite or any other language experience as relevant to your program.

Homestay Letter

Required with applications for Argentina, Chile, Ecuador, Madagascar, Mexico, Peru, & Senegal. All other program applicants will be requested to supply a homestay letter if an offer of admission is extended. **Not Required** for Nepal: Geoscience in the Himalaya (Summer).

Write a one-page letter to your homestay family, preferably typed. Beginning with "Dear Host Family," thank them for accepting you into their home and tell them about yourself. Describe your interests, your community, your family, or whatever you feel might give your hosts some background and ways to better engage with you when you arrive.

- **Insert an electronic photo of yourself into the document.**
- **For all programs with a language prerequisite:** Write your letter in that language, no matter how minimal your grasp.
- **Please do not have the letter proofread or edited by another person.**

Email your homestay letter as a Microsoft Word document or PDF to applications@sit.edu. Use your full name in the title of the document: "LastName_FirstName_HomestayLetter."

Please Note: Due to varying homestay placement procedures and the unavailability of translators, in some cases, your letter may not be read by your homestay family. There will not be sufficient time for your homestay family to respond to you prior to your participation in the program. We are not able to give out family contact information prior to the program start date.

Mail, fax, or email the completed form with the \$50 non-refundable application fee to:

Applicant Name: _____ Program Name: _____

Proposals

Depending on your program selection, please complete either the Independent Study Project Proposal or the Internship Abroad Proposal. Consult the following link for a listing of programs with internship options: studyabroad.sit.edu/programs/internships/?internship=Y.

Independent Study Project Proposal

The Independent Study Project (ISP) is a key component of many SIT Study Abroad programs. Your ability to propose an appropriate project with a single focus is an important factor in admission to programs with this component.

A successful ISP aims to increase knowledge in a field of study that contributes to the host culture. Once onsite, you may develop or change your proposal based on additional knowledge of local realities and resources. Your academic director will approve and supervise your final project proposal, and you will identify a local expert to act as your project advisor.

The culmination of an ISP is typically a 20- to 40-page paper and an oral presentation. Your topic should be relevant to the theme of the program and host country. You are not locked in to what you write in your application. Historically, a number of students modify or change their project once they are in country.

During the semester, you will have our support. As part of your coursework, you will complete a course on Research Methods and Ethics, which will provide you the tools required to conduct your independent study. Your Academic Director has years of experience in the country and will help you develop contacts and aid you before and throughout your project.

Note: You do not need to propose an Independent Study Project if you are applying to any IHP or summer program.

Institutional Review Board and Human Subjects Review Policy

In keeping with federal regulations, ethical guidelines for scholarly research, and the mission of SIT / World Learning, all SIT Study Abroad student ISP research involving human subjects must receive SIT's Institutional Review Board (IRB) approval and adhere to standards in SIT / World Learning's Human Subjects Review Policy available at: studyabroad.sit.edu/wp-content/uploads/2019/09/SIT-IRB-Policy-and-Procedure.pdf.

The policy is designed to help students develop and implement ISPs that are ethically grounded, culturally sensitive, and respectful of research participants. This process includes local review boards at program sites, with an additional IRB at SIT's Vermont campus. Both will be available to act on any student ISP proposals that raise concerns or questions that cannot be resolved by the academic director and student together.

The SIT IRB has been registered with the Office of Human Research Protections of the US Department of Health & Human Services.

Students should be sure to understand the parameters of their home school's transfer requirements early in the ISP planning stages. We strongly encourage students to also discuss any IRB/Human Subjects Review requirements that the home school may implement for credit transfer, especially if they hope to use their ISP research for future projects.

Your ISP Proposal

As you develop your Independent Study Project Proposal, please take into consideration the following:

- a one-month time frame
- the theme and location of your selected program
- the field-based nature of the project
- the potential of the project to expand the knowledge base of a particular field of study

What focused question would you like to explore? (Your scope should be narrow so as to allow in-depth study.)

What methods would you use to gather information from local sources?

What previous coursework or experience has prepared you for this project? Please include previous research experience.

If the program you are applying to offers a practicum option that you wish to pursue, describe the kind of organization you hope to work with and what you would like to get out of the experience. If you plan to do a standard ISP, please skip this question.

Mail, fax, or email the completed form with the \$50 non-refundable application fee to:

Applicant Name: _____ Program Name: _____

Internship Abroad Proposal

Your internship is an important part of preparation for life after college and to understand your role as a global citizen. The SIT internship abroad option is typically four to six weeks in an international work environment, drawing on the wide network of community organizations, activists, entrepreneurs, business leaders, and academics connected to SIT programs. Flexibility is required for internship placement. Timelines permitting, once abroad, students may also return to the Independent Study Program (ISP) upon request or requirement.

What can an internship with SIT provide?

- Practical experience with organizations working directly on inter-related themes of the program
- Access to international contacts and networks working in a specific professional field
- Skills you need to flourish in a diverse and multinational work environment

Will the internship be for academic credit?

Yes. You will earn credits upon successful completion of the internship and related course requirements. These credits will be in addition to the credits earned through successful completion of the program's other courses. SIT semester programs offer a total of either 16 or 17 credits.

Reminder: Consult with your college or university's study abroad office prior to submitting your application to ensure the permissibility of internships abroad.

Will the internship be a program requirement?

The internship will be a course option; you will choose between doing an internship or an Independent Study Project (ISP).

What else is important to know about SIT's internships?

The internship will be hands-on and reflective. In addition to completing an internship, you will also submit a paper processing your learning experience on the job and analyzing an issue important to the organization, and/or you will design a socially responsible solution to a problem identified by the organization. The focus will be on linking internship learning with the SIT program's critical global issue focus and overall theme.

Programs Offering Internships

View our complete list of programs offering internships at: studyabroad.sit.edu/programs/internships/?internship=Y.

Your Internship Proposal

What previous coursework or experience has prepared you for this internship?

Describe the kind of organization or type of internship you would like to have. Mention what you hope to learn through the internship.

Resume

For students submitting a proposal for an internship abroad, a resume is required as part of your application.

I have provided a resume and included it with my application. (Fax: 802 258-3296 | Email: studyabroad@sit.edu)

If you are applying to multiple terms, please submit an additional Student Disclosure and Approval of Participation form.

To be completed by applicant:

1. Please review the following statements very carefully, check the boxes to indicate your agreement, and sign at the bottom of this section.

I have spoken with my study abroad advisor, academic advisor, and/or dean about my plan to participate in an SIT Study Abroad program.

I am aware of my home institution's policy on transferring credit for this study abroad program.

I understand that I am expected to participate fully in all program lectures and activities while enrolled in SIT Study Abroad regardless of whether my home institution will be transferring credit for the program, especially as it relates to research and/or interning abroad.

I understand that if I do not participate fully, I may be put on academic probation or be required to leave the program.

I authorize World Learning/SIT and my home institution to release my educational records to each other. Credits earned at World Learning/SIT are transferable only at the discretion of the receiving school.

I understand that my home institution has requested that SIT share any health, disciplinary, safety, and security concerns regarding my participation.

2. World Learning / SIT should send transcript and related materials to: (This is usually your college registrar or study abroad office. Each student receives a separate grade report at the permanent address.)

Name: _____ Title: _____ School: _____

Address: _____ City/State: _____ Zip Code: _____

3. Have you ever been on academic or disciplinary probation?

If yes, please explain and attach official documentation, including dates of probation and details of circumstances:

4. I certify that the information disclosed in this SIT Study Abroad application is true to the best of my knowledge.

Signature of Student: _____ Date: _____

Name (*print*): _____ Country/Program: _____ Term: **SPRING** **FALL** **SUMMER** **20** ____

To be completed by study abroad professional or dean:

This student has applied to the SIT Study Abroad program indicated, offered by the School for International Training, a private college accredited by the New England Association of Schools and Colleges, Inc. **SIT has a rolling admissions policy, and many programs fill before the deadlines. This candidate's application cannot be reviewed until we receive this form.**

SIT will grant credit upon successful completion of the program. Please see the SIT Study Abroad catalog or website for credit distribution by course.

1. Does this student have institutional approval to participate on this program? **Yes** **Conditionally Approved** **No** **No Approval Needed**
If you checked "No" or "Conditionally Approved," please provide details:

2. I have verified the institutional address above where the transcript should be sent. **Yes** **No**

3. The Student may choose an internship in lieu of an ISP. **Yes** **No**

4. Credit may be granted for internships. ([View the list of programs with internships](#)) **Yes** **No**

5. To the best of your knowledge, has this student ever been on academic or disciplinary probation? **Yes** **No**

Signature: _____ Name & Title: _____

Name of Institution: _____ Department: _____

Email: _____ Phone: _____ Fax: _____

In the event of a student/program emergency, please specify the name and contact information of the most appropriate institutional contact:

Name & Title: _____ Department: _____

Email: _____ Phone: _____ Fax: _____

The School for International Training will provide your institution with a transcript with letter grades.

*This form should be returned to the student to be submitted with the rest of the completed application.
If you need to send it separately, please mail, fax, or email it to:*

Applicant Name: _____ Program Name: _____

Payment of Application Fee*

For payment of the \$50 nonrefundable application fee:

My check/money order, payable to World Learning, is enclosed.

Please charge my credit card as specified below.

**SIT Study Abroad waives application fees for Pell Grant recipients, SEO Scholars & veterans. Qualifying applicants should supply documentation in lieu of a fee.*

Credit Card Authorization

I hereby authorize World Learning to charge the \$50 application fee to my credit card.

Name on Card: _____

Billing Address: _____

Type of Card: **VISA** **MasterCard** **American Express** **Discover**

Card Number: _____ Expiration Date: _____ V-Code:** _____

Authorized Signature: _____ Today's Date: _____

***3-digit number on back of the card on the signature line or, for American Express, 4-digit number printed above the account number on the front of the card*

Mail, Fax, or Email Your Application To:

SIT Study Abroad

1 Kipling Road, PO Box 676

Brattleboro, Vermont 05302-0676 USA

Fax: 802 258-3296 | Email: studyabroad@sit.edu

Mail, fax, or email the completed form with the \$50 non-refundable application fee to:

Please complete the top section of this form and ask a professor at the college or university level to complete the reference section or attach a letter of reference. Personal references may be submitted only as additional support.

Applicant Information

Name: _____ Gender: _____ Gender Self-Identification: _____
first middle last

Address: _____ City: _____ State: _____ Postal Code: _____
number / street

Phone Number: _____ Email Address: _____

Program Choice

SIT Study Abroad Program Choice: _____

FALL 20 _____ **SPRING 20** _____ **SUMMER 20** _____

Under Section 438, General Education Provisions Act (Public Law 90-247), you have the right to review materials submitted to World Learning / SIT in connection with your application. This law also allows you to waive this right if you so choose, with the understanding that confidential recommendations are not required in the admissions process. Please check one and sign:

I do waive my right of access to this recommendation.

I do not waive my right of access to this recommendation.

Signature: _____ Date: _____

Fax or email to SIT Study Abroad (Fax: 802 258-3296 | Email: studyabroad@sit.edu)

Reference

SIT Study Abroad is a rigorous, interdisciplinary program that expects students to learn from both traditional and field-based academic methods and to synthesize these approaches. SIT Study Abroad asks for references from a professor at the college or university level. Students are involved in challenging cross-cultural situations, both in and out of the classroom. To succeed, the applicant must have a high degree of academic and personal motivation and the ability to adjust to people of different social and cultural backgrounds. We cannot overemphasize, therefore, the value of your candid appraisal in enabling us to determine whether the applicant is appropriate for this kind of program and, if so, to help the applicant obtain the most from the experience. We will be happy to accept a letter in lieu of this form.

Please note: We accept students into programs on a rolling basis. Many programs fill to capacity before the deadline. A space cannot be reserved until all of a student's application materials are received. Since the candidate's application cannot be reviewed until we receive this form, please submit this form in a timely manner to the student or to SIT Study Abroad as indicated by the student above.

Name: _____ Title: _____

Institution: _____ Department: _____

Address: _____ City: _____ State: _____ Postal Code: _____
number / street

Phone Number: _____ Email Address: _____

How long and in what capacity (courses taught) have you known this student?

*This form should be returned to the student to be submitted with the rest of the completed application.
If you need to send it separately, please mail, fax, or email it to:*

Applicant Name: _____ Program Name: _____

In comparison with other students you have known, please rate the applicant on the following characteristics:

	Excellent	Good	Average	Poor	Unknown
Writing ability					
Ability to express themselves orally					
Initiative					
Ability to cope with ambiguity					
Ability to adjust to and cope with unusual/uncomfortable situations					
Ability to work with a group of peers					
Common sense and good judgment					

I **would** **would not** expect the student to be appropriate and considerate as a homestay participant.

I **would** **would not** enjoy having the student as a member of a group for which I was responsible.

Please explain:

What are this student's intellectual and/or other strengths relevant to studying abroad?

What are this student's intellectual and/or other weaknesses that might be relevant to studying abroad?

Please comment on the student's motivation for studying abroad. Do they have the ability and maturity to achieve their goals in studying abroad?

Additional comments:

Signature: _____ Date: _____

*This form should be returned to the student to be submitted with the rest of the completed application.
If you need to send it separately, please mail, fax, or email it to:*