

## Steps to Study Abroad

1. Meet with Study Abroad Coordinator/choose location  
Complete part one of McKendree application-
  - \*Application
  - \*500 word essay
  - \*2 faculty referencesComplete part two of the McKendree application-
  - \*Financial Agreement
  - \* Medical Form
  - \*Release of Information form
  - \*Conditions of Participation form
2. Apply to IFSA Butler or ISA study abroad program
3. Begin searching for scholarships
4. Meet with faculty regarding prestigious fellowships & scholarships
5. Meet with Study Abroad Coordinator to choose classes
6. Complete McK registration forms parts a & b
7. Contact Director of Housing/Res Life if a Lebanon campus student
8. Contact admin. assistant to VP for Administration and Finance for McKendree insurance information
9. When McK registration forms a & b are received student will be enrolled in STA-800 as a placeholder for the semester
10. When study abroad transcript is received, Records Office will add actual study abroad courses to the student's record.