

The Institute of International Studies announces
Grants for Student Group Study Abroad, 2023-24

(Applications to be submitted by the faculty group leader)

Estimated Range of Awards: \$1,000 per qualified student*

Deadline for Applications: 4 p.m. Friday, Sept. 15, 2023 to your dean for approval
4 p.m. Friday, Sept. 22, 2023 to the IIS with dean's signature
There will not be a Round Two or Round Three.

Students who are **not** traveling as part of a Missouri Southern-sponsored group trip will need to apply individually to the Institute of International Studies for a study abroad grant.

Group leaders will be notified by Nov. 1 of the International & Domestic Grants Committee's decision. **If approved for a Student Group Study Abroad grant**, the faculty leader(s) must distribute the Institute's application form for individual students. Once the students have been selected, the Institute will review the names and applications to ensure eligibility.

Students who have been selected for a study abroad trip must pay a \$1,000 non-refundable deposit to the Bursar's Office or forfeit their slot on the trip.

Students must have a minimum 2.5 GPA and be a full-time MSSU student to be eligible for a grant. For trips during Spring Break 2024, students must be enrolled or have completed a combined total of 24 hours during the Summer 2023, Fall 2023, and Spring 2024 semesters. For trips during May 2024 or Summer 2024, students must have completed or be enrolled in a combined total of 24 hours during the Fall 2023 and Spring 2024 semesters. **If a student's GPA drops below 2.5 before the study abroad experience, or if the student drops/fails a class and no longer has full-time status, his or her funding will be revoked.**

In order to receive 100% of reasonable expenses, up to \$3,000 or up to \$3,500, for leading an approved study tour, the faculty leader(s) must apply for a Faculty Study Abroad grant with the same deadlines as above.

Please submit the application on the reverse side, with narrative and required signatures, to the administrative assistant of the Institute of International Studies in Webster Hall 337-C.

For additional information, you may contact:

Dr. Chad Stebbins, Director
Institute of International Studies
WH-337A
625-9736
E-mail: stebbins-c@mssu.edu

*A student is allowed only one short-term study abroad grant, including faculty-led trips

**APPLICATION
STUDENT GROUP STUDY ABROAD GRANT
2023-24**

Name(s) of faculty group leader(s): _____

Department(s): _____

Title of proposed trip (please be creative, for marketing purposes):

Dates of proposed trip: _____

Destination of proposed trip: _____

Maximum number of students you would take (a realistic number): _____

Minimum number of students you would take (must be at least 5): _____

Estimated total cost of trip, per student: _____

Course number(s): _____ Total hours of credit: _____

Date(s) the course syllabus was approved: _____

If approved for a Student Group Study Abroad grant, I guarantee that each student selected for the trip will submit a full and comprehensive report to the Institute of International Studies within 30 days of our return.

Date

Signature of Applicant

Date

Signature of Applicant

Date

Signature of Department Chair

Date

Signature of Dean

The International & Domestic Grants Committee will use the following criteria to evaluate the proposals. Please attach a narrative that addresses all of these items.

Proposed itinerary and time on task. Please include a day-by-day breakdown and describe class activities on each day of the trip. Show how the trip itinerary is linked to the course objectives.

Location. Please answer the following: Why did you choose the proposed location(s), what is your professional or academic experience in the location(s), when was the last time you visited and for how long, are there any safety or public health issues that need to be addressed, and how do you expect the location(s) to benefit your teaching and student learning? Please also describe how you plan to arrange such activities as corporate visits, guest lectures, and cultural experiences. (Rather than just listing a visit to the Volkswagen Group in Germany, for example, please include the name of a specific contact you have there who would help make the arrangements.)

Academic rigor of the trip. Please attach the approved course syllabus and describe how the trip will help meet the objectives of the course and how students will be assessed to determine if the objectives were met. Also, describe classroom meetings and orientation sessions that are planned before the trip, readings, projects/assignments, and post-trip debriefing meetings and presentations. Finally, describe how students' intellectual and personal growth will be enhanced and their professional and survival/coping skills will be developed.

If the course is a traditional Missouri Southern class, such as General Biology, please include an addendum to the syllabus that includes a justification for teaching the course abroad.

Target audience, marketing, and recruitment. Please answer the following: What is your target student population, why do you think this trip will appeal to them, how do you plan to promote the program, how do you intend to recruit the students, and what is the ideal number of students for this trip?

Itemized budget and cost-efficiency of the trip. Include such information as how the budget was derived, the per-day cost, and any department/school contributions. If you received an estimate from a travel agent for the total cost of the trip, please ask him/her to break the figure down into airfare, lodging, ground transportation, museum admissions, cultural experiences, etc. Do not include the cost of meals, a passport, or course tuition in your budget, but do include the cost of student medical insurance (\$1.90 per day).

Second faculty member going on trip. If you would be accompanied by a second faculty member (with 10 or more students), please describe the other faculty member's expertise related to the trip location(s) **and** the course attached to the trip, plus the specific contributions he or she would make (other than chaperoning duties).

Other. Is there any additional information you would like the International & Domestic Grants Committee to consider in evaluating your proposal?