

The Office of International Education
GRANTS FOR FACULTY STUDY ABROAD, 2026

Estimated Awards:	The Institute will fund up to \$3,000 for a faculty member leading an approved Student Trip Proposal of fewer than 14 days; up to \$3,500 for leading an approved Student Trip Proposal of 14 days or more, or one with special disciplinary circumstances that increase costs (ie trips that necessitate the use of IEPs for health and safety reasons)
Deadline for Applications:	<p>Fri, Sept. 19, 2025 to the Office of International Education with dean's signature.</p> <p>Fri, Jan. 30, 2026 to the Office of International Education with dean's signature</p>
Eligibility:	<p>Any full-time faculty member of the University. Professional staff members are not eligible to apply for a Faculty Study Abroad grant, but may travel internationally at the request of the Missouri Southern administration. They may also accompany student groups traveling abroad, but must be funded by the sponsoring department or dean.</p> <p>All international trips must have two faculty leaders. A third faculty member will be considered if more than 15 students are signed up for the trip.</p>
Submission Process:	Please submit the application on the reverse side, with narrative, to the administrative assistant of the Office of International Education in Webster Hall, Social Science Department by Fri., Sept. 19, 2025.

For additional information, you may contact:

Dr. Becca Shriver, Executive Director
Office of International Education
Ext. 4105
E-mail: shriver-r@mssu.edu

**APPLICATION
FACULTY STUDY ABROAD GRANT
2026**

Name: _____

Department: _____ Ranked or unranked faculty appointment: _____

Purpose of grant: _____

Dates of trip: _____

Destination: _____

Total cost of trip: _____ Amount requested: _____

Previous international experience: _____

Previous grant assistance (with dates & amounts) from the Institute of International Studies/Office of International Education: _____

Please attach to this application a two to three page narrative in which you answer the following questions using these headings:

- How did the idea come about to lead this study abroad experience?
- What are your academic and professional qualifications related to the course subject and travel destination?
- How will this experience make you a better faculty member at MSSU?
- What other goals or research projects do you hope to accomplish?
- Total cost of faculty expenses on the trip (please break down the exact expenses).

Faculty are expected to remain with the students for the duration of the trip. They may not leave early, even if another faculty member remains with the group, except in emergency circumstances. If they separate from the group without formal administrative approval, they will be asked to repay the full amount of the grant.

If approved for a Faculty Study Abroad Grant for the Spring or Summer term, I will participate in the Fall Semester Study Abroad Fair (Oct. 17 10:30am-1:30pm) and post-trip information

sessions for the campus and broader community at the request of the Office of International Education.

I agree to provide the Office of International Education regular updates about trip planning, including providing a copy of an updated itinerary, clearly indicating which reservations are made and which still need to be secured, at least 2 months prior to travel. I agree to provide a final itinerary with all confirmed arrangements 2 weeks prior to departure.

I agree to repay to MSSU any monies expended on my behalf if I choose to cancel my participation as a group leader for this trip for any reason except illness.

Date

Signature of Applicant

Date

Signature of Department Chair

Date

Signature of Dean