Unaffiliated Program Information and Academic Plan

This form is required for students including an Approved Unaffiliated Program (AUP) as a program choice in their DU Study Abroad Nomination Application. This form must be uploaded into DU Passport as part of the student’s application by the specified deadline. Students submitting a UPP Petition will complete this form as part of their official petition (see Unaffiliated Programs by Petition Supplement).

Student Information
Student Name: ___________________________ DU ID: ____________

Desired Term Abroad: ___________ Class Standing While Abroad: Fr So Jr Sr

Student Major(s) and Minor(s): ___________________________
Are you a transfer student? ________ If so, number of Previous Transfer Credits: ________

Program Information
Are you applying to an Approved Unaffiliated Program (AUP) OR an Unaffiliated Program by Petition (UPP)?
**Explanations of AUP and UPP programs can be found on DU Passport**

Select one:
AUP     UPP

Study Abroad Program/Institution: ___________________________ (if an AUP, this should match a name from the AUP list)

Are you attending this institution directly or through a program provider (e.g. ISA, CIEE)?
Select one:
Direct    Provider (include name): ___________________________

Program URL (please link to specific program for term abroad):
_______________________________________________________

Transcript Institution: _________________ (if an AUP, this should match the transcript institution listed on the AUP list for your selected program)

Program Dates: _________________ City and Country: _________________

Program Contact (name, email, & phone): ___________________________

Program Application Deadline: _________________ Have you already applied? Y  N

Program Eligibility Requirements (e.g. GPA, language level, class standing, course prerequisites):
_______________________________________________________

Do you meet all of these requirements? Y  N
If no, explain: _____________________________________________

Language of Instruction: _________________ Housing Abroad: _________________

Any program add-ons/unique opportunities you plan to pursue:
_______________________________________________________
**Student's Academic Plan**

This Academic Plan should match and will be reviewed by the OIE in tandem with the student's DU Nomination Application essay responses. The essay responses should fully describe how this program fits in with the student's overall academic, professional, and personal goals and provide a clear and strong justification as to how this program meets those goals better than a DUPP.

Below, please list out the courses you hope to take abroad and include the following information:

- Course Name
- Detailed Course Description (or syllabi if available)
- Required Pre-requisites
- How have you/will you meet those pre-requisites?
- Other coursework you’ve already taken that this course would build upon
- Future planned coursework that would continue to build upon this course when you return to DU
- Have you submitted the course for major/minor approval through the DU electronic course approval system? If so, please include information as to whether the course has been approved.

**Course 1:**

**Course 2:**

**Course 3:**

**Course 4:**

**Course 5:**

Unless your program has a set curriculum, please list at minimum two alternative courses:

- Alternate Courses: ____________________________________________________________
**Academic/Faculty Advisor Approval:**

**Students:** As part of the DU Nomination to apply to an unaffiliated program, students are required to meet with and discuss unaffiliated program intended courses with their academic/faculty advisor. Please discuss this academic plan, especially in regards the academic fit of this program, with your advisor. Students are responsible for the validity of the content of this Unaffiliated Program Information and Academic Plan, and are strongly encouraged to contact the program directly with any questions about course availability or other information regarding this program choice. Note that this plan does NOT take the place of the official DU Study Abroad Course Approval Process, nor does the Academic/Faculty Advisor’s signature constitute an approval of courses towards specific degree requirements. Students will still be responsible for submitting any courses for official course approval through the Registrar’s online process found [here](#) upon their nomination to a program.

**Academic/Faculty Advisors:** Your signature below indicates that the student has discussed plans and program choice(s) with you and, from the information provided, this program appears to be a strong fit for the student’s academic goals. Advisors are not held responsible for the accuracy of the information provided by the student, nor does your signature take the place of the course approval process that students must complete. This is not an approval of specific coursework, and there is no expectation that you the advisor have researched this program yourself. You are not evaluating the quality of these courses, but rather indicating that the student has discussed study abroad plans with you and that classes the student has presented are in line with the student’s academic plans (based on course titles/descriptions provided).

**Completed by Student:**

Student Name:__________________________________________

Unaffiliated Program Name:______________________________________

Intended Term Abroad:________________________ Class Standing While Abroad:  Fr  So  Jr  Sr

**Completed by Advisor:**

Academic/Faculty Advisor Name: _______________________________________

Department:__________________________________________

Do you approve of this student’s intended academic plan as it relates to the student’s academic goals and objectives?

Yes  No  Yes with reservations (please detail below)

Please provide any comments you have regarding the academic suitability of this program for the student.

________________________________________

Signature:__________________________________________  Date:___________________

Note that this plan does NOT take the place of the official DU Study Abroad Course Approval Process, nor does the Academic/Faculty Advisor’s signature constitute an approval of courses towards specific degree requirements. This plan is intended to demonstrate that the student has appropriately researched the program; the program aligns with the student’s academic goals; and the student has met and discussed this plan with an academic/faculty advisor. **All courses taken abroad are subject to DU study abroad course approval requirements (see DU Passport) and should be submitted via the electronic course approval system if credit towards a specific degree requirement is desired. The student is responsible for the accuracy of the information provided in the Unaffiliated Program Information and Academic Plan.**
Study Abroad Cost Planning Worksheet

UNAFFILIATED PROGRAMS

This worksheet is designed to help students understand the total cost for study abroad on an unaffiliated program (AUP or UPP). For assistance with this sheet, please meet with an OIE advisor or watch the Financing Study Abroad presentation in DU Passport. Students are responsible for the accuracy of the information provided in this form. This form is intended as an estimate of costs for the student’s benefit and may differ from actual costs spent.

STEP 1: Financial Aid - How much financial aid will you receive?

Students on an AUP or UPP can use federal and state aid. DU aid does not apply. If you plan to use financial aid and/or scholarships you should contact Financial Aid and/or your scholarship provider directly to discuss if study abroad on an unaffiliated program will change your award. For more information on financial aid and what will apply, please see: http://www.du.edu/abroad/costs/financial_aid.html

Box A: Total estimated amount of applicable financial aid can be applied toward your study abroad

STEP 2: Estimate Your Cost Abroad – How much will study abroad cost?

1. Determine how much DU will charge you per quarter for participation on an unaffiliated program (academic year students will pay for three quarters of fees).

<table>
<thead>
<tr>
<th>2014 fees for one quarter</th>
<th>Your Term</th>
</tr>
</thead>
<tbody>
<tr>
<td>Technology Fee</td>
<td>$48</td>
</tr>
<tr>
<td>Administrative fee</td>
<td>$150</td>
</tr>
<tr>
<td>Study Abroad Course Tuition</td>
<td>$1199 (2015 tuition rate; subject to change) Only charged for the first quarter abroad for enrollment in required study abroad course. Only applicable for students studying abroad in Fall Quarter.</td>
</tr>
</tbody>
</table>

Box B: Total

2. Determine what your unaffiliated program will charge you directly. Unaffiliated programs usually post their fees on their website. Make sure to understand what this fee includes (i.e. does it include housing, meals, on-site support, tuition, etc.). If unsure, contact your unaffiliated program.

Box C: Unaffiliated Program Fee(s)

3. Determine the difference between what your applicable financial aid will cover and what your unaffiliated program will bill you. Note that financial aid dispersal will follow the DU calendar.

Box D: Difference between applicable financial aid and Unaffiliated Program fee (Box C subtracted from Box A)
4. Determine how much will need to spend on the following additional expenses. Make sure to budget for the entire length of your program. For advice on budgeting in your host country, contact returnees, research travel books, reference your program-specific materials, and review cost of living estimators such as: http://www.numbeo.com/cost-of-living/comparison.jsp and http://www.expatistan.com/cost-of-living.

<table>
<thead>
<tr>
<th>Additional Expenses Associated with Study Abroad</th>
</tr>
</thead>
<tbody>
<tr>
<td>Airfare to host city (round-trip)</td>
</tr>
<tr>
<td>Local transportation</td>
</tr>
<tr>
<td>Refundable housing deposit</td>
</tr>
<tr>
<td>Housing and meals if not charged by the program</td>
</tr>
<tr>
<td>Books and other school supplies</td>
</tr>
<tr>
<td>Personal expenses</td>
</tr>
<tr>
<td>Start-up costs (bedding, towels, bathroom items, room decorations, surge protectors, etc.)</td>
</tr>
<tr>
<td>Passport</td>
</tr>
<tr>
<td>Visa application fee</td>
</tr>
<tr>
<td>Other visa costs or immigration documents (this may include a medical visit, travel to a consulate, photographs, FBI background check, etc.)</td>
</tr>
<tr>
<td>Souvenirs and gifts</td>
</tr>
<tr>
<td>Emergency cash</td>
</tr>
<tr>
<td>Laundry</td>
</tr>
<tr>
<td>Medical expenses (prescriptions, doctor visits, etc.)</td>
</tr>
<tr>
<td>Travel or Personal/Health insurance</td>
</tr>
<tr>
<td>Internet</td>
</tr>
<tr>
<td>Mobile Phone</td>
</tr>
<tr>
<td>Gym membership</td>
</tr>
<tr>
<td>Additional Food / Meals</td>
</tr>
<tr>
<td>Optional program add-ons</td>
</tr>
<tr>
<td>Other</td>
</tr>
<tr>
<td><strong>Box E: Total</strong></td>
</tr>
</tbody>
</table>

**STEP 3: Total Estimated Cost for Study Abroad** - What is the total estimated out-of-pocket expense for your term abroad?

<table>
<thead>
<tr>
<th>Your total estimated expense for study abroad</th>
</tr>
</thead>
<tbody>
<tr>
<td>(Box B plus Box D plus Box E)</td>
</tr>
</tbody>
</table>

**STEP 4: Scholarships** - Are you interested in applying for study abroad scholarships?

There are plenty of scholarships available for study abroad students, however you may need to apply for them before their deadline. Many have deadlines in February and March for the Fall term abroad, and September and October for Winter/Spring terms abroad. For more information on scholarships available for study abroad, please see: http://www.du.edu/abroad/costs/scholarships.html