

**The Robert C. Conard Scholarship
for Study Abroad Application**

Please provide supporting information on attached sheets, as necessary.

Personal Information: (please print legibly)

Name: _____ UD ID: _____

Campus Address: _____

City, State and Zip code: _____

Campus Phone: _____ Email address: _____

Permanent Address: _____

City, State and Zip code: _____

Major at UD: _____ Second Major or Minor: _____

Date of Application: _____ Overall GPA: _____ Expected Graduation Date: _____

Please indicate if you are receiving the following tuition assistance:

Attending UD on a full scholarship: Yes No

Attending UD on a tuition exchange program: Yes No

Attending UD as a scholarship athlete: Yes No

Previous Study of the Foreign Language of Principal Focus (courses taken or in progress and grades received; previous study abroad experience):

<u>Course #</u>	<u>Course Name</u>	<u>Grade</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Current GPA: _____

Other evidence of proficiency in the Foreign Language of Principal Focus (standardized tests, Oral Proficiency Interviews, awards):

Summary of Plans to Improve Proficiency in Foreign Language of Focus Prior to Enrollment at Foreign University:

Summary of Study Proposal:

Foreign Language of Principal Focus: _____

Name of Foreign Institution of Higher Education: _____

Address of Institution: _____

Dates of Proposed Study: _____

Field of Proposed Study: _____

Summary of Admissions Requirements at Foreign University of Choice and Indication of Qualifications and/or Prior Acceptance to a Program of Study:

List of Proposed Courses:

<u>Course #</u>	<u>Course Name</u>
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Approval of Proposed Courses for Transfer to UD:

(signature of Dean of home academic unit)

Supporting Information Required:

1. Applicant is to submit a letter of up to 350 words on separate sheets of paper explaining why he/she wants to study abroad and would be a deserving recipient of the scholarship.
2. Applicant should obtain **two letters of recommendation from professors**. One of these professors should be a member of the Department of Global Languages and Cultures. The letters should be sent directly to the Department of Global Languages and Cultures, Jesse Philips Humanities Center Rm. 352, zip + 1539.

NOTE - Official letter of recommendation: An official letter of recommendation should be a hard-copy (not an email) signed by the person. Request the person writing the recommendation to put their letter in a sealed envelope and sign their name across the flap of the envelope. Once this has been completed, the official letter of recommendation can be mailed directly to the specified address for this scholarship; or if the person prefers, they can give or mail it to you, and you can turn it into the department office in the Jesse Philips Humanities Center Room 352. Any letters not received in this manner will be considered unofficial.

Important information from the Department of Global Languages and Cultures regarding language courses taken off campus.

Credit for language courses taken off campus: Students taking language courses off campus that are not taught by UD language faculty must first have them pre-approved by the Department of Global Languages and Cultures.

1. Students can obtain the Course Pre-Authorization Form from the Center of International Programs in the Rike Center.
2. Students will need to make an appointment with the Global Languages and Cultures language section coordinator for their language of instruction. Students will need to bring the completed Course Pre-Authorization Form, information about the institution they will be attending, and the course description for the language courses they plan to take while abroad.
3. A copy of the completed Course Pre-Authorization Form signed by the language faculty reviewer needs to be on file in the Department of Global Languages and Cultures.
4. After reviewed and signed by the language section coordinator, students need to take the Course Pre-Authorization Form to the dean's office of their college/school for final approval in order to receive UD credit for their language classes.

While this process does not need to be completed prior to the submission of your application for this scholarship, the pre-approval process must be completed prior to leaving campus for the study abroad program and should be addressed as soon as possible.