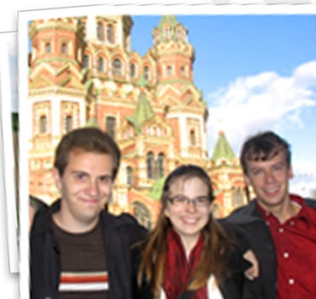




# Office of Overseas Study

>> *Supporting Students through the  
Process of Studying Abroad with  
Program Providers*

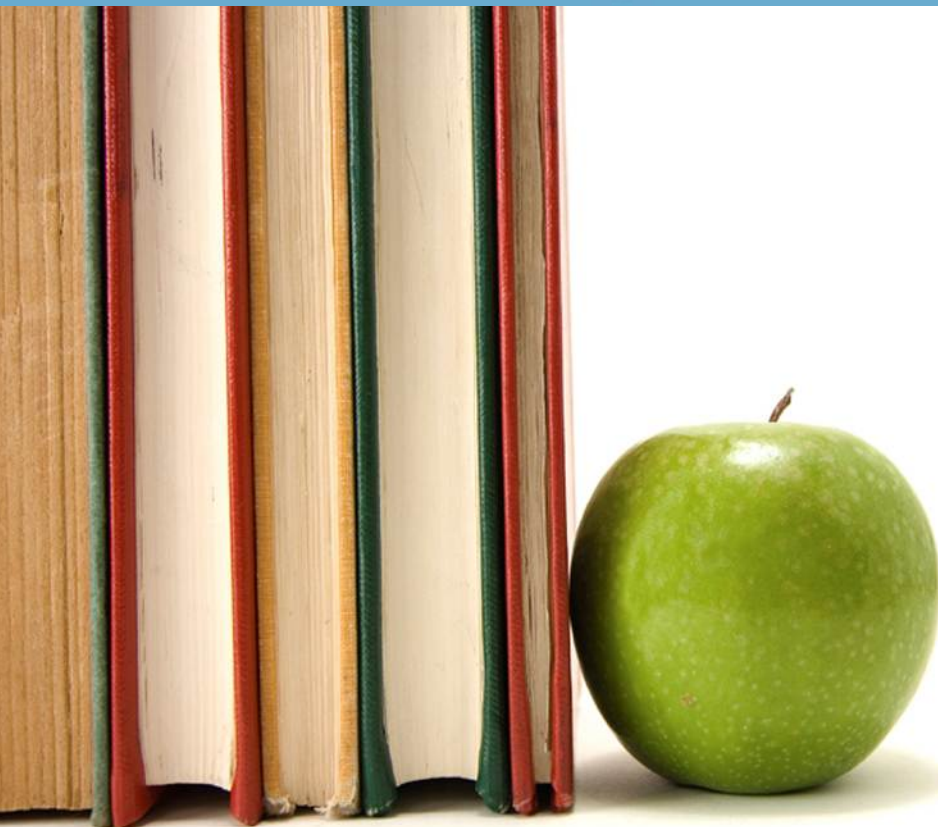


**Steven Rose**  
*Assistant Director*

**Rachelle Bennett**  
*Program Specialist*



## Study Abroad Options at IU



- IU Administered or IU Co-Sponsored
  - Process flows through the Office of Overseas Study
  - IU awards credit



## Study Abroad Options at IU



- External Programs
  - “Non-IU”
  - Process flows through the program provider
  - IU awards transfer credit





## External Programs – History

- Financial Aid in the 1980's
- Federal Government allows financial aid for students who take courses for degree progress
- This includes overseas study





## External Programs - History

- I.U. adopts office policy
  - Student must transfer back full-time credit
  - Not just enroll in full-time credit
  - Review student's academic profile
    - Overall GPA
    - Semester GPA





## External Programs - Philosophy



- Adapt to students' academic needs
  - Questions regarding the increasing array of external programs.
  - No I.U. support = no study abroad





## External Programs - Philosophy

- Create “Non-I.U.”
  - Have centralized place for questions
  - Monitor student mobility
  - Enhance I.U. program portfolio





## External Programs - Philosophy



- “Non-I.U.” Student
  - Direct Enrollment
  - Non-traditional Locations
  - Want to attend program with friend(s)





## External Programs - Logistics

- OVST-Y 496
  - Placeholder I.U. course
  - Allows most financial aid to travel
  - Federal aid
  - Maintain I.U. student status
  - Informs other offices on campus that student is abroad

**INDIANA UNIVERSITY**  
OFFICE OF OVERSEAS STUDY

**Application for OVST-Y 496**  
Franklin Hall 303  
Bloomington, IN 47405  
812-855-9304

Name \_\_\_\_\_ IU ID# (10 digits) \_\_\_\_\_  
Local address \_\_\_\_\_  
Phone \_\_\_\_\_ E-mail \_\_\_\_\_  
School/Division \_\_\_\_\_ Major(s) \_\_\_\_\_ Minor(s) \_\_\_\_\_ GPA \_\_\_\_\_  
Program Abroad \_\_\_\_\_ Dates \_\_\_\_\_ City and country \_\_\_\_\_  
Information about institution sponsoring your program:  
Name of program provider \_\_\_\_\_  
College/University issuing transcript \_\_\_\_\_ Contact person \_\_\_\_\_  
Address \_\_\_\_\_  
Phone \_\_\_\_\_ Fax \_\_\_\_\_ E-mail \_\_\_\_\_

The sponsoring institution must complete and return an Indiana University Consortium Agreement, created expressly for study abroad programs, providing the program budget and attesting to the fact that you will not receive financial assistance at that institution. This form is required by the Office of Student Financial Assistance at Indiana University for you to receive your money. Overseas Study will send the consortium agreement to your sponsor; you should not send one yourself.

☐ Print and attach a copy of your financial aid award summary from the OneStart SIS student center (<http://onestart.indiana.edu>). Select "view financial aid", the current year, then print the award and need summaries.  
☐ Copy and attach your Credit Transfer Agreement after International Admissions has approved your courses.  
☐ Check here if you currently receive no financial assistance but have applied for it for the first time.

**COURSES YOU PLAN TO TAKE OVERSEAS**

Course Title:	What it will fulfill at IU:
_____	<input type="checkbox"/> Major <input type="checkbox"/> Gen Ed <input type="checkbox"/> Minor <input type="checkbox"/> Elective Explain: _____
_____	<input type="checkbox"/> Major <input type="checkbox"/> Gen Ed <input type="checkbox"/> Minor <input type="checkbox"/> Elective Explain: _____
_____	<input type="checkbox"/> Major <input type="checkbox"/> Gen Ed <input type="checkbox"/> Minor <input type="checkbox"/> Elective Explain: _____
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_____	<input type="checkbox"/> Major <input type="checkbox"/> Gen Ed <input type="checkbox"/> Minor <input type="checkbox"/> Elective Explain: _____

Page 1 Over →



## External Programs - Logistics

**INDIANA UNIVERSITY**  
OFFICE OF OVERSEAS STUDY

**OVERSEAS STUDY AGREEMENT**  
FOR IU SCHOLARSHIP AND GRANT AWARDEES  
APPROVED FOR OVST-Y 498

Office of Overseas Study • Indiana University • 420 East Chestnut Avenue • Franklin Hall 302 • Bloomington, IN 47402  
Tel: (812) 855-4354 • Fax: (812) 855-6482 • [www.indiana.edu/~overseas](http://www.indiana.edu/~overseas)

OVST-Y 498 (Overseas Study/Non IU Program II) is an administrative course mechanism that allows IU students to remain registered at IU while studying abroad through another institution or organization for the purpose of receiving private, departmental or institutional IU scholarships and grants that are transferable for study abroad. (Please note, students who also receive federal and/or state financial aid must complete additional documentation and be registered in a different course.)

Name \_\_\_\_\_ IU ID# \_\_\_\_\_  
E-mail \_\_\_\_\_ Date of Program \_\_\_\_\_  
Program \_\_\_\_\_ City/Country \_\_\_\_\_  
Type of Scholarships/Grants \_\_\_\_\_  
☐ Please attach a copy of your financial aid award summary from Onestart.

This agreement is for students who:

- have an Indiana University institutional scholarship or grant (but no federal or state funds)
- have been accepted to a credit-granting program overseas sponsored by an institution other than IU
- have been approved by the Office of Overseas Study for registration in OVST-Y 498 after completing the on-line form: <https://www.indiana.edu/~overseas/consent/consent.htm>

By signing this form you agree that you will:

- keep on track for graduation at IU since your courses satisfy degree requirements
- remain registered full-time while abroad (12 credits for a semester; 6 credits for summer)
- transfer full-time credit back to IU after the program, with grades of C or better
- arrange with the Office of the Bursar to have any credit balance from your scholarship directly deposited into a bank account or sent to your permanent address
- use any credit balance from your bursar account to cover program expenses
- be prepared to repay your IU scholarship or grant if you do not follow any of the above.

Deadlines: Dec. 1 for spring programs and April 1 for summer and fall programs.

Student's Signature \_\_\_\_\_ Date \_\_\_\_\_  
Confirmed by Kathleen Sidell,  
Associate Vice President for Overseas Study  
Signature \_\_\_\_\_ Date \_\_\_\_\_

- OVST-Y 498
  - Institutional aid
  - Maintain I.U. student status
  - Informs other offices on campus that student is abroad



## External Programs - Logistics

- OVST-Y 499
  - No financial aid
  - Maintain I.U. student status
  - Informs other offices on campus that student is abroad







## External Programs - Advantages

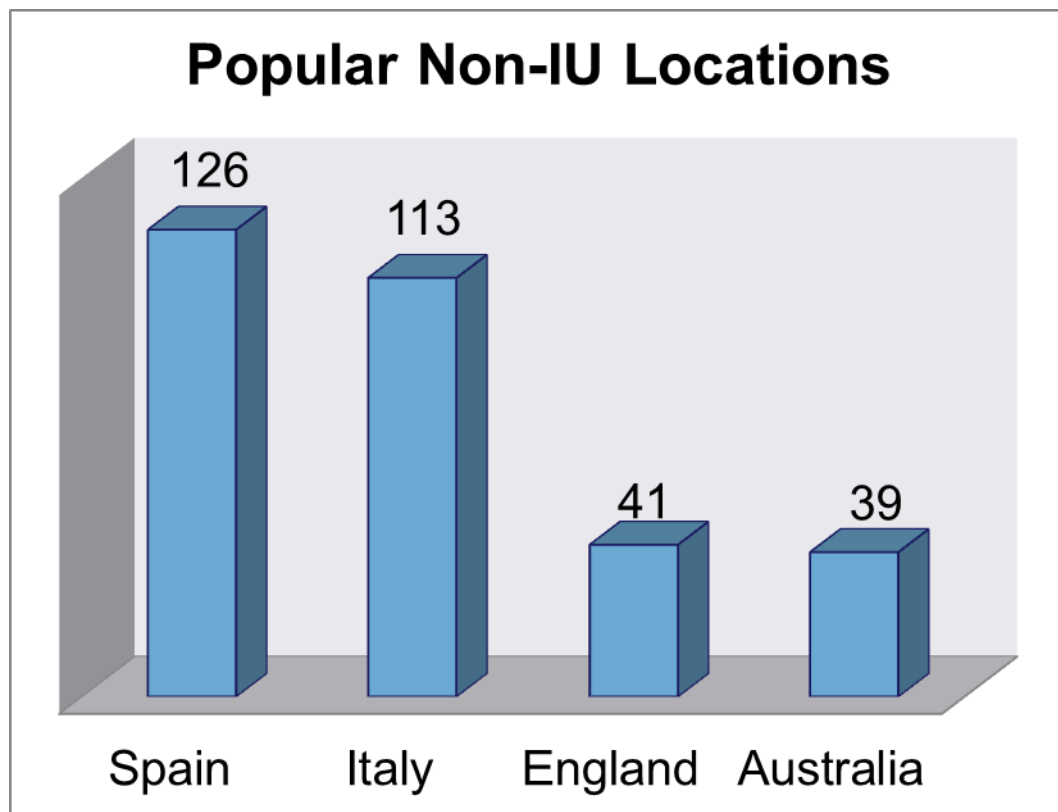


- Allows I.U. to monitor study abroad options
- Provide same level of assistance as I.U. programs
- Tracking for Open Doors



## External Programs - Statistics

- 2008-09
  - **509** students on “Non-IU” programs
  - **\$1,068,776** in loans





## External Programs - Procedures

- Research Program Options
  - Information Center
  - Website
  - Provider Visits

The screenshot displays the Indiana University Overseas Study website. The header includes the university's name and a search bar. The main navigation bar lists 'First Steps', 'Programs', 'How to Apply', 'Living Abroad', 'Returning to IU', 'Policies', and 'About Us'. The 'How to Apply' section is highlighted, showing a large image of people on a path. Below this, the 'Research Your Program Options' section provides information about attending a 'Study Abroad 101' session and consulting the Country Flyers. A quote from President Barack Obama is featured: 'I'm absolutely confident that America has no better ambassadors to other than our young people.' The 'Study Abroad 101' section invites users to join a session on Wednesday at 4 p.m. in Franklin Hall 303. The footer includes the Indiana University logo and the text 'INDIANA UNIVERSITY OFFICE OF OVERSEAS STUDY'.





## External Programs - Procedures

- Arrange for Credit to Transfer

### Credit Transfer Agreement

**Arrange for Credit to Transfer**

Contact your program/provider to find out what college or university will issue your transcript at the end of the program. The transcript might come from a U.S. or foreign institution, but must be an official transcript from an accredited school or university and display letter grades. Once you confirm where your transcript will be issued from, take the following steps to ensure your credit is transferable:

- Download and submit the **Credit Transfer Agreement** form, including program contact information, and course descriptions by the following **deadlines for submission: Dec. 1 (spring program), May 1 (summer) and Aug. 1 (fall or academic year)**. Please note that there may be a 4-6 week processing time. You should submit the CTA prior to acceptance by your program. IU only gives transfer credit based on an official transcript from a recognized or accredited institution of higher education.
- Check the **Credit Transfer Service** to see whether the transcript has been already been accepted at IU. You will need to search by the location of the institution providing the transcript, NOT the location of your program. As an additional resource, you may also consult the list of previously approved programs in the Office of Overseas Study.

International Admissions will complete the shaded area of the form. Credit from no more than two programs and a maximum of six courses per program will be accepted for evaluation for each semester you plan to enroll. For schools on the quarter system, IU credit hours will be computed as two-thirds of the total quarter hours.

*Note: Credits and grades earned will not count in your IU GPA.*

*Note: Most courses will initially transfer back as undistributed 100-level credit (appears on your returned CTA as DEPT-UN 100). If you only need elective credit to graduate, you can leave these courses as they are. Otherwise, please continue reading below.*

If you need courses from your non-IU program to complete requirements such as 300/400 level hours, major/minor requirements, distribution requirements, etc., then you will need to get your courses approved by the respective department at IU. It is up to each academic department or school to determine how they approve transfer credit from study abroad programs. Below are some ways that you can be proactive about taking appropriate classes abroad:

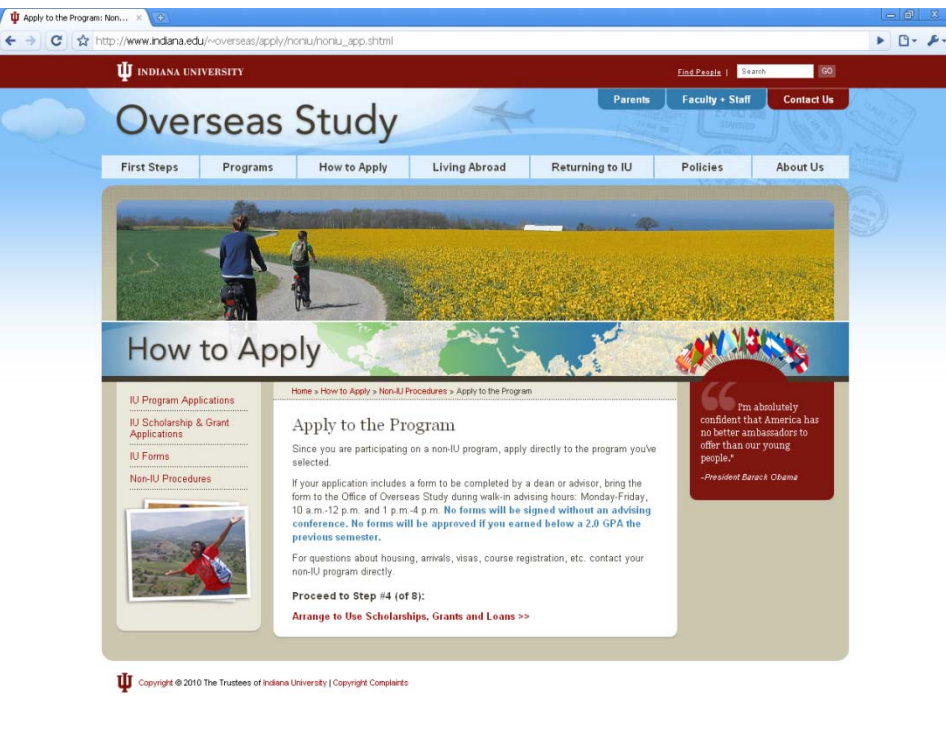
- **Consult your Advisement Report on OneStart** to find out what types of courses you have left to graduate (elective hours, major/minor requirements, distribution, etc.).
- **Compare course descriptions/syllabi** for the courses offered on your non-IU program to course descriptions/syllabi of the course requirements you wish to fulfill at IU. Hint: You can find a full list of approved distribution courses offered at IU in Appendix II of the College of Arts and Sciences Bulletin.
- **Choose courses at a similar level** to the ones you are required to take at IU, noting that some institutions may operate on a different system. A general rule of thumb is that if you need to fulfill upper-level requirements at IU, do not enroll in introductory level courses abroad, but rather in more advanced courses.

*confident that America has no better ambassadors to offer than our young people."*  
-President Barack Obama



## External Programs - Procedures

- Apply to the Program
  - Students apply directly to program
  - Overseas Study Advisors and Assistant Director sign forms from providers





## External Programs - Procedures

- Using Financial Aid
  - Students with federal financial aid must complete the [Y496 application](#) & [Consortium Agreement](#)







## External Programs - Procedures

- Using Financial Aid
  - Students with institutional aid only must complete the Y498 form

Indiana University  
Overseas Study

Parents Faculty + Staff Contact Us

First Steps Programs How to Apply Living Abroad Returning to IU Policies About Us

How to Apply

Home » How to Apply » Non-IU Procedures » Arrange to Use Scholarships, Grants and Loans

**Arrange to Use Scholarships, Grants and Loans**

Program fee payment will be arranged by your program provider.

If you have or will have IU financial assistance (scholarships, loans, grants, etc), read the [Financial Aid sheet](#).

If you qualify to take your financial aid abroad, pick up the appropriate documentation at Overseas Study (Deadlines: Nov. 1, April 15). To verify your financial aid award status, see [OneStart](#).

Should your program have financial forms to be signed, Overseas Study can complete these forms for you. You will need to verify that you qualify to use your aid on a non-IU program first.

If you plan to apply for summer financial aid, you must also complete a summer aid application with the Office of Student Financial Assistance.

**Proceed to Step #5 (of 8):**  
[Complete the Notification of Acceptance >>](#)

I'm absolutely confident that America has no better ambassadors to offer than our young people."  
-President Barack Obama

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## External Programs - Procedures

### Non-IU Getting Started

Read this handbook *now* and again *before* you leave the U.S.  
Consult it again before you register for classes overseas.



#### Part I: Preparing for Departure

Absentee Voting .....	17
Academic Credit .....	9
Address, Summer .....	16
Address, U.S. Mailing .....	16
E-mail .....	15
Fee Payments.....	10
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Housing, IUB Campus.....	16
Housing Sublets.....	17
Insurance, Health.....	7
Insurance, Other.....	7
International Student Identity Card .....	17
Library Services, IU.....	16
Medical Checkup .....	6
Medications Abroad .....	7
Money Management .....	14
Passport.....	5
Registration .....	19
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Travel to Program Site .....	8
Travel Resources .....	19
Visa & Residency Permit .....	5

- Notification of Acceptance
  - Integrated with database
  - Pre-departure orientation
  - Re-entry workshop



## External Programs - Procedures

Spring 2007    Bloomington

Program : Arts & Sciences Undergraduate

OVERSEAS STUDY/NON-IU PROGRAM

Course		Title	Hrs	Grd
OVST-Y	496	OVERSEAS STUDY/NON-IU PROGRAM	0.00	NY

Transfer Credit from Spelman College

Applied Toward Arts & Sciences Undergraduate    Program Bloomington

FRIT-F	313	ADVANCED GRAMMAR	3.00	T
GEOG-G	425	AFRICA: CONTEMPORARY GEOG PROB	3.00	T
LING-UN	100	LING UNDISTRIBUTED-100 LEVEL	3.00	T
SOC-UN	100	SOC UNDISTRIBUTED-100 LEVEL	3.00	T

Transfer Hrs Passed: 12.00

Semester:	IU GPA Hours:	0.00	GPA Points:	0.000
	Hours Earned:	12.00	GPA:	0.000
Cumulative:	IU GPA Hours:	71.00	GPA Points:	253.900
	Hours Earned:	103.00	GPA:	3.576

- Transferring Back Credit
  - We receive Credit Transfer Reports from International Admissions
  - Credits posted as transfer credit on transcript







## Thank You

Questions? Comments?

Steven Rose

[rosetm@indiana.edu](mailto:rosetm@indiana.edu)

Rachelle Bennett

[ralbenne@indiana.edu](mailto:ralbenne@indiana.edu)

