



STUDY ABROAD PROGRAM APPLICATION

We are pleased that you are submitting your application to participate in one of MCCCCD's study abroad programs! These programs are open to students and interested community members. To ensure a healthy, comfortable, and educationally productive environment for students, faculty and the host institution, general qualifications for acceptance are based on academic and student conduct background, a personal statement of interest, and if necessary an interview with the program director.

This is a fillable PDF form. Please type in your responses.

PROGRAM NAME	Study in Prague	YEAR	Summer 2023
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Name (as listed on passport) _____

LAST NAME	FIRST NAME	MIDDLE NAME

Address

Street	City	State	Zip Code
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Student ID: _____ MEID _____ Cell Phone _____

Email	Other Phone
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Date of Birth (mm/dd/year) **Gender:** ☐ Male ☐ Female

List the course/s that you would you like to take in the order of preference: HUM245 or ARH102 or ART142 / 143

1. _____ 2. _____ 3. _____ (each course is limited to 12 students)

ACADEMIC INFORMATION

College/university currently attending: Choose from the drop down menu Other ☐ Not seeking a degree

Current college major and minor and/or field of interest:

Cumulative GPA _____ Have you ever received a disciplinary warning or been on academic or disciplinary probation? ☐ Yes ☐ No
If yes, please list dates of probation and explain details of circumstances (attach another page). *Student academic and conduct records will be verified by the appropriate MCCCDC office.*

Are you applying for more than one program? If so, please list other program(s): 1. _____ 2. _____

List any other study abroad programs in which you have participated: 1. _____ 2. _____

MEDICAL INFORMATION *(This information will be kept confidential.)*

Information for Students with Disabilities who May Require Accommodations

While Chandler-Gilbert Community College will try to accommodate students with disabilities, some international programs may not conform to U.S. Federal ADA guidelines for accommodations. Students who will need accommodations must notify the campus Disability Resources and Services (DRS) office regarding their interest in a study abroad program. The DRS manager will meet with the student, the Program Director (or designee) and other relevant personnel to determine whether the student's requests can be accommodated. If you have a disability that requires accommodations, you will be required to provide medical documentation that supports your request. Visit Mobility International USA at www.miusa.org for a great resource for students with disabilities who want to travel internationally.

☐ **I require accommodations and have visited Disability Resources and Services.** *(If you fail to pre-disclose needed accommodations, you will not be guaranteed any provisions in the host country.)*

List any medical conditions, allergies, dietary restrictions or mental/physical challenges that the program director should be aware of. Studying abroad requires a great deal of physical mobility. Also, please state any special needs that may affect you as a traveler (lodging, transportation needs, etc.)

List vision/drug prescriptions _____

APPLICATION DEADLINE:

Application Deadline: (April 17, 2023)

- *Enroll early!* Space is limited to 12 students per course.
- Applications are reviewed on a rolling basis. You should expect to hear back from your Program Director within 2-3 weeks of submission. We may schedule a personal or group interview.
- After acceptance to the program, you will be contacted by the International Education Office to complete pre-departure paperwork and receive advising on available scholarship/financial aid options.
- After email notification from the IE Office, students must make a **\$375 confirmation deposit** to secure their space. Deposit will be applied to the program fee. **The deposit is non-refundable after the payment deadline of May 8th, 2023.** Students with impending financial aid and/or scholarships must provide documentation of payment arrangements to meet financial obligations.
- Visit (www.cgc.edu/studyabroad) for additional program information and scholarship/financial aid options.

PLEASE ATTACH THE FOLLOWING DOCUMENTS (*MUST be included for consideration*):

☐ **Personal Statement of Interest** reflecting on how the program will fulfill your academic, personal, and/or professional goals (*maximum of 1 page, double-spaced*)

☐ **Unofficial Transcript** (*downloadable from www.my.maricopa.edu*)

Please submit application, personal statement of interest, two letters of recommendation, and unofficial transcript together.

Incomplete applications will NOT be processed.

YOUR SIGNATURE VERIFIES THE FOLLOWING:

- ☐ I understand that my application will be reviewed and that I can be accepted or denied participation in the program.
- ☐ After notification of acceptance, I must make a **\$375 confirmation deposit** at Cashiers Services to secure my space. Deposit will be applied to the program fee. I understand that the deposit is non-refundable after the payment deadline of **May 8th, 2023**. I certify that I will meet financial obligations and will adhere to all program fee and tuition payment deadlines. Visit www.cgc.edu/studyabroad to see payment and refund policies.
- ☐ I agree to complete and return all pre-departure documents by deadlines required by the International Education Office.
- ☐ If accepted into the program, I must attend the mandatory orientation on **April 29, 2023, 9 a.m. to 1 p.m., Chandler-Gilbert Community College. We will email final participants with room and other details.**
- ☐ I certify that all information on this application is accurate as of the date of submission and agree to notify the Program Director and International Education Office of any changes to the information presented on this application.

Signature _____ Date _____

PLEASE SUBMIT COMPLETE APPLICATION TO:

Chandler-Gilbert Community College
David Finley, Director Prague Program
2626 E. Pecos Road
Chandler, AZ 85225

Agave Hall, AGA #1361
(480) 726-4125
david.finley@cgc.edu
www.cgc.edu/studyabroad

1-page maximum (about 300 words), typed and double-spaced

Please reflect on how the study abroad program you have chosen will fulfill your academic, personal, and/or professional goals. Type in your essay.

LETTER OF RECOMMENDATION

Chandler-Gilbert Community College Study Abroad Programs (to be completed by an instructor, advisor or supervisor)

_____ is applying for admission to an MCCCDC study abroad program.
Applicant Name _____ Student ID _____

Study Abroad Program Study in Prague Program Director David Finley Year: 2023

Participants in MCCCDC study abroad programs must possess the character, reliability, and maturity necessary to manage the demands of international travel, cross-cultural interactions, and intensive study schedules. As Maricopa Community College students, participants are expected to conduct themselves in a manner that reflects positively on themselves, the college, and the District, as well as their own culture and country.

Based on the above criteria, and your personal experiences with this student as his/her *instructor, advisor, or supervisor*, we would appreciate your candid assessment of his/her potential to benefit from, contribute to, and safely participate in a successful study abroad experience.

Please supply the following information and rate the applicant in the categories listed below. After completion, place the form in a **sealed envelope** (with your initials placed over the seal) and return to the applicant, or send directly to the program director listed above at david.finley@cgc.edu. Thank you for your prompt submission of this form to ensure that the applicant is considered for admission to the program!

Criteria	Outstanding	Above Average	Average	Below Average	Unable to Judge
Academic motivation					
Connects positively with other students					
Cross-cultural appreciation					
Flexibility to adapt to unfamiliar situations					
Interpersonal skills					
Maturity					
Positive attitude					
Responsibility					
Self-confidence					
Works independently					
Works well in groups					
Suitability for study abroad					

Additional Comments: _____

Your Name _____ Title _____

Institution _____ How long have you known the applicant? _____

Relationship to Applicant (advisor, instructor, supervisor, etc.) _____

Phone Number _____ E-mail _____

Signature _____ Date _____



David Finley, Prague Director
2626 E. Pecos Rd.,
Chandler, AZ 85225

PH: 480-726-4125 Email: david.finley@cgc.edu

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(to be completed by an instructor, advisor or supervisor)

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Study Abroad Program Study in Prague **Program Director** David Finley **Year:** 2023

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