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| --- |
| Program Info |
| **Program Title** |       |
| **Countries & Cities Visited** |       |
| **Program Dates** |       |
| **Program Director** |       |
| **E-mail** |       |
| **Phone** |       |
| **Sponsoring College & Dept.** |       |
| **Your Dept/Office BusMgr** |       |
| *(The OII Business Affairs Coordinator will monitor and reconcile the corresponding account. However, your department is ultimately fiscally responsible for any deficit incurred.)* |
| **Course Number UG** |       | **G** |       |
| **Number of Credits UG** |       | **G** |       |
| **Approvals** | **Please print name and sign below** |
| Date:       |       |
| Program Director |
| Date:       |       |
| Department Chair |
| Date:       |       |
| Dean of College |
| Date:       |       |
| PERIMETER ONLY: Senior Faculty Associate |
| Date:       |       |
| Director, Study Abroad Programs |
| Date:       |       |
| Business Manager, Office of International Initiatives |
| Date:       |       |
| Associate Provost for International Initiatives |
| Date:       |       |
| Senior Vice President and Provost |
| This cover page must be attached to your formal proposal. After the Program Director, Chair and Dean have signed: Please submit this form to Stephen Murray, Director, Study Abroad Programs at the **International Center** (30 Courtland Street, 3rd Floor). Please adhere to the following deadlines: **February 1 for Fall programs, August 1 for Spring, Maymester, and Summer programs.** |