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Getting Started: Browse your options!

Congratulations on taking your first step towards a life-changing experience abroad. To get started there are many resources you can look into to find the perfect program for you. Our website has a ton of information about the process, scholarships, health, safety, and programs. Go to https://www.umb.edu/academics/global/studyabroad/getting_started to see all the information there!

Diversity & Inclusion

The Office of Global Programs is committed to helping all UMass Boston students’ study abroad. We believe all students should have the opportunity to study abroad regardless of their background. Every student faces challenges when planning a trip and living abroad. Students may find that several factors influence their experience, including nationality, race and ethnicity, disability, religion, gender, sexual orientation, and others.

We have compiled resources that can be used to help support your study abroad goals and are here to help make those goals a reality. Letting us know about your specific concerns studying abroad will only help your experience while abroad. We will do whatever we can to ensure that you have a happy, safe, and rewarding time living abroad. You can find information on our website on:

- [Disability Support and Study Abroad](#)
- [Gender and Study Abroad](#)
- [LGBTIQ+ and Study Abroad](#)
- [Non-Traditional Students and Study Abroad](#)
- [Race and Ethnicity and Study Abroad](#)
- [Religion and Study Abroad](#)
Study Abroad Blog: Hear Stories from UMB Students Abroad!

We have student bloggers every semester from UMass Boston who studied abroad. To hear from them, visit our blog site:
https://www.umb.edu/academics/global/studyabroad/getting_started/studentstories

Learn about the program options and what that means for your funding.

- **Exchange Programs**: For Reciprocal Exchange Programs, UMass Boston exchange students pay their tuition and curriculum fee to UMass Boston, not to the host university. Mandatory and other student fees are paid to the host institution. The host institution will assist the student in locating housing and the cost is the student’s responsibility. If you are currently receiving the Chancellor’s Scholarship or are studying under the GI Bill and want to receive that funding for your study abroad term, you must go on a semester/year-long exchange program only.

- **UMass System Programs**: The University of Massachusetts campuses at Boston, Dartmouth, and Amherst share a number of overseas programs in Germany which allows students from any UMass campus to participate in study abroad and international exchange through one of these UMass campuses.

- **Provider Programs**: Specific third-party study abroad companies/organizations (providers) that UMass Boston partners with to offer alternatives to the Reciprocal Exchange Programs. These programs are highly recommended and have maintained reliable services in partnership with UMass Boston’s Office of Study Abroad & International Exchange for several years. Affiliated Provider Programs offer a reduced fee between $200 and $600 per student depending on a provider and the duration of the program.

- **Direct Enroll Programs**: Students must have a 3.0 GPA; study overseas as an international/visiting student and transfer credits with the approval of UMass Boston. Please see the study abroad office if you have an outside program you are interested in before applying. You will need approval by the Office of Global Programs to apply.
How to talk to your parents about studying abroad!

1. Approaching the conversation
   a. Think about the right time to bring up your idea to study abroad. The week of Thanksgiving when your parents are super busy planning your family dinner, cleaning the house, cooking, etc. is not the most ideal to casually bring up you’re going away for 5 months. Think about a good time, when your parents are relaxed or in a good mood. You can cook them a meal from the place you want to go and casually bring it up over dinner. You know them the best! Think about your approach.

2. Keep Calm and Optimistic
   a. Have a discussion, not an argument regarding your desire to study abroad. Listen to them, let them know you understand their concerns, and make it a two-way conversation. Don’t expect them to immediately jump on board with a decision that would take you away from them 1,000 miles away that is also likely to be costly for them. They may want to think it over, talk about it without you there, or need time. Give them time and space and show your maturity in this decision.

3. Be Flexible
   a. Maybe a year in China is too much for your parents to consider. How about somewhere closer to home for 1 semester instead of 2? Sometimes it is best to compromise rather than lead to a stalemate that may ultimately stop you from going abroad at all. They may be holding the funding you need to make it happen. Maybe they say okay you can go but only for a summer. They are essentially saying yes to you studying abroad so you have made a first step! Discuss your goals and motivations for where/how long you want to go. Be willing to compromise and they could potentially reconsider if you show your maturity and ability to listen. You can show them specific details of what you are thinking to show you are prepared and serious about it.

4. Seek help from us!
a. Maybe your parents need time to think about it and you are ready to give them that time. You can maybe email them a few things in the meantime to help them in their own research and prove you are serious about it. We have a resource page on our website for this: https://www.umb.edu/academics/global/studyabroad/beforeyougo/parents

b. The next page shows Frequently Asked Questions about studying abroad.

c. Questions parents often ask: Is it safe? Answer: UMass Boston only allows students to go on programs that have been determined safe by the US Department of State. We do not send students to countries in which have been deemed a higher risk for students to be. There is automatic international health insurance offered to every student at no cost to the study abroad student for the full duration of the program as well. Our provider programs offer 24/7 on site resident directors who are there in the location with students as further support. See the Health and Safety section of our website for more.

d. Other questions often asked: How do we pay for it? Answer: It is a common misconception that all study abroad opportunities are beyond many students’ budgets. There are many options that cost the same or even less than studying on campus. Reciprocal exchange programs allow for UMass Boston students to pay their regular tuition as any other semester to UMass Boston for their study abroad semester. Financial aid can be used on study abroad programs as well, and sometimes an increase in aid is possible if applicable for the term the study abroad is occurring. There are dozens of scholarships available to apply for as well to help with the associated costs of study abroad. CIEE is one provider which offers flight vouchers for students receiving pell grants. With proper planning, a we can help a student find a program that fits into their budget. More information on financing can be found here. Also check out University of Minnesota’s creative ways to finance study abroad.

e. Is it going to help in your studies? You can assure your parents the course work you do abroad will count towards your graduation requirements, and for the majority of students does not delay graduation. With proper planning all courses taken abroad will be approved before departure for transfer into the student’s degree. Studying abroad greatly enhances a student’s resume in a competitive global economy that is looking for graduates who have cross-cultural experience and a proven ability to adapt. You can also seek language skills and improve drastically in obtaining a second or third language. Additionally, you can earn extra credits over summer or winter break that you would not have taken in a regular semester, giving you the ability to advance faster towards your degree or adding a minor/ second major.
FAQs About Study Abroad

Q. Why study abroad?
A. There are many benefits to studying abroad. Student returnees state they gained life-changing experiences and life-enhancing skills while studying abroad; below are additional examples:
- Earn academic credit while abroad
- Enhance your resume
- Immerse yourself in another culture
- Improve your foreign language skills
- Make friends from around the world
- See the world and have fun!

Q. When can I study abroad?
A. Any time after having successfully completed one full semester at UMass Boston (not recommended for freshmen).

Q. What are eligibility requirements?
• GPA 2.75 or higher from UMass Boston for exchange, 2.5 for provider/direct
• Good disciplinary standing
• Having completed one full semester at UMass Boston at the time of application
• Current UMass Boston student

Q. Where can I study abroad? What are the programs available?
A. Almost anywhere in the world.
- Consider 4 Cs: curriculum, cost, climate, and when choosing among programs.
- Learn about the program options here. Be sure you learn what the differences are among:
  o Exchange
  o Provider-led
  o Direct Enroll
  o UMass System Programs
- These options have different financial and organizational requirements.

Q. How long can I study abroad?
A. Almost as long as you like, as long as you fulfill the residence requirements at UMass Boston.
- One semester, multiple semesters, Academic year, Summer, winter

Q. How many credits will I get while studying abroad?
A. It depends how many courses you take abroad.
- Semester - 12 credits, summer - 6 credits, winter - 3 credits.
- You need to get C- or above to receive the credit.
The grades from abroad do not affect student’s GPA here.

Q. Can I take courses in my major?
A. Yes, you can take courses in your major and/or minor; electives are the easiest to transfer.
   • Consult your academic advisor and get approval for transfer of credits before your departure.

Q. Can I study abroad without knowing a foreign language?
A. Yes, since many of the programs abroad offer courses taught in English.
   • Browse the course offerings of various programs abroad by language of instruction (English)

Q. Can I afford to study abroad?
A. You can’t afford not to study abroad! Studying abroad, however, costs more than a regular semester at UMass Boston for in-state students.
   • Choose among more affordable programs, e.g., Reciprocal Exchange Programs, you pay UMass Boston tuition
   • Compare programs costs using budget planning worksheet
   • Start early and seek multiple funding resources

Q. Can I get financial aid to study abroad?
A. In most cases, yes.
   • FAFSA and Pell Grant “travel”
   • Certain scholarships transfer, e.g., Chancellor’s and the Foster Furcolo Scholarship for Reciprocal Exchange Programs
   • Apply on time for scholarships to study abroad
   • Download our Study Abroad Financial Aid Guide

Q. How can I apply to study abroad?
A. By exploring this website.
   • We created a checklist for the study abroad planning & approval process (download here).
   • Visit and contact Study Abroad Office

Q: Do I need a Student Visa to study abroad?
A: It depends. Some countries require a visa for the duration of your stay, others do not.
   • Explore the NAFSA website to find out if your host nation requires a visa
Deciding on a Program Tips: Academics

1. See advisor: Before deciding on any program, check with your academic advisor on which courses you should be looking to take to stay on track for graduation. You can get a good idea of which classes you should be looking to take abroad from this conversation.
2. Your Degree Audit: You can also look yourself at your degree audit to see which courses you need left for your degree. It is in your Wiser account under “My Academics” à “Academic Requirements” à “Boston Degree Audit”.
3. Once you have an idea of which courses you need and a program in mind, you can fill out a prior approval form for transfer credits to get the courses you are interested in pre-approved for transfer to UMass Boston. For instructions, see the prior approval section of this guide on filling out the form.

Deciding on a Program Tips: Financing

1. The different program options have different financial implications (exchange vs. provider/direct enroll). You should first see what kind of financial aid you are getting, and the tuition you are paying. To see what you are paying for school and the financial aid you receive, go to Wiser à “Financial Aid Center” à “View Current Financial Aid”.
2. If you are paying out-of-state, regional, or international tuition, a provider program is your best choice for a semester program, as their pricing is generally $15,000 or lower for all countries, including housing, tuition, and excursions. This can often even save you $ by going abroad on these programs.
3. If you are paying in-state tuition AND receive merit-based scholarships at UMB, you should look at reciprocal exchanges for your semester in which those scholarships can be applied. Non-merit-based scholarships can be used on any program. If you are receiving funding under the GI Bill/VA, you will want to go on reciprocal exchanges only to use that funding.
4. If you do not fall under any of these circumstances, a provider, direct, or reciprocal program can be the best for you financially depending on what term you are interested in and where you want to study. Spain has affordable programs through providers for example that end up being more cost friendly than our exchanges there. It is best to seek our office for help in deciding which program works for you financially.

Ready to Search Programs?

Begin your search for programs on our website:
https://studyabroad.umasscs.net/index.cfm?FuseAction=Abroad.Home

We also have featured short-term programs available here:
https://www.umb.edu/academics/global/studyabroad/programs/featured
Searching Programs Help

This is how the home page looks for the UMB study abroad portal. If you already know which program you will be applying to, click the “Login/ Resume Application/ Register” button on the top right of the page shown above. You can then log in with your UMass Boston email and password to begin your application.

To begin your search for a program, hover your mouse over the (circled in red above) “Campus Highlighted Programs” and click “UMass Boston Programs”.

This will bring you to a list of featured programs our office offers to study abroad. Start here with this list for great programs we have sent students on in the past that we recommend. There are semester, winter, and summer programs listed. Again, be sure to check what each program means for your funding! (See above: UMass Boston Exchange, Provider, Direct Enroll).

To find more information about the programs listed, simply click on any on the list you find (see circled in red for where to click):
Once you click on a program it will take you to the brochure page. (See below for this example AIFS Study Abroad in Berlin Humboldt: Summer).

This page includes the UMass Boston campus deadline (different from the direct program application deadline), application requirements, and home page link. If you already know you want to go on this program, click “Begin Advising” in the top right (Green arrow points at). You will then choose a term open for applications and will be prompted with a checklist.

This checklist will need to be completed by the deadline stated on the application to UMass Boston. This deadline is different from the program specific deadline. To find more information about the program including the program deadline, click the Homepage Link “Click to visit” (red arrow points at) below:

Once you click the homepage button, it will take you to the program website. You will always need to submit two applications to study abroad through UMass Boston. One will be submitted in the UMass Boston study abroad portal, above. The other must be submitted through the program website directly. (See p. for instructions on applying).
On the homepage of the program, you can find information on, application deadlines, cost, scholarship information, courses available, accommodation, excursions included, dates, etc. The program page will look something like this (see below for picture). You can click on any of the links to find more information. For example, if you click on “Courses” (Red arrow points at) it will take you to a list of options:
You can expand on each course option to view a description. **You should check the course options for every program you are interested in before deciding on that program.** Feel free to consult your academic advisor on a program you are interested in to see if it is a good fit for you academically.

**Searching for Programs in the Portal**

The UMass Boston study abroad portal also has an advanced search option. From the Home Page, (red arrow points at), you can click **“Find Programs”**.

It is also available at this direct link:  
This is how the page would look. You can search directly by program name, or search by City, Country, Region, Term, Institution name, Area of Study, Program Type, or cost level. Pick any of the criteria you are looking for, and then click “Search” on the bottom of the page (red arrow points at):

A whole list of programs with your criteria will come up for you to browse the same way shown above.
Ready to Apply?

Contact our office at studyabroad@umb.edu with your ID# and we will register you in the study abroad portal. Once registered you can click “Begin Advising” on the program you selected in the UMass Boston Study Abroad Portal, you will be prompted to log in. Click “Log in with UMass credentials”, and then log in with your university email (not including the @umb.edu) and email password. Also put the campus as Boston. Log in to create an application under the term you would like to go. Once you do this, an application will be started for you. It will bring you to a page that looks like this:

![Program Options](image)

You will click “Select Term” and select the term that you want to study abroad. Once you figure the right term, you will press continue. It will bring to a new page look like this:
This page will ask you to Complete the Study Abroad Advising Part 1 & 2 Action Items listed below. It is important that you complete Part 1 as soon as possible as the Study Abroad office will not be able to review or assist you without this required information.

Click the “Get Started!” (The red arrow points at) button or the 'Study Abroad Advising Part 1’ option below to provide required information to assist you with your Study Abroad advising needs.

Once you finish Study Abroad Advising Part 2, click “Done” (the green arrow points at) to submit your required study abroad information to the Global Programs Office.
After you complete the Study Abroad Advising, email studyabroad@umb.edu who will review it and approve you to begin the application. After approval in your home page you can start your application by clicking the Program (red arrow points at) to start the application.

Once you are in the page, you can start putting in your information under “Action Items” and click” Done” (Green arrow point at) to proceed the next step of Application process.
Once you have your entire list completed, email studyabroad@umb.edu to let them know you have finished the pre-decision application. It will then be put under review.

<table>
<thead>
<tr>
<th>Pre-decision requirements</th>
<th>Date Submitted</th>
<th>Actions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Personal Statements</td>
<td>10/25/2021</td>
<td></td>
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<tr>
<td>Passport &amp; Visa Information</td>
<td>10/25/2021</td>
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<tr>
<td>Notification of UMass Boston Fees</td>
<td>10/25/2021</td>
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<tr>
<td>Military Benefits</td>
<td>10/25/2021</td>
<td></td>
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<tr>
<td>Meet with the Study Abroad Office</td>
<td>10/25/2021</td>
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<tr>
<td>Maintaining Wellness Abroad</td>
<td>10/25/2021</td>
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<tr>
<td>Emergency Contact Information</td>
<td>10/25/2021</td>
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<tr>
<td>Eligibility Verification &amp; Communication Release</td>
<td>10/25/2021</td>
<td></td>
</tr>
<tr>
<td>Citizenship Information</td>
<td>10/25/2021</td>
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</tbody>
</table>

Once you receive this email, follow the link in the email to log into your account again. When you log in, under the program’s application you submitted it will say “Committed”.
After you click on the program, go to “Program Info” (green arrow points at), scroll down to the bottom of the page until you see “Decision letter” and click the eye icon under Actions (red arrow points at) to view the letter.
After you finish reading the Decision letter, you can return to “Requirements” (red arrow points at) and see all the required “Actions Items” you will need to submit before departure. This includes applying directly to the program, in this example to the University of Limerick. Be sure to complete the application to whichever program you are applying to on their website. One required item in your application is an acceptance letter from the program you applied to. See below for more details on applying to the host institution.

Next Steps: After you “Commit”

After you have “committed” to the program in the portal, it is time to apply to the program you chose directly. **This is the second application that is needed to study abroad.**

If you are going on the UMass Boston Reciprocal Exchange Program, you will need to be nominated to the university abroad by our office first before you can apply. If you are going on a **Provider Program** (such as AIFS), or **Direct Enrollment Program**, go directly to that programs homepage website to submit the second application. **Please be sure you have checked the specific deadline of the program to apply on time! (Shown on university/program website)** It is your responsibility to submit your application by the specified deadline of your program.

For example, if you are applying to “AIFS Study Abroad in Limerick, Ireland, Fall”, as shown in the example above, you will go directly to their website and click “Apply Now” (red arrow points at). See below for the example.
This will prompt you to register to apply for the program. Go through the entire application and be sure to check your emails regularly! This application is vital. AIFS (or any other provider), as well as any exchange university, will be the ones accepting you into the program. You will submit your application to them and wait for a decision. They will send you your acceptance letter and other very important information about the program. **Be sure you submit your application on time and are responding to any emails you receive.**

Once you receive your **acceptance letter**, it is time to fill out the remaining application check list in the UMass Boston system, as well as fill out the post-acceptance paperwork.

**Post-Acceptance Paperwork**

Congratulations on receiving your acceptance letter from your program/university abroad! It is now time to complete all the necessary steps to study abroad through UMass Boston.

**VISA**

**VERY IMPORTANT:** If you need a visa to study in the country you intend to go, you need to start this process IMMEDIATELY after receiving your acceptance. This can take weeks/months to complete, so do not wait!!! It is **YOUR** responsibility to apply for a visa and to be sure you have the proper immigration paperwork to study abroad.

You should go to the consulate website of the country you are going to determine if you need a visa, as well as the steps to apply. You can also search if you need a visa here: [https://abriggs.com/visas](https://abriggs.com/visas)
For example, if you are applying to study abroad in the UK, go to the British Consulate General of Boston website (you can google the country you are going to consulate to find the link):
https://www.gov.uk/world/organisations/british-consulate-general-boston. Then go to “Visa” and click “Check if you need a visa”. You will fill in your information to see if you need a visa to study there.

Almost ALL countries in which you are studying there over 3 months require a student visa. Some countries require a visa for any stay. You need to be sure you check ASAP after getting accepted to see if you will need one. This information is on the consulate website of the country in which you are going. Some applications are required to be submitted in person, while others are online. Many require an appointment to be made.

***Those going to Spain and Italy:*** If you are going to Spain or Italy to study for over 3 months, you will need a student visa (like most of Europe). Appointments at the consulates in Boston are VERY hard to get. You need to check ASAP for an appointment at the consulate to submit your visa. Check almost daily for an appointment. You may need to call, email, and even go in person to see about getting an appointment. Many students have found going in person to have better outcomes on getting an appointment. Do not give up, just keep trying. The only thing our office can do to help is send an email/phone call to the consulate. It is really on you to be sure you get that appointment. Make sure you show up to your scheduled time with ALL documents needed for the visa. If you are going to study abroad with a provider, there may be a group visa option. We strongly recommend this option if possible.

Here are the links to popular destinations consulate websites:

- **UK:** https://www.gov.uk/browse/visas-immigration
- **Spain:** http://www.exteriores.gob.es/Consulados/BOSTON/en/ServiciosConsulares/ConsularServicesBoston/Pages/Visas.aspx
- **Italy:** https://consboston.esteri.it/consolato_boston/it/i_servizi/parole_resta_in_italia/student-study-abroad.html
- **France:** https://www.usa.campusfrance.org/how-to-apply-for-a-student-visa
- **Germany:** https://www.germany.info/us-en/embassy-consulates/boston/-/1337444
- **China (please note the Chinese consulate is in New York City. You will either need to go yourself to NYC to drop off your application or can go through a visa service for an extra fee for them to do it on your behalf. There are many visa service providers in Chinatown in Boston.):** http://www.china-embassy.org/eng/visas/zgqz/
- **Japan:** https://www.boston.us.emb-japan.go.jp/itpr_en/visitingjapan.html
- **South Korea:** https://overseas.mofa.go.kr/us-boston-en/index.doSouth
- **Africa:** http://www.southafrica-usa.net/homeaffairs/
- **Ireland:** https://www.dfa.ie/irish-consulate/boston/our-services/visas/visas-for-ireland/
- **Denmark:** https://usa.um.dk/en/travel-and-residence/visa/
- **Netherlands:** https://www.netherlandsandyou.nl/your-country-and-the-netherlands/united-states/travel-and-residence/applying-for-a-short-stay-schengen-visa
- **Poland:** https://waszyngton.msz.gov.pl/en/waszyngton_us_a_en_consular_information_2/waszyngton_us_a_en_visas/
- **Costa Rica:** http://costarica-embassy.org/index.php?q=node/93
- **Cuba (must be going through provider to study):** http://misiones.minrex.gob.cu/en/usa/consular-services
- **Mexico:** https://www.inm.gob.mx/gobmx/word/index.php/paises-no-requieren-visa-para-mexico

To find out if you need a visa and find the link to apply, go to: https://travel.state.gov/content/travel/en/international-travel/International-Travel-Country-Information-
Pages.html and search the country you are traveling to. Then go to “Entry, Exit, and Visa Requirements” on the country information page.

**The Office of Global Programs/ Study Abroad can issue the following for your visa application:**

- A letter stating you are a full-time student at UMass Boston with travel dates
- A letter stating you are covered by UMass Boston international insurance for your full program with policy number and travel dates
- A certification of insurance for your trip

**All other documents will need to be filled out and submitted by you.** For the bank statement/ proof of funds, you can go to your bank to get a notarized bank statement or have your parents/ guardians do the same with a supporting letter that they will be supporting you on your trip.

You can get passport photos at CVS/Walgreens as well as AAA. Enrollment verifications and official transcripts can be received in the One Stop. Financial Aid verifications can be done by Nicole.Brennan@umb.edu. You may need to go to your primary care doctor to fill out a health assessment, especially for countries in Asia. Be sure you have all the necessary paperwork before submitting your visa application.

Call the consulate directly for questions during their business hours.

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**Post-Acceptance Checklist:**

Once you have figured out and applied for the visa, please complete all the necessary documents/ processes in the post-acceptance stage. This includes:

1. Finishing your online application in the UMass Boston Portal with all check list items completed.
2. Completing any remaining materials needed for your program/ university abroad, including securing your housing and registering for courses. Check your email regularly for correspondence from your program.
3. Filling out Financial Aid paperwork and submitting to Nicole.Brennan@umb.edu
4. Attending a Mandatory Pre-Departure Orientation (dates/ times to be sent to your email by studyabroad@umb.edu)
5. Paying the Mandatory $100 study abroad fee (or program fee if short-term exchange program) to the Office of Global Programs by check or money order only.
6. Making sure you have no holds on your wiser for study abroad registration of credits.

UMass Boston Portal: Post-Acceptance:

In the UMass Boston portal after you have hit “commit”, there will be new check boxes that appear in your application. You will need to fill out these check boxes by the time you leave for your program:

- **Departure and Return Travel Questionnaire**
  - Fill this out once you have your flights booked for your program. For flight booking advice, see the section on flights in this guide.

- **Health Insurance Verification**
  - This is asking for your private health insurance information. You will also be covered by UMass Boston insurance at no charge to you.

- **Medical Self-Assessment**

- **Study Abroad Acceptance Confirmation**
  - Please just upload a copy of your acceptance letter/ email.

- **STEP Enrollment: US Citizens and nationals only**
  - This can be done by you directly. There will also be time set aside at the pre-departure orientation for you to enroll if you have not already.

- **Boston Prior Approval for Study Abroad Credit**
  - See Prior approval form for transfer credits instructions in this guide.

- **High Risk Destinations**
  - Print this document and sign, then bring it to the Office of Global Programs to drop it off.

- **Program Agreement Release Form**
  - Print this document and sign, then bring it to the Office of Global Programs to drop it off.

- **UMass Boston Travel Registration**
  - You can wait to do this until the pre-departure orientation. We will have time set aside to assist with this registration. Our office will mark this completed after the pre-departure orientation.

- **Enrollment Verification**: For financial aid students only
  - This form you will need to have signed **AFTER** you arrive on your program abroad. Financial aid needs proof you have arrived on your program and are registered for courses. See the financial aid section for more information.
Prior Approval Form for Transfer Credits

A prior approval form for transfer credits is needed in order to have your credits from abroad transfer to UMass Boston. Every course you take abroad MUST be approved on this form in order to transfer.

Follow these steps to complete the prior approval form (form available below):

1. **Browse course offerings** from the university/provider. For semester programs choose a minimum of 12 US credits (recommended to choose 2-3 back-up courses) and fill out the form with the name of the courses. For summer and winter choose a few courses to have approved as back-ups options as well.
2. **Print out/ download course description/syllabus** for each course you wish to take.
3. **Obtain a Signature from the Transfer Credit Evaluator** in the Undergraduate Admissions Office, Campus Center UL (Miguel Alvarez; Miguel.alvarez@umb.edu) You will need course descriptions to obtain the signature. You must submit the form to him FIRST, to evaluate the credits for the course.
4. **Obtain a signature from the Department Chair** of YOUR major at UMB, if you are taking courses in your major and Miguel directs you to seek approval from your department.
5. **Obtain a signature from the Study Abroad Coordinator**.
6. **Submit a copy** of your Prior Approval with all signatures to: Undergraduate Admissions, Study Abroad Office, Financial Aid Office, and your Academic Department.

All the instructions on filling out this form are available on the top of the form itself. If you go abroad and decide to switch to a course not approved on a form, simply submit a second form via email from abroad with the course description.

Post-Acceptance: Financial Aid

If you need to apply for financial aid, contact financial aid directly for steps. Financial Aid (Nicole.Brennan@umb.edu) requires the following be submitted directly to Nicole Brennan in order to process your financial aid award:

1. **Acceptance Letter** (forward acceptance email or letter to Nicole.Brennan@umb.edu)
2. **Prior Approval For Transfer Credits** - must be signed and completed
3. **Consortium Agreement**
4. **Enrollment Verification**

Consortium Agreement- Only for Financial Aid Recipients

The consortium agreement is available here:

Also see below for a copy of the form.
To fill out the form, just fill in Section II including the courses you plan to take abroad. You will need to sign at the bottom of page 1.

For the second page, Section III, you will need to have this completed by your university/program directly. Simply send the form with the first page filled out and signed by you via email to your university (for direct enrollment), or program (for providers). Let them know you are receiving financial aid and need section III filled out by them. They will fill it out with the budget and send it back to you signed. You can then submit the form directly to Nicole.Brennan@umb.edu.

**Please note for UMass Boston Reciprocal Exchange Programs:** If you are going on a reciprocal exchange program (tuition paid to UMass Boston like a regular semester), you will not need to send the consortium agreement form to the university abroad. Our office has budget sheets we use for exchange programs. Just send us the front page filled out by you and we will send you the budget back. We will need your travel dates to submit the form to Nicole.Brennan@umb.edu.

**Enrollment Verification- Only for Financial Aid Recipients**

The Enrollment Verification is required to be submitted AFTER you have arrived on your program abroad. We recommend you go the day after you arrive to the program to have the international office at your university, or your program resident director/advisor fill out the form. You should fill out the form and just have the university/program director sign and stamp the form. Send the form to studyabroad@umb.edu and we will submit it to financial aid on your behalf. You MUST submit an enrollment verification (signed and stamped) for your financial aid to be released. You can download the form (fillable online) here, or below:

UMass Boston Health Insurance

UMass Boston requires that all students maintain some form of primary medical insurance coverage valid in both the U.S. and host country before, during and after the education abroad period.

The University of Massachusetts treasurer's office provides international travel insurance coverage and services to the university's students when participating in university sponsored and approved international study abroad programs. This coverage is at no charge to the student and is regardless of the student being enrolled in UMass Boston insurance for their regular studies. International travel coverage is intended to provide the first line of service and protection to the university's travelers. Here is the information regarding the insurance ALL UMass Boston students are covered under while studying abroad on an approved program:

Gallagher Global Assistance

Organization: University of Massachusetts
Policy Number: ADDN10892508
Assistance Provider: Gallagher Global Assistance

All students will be provided with an insurance card including this information. Students can use that ID card to log into the insurance website, which will include a lot of local-based intelligence information as well as health related information in the country the student is traveling.

Website: https://travelassistance.chubb.com/

For medical referrals, evacuation, repatriation, or other services, please call:
Gallagher Global Travel Assistance Program
1-866-693-6873 (Toll-Free)
1-312-935-9242 (Direct Dial)
GallagherGlobalAssistance@ajg.com

We recommend students pay out of pocket if they visit a doctor abroad. They can save the receipt from the doctor and submit the receipt to GallagherGlobalAssistance@ajg.com to be reimbursed. It generally takes around 2 weeks to process reimbursement. Please cc studyabroad@umb.edu on any reimbursement requests or questions.

Prior to departure, students, and families should still contact their personal health insurance company to make certain they understand what additional coverage they may have in place, or may want to put in place, while traveling abroad. Any additional coverage purchased would be at the traveler's own expense.
Your Health and Safety Abroad

Preparation and information are key to a healthy and safe stay abroad, though unpredictable events occur throughout the world. It is important to keep track of individual health and safety issues, and attend to current conditions while abroad—weather, worldwide health trends, location-specific, and political factors—awareness of these matters will help to create a successful experience abroad.

All students should speak with their primary care doctor before studying abroad. Your doctor can help you create a health plan for your trip, including getting your prescription medicine filled for the duration of your trip. They can also suggest any vaccinations you should get before leaving on the program you are going to.

Be Prepared! One of the best defenses for your health & safety is common sense:

- Know how you are getting to where you need to be from the airport- research taxi companies to take in your host country!
- Check directions and your route to avoid getting lost- if you do get lost, walk with purpose, and stay calm as to not arouse suspicion. Look for an authority figure first for directions if that does not work look for a store/hotel to ask for directions.
- Protect your valuables be wary of strangers, leave your passport in a safe place when possible and only carry a copy, and have your valuables in zipped pockets
- Be smart with your money and stick to your budget
- Keep your family and friends aware of your whereabouts
- Maintain a low profile in appearance/mannerisms
- Do not walk alone at night
- Don't accept food or drink from strangers
- Know your neighborhood and neighborhoods you should avoid
- Pay attention to the news
- Look out for scams and be aware of your surroundings.

UMass Boston Health Services offers a Travelwell Clinic which can help prepare you to study abroad. This is a service for students, faculty, and staff at UMass Boston which provides comprehensive pre-travel consultation to maximize your health during travel outside the US.

The US State Department offers International Travel Information and Safety information specific to the country you are traveling to. [https://travel.state.gov/content/travel.html](https://travel.state.gov/content/travel.html) You can also register your travel through the STEP program which will notify the state department of your whereabouts while abroad in case of emergencies.

More information on Health and Safety Abroad:
[https://www.umb.edu/academics/global/studyabroad/health](https://www.umb.edu/academics/global/studyabroad/health)
Scholarships to Study Abroad

Below are some of the many scholarships to study abroad. Please visit our website for many other options. You can also have a look at setting up a Go Fund Me or other platform to raise money for your trip. Many students have had great success fundraising! [https://www.gooverseas.com/blog/40-fundraising-ideas-study-abroad](https://www.gooverseas.com/blog/40-fundraising-ideas-study-abroad)  

A note on financial aid: Grants, Subsidized and Unsubsidized Loans, Private Loans, and Parent Plus Loans are eligible for any study abroad program. Tuition credits and scholarships may only be used on exchange programs.

- **Benjamin Gilman Scholarship**: Pell Grant recipients can apply for up to $5,000 for a semester (up to $8,000 for critical language study), $2,500 for a summer or winter program. Deadline for Winter or Spring programs is in early October. Deadline for Summer or Fall programs is in early March.
- **Fund for Education Abroad**: Apply for up to $10,000 (depending on program length). Programs must be 28 days or longer. Spring 2020 application is open until September 10, 2019. Fall 2020 application deadline will be in January 2020.
- **Boren Awards**: For language study in "Critical Need" Languages. Preference for 6-months or longer. Up to $20,000 in funding awarded.
- **Beacon Student Success Fellowship**: UMass Boston summer experience scholarship for up to $4,500. Deadline is in March each year.
- **Critical Language Scholarships (CLS)**: Summer study abroad programs in intensive language study. Includes all fees, travel, accommodation, and tuition. There are specific programs for each critical need language.
- **DAAD RISE Germany Summer Research Internships in Science and Engineering**: A scholarship of 750 Euros per month, for a minimum of 10 weeks. It also includes international travel costs. You must be a sophomore or above at the time of the internship, and German language skills are not required. Summer 2020 deadline has passed, Summer 2021 deadline is December 18, 2020.
- **DAAD University Summer Language Courses in Germany Scholarship**: Deadline is December 1st each year. Courses must be 18 days or longer and an A1 level of German is required to apply.
- **Bridging Scholarship for study in Japan**: Open for semester or year-long study abroad students to study in Japan. Bridging Scholarship recipients receive a stipend of $2,500 (for students on semester-long programs) or $4,000 (for students on academic year programs). The deadline for Fall 2020/ Academic Year 2020-2021 is April 10, 2020.
- **Pescosolido Family Scholarship Foundation** for study in Italy: Scholarship awarded once per year with a deadline in mid-May. You must be a resident of Massachusetts and have exhibited ability and serious interest in, or commitment to, the study of the Italian language along with the culture, civilization, and history of Italy.
- **Freeman-Asia Awards**: Awards up to $3,000 for summer, $5,000 for semester, $7,000 for academic year for study in Cambodia, China, Hong Kong, Indonesia, Japan, Korea, Laos, Macao, Malaysia, Mongolia, Philippines, Singapore, Taiwan, Thailand, Vietnam. Must be a US citizen or permanent resident at the time of application. Deadline for Summer/ Fall 2020: April 6, 2020.

USAC Tips, Advice and Webinars for your Scholarship Application: [https://usac.edu/money-matters/scholarships-and-discounts/webinars](https://usac.edu/money-matters/scholarships-and-discounts/webinars)

Link to these scholarships and more: [https://www.umb.edu/academics/global/studyabroad/financial/scholarship](https://www.umb.edu/academics/global/studyabroad/financial/scholarship)
Study Abroad Fee

*** Study Abroad Advising & Application Fee $100***

All students participating on Reciprocal Exchange, Affiliate, and Alternate Study Abroad Provider Programs or directly enrolling are required to pay a $100 fee. This fee, along with UMass Boston required forms and documents will assure the following: maintenance of fulltime UMass student status while on approved program abroad; WISER remains active; Financial aid can be applied to overseas program; pre-approval of courses toward the UMass degree program; transcript processing; credits will be interpreted and applied to the UMass transcript upon return. In addition, students are provided with ongoing advising throughout the process. Pre-departure orientations are offered the semester before studying abroad. All UMass Boston students are also covered by UMass International Travel & Emergency Insurance while participating on an approved, overseas program. This fee is NON-REFUNDABLE.

For Hessen ISU and IWU short-term programs, the $100 fee is INCLUDED in the overall program fee for the program ($1,200 for summer, $800 for winter).

Pre-Departure Orientation

You are required to attend the UMass Boston Pre-Departure Orientation as a student studying abroad. You will not be eligible to study abroad without attending a session. Dates are announced approximately 2 months before the end of the semester. They generally occur the week before finals at UMass Boston, the semester before you would be studying abroad. The sessions include presentations by the Dean of Students, Health Services, Financial Aid, as well as student alumni. It includes health, safety, academics, social life, adjustment and culture shock, travel registration, and more.
Reminders

1. You must submit a prior approval form completed to transfer credits.
2. Financial aid questions and concerns must go to Nicole.brennan@umb.edu.
3. If you are receiving financial aid for a semester abroad, you MUST take 12 US credits or more to receive full-time financial aid.
4. You must submit your enrollment confirmation, signed upon arrival to your program abroad, to release your financial aid.
5. If you have a study abroad hold in your Wiser, that was placed by Financial Aid, NOT by Global Programs.
6. You cannot take courses Pass/Fail for credits.
7. You must earn a C- or above to transfer credits to UMass Boston.
8. It is your responsibility to obtain a visa if you need one.
9. You must pay the study abroad fee to be approved and registered for study abroad.
10. All courses must be graded (NO PASS/FAIL) to transfer to UMass Boston.
11. You MUST receive a C- or higher in each course to transfer that course.
12. Your grades/GPA from abroad will not affect your GPA at UMass Boston. They will show up on your transcript (TA-, TB, TC) for example. You will also have an official transcript from that university abroad, which will be required to submit to any grad school applications and other applications in the future.
13. Courses from abroad that were approved on a prior approval form will be transferred once the official transcript is received by the Office of Global Programs.
14. You should check with your department/advisor to be sure you will stay on track to graduate. They can also help you decide which courses will work for your degree progress.
15. Internship credit can only be accepted with approval of your department abroad. You need to check with your department to see if your major accepts internship credit and be approved for transfer credit for an internship abroad.
16. If you are seeking credit for a diversity course at UMass Boston, it will need to transfer exactly as a course at UMass Boston that has the diversity approval. To see the list of courses, go here: https://www.umb.edu/course_catalog/search. Go to Diversity Area on the bottom of the page and filter to which you are looking for. The prior approval form will need to have an exact course on this list approved for transfer to receive a course towards the diversity requirement.
17. General education courses and general electives can be signed directly by Miguel Alvarez in admissions. Miguel.Alvarez@umb.edu.
18. It is your responsibility to ensure our office receives your transcript from abroad.
19. Our office will scan the transcript and send it to you as well as Miguel Alvarez in admissions. He will evaluate the transcript with your prior approval form and place the credits into your Wiser account. Be sure your program has our office address to send the transcript after your program ends:
   - Office of Global Programs, Campus Center 2100, University of Massachusetts Boston, 100 William T Morrissey Blvd. Boston MA 02124-3393
Booking Flights

Start researching flights early so you can budget your money.

Check out www.studentuniverse.com or https://www.cheapoair.com, no-overhead flight prices just for students! Other websites to search flights:

- Kayak: https://www.kayak.com/
- Skyscanner: https://www.skyscanner.com/
- Momondo: https://www.momondo.com/
- Wanderu is an app that searches train, buses, and flights to compare. https://www.wanderu.com/en-us

Be sure you arrive to the airport 2-3 hours ahead of time to ensure you make it!

Money and Banking Abroad

1. First and foremost, call your bank and tell them where you are going and when you are leaving and coming back including your debit and/or credit cards. Also include any trips you think you will be going on in other surrounding countries (maybe not just the country you are studying in).
   a. It would be a major inconvenience to have your card blocked from abroad. Also, the 24-hour hotlines on the back of your card may not work.
2. If you already know how to budget, do what works best for you! However, here are some options:
   a. Apps: Cleo, skyscanner, goeuro, wechat, flickbus, NVV, DayFlow, Triposo, MetroMadrid, MyTaxi (Europe)
   b. Or use a pen and paper! Or excel sheet. This is your budget, so do what feel best for you.
3. Have a currency exchange app, such as mycurrencyconverter. Some banks charge fees for withdrawal of funds internationally. Check with your bank and if you do, take out money less frequently from ATMs, withdrawing enough cash for one week is a good idea to avoid multiple fees.
4. Keep an emergency fund for unfortunate circumstances!
   a. A suggested amount is about $100USD but whatever works for you is fine. You don’t want to be stuck without ANY money in a different country if something happens with your credit/debit card!
Cell Phones Abroad

Check with your phone company in the US. Many smartphones now have international capabilities, and your home service provider can unlock your phone for use in your country of study.

If not, look to see if your phone uses a SIM card → just about every network except for Verizon uses them. Good news! You can probably buy a new SIM card when you arrive and replace your existing card, allowing you to keep your old phone.

If you need a phone abroad, there are many stores that sell cheap phones. Go with the cheapest, you are probably only there for 1 semester at the most.

Next, you’ll need a network, REALLY look at the different aspects of each plan.

Don’t be afraid to buy your phone online BEFORE you head over. Stores always run out of phones during the first few weeks of class, so if you have a phone, you’ll just need to work on getting a plan when you’re over there.

What apps to download for using your phone abroad:

For iPhone users check out: http://thestudyabroadblog.com/using-the-iphone-abroad/

- Skype → you can instant message, video chat, and call landlines all with one program, making it one of the most efficient means of communication while abroad
- Google Translate → You can type something in a foreign language (or have someone speak clearly into your microphone) for an immediate translation
- Whatsapp → when connected to wifi you can make calls/ send messages anywhere in the world!
- Dropbox → Saves files from your computer in an online account, which you can access from anywhere on your smartphone or a computer
- Viber → lets you share our location, so your friends can find you. In addition, it’s a useful (and free) messaging platform for chatting and sending instant messages. It works over WiFi or 3G/4G
- Mint → keep an eye on your travel budget and track your expenses during your trip. It’s safe and secure
- Wi-Fi Finder → Free app that has an online and offline directory of over 500,000 different hotspot locations in 144 different countries
- ICE → The app keeps details about your medical conditions, your doctor’s primary contact details and insurance information that can be accessed even if your phone is locked
- FaceTime → Apple’s video calling software app, and is supported on any iOS device with a forward-facing camera and on any Mac equipped with a FaceTime Camera
- Cleo → It will analyze your spending on your bank account. The app with use data to create budgets and give you tools to help you save.
HEAR FROM UMB STUDENTS ABROAD!

Visit our Blog Site for a TON of stories from students just like you who took the leap and studied abroad.
https://www.umb.edu/academics/global/studyabroad/getting_started/studentstories

We also post photos and stories on our Instagram: @umb_studyabroad