## NORTH DAKOTA. STUDY ABROAD

## **2025 University Directed Study Abroad Proposal**

Contact Information	
Name of Instructor/	
Program Director	
Title	
Department/College	
Email	
Phone	

Name of Co-Director	
Title	
Department/College	
Email	
Phone	
Rationale for selecting Co- Director	

Course Information	
Title with course number	
Number of credits	
Term to be offered in 2025	Intersession Spring Break Spring Term – May Summer
What essential studies/program	
requirements does this course fulfill?	
Prerequisite(s)	No Yes Course pre-req:
Rationale for choosing location in relation to course content	
100-150 word brief description of course (for providers to assist in appropriate activities and site visits)	
Learning Outcome 1	Assessment for Outcome 1
Learning Outcome 2	Assessment for Outcome 2
Learning Outcome 3	Assessment for Outcome 3

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Attach the course syllabus to this document or include in your submission email.				
Program Details				
Preferred locations -				
cities/countries				
Anticipated dates of travel to and				
from destination				
Does either director have	No	Yes		
experience in-country? If yes,				
please explain				
Preferred Accommodation Style	Hostel	Hotel	University Housing	Homestay
-			· · ·	·

#### **Itinerary & Site Visits**

Provide as much detail and context as possible in this section. We understand you may not have a detailed schedule at this point in the process, however Study Abroad will share this document with our travel service providers and listing intended site visits will help the providers create an intentional itinerary. If you have a detailed outline or prefer a different format, include that information as a supplemental document via email with your submission. Study Abroad staff are available to consult and answer any questions.

Priority items to include are location (city), site visit or excursion, and transportation preferences (bus/taxi/train/walking/etc.). Indicate whether the site visit aligns with the academic component of the course, is a tourism-related excursion, or connects to both.

**Note:** Complete this section to the best of your ability. If you have specific dates or day of the week for site visits, include in the date column. If you don't have a preference for when the site visits occurs leave the date column blank.

Date	Location	Description/Plan for Day	Requested Site	Academic
			Visit	or Cultural
				Academic
				🗆 Tourism
				Academic
				🗆 Tourism
				Academic
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				<ul> <li>Academic</li> <li>Tourism</li> </ul>
Use this space to outline if you need classroom space, special equipment, preferred transportation, etc. for any part of the program.				

### Required Approval Process for All New and Renewing UND University Directed Study Abroad Programs

To help ensure safety and compliance with all UND Study Abroad policies and procedures, this proposal form must be completed and submitted online via Qualtrics by **March 1, 2024.** 

Reach out to the Study Abroad staff if you have any questions regarding this approval process and how to complete the forms or refer to the <u>University Directed Program Proposal</u> page on our website.

It is the responsibility of the department to coordinate the Director course load/compensation and Co-Director compensation for study abroad programs and to submit course materials to the Office of the Registrar for student registration.

UND Study Abroad will route the submitted <u>online proposal</u> through DocuSign for signatures to the appropriate offices of the Program Directors for approval. The following signatures are required:

- Director
- Chair of Director's department
- Dean of Director's college
- Co-Director
- Co-Director's Chair or Supervisor
- Co-Director's Dean or Vice President
- Vice Provost for Undergraduate Studies & Student Success