Gonzaga University
SPONSORED SEMESTER PROGRAM
APPLICATION GUIDE

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The deadline to complete BOTH applications are:
- Fall/Academic Year Programs: March 1st
- Spring Programs: Mid September or October 1st: check application page for specific deadline.

You must follow GONZAGA’s deadline and not the sponsor or host deadline!

Gonzaga Application
- Complete the following items:
  - Application Fee
  - Submit Questionnaires (4)
  - Student Conduct Release
  - Sign Signature documents
  - Meet with Study Abroad Staff

- The Sponsored Program Application refers to your host/program application. Once you have been accepted, forward your acceptance email to the Sponsored Programs advisor in the Study Abroad Office and they will mark this as complete.

- The Course Pre-Approval Form is NOT due by the application deadline. The Form is due by the following deadlines:
  - Fall/AY programs: May 1st
  - Spring programs: Dec 1st

AIFS Application
Go to AIFS's application webpage and go through the “I am New User” process. Note that the deadlines on host website are NOT the deadlines you should follow; complete your application by the Gonzaga deadline.

- As part of the AIFS application, you will be asked to submit:
  - Online Application
  - Official Transcript:
    - TO OBTAIN YOUR TRANSCRIPT: Go in person to CH Registrar's Office 2nd floor to request your OFFICIAL transcript to be sent to the Study Abroad office. The Assistant Director will send it to your host/program provider.
  - Course Selection Form
  - Passport Information: How to apply or renew a passport.
  - Preliminary Medical Info
  - General Flight Selection
  - Emergency Contact Information

- LONDON INTERNSHIP PROGRAM only:
  - Internship Questionnaire
  - Three letters of recommendation (two from professors or advisor, one from an employer)
  - Resume

- Once accepted by AIFS, you will be asked to submit:
  - Disciplinary Clearance Form
  - Medical Form
  - Passport Scan
Any documents that require an “advisor signature” should be brought to the Study Abroad Office to be completed.
YOU WILL COMPLETE TWO APPLICATIONS: ONE TO GONZAGA AND ONE TO the Sponsor/Host Institution.

The deadline to complete BOTH applications are:
Fall/Academic Year Programs: March 1st
Spring Programs: Mid September or October 1st: check application page for specific deadline.
You must follow GONZAGA’s deadline and not the sponsor or host deadline!

Gonzaga Application
- Complete the following items:
  - Application Fee
  - Submit Questionnaires (4)
  - Student Conduct Release
  - Sign Signature documents
  - Meet with Study Abroad Staff
- The Sponsored Program Application refers to your host/program application. Once you have been accepted, forward your acceptance email to the Sponsored Programs advisor in the Study Abroad Office and they will mark this as complete.
- The Course Pre-Approval Form is NOT due by the application deadline.
  The Form is due by the following deadlines:
  - Fall/AY programs: May 1st
  - Spring programs: Dec 1st

Bond University Application
Go here: https://apply.bond.edu.au/?refURL=/study-abroad. Read through the Application Checklist for instructions and then proceed through the application. Note that the deadlines on host website are NOT the deadlines you should follow; complete your application by the Gonzaga deadline.

As part of the Bond application, you will be asked to submit:
- Online Application
- Copy of your Passport
- Official Transcript:
  - TO OBTAIN YOUR TRANSCRIPT: Go in person to CH Registrar's Office 2nd floor to request your OFFICIAL transcript to be sent to the Study Abroad office. The Assistant Director will send it to your host/program provider.

CET Jordan: Intensive Language or Internship
YOU WILL COMPLETE TWO APPLICATIONS: ONE TO GONZAGA AND ONE TO the Sponsor/Host Institution.
The deadline to complete BOTH applications are:

**Fall/Academic Year Programs:** March 1\(^{st}\)

**Spring Programs:** Mid September or October 1\(^{st}\): check application page for specific deadline.

You must follow GONZAGA’s deadline and not the sponsor or host deadline!

**Gonzaga Application**

- Complete the following items:
  - Application Fee
  - Submit Questionnaires (4)
  - Student Conduct Release
  - Sign Signature documents
  - Meet with Study Abroad Staff

- The **Sponsored Program Application** refers to your host/program application. Once you have been accepted, forward your acceptance email to the Sponsored Programs advisor in the Study Abroad Office and they will mark this as complete.

- The **Course Pre-Approval Form** is NOT due by the application deadline. The Form is due by the following deadlines:
  - Fall/AY programs: May 1\(^{st}\)
  - Spring programs: Dec 1\(^{st}\)

**CET Application**

To access CET’s application, go to CET’s application webpage and select “I do not have login credentials to this site.” You will be emailed login credentials at which point you will select the second option, “I have login credentials to this site that I received by email”. Note that the deadlines on host website are NOT the deadlines you should follow; complete your application by the Gonzaga deadline.

- As part of the CET application you will be asked to submit:
  - Online Application
  - $50 Application Fee
  - Official Transcript:
    - TO OBTAIN YOUR TRANSCRIPT: Go in person to CH Registrar’s Office 2\(^{nd}\) floor to request your OFFICIAL transcript to be sent to the Study Abroad office. The Assistant Director will send it to your host/program provider.
  - Letter of Recommendation for Language Instructor: Must be from a language professor/instructor and should answer the following questions: In what capacity do you know the student? What is your experience with the student? Is this student prepared for a study abroad experience and why?
  - Passport Scan: If you do not have a passport or are in the process of renewing it, begin that process as soon as possible. Then, upload a scanned copy of your confirmation of application/renewal to your CET application in place of a passport scan. How to apply or renew a passport.
  - Home Institution Approval Form: send to lombardi@gonzaga.edu for completion.

Any documents that require an “advisor signature” should be brought to the Study Abroad Office to be completed.
YOU WILL COMPLETE TWO APPLICATIONS: ONE TO GONZAGA AND ONE TO the Sponsor/Host Institution.

The deadline to complete BOTH applications are:
   Fall/Academic Year Programs: March 1st
   Spring Programs: Mid September or October 1st; check application page for specific deadline.
You must follow GONZAGA’s deadline and not the sponsor or host deadline!

Gonzaga Application
- Complete the following items:
  - Application Fee
  - Submit Questionnaires (4)
  - Student Conduct Release
  - Sign Signature documents
  - Meet with Study Abroad Staff

- The Sponsored Program Application refers to your host/program application. Once you have been accepted, forward your acceptance email to the Sponsored Programs advisor in the Study Abroad Office and they will mark this as complete.

- The Course Pre-Approval Form is NOT due by the application deadline. The Form is due by the following deadlines:
  - Fall/AY programs: May 1st
  - Spring programs: Dec 1st

CIEE Application
To access the CIEE application, go to CIEE's Arts and Science India program webpage and click “Apply Now”. Follow the instructions for the application. Note that the deadlines on host website are NOT the deadlines you should follow; complete your application by the Gonzaga deadline.

  - TO OBTAIN YOUR TRANSCRIPT: Go in person to CH Registrar’s Office 2nd floor to request your OFFICIAL transcript to be sent to the Study Abroad office. The Assistant Director will send it to your host/program provider.

Any documents that require an “advisor signature” should be brought to the Study Abroad Office to be completed.
YOU WILL COMPLETE TWO APPLICATIONS: ONE TO GONZAGA AND ONE TO the Sponsor/Host Institution.

The deadline to complete BOTH applications are:
- Fall/Academic Year Programs: March 1st
- Spring Programs: Mid September or October 1st: check application page for specific deadline.

You must follow GONZAGA’s deadline and not the sponsor or host deadline!

Gonzaga Application
- Complete the following items:
  - Application Fee
  - Submit Questionnaires (4)
  - Student Conduct Release
  - Sign Signature documents
  - Meet with Study Abroad Staff

- The Sponsored Program Application refers to your host/program application. Once you have been accepted, forward your acceptance email to the Sponsored Programs advisor in the Study Abroad Office and they will mark this as complete.

- The Course Pre-Approval Form is NOT due by the application deadline. The Form is due by the following deadlines:
  - Fall/AY programs: May 1st
  - Spring programs: Dec 1st

DIS Application
Go to DIS’s application page and enter in all appropriate information. Before you apply, make sure you’ve reviewed the CORE course pre-requisites. DIS also requires students to have completed 3 semesters of university at the time of application. Note that the deadlines on host website are NOT the deadlines you should follow; complete your application by the Gonzaga deadline.

As part of the application, you will be asked to submit:
- Online Application
- Application Fee
- Official Transcript
  - TO OBTAIN YOUR TRANSCRIPT: Go in person to CH Registrar’s Office 2nd floor to request your OFFICIAL transcript to be sent to the Study Abroad office. The Assistant Director will send it to your host/program provider.
  - Essay
  - Recommendation: Must be from a professor or academic advisor and should answer the following questions: In what capacity do you know the student? What is your experience with the student? Is this student prepared for a study abroad experience and why?

- Once you are accepted by DIS, you will be asked to submit:
  - Program Selection
  - General Personal Information
  - Course Registration
  - ID Photo: Like a passport photo and can be taken on campus.
  - Housing Selection
  - Arrival Information
  - Passport Information: How to apply or renew a passport.

Any documents that require an “advisor signature” should be brought to the Study Abroad Office to be completed.
YOU WILL COMPLETE TWO APPLICATIONS: ONE TO GONZAGA AND ONE TO the Sponsor/Host Institution.

The deadline to complete BOTH applications are:

Fall/Academic Year Programs: March 1st
Spring Programs: Mid September or October 1st; check application page for specific deadline.

You must follow GONZAGA's deadline and not the sponsor or host deadline!

Gonzaga Application

- Complete the following items:
  - Application Fee
  - Submit Questionnaires (4)
  - Student Conduct Release
  - Sign Signature documents
  - Meet with Study Abroad Staff

- The Sponsored Program Application refers to your host/program application. Once you have been accepted, forward your acceptance email to the Sponsored Programs advisor in the Study Abroad Office and they will mark this as complete.

- The Course Pre-Approval Form is NOT due by the application deadline. The Form is due by the following deadlines:
  - Fall/AY programs: May 1st
  - Spring programs: Dec 1st

IAU Application

Go here and read all items before beginning the online application. Note that the deadlines on host website are NOT the deadlines you should follow; complete your application by the Gonzaga deadline.

- As part of the application, you will be asked to submit:
  - Online application
  - Application fee
  - Study Abroad Approval Form. Should be sent to Alisha Lombardi (lombardi@gonzaga.edu)
  - Professor Recommendation
  - Unofficial Transcript: You can take a screenshot of this in Zagweb. OR
  - TO OBTAIN YOUR TRANSCRIPT: Go in person to CH Registrar's Office 2nd floor to request your transcript to be sent to the Study Abroad office. The Assistant Director will send it to your host/program provider.

Any documents that require an “advisor signature” should be brought to the Study Abroad Office to be completed.
ISA - Buenos Aires, Argentina and Valparaiso, Chile

YOU WILL COMPLETE TWO APPLICATIONS: ONE TO GONZAGA AND ONE TO the Sponsor/Host Institution.

The deadline to complete BOTH applications are:
Fall/Academic Year Programs: March 1st
Spring Programs: Mid September or October 1st; check application page for specific deadline.
You must follow GONZAGA's deadline and not the sponsor or host deadline!

Gonzaga Application

- Complete the following items:
  - Application Fee
  - Submit Questionnaires (4)
  - Student Conduct Release
  - Sign Signature documents
  - Meet with Study Abroad Staff

- The Sponsored Program Application refers to your host/program application. Once you have been accepted, forward your acceptance email to the Sponsored Programs advisor in the Study Abroad Office and they will mark this as complete.

- The Course Pre-Approval Form is NOT due by the application deadline. The Form is due by the following deadlines:
  - Fall/AY programs: May 1st
  - Spring programs: Dec 1st

ISA Application

Go here and proceed. Note that the deadlines on host website are NOT the deadlines you should follow; complete your application by the Gonzaga deadline. If you are unsure which track or "program" to apply to, please check with lombardi@gonzaga.edu.

As part of the application, you will be asked to submit:

- Online Application
- Official Transcript
  - TO OBTAIN YOUR TRANSCRIPT: Go in person to CH Registrar’s Office 2nd floor to request your OFFICIAL transcript to be sent to the Study Abroad office. The Assistant Director will send it to your host/program provider.
- Academic Verification Form. Bring to Study Abroad office or email form to lombardi@gonzaga.edu to complete.

If you are applying to the Service Learning or Business programs, you may also be asked to submit:
- Letter of Intent
- Academic Letter of Recommendation: Must be from a professor or academic advisor and should answer the following questions: In what capacity do you know the student? What is your experience with the student? Is this student prepared for a study abroad experience and why?

Any documents that require an "advisor signature" should be brought to the Study Abroad Office to be completed.
ISEP Programs: Austria, Belgium, or Ghana

YOU WILL COMPLETE TWO APPLICATIONS: ONE TO GONZAGA AND ONE TO the Sponsor/Host Institution.

The deadline to complete BOTH applications are:
- Fall/Academic Year Programs: March 1st
- Spring Programs: Mid September or October 1st: check application page for specific deadline.

You must follow GONZAGA’s deadline and not the sponsor or host deadline!

Gonzaga Application
- Complete the following items:
  o Application Fee
  o Submit Questionnaires (4)
  o Student Conduct Release
  o Sign Signature documents
  o Meet with Study Abroad Staff

- The Sponsored Program Application refers to your host/program application. Once you have been accepted, forward your acceptance email to the Sponsored Programs advisor in the Study Abroad Office and they will mark this as complete.

- The Course Pre-Approval Form is NOT due by the application deadline.
  The Form is due by the following deadlines:
  o Fall/AY programs: May 1st
  o Spring programs: Dec 1st

ISEP Application
Go here: ISEP's application webpage and read the instructions and components of the application. Note that the deadlines on host website are NOT the deadlines you should follow; complete your application by the Gonzaga deadline.

As part of the ISEP application, you will be asked to complete:
- Participant Profile, which includes Biographical information and Emergency Contacts.
- Complete Host Request: You will select DIRECT option for the program that you are choosing:
  - Vesalius College DIRECT SM 1 (fall) or SM 2 (spring)
  - University of Ghana DIRECT SM 1 (fall) or SM 2 (spring)
  - Karl Franz en, Graz SM 1 (fall Sept-Feb) or SM 2 (spring Mar-July)
- Course Request List: List the courses you plan to take. You don’t need to have them pre-approved at this point.
- Documentation: Complete Personal Statement, Academic References, Passport, and Language Proficiency if needed.
- Official Transcript:
  - TO OBTAIN YOUR TRANSCRIPT: Go in person to CH Registrar's Office 2nd floor to request your OFFICIAL transcript to be sent to the Study Abroad office. The Assistant Director will send it to your host/program provider.
- Additional information:
  - You may have additional requirements to complete if you are planning to participate in an internship program or community engagement program. Please refer to the instructions carefully or check with Alisha Lombardi about your application requirements.

Any documents that require an “advisor signature” should be brought to the Study Abroad Office to be completed.
Exchange Programs (Akita International University, Pontificia Javeriana, and Sophia University)

**YOU WILL COMPLETE TWO APPLICATIONS: ONE TO GONZAGA AND ONE TO the Sponsor/Host Institution.**

The deadline to complete BOTH applications are:
- **Fall/Academic Year Programs:** March 1\(^{st}\)
- **Spring Programs:** Mid September or October 1\(^{st}\): check application page for specific deadline.

**You must follow GONZAGA’s deadline, and not the sponsor or host deadline.**

**Gonzaga Application**
- Complete the following items:
  - Application Fee
  - Submit Questionnaires (4)
  - Student Conduct Release
  - Sign Signature documents
  - Meet with Study Abroad Staff

- The **Sponsored Program Application** refers to your host/program application. Once you have been accepted, forward your acceptance email to the Sponsored Programs advisor in the Study Abroad Office and they will mark this as complete.

- The **Course Pre-Approval Form** is NOT due by the application deadline. The Form is due by the following deadlines:
  - Fall/AY programs: May 1\(^{st}\)
  - Spring programs: Dec 1\(^{st}\)

**Home Institution Nomination & Application Process**

This step will be explained during the Study Abroad Advisor Meeting you will have and we will go over the requirements together. Please stop by the Study Abroad office or email studyabroad@gonzaga.edu to set up your meeting to discuss the application process for Akita International University, Sophia University or Pontificia Javeriana Colombia.
YOU WILL COMPLETE TWO APPLICATIONS: ONE TO GONZAGA AND ONE TO the Sponsor/Host Institution.

The deadline to complete BOTH applications are:
- Fall/Academic Year Programs: March 1\textsuperscript{st}
- Spring Programs: Mid September or October 1\textsuperscript{st}; check application page for specific deadline.

You must follow GONZAGA’s deadline and not the sponsor or host deadline!

Gonzaga Application
- Complete the following items:
  - Application Fee
  - Submit Questionnaires (4)
  - Student Conduct Release
  - Sign Signature documents
  - Meet with Study Abroad Staff

- The Sponsored Program Application refers to your host/program application. Once you have been accepted, forward your acceptance email to the Sponsored Programs advisor in the Study Abroad Office and they will mark this as complete.

- The Course Pre-Approval Form is NOT due by the application deadline.

  The Form is due by the following deadlines:
  - Fall/AY programs: May 1\textsuperscript{st}
  - Spring programs: Dec 1\textsuperscript{st}

LUC Rome Center Application
To complete the LUC Rome application: Go to LUC’s application process page and read the instructions and components of the application. Note that the deadlines on host website are NOT the deadlines you should follow; complete your application by the Gonzaga deadline.

Any documents that require an “advisor signature” should be brought to the Study Abroad Office to be completed.
YOU WILL COMPLETE TWO APPLICATIONS: ONE TO GONZAGA AND ONE TO the Sponsor/Host Institution.

The deadline to complete BOTH applications are:
Fall/Academic Year Programs: March 1\textsuperscript{st}
Spring Programs: Mid September or October 1\textsuperscript{st}; check application page for specific deadline.

You must follow GONZAGA’s deadline and not the sponsor or host deadline!

Gonzaga Application
- Complete the following items:
  - Application Fee
  - Submit Questionnaires (4)
  - Student Conduct Release
  - Sign Signature documents
  - Meet with Study Abroad Staff

- The Sponsored Program Application refers to your host/program application. Once you have been accepted, forward your acceptance email to the Sponsored Programs advisor in the Study Abroad Office and they will mark this as complete.

- The Course Pre-Approval Form is NOT due by the application deadline. The Form is due by the following deadlines:
  - Fall/AY programs: May 1\textsuperscript{st}
  - Spring programs: Dec 1\textsuperscript{st}

OSAP Application
Go to OSAP’s application site and read the instructions and components of the application. Be mindful of the different GPA requirements to apply for Associates (minimum 3.2) and Visiting (minimum 3.7). There are additional cost considerations between the programs as well. Note that the deadlines on host website are NOT the deadlines you should follow; complete your application by the Gonzaga deadline.

As part of the application, you will be asked to submit:
- Online Application
- Signature Form
- Official Transcript
  - TO OBTAIN YOUR TRANSCRIPT: Go in person to CH Registrar’s Office 2\textsuperscript{nd} floor to request your OFFICIAL transcript to be sent to the Study Abroad office. The Assistant Director will send it to your host/program provider.
- Recommendation Letters: Must be from a professor or academic advisor and should answer the following questions: In what capacity do you know the student? What is your experience with the student? Is this student prepared for a study abroad experience and why?
- Writing Sample for Visiting Student applications
YOU WILL COMPLETE TWO APPLICATIONS: ONE TO GONZAGA AND ONE TO the Sponsor/Host Institution.

The deadline to complete BOTH applications are:
Fall/Academic Year Programs: March 1st
Spring Programs: Mid September or October 1st: check application page for specific deadline.
You must follow GONZAGA’s deadline and not the sponsor or host deadline!

Gonzaga Application

- Complete the following items:
  - Application Fee
  - Submit Questionnaires (4)
  - Student Conduct Release
  - Sign Signature documents
  - Meet with Study Abroad Staff

- The Sponsored Program Application refers to your host/program application. Once you have been accepted, forward your acceptance email to the Sponsored Programs advisor in the Study Abroad Office and they will mark this as complete.

- The Course Pre-Approval Form is NOT due by the application deadline. The Form is due by the following deadlines:
  - Fall/AY programs: May 1st
  - Spring programs: Dec 1st

Queen Mary University Application

Go to QMUL’s application webpage. Read the instructions carefully. Application Notes/Instructions.

We strongly recommend having all the application materials (listed below) ready to upload when you begin this application as QMUL requires you complete the application in 3 days. Note that the deadlines on host website are NOT the deadlines you should follow; complete your application by the Gonzaga deadline.

- As part of the application, you will be asked to submit:
  - Online Application: Create it HERE
  - Letter of Recommendation: This should be from a professor or advisor. The letter should answer the following questions: In what capacity do you know the student? What is your experience with the student?
    - There are two ways to submit your letter of rec
      - Have the professor/advisor give it directly to you and you will upload it to your QMUL application.
      - Have your professor/advisor send it to your advisor in the Study Abroad Office, and they will submit it to QMUL.
  - Official Transcript
    - TO OBTAIN YOUR TRANSCRIPT: Go in person to CH Registrar’s Office 2nd floor to request your OFFICIAL transcript to be sent to the Study Abroad office. The Assistant Director will send it to your host/program provider.
YOU WILL COMPLETE ONE APPLICATION for GU.

The deadline to complete the application is:
- Fall/Academic Year Programs: March 1\textsuperscript{st}
- Spring Programs: Mid September, check application page for specific deadline.

Gonzaga Application

- Complete the following items:
  - Application Fee
  - Submit Questionnaires (4)
  - Student Conduct Release
  - Sign Signature documents
  - Meet with Study Abroad Staff
  - Additional SLU Application Forms
    - You need to print the listed forms in the application and turn them to the Study Abroad Office
    - Make sure your passport is uploaded to your application before submitting the forms.
    - 2 passport photos (which can be taken at the Study Abroad office Mon – Fri between 12pm – 2pm). [http://commerce.cashnet.com/gucge](http://commerce.cashnet.com/gucge).

- The Course Pre-Approval Form is NOT due by the application deadline.
The Form is due by the following deadlines:
  - Fall/AY programs: May 1\textsuperscript{st}
  - Spring programs: Dec 1\textsuperscript{st}
YOU WILL COMPLETE TWO APPLICATIONS: ONE TO GONZAGA AND ONE TO the Sponsor/Host Institution.

The deadline to complete BOTH applications are:
Fall/Academic Year Programs: March 1st
Spring Programs: Mid September or October 1st; check application page for specific deadline. 

You must follow GONZAGA's deadline and not the sponsor or host deadline!

Gonzaga Application
- Complete the following items:
  - Application Fee
  - Submit Questionnaires (4)
  - Student Conduct Release
  - Sign Signature documents
  - Meet with Study Abroad Staff

- The Sponsored Program Application refers to your host/program application. Once you have been accepted, forward your acceptance email to the Sponsored Programs advisor in the Study Abroad Office and they will mark this as complete.

- The Course Pre-Approval Form is NOT due by the application deadline.
The Form is due by the following deadlines:
  - Fall/AY programs: May 1st
  - Spring programs: Dec 1st

The Beijing Center Application
Go to TBC's application form. Note that the deadlines on host website are NOT the deadlines you should follow; complete your application by the Gonzaga deadline.

- As part of the application, you will be asked to submit:
  - Online Application
  - Official Transcript
    - TO OBTAIN YOUR TRANSCRIPT: Go in person to CH Registrar's Office 2nd floor to request your Official transcript to be sent to the Study Abroad office. The Assistant Director will send it to your host/program provider.
  - Passport Information: How to apply or renew a passport.
  - Study Abroad Advisor email address/Recommendation: Input Alisha Lombardi, lombardi@gonzaga.edu)
YOU WILL COMPLETE TWO APPLICATIONS: ONE TO GONZAGA AND ONE TO the Sponsor/Host Institution.

The School for Field Studies Application

Read through the application process go to the SFS application page.

To begin your application, go to SFS Admissions Process page. Click “Log In to Start”.

- As part of the application, you will be asked to submit:
  - Online Application
  - Official Transcript
    - TO OBTAIN YOUR TRANSCRIPT: Go in person to CH Registrar’s Office 2nd floor to request your OFFICIAL transcript to be sent to the Study Abroad office. The Assistant Director will send it to your host/program provider.
    - Participation Approval Form and Transcript Release (fill out sections and then send to Lombardi@gonzaga.edu to finish).
    - Phone Interview

Any documents that require an “advisor signature” should be brought to the Study Abroad Office to be completed.
YOU WILL COMPLETE TWO APPLICATIONS: ONE TO GONZAGA AND ONE TO the Sponsor/Host Institution.

The deadline to complete BOTH applications are:
- Fall/Academic Year Programs: March 1st
- Spring Programs: Mid September or October 1st: check application page for specific deadline.

You must follow GONZAGA's deadline and not the sponsor or host deadline!

Gonzaga Application
- Complete the following items:
  - Application Fee
  - Submit Questionnaires (4)
  - Student Conduct Release
  - Sign Signature documents
  - Meet with Study Abroad Staff

- The Sponsored Program Application refers to your host/program application. Once you have been accepted, forward your acceptance email to the Sponsored Programs advisor in the Study Abroad Office and they will mark this as complete.

- The Course Pre-Approval Form is NOT due by the application deadline. The Form is due by the following deadlines:
  - Fall/AY programs: May 1st
  - Spring programs: Dec 1st

University of Auckland Application
The Study Abroad office will begin your University of Auckland application on your behalf. Set up a meeting with Alisha Lombardi to complete the University of Auckland application.

- Once the application information is complete, we will need to finish your application by uploading a few documents. Send them to her as soon as you are able:
  - Official Transcript
    - TO OBTAIN YOUR TRANSCRIPT: Go in person to CH Registrar's Office 2nd floor to request your OFFICIAL transcript to be sent to the Study Abroad office. The Assistant Director will send it to your host/program provider.
  - Passport Scan: Upload a copy of your passport to the GU application or email lombardi@gnzaga.edu the copy. How to apply or renew a passport.
University of Glasgow - Scotland

YOU WILL COMPLETE TWO APPLICATIONS: ONE TO GONZAGA AND ONE TO the Sponsor/Host Institution.

The deadline to complete BOTH applications are:
Fall/Academic Year Programs: March 1st
Spring Programs: Mid September or October 1st; check application page for specific deadline.
You must follow GONZAGA's deadline and not the sponsor or host deadline.

Gonzaga Application
- Complete the following items:
  - Application Fee
  - Submit Questionnaires (4)
  - Student Conduct Release
  - Sign Signature documents
  - Meet with Study Abroad Staff

- The Sponsored Program Application refers to your host/program application. Once you have been accepted, forward your acceptance email to the Sponsored Programs advisor in the Study Abroad Office and they will mark this as complete.

- The Course Pre-Approval Form is NOT due by the application deadline. The Form is due by the following deadlines:
  - Fall/AY programs: May 1st
  - Spring programs: Dec 1st

University of Glasgow Application
This step will be explained during the Study Abroad Advisor Meeting you will have and we will go over the requirements together. Please stop by the Study Abroad office or email studyabroad@gonzaga.edu to set up your meeting to discuss the application process with Alisha Lombardi.

University of Granada - Spain

YOU WILL COMPLETE TWO APPLICATIONS: ONE TO GONZAGA AND ONE TO the Sponsor/Host Institution.
The deadline to complete BOTH applications are:
- Fall/Academic Year Programs: March 1st
- Spring Programs: Mid September or October 1st: check application page for specific deadline.

You must follow GONZAGA’s deadline and not the sponsor or host deadline!

Gonzaga Application
- Complete the following items:
  - Application Fee
  - Submit Questionnaires (4)
  - Student Conduct Release
  - Sign Signature documents
  - Meet with Study Abroad Staff

- The Sponsored Program Application refers to your host/program application. Once you have been accepted, forward your acceptance email to the Sponsored Programs advisor in the Study Abroad Office and they will mark this as complete.

- The Course Pre-Approval Form is NOT due by the application deadline. The Form is due by the following deadlines:
  - Fall/AY programs: May 1st
  - Spring programs: Dec 1st

Willamette University/ILACA Application
This step will be explained during the Study Abroad Advisor Meeting you will have and we will go over the requirements together. Please stop by the Study Abroad office or email studyabroad@gonzaga.edu to set up your meeting to discuss the application process with Stashia Kaiel.

Upon acceptance to the program by the Gonzaga Spanish Department, you will receive instructions from Stashia Kaiel, though you can review the 2nd application process here: Granada Application Elements
YOU WILL COMPLETE TWO APPLICATIONS: ONE TO GONZAGA AND ONE TO the Sponsor/Host Institution.

The deadline to complete BOTH applications are:
Fall/Academic Year Programs: March 1st
Spring Programs: Mid September or October 1st: check application page for specific deadline.

You must follow GONZAGA’s deadline and not the sponsor or host deadline!

Gonzaga Application
1. Complete the following items:
   a. Application Fee
   b. Submit Questionnaires (4)
   c. Student Conduct Release
   d. Sign Signature documents
   e. Meet with Study Abroad Staff

2. The Sponsored Program Application refers to your host/program application. Once you have been accepted, forward your acceptance email to the Sponsored Programs advisor in the Study Abroad Office and they will mark this as complete.

3. The Course Pre-Approval Form is NOT due by the application deadline. The Form is due by the following deadlines:
   a. Fall/AY programs: May 1st
   b. Spring programs: Dec 1st

University of Limerick Application
Read through How to Apply here: Limerick Application Guide  Note that the deadlines on host website are NOT the deadlines you should follow; complete your application by the Gonzaga deadline.

- Select the appropriate term here: Limerick Application Link and then follow the instructions.
- As part of the application, you will be asked to submit:
  - Online Application: Guide
  - Official Transcript
    - TO OBTAIN YOUR TRANSCRIPT: Go in person to CH Registrar's Office 2nd floor to request your OFFICIAL transcript to be sent to the Study Abroad office. The Assistant Director will send it to your host/program provider.
  - ID Photo: Like a passport photo and can be taken on campus.
  - Optional: Letter of Recommendation: This should be from a professor or advisor. The letter should answer the following questions: In what capacity do you know the student? What is your experience with the student? Is this student prepared for a study abroad experience and why?
    - There are two ways to submit your Academic Reference
      - Have the professor/advisor give it directly to you and you will upload it to your Limerick application.
      - Have your professor/advisor send it to your advisor in the Study Abroad Office, and they will submit it to Limerick.
  - Notarized Financial Statement: Contact the Study Abroad Office for an example.
  - Supporting Documentation: If you receive any sort of Disability Access accommodation, upload a letter from the Disability Access office which states the accommodations you receive at Gonzaga.
  - Course List of 10 modules. You do not need to have these classes approved for this step. Simply list up to 10 courses you plan or might take abroad.
YOU WILL COMPLETE TWO APPLICATIONS: ONE TO GONZAGA AND ONE TO the Sponsor/Host Institution.

The deadline to complete BOTH applications are:
Fall/Academic Year Programs: March 1<sup>st</sup>
Spring Programs: Mid September or October 1<sup>st</sup>: check application page for specific deadline.

You must follow GONZAGA’s deadline and not the sponsor or host deadline!

Gonzaga Application
1. Complete the following items:
   a. Application Fee
   b. Submit Questionnaires (4)
   c. Student Conduct Release
   d. Sign Signature documents
   e. Meet with Study Abroad Staff

2. The Sponsored Program Application refers to your host/program application. Once you have been accepted, forward your acceptance email to the Sponsored Programs advisor in the Study Abroad Office and they will mark this as complete.

3. The Course Pre-Approval Form is NOT due by the application deadline.
The Form is due by the following deadlines:
   a. Fall/AY programs: May 1<sup>st</sup>
   b. Spring programs: Dec 1<sup>st</sup>

Washington Semester Program Application
Create an account at American University application page and following the instructions. Note that the deadlines on host website are NOT the deadlines you should follow; complete your application by the Gonzaga deadline.

As part of the application, you will be asked to submit:
   o Online Application Form
   o Unofficial Transcript: Take a screenshot of your unofficial transcript in ZagWeb and upload it to your application.
   o Optional Resume and Cover Letter are encouraged, but not required for acceptance to the program.
   o The Study Abroad office will serve as your Institutional Approval. When your Gonzaga application has been completed, the Study Abroad office will notify WSP of approval.