Minot State University sponsors a variety of study abroad programs in several regions of the world. In addition, we have affiliations with many institutions and organizations which sponsor programs to try to meet the academic needs of MSU students. However, if you have a specific need that is not fulfilled in one of our affiliated programs, we will review a program you have identified to determine its appropriateness in line with our mission.

In order to participate in a program that is not approved by the MSU Office of International Programs, you must submit a program review form that clearly demonstrates two things about your proposed program: 1) high standards of academic quality, intercultural immersion, and health and safety oversight; and 2) that you have a compelling academic need that is not met by an approved program and is met by the proposed program. If your program passes review in our office, then you will be invited to submit an application to study abroad; if not, you will be advised about other programs that may meet your needs. Note: If the proposed program is in a country or region that is currently under a U.S. Department of State or other agency Travel Warning, there are additional criteria the proposal must meet in accord with University policy and practice.

**INSTRUCTIONS FOR COMPLETING THE PROGRAM REVIEW FORM:**
Answer all questions completely and accurately (You may attach an additional sheet if necessary). Attach a program brochure or full description.

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**I. Student Information**

Last Name (s): _________________________________ First Name(s): _____________________________

Student ID# ___________________________ Major: __________________________________________

Academic status:  □ Freshman  □ Sophomore  □ Junior  □ Senior  □ Graduate  □ Continuing Ed.

School Address: ________________________________

City: _____________________________ State: _____________ Zip Code: ______________

Email address: ___________________________ Phone: ___________________________

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**II. Program Sponsorship**

Note: at a minimum, programs must meet the following criteria in order to be approved:

- High level of cultural immersion (structured contact with local community)
- Duration: 14 or more weeks
- Clear health and safety plans and procedures, including emergency contact information
- Formal academic evaluation procedures
Sponsoring institution or organization: _________________________________________________

Title of program:____________________________ Location of program:_________________

Is the program U.S.-accredited?  □ Yes  □ No

Term of proposed study abroad: _______________ Duration of program: _______________

How did you find out about this program?
   □ Academic advisor/professor (name):
   □ Friend
   □ Website (specify site)
   □ Other (explain):____________________________

When getting information from the program sponsor, with whom did you speak from that organization, and how much contact did you have?  (Provide name, title, geographical location of person, mode of communication):

Provide contact information for the program (address, phone, e-mail, fax, and website):

Discuss the program’s safety and security record and procedures, as well as emergency plans.

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III. Program Details

At what institution are the classes held?

How many other students participate in this program per term?

Are these participants primarily from U.S. universities?

What services does this program offer on site?

What are the housing arrangements (i.e., host families, residence halls, etc.)?

Will you live with other program participants?

In what ways does this program facilitate cultural immersion?

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IV. Academic Information

List all of the program courses that interest you; for each course indicate how often and for how long each course meets (attach a separate sheet if necessary):
What is the language of instruction?

How is the academic work evaluated?

V. General Information

What have past participants said about this program (the sponsoring organization should provide you with a list of past participants you can contact)?

What other programs have you considered (at least two others that are approved)?

Please write an essay up to two pages answering the following question:
What academic need(s) do this program and location meet that MSU-approved programs do not meet?

You must submit the attached academic approval form, and an unofficial copy of your transcript, at the same time you submit this form and essay.