Study Abroad Program

Study Abroad Programs

The Office of International Education (OIE), as a catalyst for comprehensive internationalization, educates the greater Marquette community to become interculturally competent women and men for others through mutually beneficial collaborations in teaching, research and service.

Within OIE, the Study Abroad program strives to offer students a range of international opportunities that meet their academic, vocational, cultural and developmental goals. These goals are aligned with student’s program choice from a diverse palette of academic year, semester and summer programs. These programs include Marquette-sponsored programs with on-site directors, exchange and study abroad programs with partner universities and short-term faculty-led programs.

Study Abroad Learning Outcomes

Study Abroad participants have individual goals for participating in an international experience. OIE also has goals, in the form of learning outcomes, for study abroad participants:

- **Increase Intercultural Competence**: Interacting effectively and appropriately within a variety of cultural contexts through knowledge, skills and attitudes.
- **Develop a Global Perspective**: Developing and enhancing one’s global perspective cognitively, intrapersonally and interpersonally.
- **Personal Growth and Development**: Gaining confidence in one’s perceived independence, goal accomplishment and sense of purpose.
- **Second-language Acquisition**: Improving one’s written, oral, auditory and speaking abilities in a second language.

To integrate a study abroad experience into the Marquette experience and develop these vital skill sets, students are encouraged to inquire about study abroad opportunities as early as freshman year with OIE and their colleges. Students should regularly refer to the list of ever expanding available programs on the Marquette Study Abroad website (http://www.mu.edu/abroad).

Policies and Procedures

All Marquette students seeking academic credit from an overseas academic experience to transfer back to Marquette University are required to follow the study-abroad policies and procedures as outlined below, in the study abroad handbook and on the Marquette Study Abroad website (http://www.mu.edu/abroad). This applies to all students regardless of the nature of their academic experience abroad, the length of the term abroad and the sponsoring institution. Students who do not comply with these policies will not get credit for their experience abroad. Additionally, any student traveling internationally under the auspices of Marquette are required to register with OIE. This may include, but is not limited to, research, conferences, academic competitions, performances and athletics.

- **Students planning to study abroad must be in good academic, disciplinary and financial standing when applying to study abroad. Students can study abroad as soon as the summer after their freshmen year or, if a transfer student, after completing at least one semester at Marquette University. Students who are currently on academic or disciplinary probation may not apply to study abroad the following term. Students may only begin the application process for study abroad after their academic or disciplinary probation period has been completed.**
- **All students planning to study abroad for academic credit are required to complete and submit the general Marquette study abroad online application by October 1 for the spring semester and by March 1 for the summer term, fall semester or academic year. Upon acceptance to a program, students are also required to submit additional materials and, if necessary, complete further program specific requirements. The application process can be found on the Study Abroad website (http://www.mu.edu/abroad).**
- **All Marquette students, regardless of college or program, must attend the in-person orientation, as well as complete the online pre-departure modules and assessments by the required deadlines. The in-person orientation is mandatory and must be attended in full. If a student is unable to attend the orientation, ONLY because of academic or NCAA exceptions, there will be only one opportunity to make up this requirement. If a student fails to attend either orientation, the student will be withdrawn from his or her study abroad program.**
- **Students are responsible for informing OIE of any changes or cancellations to their study abroad plans that may occur after the deadline for submitting the general Marquette study abroad required documents on October 1 or March 1. Students are also responsible for informing their program of any changes and/or cancellations throughout their study abroad experience.**
- **In order to maintain continuous enrollment, all students studying abroad (both during the academic year and summer) must register for the appropriate study abroad course as advised by OIE. These courses are limited for use by students earning credit through an approved institution abroad. All study abroad must be approved by Marquette prior to enrollment in the study abroad placeholder course.**
- **Students who do not register for the study abroad placeholder by the end of the term prior to study abroad will be withdrawn from their study abroad program. Students who are registered for the required study abroad course, fail to attend the study abroad program and have not dropped the class by the first day of the study abroad program, will be withdrawn from the program by the University and assigned a grade of UW. This grade may not be appealed.**
- **Students are required to discuss their plans to study abroad with a financial aid counselor and are personally responsible for understanding how their financial aid does, or does not, apply for a study abroad program.**
• Students will be automatically be enrolled in GEO Blue insurance for the dates of their study abroad program. This insurance is required for all students studying abroad and will be billed to students through their CheckMarq account. This insurance cannot be waived. There are some programs or countries that also have insurance requirements or automatic enrollment; however, the GEO Blue policy will still be required for students for continuity of health and safety response.

• Students are responsible for obtaining all necessary travel documents including, but not limited to, passports, visas and airline tickets.

• Students are responsible for coordinating any and all housing arrangements at Marquette and at their study abroad location for the semester or year they are away and for the semester they return to campus. Students wishing to study on programs that have not been approved by Marquette (please see program list for approved programs) are required to first meet with a study abroad coordinator in person to discuss the student’s program preferences, eligibility and goals. Please note that all non-Marquette programs must have transcripts issued by an accredited educational institution per guidelines outlined in Marquette’s undergraduate bulletin. Business students should meet with the Office of International Business Studies and all other students should meet with a coordinator in the Office of International Education. Once the student and coordinator determine that a non-Marquette program is the best fit, then the coordinator will open a non-Marquette online application enabling the student to petition to participate in the selected program. All application requirements must be completed by the study abroad deadline. Applications are reviewed as they are submitted up until the study abroad deadline and approval is not guaranteed.

1. If the petition is approved, students must attend orientation and comply with all procedures and policies for study abroad students.

2. If the petition is not approved, students will be allowed to apply for Marquette or external approved study abroad programs, but will need to do so before the application deadline outlined above. This means students should plan ahead and submit their petitions well before the application deadline. Transfer credit will not be accepted for students studying on unapproved programs. A student choosing to pursue a semester of academic year study abroad program not approved by the Office of International Education or the College of Business are required to take a leave of absence from the university. Dropping below full-time status or completely withdrawing from your program may have an effect on your financial aid package or Marquette scholarships. Any students studying through approved non-Marquette programs must complete a consortium agreement between Marquette and the sponsoring institution provided that any of the following are true:

   a. The student is seeking any financial aid (including alternative loans) for the term of study abroad (applies to the fall, spring and summer terms); and/or
   b. The student needs verification of at least half-time enrollment in order to defer loan repayments due to a prior history of receiving federal financial aid (applies to semester terms only); and/or
   c. The student needs full-time enrollment for health insurance purposes (applies to semester terms only).

• Students who have been approved by Marquette to study abroad following the **October 1** and **March 1** deadlines must remain in good standing for the remainder of the term prior to studying abroad. Any conduct violations which occur between acceptance and the actual term of study abroad will be reviewed by the Office of Student Development and the Office of International Education and will necessitate a follow-up advising session. Students whose conduct between the time of acceptance to study abroad and the term of study abroad which results in University probation or greater consequence will not be approved to study abroad and will be responsible for any non-refundable or non-recoverable fees owed to the study abroad program. For all other conduct violations during this time that do not result in University probation, a follow-up interview will be required.

• Students participating on faculty-led programs or the South Africa Service Learning Program will receive Marquette credit and grades. Credits taken on all other programs will be considered for transfer credit. Study Abroad transfer credit will only be accepted by Marquette University if the Marquette University student applied, and was approved, through the Office of International Education prior to the deadlines. Aaitlure to apply and receive approval by the deadlines will result in denial of the credit transfer upon return to Marquette University. Additionally, to receive credit for courses taken abroad, students must earn a grade that is equivalent to a “C” or better. Classes cannot be taken as a Pass/Fail while abroad. Students receive information about the grading and credit system of their specific program during the application process.

• Tuition remission and FACHEX benefits are honored for study abroad in Marquette programs at 100%, but not necessarily guaranteed each term. A limited number of tuition remission/FACHEX spots are available each term. Students must apply for and be accepted to the study abroad program according to the program’s selection criteria. Student applications for tuition remission will be vetted by OIE based on the following criteria

   1. Seniority
   2. Combination of major, year in school, and proposed term of study abroad (i.e. OIE will review the possibility of a student studying abroad in a future semester based on the student’s academic program).
   3. Quality of application in terms of seriousness of purpose and demonstrated ability to perform well in the overseas academic environment.

To be eligible to apply the tuition benefit to a study abroad program, a student must be degree-seeking and enrolled for on-campus study at Marquette on a full-time, continual basis (unless advised by appropriate academic counselors to attend on a part-time basis) in one of the university’s undergraduate, graduate or professional schools (eligibility for professional schools is limited) or in a recognized degree credit program. The benefit for individual courses taken at Marquette does not apply to dependent students who are enrolled on a full- or part-time degree-seeking basis at a college or university other than Marquette. In all cases participants in eligible study abroad programs under the dependent tuition remission program would be required to pay any non-tuition related program fees.