

Northern Kentucky University

Outline for Independent Study Abroad

Program Proposals

The following outline for program development and implementation have been developed by the Office of Education Abroad in recognizing the need for study abroad programs in locations or formats for which neither the Kentucky Institute for International Studies nor the Cooperative Center for Study Abroad can be utilized to provide the logistics. Typically, the Alternative/Academic Spring Break programs (i.e. Service-learning in México City, Tropical Ecology in Costa Rica, History in France and Art History and Photography in Italy) will fall under this category.

Please note that all NKU independently led study abroad programs should:

1. Be offered for academic credit, in most cases.
2. Include at least two (2) faculty/staff at each program site, one of whom must be designated as “program director”.
3. Limit recruitment to current NKU students in good standing, in most cases.

Faculty members interested in developing a course in an international setting are required to submit a program proposal addressing the following details.

1. Program Description

A. Statement of Purpose:

What reasons exist for carrying out this program in the particular country of interest?

Do contacts exist within the country/region?

What are the program’s educational goals? What benefits are students expected to gain?

Are there prerequisites/requirements for participation?

How will students be selected to participate? How will students be recruited?

Will the program be open to students outside of a particular major/department?

What is the student demand/need for this program?

B. Program Details:

What are the dates of the proposed program?

What is the estimated number of students? (useful in establishing a budget)

Will the program be conducted through any affiliation with a foreign university or organization?

What type of classroom setting will be needed, if any?

What type of equipment/materials will be needed?

2. Sample Itinerary

What type of non-classroom activities/excursions would you like to include in your program?

Which sites would you like to visit?

Please submit proposals to the Director of Education Abroad, in the University Center, preferably at least six months in advance. Faculty members will be contacted by the Director upon review of the program proposal at which time specific guidelines, the role of the Office of Education Abroad, the role of the faculty, and the budget requirements for short term study abroad programs will be provided to you.