BELLARMINE UNIVERSITY LONG-TERM APPLICATION PACKET CHECKLIST FOR STUDENTS
BILATERAL / ISEP / AUXILIARY PROGRAM (circle one)
All items MUST be submitted to the OSAIL by **November 30**
Students submit items in red with their packet.

Name: _____

Major: _____   Year abroad (circle one): SO   JR   SR

_____   1   **Host Site** requested: _____

                  Semester(s) (check and complete) requested: ☐ Fall 20____ ☐ Spring 20____ ☐ AY _____

_____   2   **Online BU Study Abroad Application** [include a printout of your application confirmation
email with your application packet]: https://bellarmine.wufoo.com/forms/application-packet-for-experiences-abroad/ (have a credit card handy)
BU Application Fee (check one)

• Bilateral or Auxiliary	ISEP
☐ One Semester: $300	☐ One Semester: $100
☐ Academic Year: $500	☐ Academic Year: $200

2b   Submitted on _____
Payment made in the form of (check one)
           ☐ Credit Card (submitted upon completion of online application)

      ISEP Application https://www.isepstudyabroad.org/ You must start an account with ISEP and
then request permission to begin an application after you have cleared you host site requests with
2c   the Bellarmine Study Abroad Advisor.

_____   3   **Copy of Passport (Photo/ID & signature pages included)** OR **Copy of receipt from passport
application (applied for on _____)**

_____   4   **Personal Statement (in English)** completed on _____ [see worksheet in packet]

_____   **Translation of Personal Statement** (in Host Site Language, if applicable) completed on
4b   _____

_____   5   **Language Proficiency Report** (if applicable) meeting with language professor

      (_____) on _____. LPR form submitted to

      Study Abroad Advisor on _____ *[see form in packet]*

_____   6   **Course Request/Wish List** completed on _____ *[see form in
packet]*

_____   7   **Academic Reference** to be completed by Academic Advisor* (_____)

      submitted to Study Abroad Advisor on _____ *[see form in packet]*
[* A substitute faculty will be accepted only in the event that it is impossible for your Academic
Advisor to complete a reference for you.]

_____   8   **Official transcript** from each college or university attended requested from the respective
Registrar

      on _____ to be sent to the OSAIL at the end of the current semester:
https://secure.studentclearinghouse.org/tsorder/faces/TranscriptOrder#secondload
NOTE: The OSAIL will access your <u>BELLARMINE</u> transcript, so there is no need to order a
transcript.

_____   9   **Apply** for **scholarships**: http://www.bellarmine.edu/international/scholarships/
Your scholarship application must be submitted with *a complete and current* CV/Resume.

_____   10   **Register** for **FLIS 201** for semester immediately preceding requested semester abroad