

Faculty-Led Study Abroad Program Proposal Form

Program Title:
Program Site (City and Country):

Faculty Leader: _____ Home e-mail: _____
Home Phone: _____ Cell Phone: _____

Proposed Program Dates: _____ (attach proposed itinerary & syllabus)

Course(s) to be offered:
Brief description of course(s) (include course objectives and how the objective(s) will be accomplished with the inclusion of an overseas component).

Participant pre-requisites (content knowledge and/or language proficiency):

Most of the planning for summer programs will occur during June and July of the preceding year. You must be available via email, phone or in person to finalize itinerary and cost.

Your signature below certifies that you have read the program proposal handbook and that you understand expectations of group leader.

Faculty Signature: _____ Date: _____

Department Chair Signature: _____ Date: _____

Dean Signature: _____ Date: _____

IEC Recommendation

IEC Signatures: _____ Date: _____

Summary of Faculty Member/Group Leader Qualifications

Faculty Member Name:

Current Position at Brookdale:

Number of years of employment at Brookdale:

1. List degrees that you hold and in what field:

2. List any languages that you speak and write fluently:

3. List any international experience (academic, work, or travel) you have, specifying location and duration of visit:

4. List any experience you have teaching a course abroad, leading a travel program abroad, leading student groups in the United States, and/or working in international education.

5. Describe any experience you have in handling crisis or emergency situations in the United States or abroad.