



EDUCATION ABROAD PROGRAM APPROVAL FORM: DETAILED REQUEST

___ Credit-bearing Program ___ Non-credit Program Program Dates _____

Program Title _____ Location/s _____

Program Director(s)

As a faculty member leading this program, I certify that the program meets academic, fiscal, health, and safety standards, and that no other program at GGC or in the University System of Georgia would make the program redundant. I agree to:

1. Attend a workshop hosted by Internationalization.
2. Comply with Business and Finance and all other regulatory guidelines as explained in the pre-departure workshop.
3. Provide students two pre-departure orientations, at least one of which must be coordinated with Internationalization.
4. provide current certification in first aid (CPR) administration no later than two weeks prior to departure

I understand that if the study abroad program involves the establishment of a new course, then the policies and procedures of the specific school and college-wide Curriculum Committee for the creation of a new course also apply.

I understand that if I do not attend to the above responsibilities, I cannot lead the education abroad program.

_____/_____/_____
Name of Program Director Title Telephone Number

_____/_____/_____
Name of Program Director Title Telephone Number

School Dean/Supervisor: I certify that the program meets school & GGC academic standards & the students' curricular needs.

_____/_____/_____
Name of Dean/Supervisor Signature Date

_____/_____/_____
Name of Dean/Supervisor Signature Date

Director of Internationalization: The Education Abroad Review Committee has reviewed this proposal and has recommended its approval ___ with ___ without amendments.

_____/_____/_____
Name of Director of Internationalization Signature Date

_____/_____/_____
* Name of VP, Business and Finance Signature Date

_____/_____/_____
* Name of Provost Signature Date

_____/_____/_____
* Name of President or Designee Signature Date

****By signing this form, I certify that this program meets all fiscal and academic standards of GGC and of the University System of Georgia.***