



## **Education Abroad Individual Award—Terms of Reference**

### **Purpose**

- Encourage continuing UAlberta undergraduate and graduate students to undertake an education abroad experience;
- Allow students to choose from a wide variety of education abroad programs, both in type (e.g., exchange/study abroad/faculty-led/internship/research) and in destination;
- Encourage students to take a leadership role in developing their own education abroad opportunities.

### **Program Eligibility**

The Education Abroad Individual Award provides financial support to undergraduate and graduate students undertaking any academic study, research, work term, or a volunteer opportunity outside of Canada for a period of three weeks or longer. **Preference will be given to for-credit experiences.**

The proposed education abroad opportunity may be individual or group based, at the undergraduate or graduate level, and may be offered either by the University of Alberta (centrally, Faculty, other) or by an external organization.

Types of eligible education abroad experiences could include:

- Formal exchanges at approved partner institutions;
- Short-term summer courses of study tours;
- Faculty-led programs (course taught by UAlberta faculty abroad);
- Group programs led by partner institutions or third-party provider;
- Internships, research, clinical rotations, coursework, or volunteer opportunities abroad.

### **Student Eligibility**

Students must:

- be participating in education abroad programs outside of Canada for a period of at least three weeks;
- be registered full-time in a University of Alberta degree program, either at the undergraduate or graduate level, at the time of the program abroad. Open Studies and part-time students will not be considered eligible;
- undergraduate students must have completed a minimum of \*12 credits of UAlberta coursework by the application deadline; have a GPA of at least 2.7 in the Fall 2021 and Winter 2021 terms (grades for the Spring/Summer terms are also counted, if applicable) on a minimum of 24 credits. If these terms do not add up to 24 credits, another term will be counted to reach the 24 credits;
- graduate students must have completed at least one term of graduate study by the application deadline; and have a minimum GPA of 2.7 on the courses taken;

Please note: If you received an Individual Award in 2020-21 or 2021-22, your award cannot be carried forward to this year and you will need to re-apply.

### Ineligible Programs

Other programs receiving funding through the Education Abroad Office, such as CLIC, are not eligible for Education Abroad Individual Award funding.

### COVID-19

COVID-19 may affect programs into the 2022-23 academic year. The University of Alberta reserves the right to cancel programs or not approve travel if the situation remains unstable. Award payments will only be made when travel is approved and students should defer major payments associated with their program (housing, flights, etc.) until final approval for travel is given.

### Value: \$750-\$3,750

Total value of the award will be based on the duration of the program, for up to 8 months. The total award granted will be calculated using the following per-student formula.

- \$750 for Month 1
- \$500 per month for Months 2 and 3 (if applicable)
- \$400 per month for Months 4 through 8 (if applicable)
- Programs falling on a half month will receive a pro-rated amount (e.g. a one and a half month program will receive an additional \$250 for a total \$1,000; a six and a half month program will receive an additional \$200 for a total \$3,150).

<b>Examples:</b>	Month 1	Months 2 & 3	Months 4-8	Total Award
Student going abroad for 8 months	\$750	\$1000	\$2000	\$3750
Student going abroad for 4 months	\$750	\$1000	\$400	\$2150
Student going abroad for 6.5 months	\$750	\$1000	\$1,400	\$3150

### Application & Selection

- Applications for the Education Abroad Individual Awards must be initiated by individual UAlberta students;
- Applicants will complete and submit a formal application to UAI along with supporting documentation;
- Adjudication and selection will be done by an academic panel;
- Selection criteria for the Individual Education Abroad Award will be based on the following:
  - Academic merit of the student;
  - Type and quality of learning experience and how it contributes to the student's academic success;
  - Student's motivation for seeking the abroad experience;
  - Demonstrated leadership, involvement and participation in university or community organizations, including cultural, sports, political or extracurricular activities.

- Applicants will be notified if they have been nominated for an award and must confirm acceptance of the award; failure to do so will result in forfeiting the award;
- Award payments will be directly deposited into the award recipient's banking account via Bear Tracks account information once confirmation of registration/participation in the abroad experience is received;
- Recipients are ineligible to hold other University of Alberta International administered education abroad awards (e.g., endowment awards such as the Dr. Horst A. Schmid Travel Bursary, Rod and Judith Fraser International Undergraduate Learning Award, etc.);
- Recipients will be required to:
  - Complete a mandatory online pre-departure course, attend an in-person risk management session, submit a Risk Assessment/Management Plan and complete the UGo Off-Campus Travel Registry (including uploading proof of vaccination and Risk Management Agreement/Waiver)
  - Submit a written summary of at least 500 words upon completion of the experience and provide boarding passes.
  - Obtain research ethics approval prior to receiving the Award if undertaking a research project
- Recipients will also be encouraged to participate in promotion and recruitment activities for education abroad programming.
- For application details, visit: <https://www.ualberta.ca/why-ualberta/international/go-abroad/get-funding/individual-award>