

What's Next?

Use the attached application form and the information below for all HECUA credit programs. For the Partners Internship Program, consult www.hecua.org/pip for application & eligibility information or contact HECUA.

Are You Ready?

Eligibility: (our list of musts)

- ✓ You must complete your first year in college.
- ✓ You must be in good academic standing.
- ✓ You must meet all requirements of the specific HECUA program.
- ✓ You must complete all home college requirements for off-campus study.

Member vs. Non-member Schools:

All students are welcome on HECUA programs. Students whose schools are one of the 17 HECUA members, receive program and application discounts. In addition, HECUA members have approved all HECUA programs for credit and use of institutional financial aid. This information is available online at www.hecua.org/advising. We often have student participants from non-member schools. The application process is the same, but you will need to receive approval from your home campus.

Selection Criteria:

Selection is based on your completed application, past academic performance, recommendations, and the match between the program and your own interests, goals and expectations.

Get Set ...

Please check with your school for their application procedure, eligibility and deadlines.

**Member schools and campus contacts are listed on the inside back cover*

The Application Process:

1. Complete application, including applicable essay questions.
2. If applying to two programs for a year off-campus, submit one application and address both programs in answering essay questions.
3. Arrange for an official college transcript to be sent to HECUA.
4. Request an academic reference using the enclosed form (only required for semester programs).
5. Submit completed application to HECUA by deadline (see next page).
6. Issue a check or money order payable to HECUA for the application fee. The fee is non-refundable and must be received for your application to be reviewed. Late applications will be considered if space is available; however, the \$400 deposit must be included.

Acceptance & Deposit:

If your application is approved, you will be invited to participate in the program. You will be notified of formal acceptance after you submit a \$400 non-refundable deposit. The deposit is due within two weeks of approval from HECUA. The \$400 is credited toward the comprehensive fee for the program. It is non-refundable and non-deferrable except in the unlikely case that a program is cancelled.

Application Fees:

App. Fee	Member Schools	Non-Member Schools	Applications submitted after the deadline must include the \$400 deposit.
1 Program	\$50	\$75	
2 Programs	\$75	\$100	

Scholarships & Discounts:

HECUA offers a limited number of scholarships. More details are found on page 24 and online at www.hecua.org/scholarships. **EVERYONE IS ENCOURAGED TO APPLY.**

Financial aid from your school should apply to HECUA programs. Consult with your campus financial aid office about this and other scholarship opportunities.

Student from member schools receive an \$800 discount on semester abroad programs. Participants in a second HECUA semester program receive an additional \$500 discount. Contact HECUA for details.

A GUIDE TO THE APPLICATION PROCESS & IMPORTANT THINGS YOU SHOULD KNOW

Go! Program Calendars:

ASIA:	Bangladesh	January Interim	
EUROPE:	Northern Ireland Norway	Spring Term Fall Term	February to mid-May mid-August to early December
LATIN AMERICA:	Ecuador – Language Ecuador – Internship Guatemala – Environment Guatemala – Politics	January Interim Fall Term Spring Term Fall Term	mid-September to mid-December February to mid-May late August to mid-December
U.S.A.:	Civil Rights Metro Urban Studies/Environment Metro Urban Studies/City Arts Partners Internship	January Interim Fall Term Spring Term Summer Term	September to mid-December late January to mid-May June through August

Application Deadlines:

		Fall Programs	Spring Programs	January Term	Summer Programs
<i>Late applications are considered on a space-available basis.</i>	Study Abroad	March 15	November 1	October 1	N/A
	Domestic Programs	April 15	December 1	November 1	See page 21 (do not use this form)

Your college may have earlier deadlines than HECUA. Please check with the appropriate office on your campus. Early application is encouraged. Enrollment is limited and programs may fill before the deadline.

little details...

Accommodations / Home Stays / Travel:

January programs include travel cost from Minneapolis-St. Paul. Cost of travel to the Twin Cities is your responsibility, though it is often possible to meet the main group at the U.S. departure point. For example – if you live in Boston, you may choose to fly Boston-Houston-Quito rather than Mpls-Houston-Quito, thus meeting the group in Houston and boarding the same flight to Quito. Any additional cost is your responsibility, but such arrangements may be less expensive than an extra journey to Minneapolis.

Semester abroad programs include cost for field travel on-site, but not the cost of travel to the HECUA site overseas. HECUA recommends using Delaney, Joyce and O'Dell Travel Agency in St. Paul, MN (651/698-0761 or 800/542-6668) to arrange travel with other students at competitive fares. This agency has more than 30 years of experience with HECUA program travel.

Lodging & food while abroad are covered by the program fee. Depending on the program, this may be home stays with families or other types of university housing. See details for each program. Food is provided either by the host family or through a food stipend provided by HECUA.

Domestic program travel and lodging arrangements for semester programs are the responsibility of the student. HECUA staff is available to help with housing options. Contact info@hecua.org for help.

Grades & Credits:

Grading is done by program directors as outlined in the program manual given enrolled students. Students from member schools receive credits on their home campus transcript. Students from non-member schools are issued a transcript from Hamline University, a Phi Beta Kappa institution in St. Paul, MN which is the HECUA school of record.

Money:

Estimates for spending money, ATM access and other details are provided in the orientation materials available for download on-line for each program. This and other detailed information is provided to enrolled students prior to departure.

for more info...

Questions? Contact: HECUA, 2233 University Ave W, Suite 210, St. Paul, MN 55114
Phone: 651/646-8832 or 800/554-1089 | Fax: 651/659-9421 | E-mail: info@hecua.org

Alumni: Alumni consistently tell us that HECUA programs allowed them to practice the theories they learned in campus classrooms through hands-on experience. If you would like to hear more, contact HECUA and we will put you in contact with recent alumni!

Faculty & Staff: These individuals advise students on member campuses about HECUA opportunities and experiences. Contact them to review your application and learn how credits can be applied toward your major or other graduation requirements.