

Petition Alternative Programs Application Process & Preliminary Steps

Students should call 863-3555 or stop by the OIP to set up an advising meeting as soon as possible. Each student must have an appointment with a Study Abroad Advisor to discuss the intended petition program **prior to** opening an OIP petition application.

Prior to meeting with an advisor, students should:

1. Review the Brown and Approved Alternative Programs already available in the destination country. Information is available on our website (www.brown.edu/OIP/programs) and in our resource library.
2. Confirm that the petition program meets Brown Foreign Study Guidelines: www.brown.edu/OIP/faqs/where.htm
3. Confirm that the program and the student meet Brown language requirements for study in the destination country: www.brown.edu/OIP/faqs/language.htm

Upon meeting with an advisor, students should:

4. Fill out the information below and hand this sheet in to the study abroad advisor at your appointment.
5. Prepare a one page written rationale which directly explains why the program you chose fits your academic needs better than pre-approved programs (Brown and Alternative). This requires you to have researched the pre-approved options beforehand in order to frame your **comparative** argument.
6. Provide materials describing the program and include specifically the academic details (ie credit information, course information including contact hours is possible)

After the meeting with an advisor:

7. It may be determined that you need to meet with the Associate Director in the OIP to further discuss your petition rationale.
8. Once your preliminary documents have been reviewed and **provisionally** approved, the OIP will create an online application for you and email you the login instructions so that you may complete it.

PLEASE NOTE: This is only the first step of the process. Your completed petition application as a whole will be subject to an OIP and faculty committee review. Final approval will come only after the review.

FULL NAME _____ BANNER# _____

EMAIL ADDRESS _____ PHONE # _____

PASSWORD (This will be used by the OIP to create your online application and you will use it to log in)

PROGRAM PROVIDER _____

HOST INSTITUTION (OR PROGRAM TRACK) _____

CITY _____ COUNTRY _____

TIME AWAY: SPRING 20____ FALL 20____ YEAR 20____ \20____

6/25/2009