

# WU Study Abroad Application Instructions

Office of International Programs

[studyabroad@washburn.edu](mailto:studyabroad@washburn.edu)

# A Complete Study Abroad Application consist of:

- ONE - Program Application &
- ONE- Scholarship Application

The applications are completed online at the WU Study Abroad website:

<https://washburn.studioabroad.com/>

WASHBURN UNIVERSITY | Study Abroad

COVID-19: Information & Resources  
Student Stories & More  
Intl Ed Washburn Transformational Experience (WTE)  
Getting Started  
Applying  
Scholarship Opportunities  
Before You Travel  
While Abroad  
When You Return  
FAQs  
Parents  
Faculty and Staff

Announcements  
WU Study Abroad Program & Scholarship Application Deadlines  
October 15th - Winter Break and Spring Programs, March 1 - Summer and Fall Programs

Click here to complete an *Advising Application* and schedule a *Virtual Advising Session*.

GETTING STARTED PROGRAM SEARCH APPLY FOR SCHOLARSHIP FINANCIAL AID

I decided that no matter where you go there are always people who want to spend time with you. -Alexis Balaun

Contact  
Washburn University, Office of International Programs  
1700 SW College Ave, Topeka, Kansas 66621  
Phone: (785) 670-1051  
Email: [studyabroad@washburn.edu](mailto:studyabroad@washburn.edu)  
Equal Opportunity Statement & Notice of Non-Discrimination

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# Find a Program:

- To begin visit the [“Program Search”](#) on the WU Study Abroad home page to find a program that meets your interest and needs.
- Need help finding a program? Click inside the yellow banner at the top of the [WU Study Abroad](#) home page to complete an “Advising Application” and schedule an Advising Session.

WASHBURN UNIVERSITY | Study Abroad

Click here to complete an *Advising Application* and schedule a *Virtual Advising Session*.

GETTING STARTED PROGRAM SEARCH APPLY FOR SCHOLARSHIP FINANCIAL AID

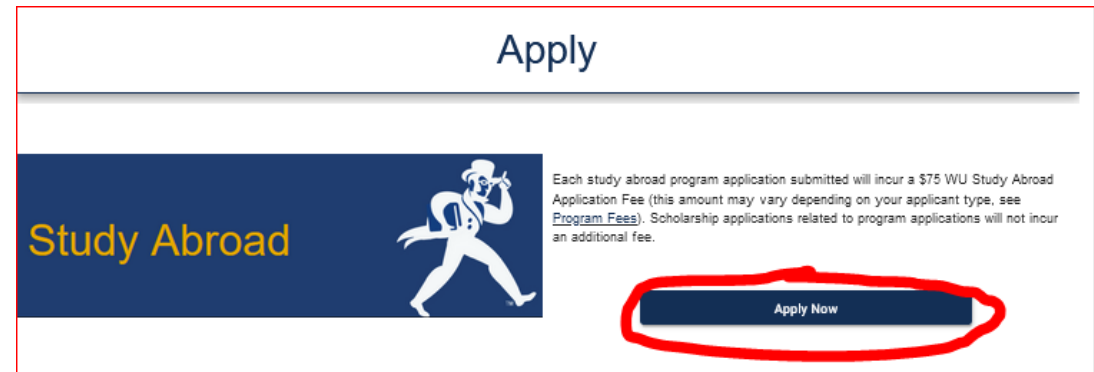
We also learned about how important it is to immerse ourselves into a culture completely. -photo by Molly Manske

University, Office of International Programs  
College Ave, Topeka, Kansas 66621  
(785) 870-1051  
[studyabroad@washburn.edu](mailto:studyabroad@washburn.edu)  
[Diversity Statement & Notice of Non-Discrimination](#)

Connect with Us

# Apply for a Program = Application fee \$75

- Visit the program page. Review the information on the page, scroll to the bottom and click **“Apply Now”** to complete the application requirements.
- Note: The program application starts with an “Advising Questionnaire”.
- In the Advising Questionnaire you will answer general questions about study abroad.
- After the Advising Questionnaire is reviewed you will receive an email message to proceed with the specific program application.



# 4 Phases of the Program Application

- **Pre-Decision Phase**
    - Complete the general requirements by the stated application deadline.
  - **Post-Decision Phase**
    - Complete program specific pre-departure requirements.
  - **While Abroad Phase**
    - You can access the system.
  - **Returnee Phase**
    - Complete post program requirements.
- The circle will fill as you complete the requirements of each phase.

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## Instructions

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Please carefully read and **click submit** (not just save) on the **required** questionnaires and materials on this page (Learning Content, Application questionnaires, and Signature Documents) in a timely manner!



# Find a Scholarship:

- There are three scholarship opportunities that you may apply for on the WU Study Abroad site. You may choose ONE. Review eligibility requirements to determine which one you may apply for.
- [International Programs \(IP\) Scholarship](#)
- [International Education Washburn Transformational Experience \(IE-WTE\) Scholarship](#)
- [Modern Languages Scholarship](#)

The screenshot displays the Washburn University Study Abroad website. At the top, the Washburn University logo and 'Study Abroad' text are visible. A navigation menu on the left includes links for COVID-19, Student Stories, WTE, Getting Started, Applying, Scholarship Opportunities (highlighted with a red circle), Before You Have, While Abroad, When You Return, FAQs, Parents, and Faculty and Staff. Below the menu, a yellow banner prompts users to complete an advising application. A row of four buttons includes 'GETTING STARTED', 'PROGRAM SEARCH', 'APPLY FOR SCHOLARSHIP', and 'FINANCIAL AID'. The main content area features a large image of a student sitting on a cliffside with a quote: 'I met three life-long friends by sticking my head out of my room when I heard laughter in the hallway. --Alexis Balaun'. The footer contains contact information for the Office of International Programs and social media icons.



# Apply for a Scholarship:

- To apply visit the scholarship page.
- Review the information on the page.
- Click “Apply Now”
- Complete the application requirements.



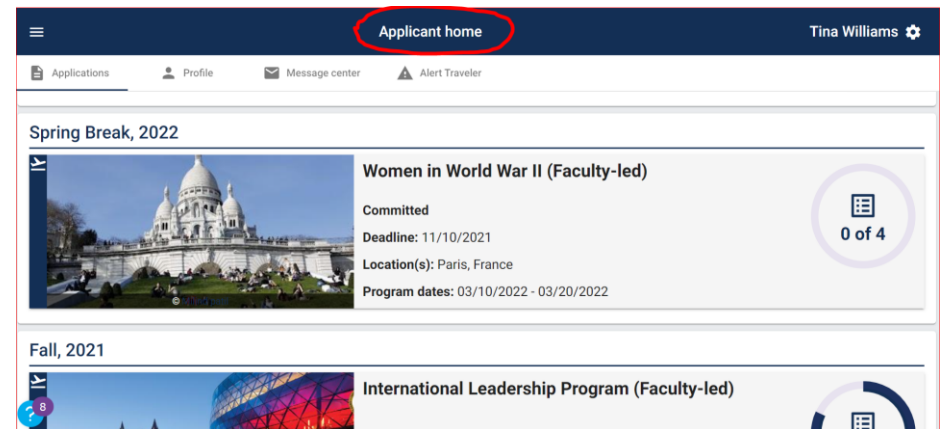
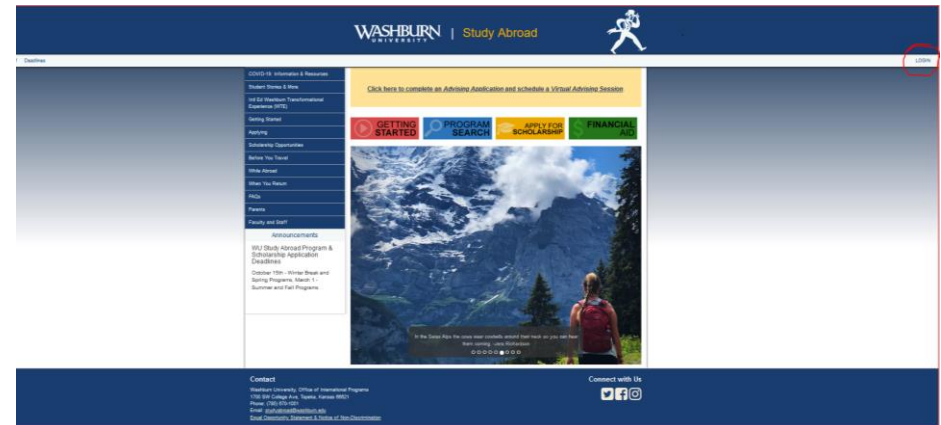
The screenshot shows the 'WU Study Abroad Scholarships' page. At the top, there is a navigation bar with 'WASHBURN UNIVERSITY | Study Abroad' and a logo. Below the navigation bar, there are tabs for 'All', 'Apply Now', 'Advanced Search', 'Featured Programs', 'Site Search', and 'Program Overview'. The main heading is 'WU Study Abroad Scholarships'. Below the heading is a photograph of the International Education building. Underneath the photo is the 'Overview' section. On the left side of the overview, there are two buttons: 'Apply Now' and 'Request Info'. The main text in the overview states: 'Before applying for a scholarship you must have a [Study Abroad Program Application](#) in progress. You may apply for **“ONLY ONE”** scholarship. Please review the application process. Click “Apply Now” button to begin the application process. **IP (International Programs Scholarship):** Funds provided by the Office of International Programs through generous support of donors. Available to WU undergraduate and graduate students. Apply by 1/1/20. **International Education Washburn Transformational Experience (E-WTE) Scholarship:** Review E-WTE Pre & Post-Checklist Requirements [here](#)



The screenshot shows the 'Modern Languages Scholarship' page. At the top, there is a navigation bar with 'WASHBURN UNIVERSITY | Study Abroad' and a logo. Below the navigation bar, there are tabs for 'All', 'Apply Now', 'Advanced Search', 'Featured Programs', 'Site Search', and 'Program Overview'. The main heading is 'Modern Languages Scholarship'. Below the heading is a photograph of a woman in a pink shirt pointing at a whiteboard in a classroom. Underneath the photo is the 'Overview' section. On the left side of the overview, there are two buttons: 'Apply Now' and 'Request Info'. The main text in the overview states: 'Each year the faculty of the Department of Modern Languages recognizes the meritorious achievements of its majors by awarding financial assistance. In addition to completing the scholarship application, students must also complete a study abroad program application by the same deadline. To find a program visit the Program Search on the home page. Before applying, meet with an Academic Advisor in the Modern Languages Department to review the scholarship eligibility and program options to related pre-approval of study. Complete scholarship and program applications will be reviewed by the Modern Languages Scholarship Committee. Late applications will not be considered, so look to meet your application early and complete it by the exact deadline. **International applications will not be considered.** A complete scholarship application must also have a program application in progress for the same term. **Financial Aid** In most cases, scholarships, grants and loans you receive to attend Washburn can be applied to your study abroad program. Visit the [WU Financial Aid](#) Office for more information.

# Edit Applications:

- You may save items inside of the applications to later edit and submit.
- To revisit the applications for edits, go to: [WU Study Abroad website](#)
- Click “Login” in the upper right corner. From your “Applicant Home” page
- Click on the title of the application you would like to edit.
- When items are complete click “Submit”.





# Submit application by stated deadline:

When all the items inside of the applications are complete Click “Submit Application”.

Note: Application deadlines vary. Check the date on the program or scholarship page for specific deadline.



**General WU Study Abroad Program & Scholarship Application Deadlines:**



Feb.15<sup>th</sup> Modern Languages



March 1 - Summer and Fall Programs



October 15th - Winter Break and Spring Programs