



UNIVERSITY OF CALIFORNIA EDUCATION ABROAD PROGRAM

Graduate Student Admission Information Sheet 2009-2010

I. EAP Role in Graduate and Professional Studies Abroad. The UC Education Abroad Program (EAP) wishes to meet the needs of UC graduate students and professional students for international study at its established study sites worldwide. (Unless stated otherwise, the term graduate student below refers to both graduate and professional students.) In each individual case, a clear understanding must be reached among the several parties involved as to the role and responsibilities of each during graduate study under EAP. These parties are: the applicant, the graduate advisor(s), the Study Center Director or Liaison representing both the Study Center and partner institution, and the Universitywide Office of EAP (UOEAP). Such an understanding is to be embedded in the Graduate Study Agreement described in paragraph III below.

II. Types of graduate participation. The participation of graduate students in EAP is classified into four categories, which in practice may overlap. These are:

- A. Participation in programs explicitly designed to serve graduate student needs.
- B. Participation in an existing program for the purpose of taking available EAP courses or host university courses that may or may not include graduate courses.
- C. Participation primarily or exclusively for the purpose of foreign language acquisition or perfection.
- D. Participation primarily for the purpose of independent or directed study (including internship) or research.

III. Selection issues and procedures for graduate students.

A. Special Pre-application Procedures. Graduate students must meet EAP minimum requirements, have completed at least one year of graduate work, and have the support of their graduate advisor or dissertation committee chair. If the student will have completed fewer than three quarters or two semesters of academic work in residence on a UC campus by the time of EAP participation, student must petition for a waiver of the residence rule for graduate students.

Before completing all other application forms and materials, graduate students must complete a Graduate Preliminary Inquiry Form (GPIF). The GPIF should contain a concise but complete statement of the purposes and intentions of the applicant in applying for academic study abroad under EAP. The purpose of this procedure is to allow a quick, early assessment of the feasibility of the graduate student's proposed activities at the study site abroad.

Following the approval of the GPIF, and as part of the remaining process of selection and pre-departure preparation, each graduate student and his/her advisor will be expected to complete and submit an EAP Graduate Study Agreement as described below.

B. The Graduate Study Agreement. The Graduate Study Agreement (GSAG) or the Graduate Student Agreement for Short-term or Language and Culture program (GSAG-S) serves as a contract spelling out the responsibilities of each of the several parties to be involved in a graduate student's participation in EAP; it bears the signature of each party involved. Typically, those required to sign off include:

- Applicant
- Graduate Advisor or Dissertation Committee Chair
- Study Center Director or Liaison
- Universitywide Office of EAP

The GSAG addresses the specific academic and/or research activities that are planned and any *a priori* limitations on same, the obligations of the student and the student's good faith promise to meet these, the assistance to be provided at the Study Center or host university, the supervisory role (if any) to be played by the Study Center Director, and/or the on-site supervisor, the supervisory role to be played by the graduate advisor or dissertation committee chair along with the means by which the planned supervision will be exercised (e-mail, site visits, periodic returns home, etc.), and the right of EAP to involuntarily withdraw students from EAP and UC if they fail to perform academically or deviate from the agreed plan in ways that EAP believes may jeopardize the Program or EAP's good relations in the host university or country.

The final admission decision for all graduate applications, including any conditions or limitations that pertain, shall rest with the Study Center or host university. Once accepted, UOEAP will inform the Campus EAP Office of the approved intended program of study.