

# BERKELEY COLLEGE THIRD-PARTY STUDY ABROAD PROGRAMS

**Berkeley College students** who are interested in studying abroad may participate in a program through a third-party provider. A third-party provider is usually a nonprofit organization, consortium, college, or university that organizes and runs study abroad programs. Berkeley College has entered into a contractual relationship with the University Studies Abroad Consortium (USAC). Eligible students have the option to apply to the following USAC programs:



- Australia: Melbourne/Geelong/Waarnambool (Semester)
- Brazil: Florianopolis (Summer, Semester)
- Chile: Santiago (Summer, Semester)
- Costa Rica: Heredia (Summer, Semester)
- Costa Rica: San Ramón (Summer, Semester)
- England: Brighton (Semester)
- England: Bristol (Semester)
- England: London (Summer, Semester)
- England: Reading (Semester)
- France: Lyon (Summer, Semester)
- Ghana: Accra (Summer, Semester)
- Italy: Reggio Emilia (Summer, Semester)
- Italy: Tornio (Summer, Semester)
- Spain: Bilbao/Getxo (Summer, Semester)
- Spain: San Sebastián (Summer, Semester)

This list contains the program locations approved by Berkeley College. Please note that not every program location offered by USAC has been approved. If you are interested in participating, please review the program website for information about application deadlines and fees.

## Getting Started

In order to participate in a USAC program, students must be eligible to participate and complete the pre-approval process. Eligible students must:

- Be at least 18 years old
- Have a minimum GPA of 2.5\*
- Have earned academic credits equal to at least one full semester
- Be in good academic and disciplinary standing

**Step 1** Complete and submit the following forms found on the Blackboard Academic Advisement Department pages:

1. Print the Study Aboard packet and read all information before going forward
2. Submit to: Academic Advisement
  - a. Agreement & Release Form
  - b. Personal Information Form
  - c. Academic Advisement Form
3. Submit to: Student Development
  - a. Medical Opinion Form after completed by physician
  - b. ADA accommodations
4. Submit to: Financial Aid
  - a. Financial Aid Form

**Step 2** Meet with your Academic Advisor. Bring all detailed information about the study abroad program and anticipated courses to be taken. Your Academic Advisor will determine which credits will transfer and can be applied toward your degree program. Credits will be applied upon Berkeley College's receipt of your USAC transcript.

**Step 3** Meet with a Financial Aid associate. Federal and state aid may be available. Visit your campus Financial Aid office for detailed information.

**Step 4** Review all USAC program information and follow instructions regarding your obligations with respect to: travel documentation, international and domestic travel arrangements (airfare, transportation), accommodations (hotels, housing), etc. Make sure that you apply for a passport and/or renew your existing passport before the program deadlines.

**Step 5** Complete the USAC application process and pay applicable fees. Application deadlines vary by program. Visit <http://usac.unr.edu/getting-started/ready-to-apply> for more information.

## USAC Cancellations and Withdrawals

The USAC application fee is non-refundable if you cancel after the deadline. Depending on the date of cancellation, you may be subject to additional penalties. Please review USAC's Cancellation and Withdrawal policies.

**If you have any questions, please contact:**  
**Gail S. Okun, Executive Director, Academic Partnerships**  
**[gso@BerkeleyCollege.edu](mailto:gso@BerkeleyCollege.edu)**  
**(973)-278-5400 Ext.1108**