



## Office of Diversity, Equity and Inclusion (ODEI)

### GUIDELINES

## DIVERSITY ABROAD HONORS SCHOLARSHIP PROGRAM (DAHSP)

### AY 2018-19

#### Introduction

SUNY's Office of Diversity, Equity and Inclusion (ODEI) is again offering its undergraduate scholarship program to diverse students interested in participating in one of SUNY's many study abroad programs. The Diversity Abroad Honors Scholarship Program (DAHSP) recognizes the valuable benefit that SUNY's international education programs provide. We encourage campuses to nominate students who might not otherwise be able to study abroad for the Diversity Abroad Honors Scholarship Program through their Study Abroad Program Office or coordinator. Through this program, ODEI hopes to offset the costs of participating in an approved credit-bearing overseas academic program. DAHSP supports ODEI's mission in striving to promote inclusive educational programs that reward academic excellence and those that expand students' knowledge of diverse peoples throughout the world.

The Diversity Abroad Honors Scholarship Program complements an existing statewide undergraduate scholarship program for students from a broad range of backgrounds who will contribute to the diversity of the student body in their campus or academic program. A limited number of scholarships of up to \$1,000 each will be awarded to students who satisfy the eligibility criteria. Campuses must also identify a source of matching funds equal to or greater than the scholarship award for a total grant up to \$2,000. Funds may be used to support a variety of international experiences, including, but not limited to:

- Global research experiences or internships;
- Short-term or semester studies, including summer and/or J-term programs;
- Mentorship/study/research in STEM disciplines;
- Credit-bearing summer study programs including cultural immersion;
- Faculty-led programs, including those embedded in academic courses.

#### Program Administration Guidelines

- Campus Participation: Only students nominated by the Study Abroad Program Office from state-operated campuses and community colleges are eligible for consideration under this program. On campuses that have no designated Study Abroad Office, nominations can come from the Vice President for Academic Affairs.
- Program Funding: ODEI-funded support will not exceed \$1,000 per student. Campuses matching funds must equal or exceed the state-funded ODEI allocation. Federal financial aid funds (Title IV) cannot be used as matching funds.
- Student Eligibility: Each campus is responsible for establishing a procedure to nominate award applicants. This process must include promotion of the scholarship opportunity (announcements, flyers, web postings, distribution lists) and additional evaluation by the campus to determine eligibility. The following requirements and guidelines should assist campuses in the selection process:

### *Academic Criteria:*

- Students will be enrolled in a degree program with a declared major at a sponsoring SUNY campus;
- Rising sophomores, juniors and seniors are eligible to compete for study/travel awards;
- Transfer students will become eligible to study abroad during the second semester of enrollment in a SUNY two-year or baccalaureate program;
- Each campus will define the criteria for high achievement and minimum GPA for scholarship nomination; recipients may be enrolled in less than full-time status, providing they continue to meet campus definition of high achievement.

### *Financial Criteria:*

- Candidates are not required to demonstrate financial need. Financial aid and loans may be used to support tuition and additional costs of study abroad programs. Completion of a FAFSA for Pell, TAP and family-based resources may be required by the Study Abroad Program Office at your college.

### *Additional Eligibility Criteria:*

- Candidates must be United States citizens, permanent resident aliens and New York State residents. Those nominated from underrepresented and low-income categories may receive positive consideration as diversity candidates. Campuses may consider financial need and economic disadvantage as a **diversity indicator**, but applicants must also meet a high academic standard as evidenced by GPA and supporting recommendations.

#### D. Allocation of Scholarship Funds to Campuses:

Diversity Abroad Honors Scholarships will be awarded on the basis of merit-based campus nominations. Nominations will be coordinated and submitted by the respective campus Study Abroad Program Office or where no study abroad office exists, the Vice President for Academic Affairs.

The completed application packet should only be returned by the Office of International Studies or Study Abroad Program Coordinator or the Vice President for Academic Affairs.

Please submit the completed application packet electronically to [Barbara.Hardman@suny.edu](mailto:Barbara.Hardman@suny.edu). The deadline for receipt of proposals is October 9, 2018 by 5 p.m. (for study in winter or spring 2019) and March 8, 2019 by 5 p.m. (for study in summer or fall 2019).

If you have any questions regarding this program, please contact Elizabeth Carrature, Program Liaison, at [Elizabeth.Carrature@suny.edu](mailto:Elizabeth.Carrature@suny.edu) or 518-320-1186, or the Office of Diversity, Equity and Inclusion at 518-320-1189.

Funding for this initiative is limited and will begin with the 2018-19 academic year. Campuses may nominate only **one** candidate per semester. There will be two rounds of nominations during the 2018-19 academic year.

## Application Completion and Nomination Requirements

- A. Candidates should complete the application process with the approval of the Study Abroad Program Officer. A complete application packet will include:
- A completed application form, signed and submitted to ODEI by the Study Abroad Program Officer or Coordinator;
  - A personal essay (1-2 pages) outlining what the candidate hopes to achieve through study abroad, such as cultural/language immersion, research, mentorship, travel, etc.;
  - One recommendation (i.e.: Department Chair, Faculty Advisor, Program or Research Coordinator).
- B. Post-travel Experience:
- Program Report: Students receiving awards will be required to submit a summary of their experience detailing how it contributed to their career and college goals within 60 days of completing their travel to the Office of Diversity, Equity and Inclusion.
  - Program Ambassador: Students must be willing to share their travel experience in a college or conference forum following their study abroad experience, including the submission of a high-resolution facial photograph for promotional purposes.

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