



SEMESTER AT SEA®

ADMISSIONS CHECKLIST

_____ **Choose your voyage.** Check out our upcoming voyages here: <http://www.semesteratsea.org> Keep in mind the courses offered, the itinerary, and how this will fit into your academic goals and timeline.

_____ **Join the Semester at Sea Facebook group.** <http://www.facebook.com/SemesteratSea> Once you are admitted, there are also Facebook groups for each specific voyage that you can join.

_____ **Meet with your school's study abroad office.** Find out if your school requires any separate admission processes. Your study abroad advisor can also provide important direction in terms of meeting internal deadlines or making arrangements to transfer Semester at Sea credit back to your home campus.

_____ **Take a look at our admissions requirements and the details of the application process online here:** <http://www.semesteratsea.org/info-hub/admission/#admissions-requirements>

_____ **Apply early.** Taking a voyage of this magnitude takes considerable preparation. It's best to give yourself as much time as possible to make all the necessary arrangements.

_____ **Apply Online.** <http://www.semesteratsea.org/apply/>

_____ **Send us an official transcript.** Please have an **official** transcript from your current college/university mailed to our office (this cannot be emailed or faxed). We will only accept an emailed transcript if it is an official electronic copy sent from registrar office, which they can direct to admission@semesteratsea.org. We will also need unofficial transcripts from all other college/university where you have earned credits (these unofficial transcripts can be emailed or faxed).

_____ **Send us your disciplinary clearance form.** This should be signed by the judicial affairs (or equivalent) office at your current college/university and can be emailed, faxed, or mailed to our office. This form is included with this checklist.

_____ **Send us your academic recommendation.** This is not mandatory for all participants, but is strongly encouraged. You are welcome to have your references email, fax or mail your recommendation to your admission counselor.

_____ **Contact your Semester at Sea Admissions Counselor.** They will be able to answer any questions you have about the admissions process.

_____ **Begin thinking about financing your voyage.** Talk to your school's financial aid office and check out the ISE grants and scholarships here: <http://www.semesteratsea.org/admission-aid/scholarships/>

*You can always email admission@semesteratsea.org or call us at 800-854-1095.