

Study Abroad Program Assistantship Application

Students must be undergraduates and enrolled in a degree or certificate program at CSU.

Check with the program director to see if this applies to your study abroad program.

In exchange for a stipend, program assistants serve as liaisons between student participants and the program director and/or site director. Normally they report to the site director, who assigns duties and supervises their performance.

Duties include assisting the site director, serving as on-campus contact, helping to arrange and manage fieldtrips, identifying students in need of medical attention or counseling, and intervening when students are disruptive or in violation of rules of behavior. In addition, the PA works with staff at group events, such as orientations; travel to and from the host country, group excursions, and any other activities as needed. The site director may assign a variety of other duties to PAs as the need arises as long as these duties are reasonable and do not interfere with the PA's studies or program participation.

NAME: Last: _____ First: _____ Middle _____

Current mailing address:

STREET: _____

CITY: _____ **STATE:** _____ **ZIP** _____

Student ID: _____ **Major:** _____

Phone number where you can be reached: (____) _____ Alternate:(____) _____

E-mail Address: _____ Alternate e-mail _____

What degree or certificate program are you presently enrolled in? _____

Class Standing: Freshman Sophomore Junior Senior Graduate Student Post-Bac

Cumulative GPA: _____ Most Recent Semester GPA: _____

Have you ever traveled outside the United States? No Yes If so, when, where, how long and why?

Country and City in which you plan to study: _____

Name of Study Abroad Program & Sponsoring University or Organization: _____

Departure date: _____ Return date: _____

Cost of Program: \$ _____ Fee Deadlines _____

Please list study abroad scholarships and/or grants for which you applied: _____

Do you receive the HOPE Scholarship? Yes No

Do you receive student financial aid other than the HOPE Scholarship? Yes No

List any experience you have had in supervising students or in any leadership capacity _____

List the qualities you possess that would make you an effective and successful on-site assistant in residence life _____

Have you worked for Columbus State University before? Yes No If yes, list department, position and dates of employment _____

List office skills: Equipment operated and computer software used _____

EMPLOYMENT RECORD

Present or most recent employment

Employer _____ Address _____

Position _____ State Date _____ End Date _____

Describe position _____

Reason for leaving _____

Prior employment

Employer _____ Address _____

Position _____ Start Date _____ End Date _____

Describe position _____

Reason for leaving _____

Employer _____ Address _____

Position _____ Start Date _____ End Date _____

Describe position _____

Reason for leaving _____

Student Signature _____

Date _____

CGE Approval _____

Date _____

MAIL/DELIVER TO:

**Center for Global Engagement, Columbus State University,
4225 University Avenue, Columbus, GA 31907-5645**