



## Evergreen Study Abroad Policies

- Evergreen will complete a student conduct check as part of the study abroad approval process.
- Participants must complete all required Evergreen forms, processes, and orientation meetings by stated deadlines.
- Participants must maintain good academic standing from point of application through end of program/contract.
- Participants must honor the Evergreen Student Conduct Code and Social Contract while studying abroad.
- Participants must observe all host country laws while studying abroad.
- Participants must observe all Evergreen guidelines and host country laws regarding alcohol and illegal drug use.
- Participants must have medical insurance that meets Evergreen's minimum requirements while studying abroad.
- Participants must pay their study abroad fees prior to authorization by Evergreen.
  - Evergreen Faculty-led: non-refundable \$400 Study Abroad Administrative Fee and program-specific fees.
  - Exchange: \$100 Study Abroad Administrative Fee
  - Consortium: \$100 Study Abroad Administrative Fee, and \$425 Consortium Enrollment Fee
  - Study Abroad ILC/INT: \$100 Study Abroad Administrative Fee
- Participants must complete at least one quarter of interdisciplinary program study prior to study abroad.
- Participants must be fully admitted to Evergreen to participate in study abroad.
- Semester and other non-quarter-based credits convert to quarter credits according to established formulas.
  - Semester credits convert at a 1.5 ratio typically (16 semester credits = 24 quarter credits), but other systems exist, and these result in varying totals of quarter credits. Partial credits may be rounded up (22.5 becomes 23).
- Financial aid awards will be disbursed first to the Student Account, and then via bank transfer.
- Participants must maintain regular communication with the Office of International Programs & Services during their study abroad program.
- Evergreen reserves the right to disenroll a student from a study abroad program at any point in the pre- or post-departure process. Students who exhibit serious disciplinary, medical or mental health problems, or who pose a threat to others or themselves, or who otherwise violate program covenants or [Evergreen's Code of Student Rights & Responsibilities](#) may be disenrolled and asked to leave the program.

***Policies for ILC/INT Students ONLY:***

- ILC/INT students are limited to 48 credits of Learning Contracts and another 48 credits of Internship Contracts.
- ILC/INT participants must submit my contract for Dean's approval by no later than the Friday of Week 10 of the prior quarter.
- ILC/INT participants must seek pre-approval from OIP/the Dean prior to study in any country or region designated by the U.S. State Department at Advisory Level 3 or 4.
- ILC/INT participants: Multiple, consecutive contracts pay the fee once; non-consecutive contracts pay each time.

***Policies for Consortium Program Students ONLY:***

- Evergreen will complete external consortium approval forms on the basis of the conduct check.
- Participants are limited to one 12-month period of consortium study combined.
- Participants are limited to one single enrollment in the Wildlands Studies consortium, per Academic Dean policy.
- Only non-U.S.-based programs are eligible for consortium agreement. Domestic programs are not eligible.
- Participants must be concurrently registered with an Evergreen CRN for each quarter of consortium study.
- Consortium participants may not register for any other Evergreen programs, courses, or contracts while on consortium study.
- Participants must seek Evergreen approval before withdrawing from any consortium courses before end of term.
- Participants must earn grades of C or higher (or equivalent) for credit to transfer to Evergreen. Grades of C- or lower do not earn credit.
- Final consortium transcripts must be sent to the Evergreen Admissions Office to be evaluated.
- Participants must request additional FAFSA loans through Evergreen, and not through the consortium program.
- Evergreen will not pay the consortium on behalf of students. Participants are responsible for paying the consortium directly through disbursed funds.
- Participants are responsible for consortium program costs, including those incurred according to their cancellation policies.

***Policies for Exchange Program Students ONLY:***

- Exchange participants must maintain an equivalent registration of at least 12 credits per Evergreen quarter, understanding that it may be in a two-semester credit system overseas. If a participant uses the Evergreen contract system to carry out an exchange program in Japan, again, each contract must be for at least 12 credits.