

**Application for 2020 Study Abroad Scholarship**  
***Instructions***

Please review information about your desired study abroad program at **ccisabroad.org**.

**A PDF application file can be found at: [bhcc.edu/studyabroad](http://bhcc.edu/studyabroad).**

1. There are three parts to the application PDF file
  - a. Application
  - b. Statements of Understanding
  - c. Two reference forms
2. **Download the PDF application file to your computer to fill out electronically. Hand written applications will not be accepted.**
3. You must have Adobe Acrobat® Reader version 10.0 or higher to be able to fill out application electronically. The latest version of Acrobat® Reader can be downloaded for free at [www.adobe.com/products/reader/](http://www.adobe.com/products/reader/)
4. Required fields to fill in are highlighted in the application. Select field and type in your information. For check boxes just click inside box.
5. You only need to input your information on the first reference form. Your information will automatically fill in the other reference form.
6. Save your completed application file to your computer for your records.
7. Print out a copy of the completed application and “*General Statement of Understanding*” and submit to the **International Center (E236)** on or before the application deadline.
8. 2020 scholarship applicants may select to either submit a written statement of purpose explaining your motivation to study abroad **OR** to meet with the members of the selection committee and deliver an In-person statement of purpose presentation. Applicants who select this version should prepare a 10 minute long presentation. In-person presentations will be scheduled for December 2-6, 2019.
9. The individuals who will be writing your references must be provided reference form with your signature. Inform your references that they must return their reference directly to the International Center (E236) or provide you the reference in a sealed envelope with their signature written across the envelope seal.
10. Be sure to sign and date the application form on page 2 and General Statement of Understanding. If you are under 18 years of age your parent or guardian must also sign. Incomplete application material will disqualify you from consideration.
11. If you have questions regarding this application please contact the International Center office at **617-228-2460** or **[international@bhcc.mass.edu](mailto:international@bhcc.mass.edu)**

**Deadline for submitting your application is**  
**Friday, November 22, 2019 by 4:00 p.m.**  
**Only complete applications will be reviewed**

# BHCC Study Abroad Scholarship Program

## What are study abroad scholarships?

The BHCC Student Government Association and Bunker Hill Community College have provided funds to enable students to study in another country, to experience a culture different from their own, and earn college academic credits. Programs in select countries are available, and students can choose the program of Greatest interest to them. The scholarship covers 80% of the total cost of the study abroad program. Approximately 30-35 scholarships are awarded each academic year contingent on the amount of funding available.

Faculty, staff and interested community members are also invited to take part in study abroad programs, although scholarships are available only to qualified BHCC students.

## Am I eligible for a scholarship to participate in the BHCC study abroad program?

### *To qualify for scholarship consideration you must:*

- Be matriculated in a BHCC degree or certificate program in Fall 2019 and Spring 2020 semesters.
- Have completed by the end of the Fall 2019 semester 12 college-level credits of study at BHCC (*does not include transfer credits*). Applicants must have remaining coursework left to complete BHCC program of study after the completion of study abroad experience.
- Have a cumulative GPA of 2.50 or higher after the completion of the Fall 2019 semester.
- If a scholarship is awarded, the recipient must enroll in at least one course at BHCC for the Spring 2020 semester and maintain a cumulative GPA of 2.50 or higher after the completion of the Spring 2020 semester or the scholarship will be forfeited.

## How are scholarship recipients chosen?

Scholarship applications are reviewed by a selection committee of faculty and staff from across the College, and former scholarship recipients. Each committee member scores applications as follows:

- Written statement of purpose or in-person statement of purpose presentation (30 points)
- References (10 points)
- Academic performance (5 points) and
- Your on- and off-campus engagement (5 points).

Applicants who select an In-person statement of purpose presentation will receive an email with a link to select the day and time of the presentation during the week of **December 2-6, 2019**.

Scholarship recipients are selected based on the committee score. Applicants who are not selected may be awarded scholarship as an alternate in the event that a scholarship recipient is unable to meet his or her academic requirements or is unable to satisfy other obligations of the study abroad program.

**The decision of the selection committee is final.**

All applicants will be notified during the week of January 6-10, 2020 of the decision.

2020 scholarship application submission deadline is

**Friday, November 22, 2019 at 4:00 p.m.**

Submit completed application to the International Center, E-236



**You must fill out this application electronically and print a copy to submit.**

- ☐ Signed application form and signed General Statement of Understanding
- ☐ Copy of BHCC transcript      ☐ Written statement of purpose OR      ☐ References (2 required, 3rd optional)  
In-person statement of purpose presentation

Please list any other commitments you have outside of BHCC, incl. work or family obligations. They are important as well.

## 2020 BHCC Study Abroad Scholarship Application: page 2

### V. Intercultural Experience

Intercultural experience does not automatically improve or reduce your chances of receiving a scholarship.

**Language Experience:** Please list languages which you have some proficiency that may be helpful in studying abroad.

Use the following rating to indicate your proficiency: 1-basic level, 2-moderate level, 3-fluent

Language \_\_\_\_\_ Reading Level \_\_\_\_\_ Speaking Level \_\_\_\_\_

Language \_\_\_\_\_ Reading Level \_\_\_\_\_ Speaking Level \_\_\_\_\_

Travel/Study Experience: Have you ever traveled, lived or studied abroad in a country other than the U.S.?

If so where, why, and how long were you there?

### VI. Statement of Purpose OR In-person Statement of Purpose Presentation

In a written statement of purpose or In-person statement of purpose presentation please address the following:

- Explain your primary country of choice and your motivation for choosing this country.
- State how this particular study abroad program will support you in reaching your academic, personal, and career goals.
- Describe an experience you had engaging with a culture different than your own. What did you learn from this experience?
- Describe knowledge, skills and/or values you possess that make you an effective ambassador for BHCC while studying abroad.
- Explain how you will promote the BHCC Study Abroad Scholarship program when you return.

☐ I would like to submit a written statement of purpose. Please attach your typed Statement of Purpose (**2 pages maximum – 12 point type only**). If you submit more than two pages only the first two pages will be reviewed.

☐ I would like to meet with the selection committee. I would like to prepare an In-person statement of purpose presentation.

### VII. References

Two references from BHCC faculty members are required; use the attached forms. An additional reference letter is optional.

### VIII. Signature (sign below to certify the following statements):

1. I have attached my transcript(s), statement of purpose or selected In-person statement of purpose presentation, and reference forms/letters.
2. I have read, fully understand, and signed the attached General Statement of Understanding.
3. I certify that this entire application is true to the best of my knowledge and is my own work. I understand that any misrepresentations will disqualify my application.
4. I authorize the release of my transcript(s) and recommendations to the academic institutions managing my chosen program.
5. I understand that if I am selected for a Study Abroad Scholarship I must be enrolled in a BHCC credit course during the Spring 2020 semester and maintain a 2.50 GPA or higher until the end of the spring 2020 semester. I also understand that I must not have any outstanding financial obligations with the college.
6. I further realize that if I do not maintain these requirements I will be ineligible to receive the scholarship award and I may not be able to recoup any expenses I have incurred for this study abroad program.

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent/Guardian's Signature  
(Required if applicant is under 18)

\_\_\_\_\_  
Date

## BHCC Study Abroad General Statement of Understanding (To be completed by all applicants)

The Study Abroad Advisors will provide applicants and recipients with significant support, information, and answers to questions throughout the process. However, students must understand certain responsibilities as well.

**In my submitting of this application, I, (Print name) \_\_\_\_\_, have read and understand the following:**

1. The Study Abroad Scholarships Program at Bunker Hill Community College (BHCC) is a unique college and national model because it pays 80% of the total program costs. Funds are secured from the College and the Student Government Association. The Study Abroad Scholarships Program is very competitive. A panel of staff, faculty and previous scholarship recipients will be using a consistent and objective rubric standard to select the scholarship recipients. There are many factors in choosing the scholarship finalists. The decisions of the study abroad committee are therefore final.
2. If chosen for the study abroad scholarship, it is my full intention to participate in this opportunity, and I will be prepared to pay my 20% of the costs to the International Center at the first orientation session. If I withdraw from the program for any reason (except hospitalization, etc.) after signing my BHCC acceptance contract, BHCC may use its discretion to keep this deposit. In addition, I will be responsible for any unrecoverable fees or monies, including airfare, already incurred by me or by BHCC on my behalf. BHCC will expect that any money owed to the College will be paid within a reasonable time. At the first orientation session, I will also submit proof that I have adequate health insurance to cover all health insurance related expenses for my study abroad program. I will also purchase supplemental health and repatriation travel insurance that will cover me for the duration of my trip.
3. I understand that the costs and dates in the brochures are subject to change and are to be used for planning purposes only. At the first orientation session, the advisors will provide an approved program budget, with allowances for books, room and board, and personal expenses. I understand that I will be paying 100% of any voluntary expenses beyond this budget (first-class airfare, extravagant souvenir or meal purchases, additional travel while abroad, etc.).
4. If chosen for the scholarship, I will be primarily responsible for researching and securing any passport and/or visa(s) needed to study in my chosen country and re-enter the U.S. (If I am unable to re-enter the U.S. I will tell the Study Abroad Advisors as soon as possible, and I understand this may impact my scholarship eligibility). At the January orientation, the advisors will guide students in online visa research. I will provide a copy of my visa and passport to the International Center.
5. I understand that the Study Abroad Scholarship is a credit-bearing, rigorous academic program, and that part of its value lies in making individual adjustments to a new culture. For these reasons, this scholarship is intended for the recipient only. I understand that it is not appropriate for any other friend, significant other, or dependent to accompany the study abroad student.
6. If chosen for this scholarship, I will attend all orientations, closely follow the directions and advice given to me and will be a good ambassador of the College to the other country. I will also maintain a minimum GPA of 2.50 or higher through the end of **Spring 2020** semester, enroll for the Fall 2020 or I will not be eligible for the award.
7. If chosen for the scholarship, I understand that I am required to complete an acceptable E-Portfolio and/or assessment tool to help me reflect on the study abroad experience as well as my academic and personal growth.

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Applicant's Signature

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Date

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Parent/Guardian's Signature  
(Required if applicant is under 18)

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Date

# BHCC STUDY ABROAD SCHOLARSHIP APPLICATION: CONFIDENTIAL REFERENCE FORM

## Part I: To be completed by the applicant.

Name of Applicant: \_\_\_\_\_ Date of Request: \_\_\_\_\_

References are due NO LATER THAN **4:00 p.m. on 11/22/2019**.

Late references may prevent an applicant from being considered.

**FIRST CHOICE STUDY ABROAD PROGRAM:** \_\_\_\_\_

**SECOND CHOICE STUDY ABROAD PROGRAM:** \_\_\_\_\_

Under the U.S. federal law (Section 438 of Public Law 90M247, as amended), students are permitted access to certain education records. Section 438(a)(2)(B) provides that a student may waive the right to inspect confidential letters of recommendation. Many applicants have found that a recommendation letter written in confidence has a greater impact than one to which the applicant also has access. If you waive your right to inspect the information requested by this form, please sign below.

I waive my rights ☐ I do not waive my rights ☐

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date

## Part II: To be completed by the evaluator.

Name of Reference: \_\_\_\_\_

Position: \_\_\_\_\_ Organization/Institution: \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

The above-mentioned applicant is applying for a Study Abroad Scholarship to the program listed above. We would appreciate your assessment of the applicant's attributes with which you are familiar. This reference will count 10 points toward 50 in the application process. Please return this form to the BHCC International Center, E236, by **4 p.m. November, 22, 2019**. If you provide this reference to the student please place in a sealed envelope with your signature across the envelope seal.

**1. Please describe the basis and extent of your acquaintance with the applicant.**

**2. Please indicate the applicant's academic attributes. You may elaborate in the comments section if necessary.**

	Excellent	Good	Fair	Poor	No opportunity to observe
Competence in major specialization	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Academic interest and motivation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ability to relate well to others	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Capacity for independent study	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ability to express thoughts in speech/writing	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Reliability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**(Continued other side)**

**CONFIDENTIAL REFERENCE FORM Y page 2**

3. Please evaluate the applicant's suitability for program participation. You may elaborate in the comments section as necessary.

	Excellent	Good	Fair	Poor	No opportunity to observe
Ability to adapt to new or unstructured circumstances	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Self-reliance/independence	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ability to relate well to others	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Emotional stability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Open-mindedness	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Integrity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

4. Please state frankly your opinion of this candidate's chances for success (both academic and non-academic) in a study abroad program. Keep in mind the following: academic/personal suitability for study abroad; how an international experience may benefit the applicant, both academically and personally; and strengths which you believe the applicant might bring to such an experience. (You may also attach a recommendation letter to this reference form instead of commenting below).

5. Additional comments:

\_\_\_\_\_  
Evaluator's Name (please print clearly)

\_\_\_\_\_  
Evaluator's signature

\_\_\_\_\_  
Date

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Date