

**TEMPLE UNIVERSITY**  
**APPLICATION FOR 2009 SUMMER PROGRAMS ABROAD**

Proposed Program Title: \_\_\_\_\_

Program Site: \_\_\_\_\_

Please list course number, title and number of credits for each course to be offered. Indicate if undergraduate or graduate. If course is being offered for graduate and undergraduate credit, provide numbers for both. Please attach course descriptions.

Are these courses already on the books (i.e., in the course inventory system) or are these new courses that must go through an approval process?

Proposed Program dates: \_\_\_\_\_

Faculty who will teach courses in 2009: \_\_\_\_\_

Department Address: \_\_\_\_\_ E-Mail \_\_\_\_\_

Phone: \_\_\_\_\_ FAX: \_\_\_\_\_ Home Phone: \_\_\_\_\_

Home Address: \_\_\_\_\_

\_\_\_\_\_

Submitted by: \_\_\_\_\_ Date: \_\_\_\_\_

Department: \_\_\_\_\_ College: \_\_\_\_\_

Approval

I have read this application and the proposed budget. I agree that this program has positive value and that it meets the standards set by the Department, College and University. It is academically sound and financially feasible. I hereby give my approval and full support.

Department Chair: \_\_\_\_\_ Date: \_\_\_\_\_

Dean: \_\_\_\_\_ Date: \_\_\_\_\_

International Programs: \_\_\_\_\_ Date: \_\_\_\_\_

Please return completed form with appropriate signatures to the International Programs Office, 200 Tuttleman Learning Center, (008-00) not later than **October 15, 2008**.

**Target Audience:**

**Evidence of student interest:**

**Please indicate what recruitment efforts you will undertake:**

**Requirements for Admission to Program:**

Please note that the minimum requirements for acceptance into summer programs are a 2.5 gpa, and students may not be on academic nor disciplinary probation. If you have any additional criteria (i.e., course pre-requisites, background in the region/discipline to be studied, language level, etc.), please note here.

**Estimated Number of Students:**

Undergraduate:	Minimum _____	Maximum _____
Graduate:	Minimum _____	Maximum _____

From academic and logistical points of view, what is the maximum number of students that the program can accommodate?

**Additional Comments:**

## **Summer Program Description Template (For new programs only)**

Please attach a summer program description providing one-two paragraphs under each of the following headings. Summer program recruitment materials will be based on this information and will be reviewed and edited by International Programs.

- I.     **The Program**  
General description of the program, including dates, location, areas of academic focus
  
- II.    **Program Site**  
A description of the program city and region
  
- III.   **Courses**  
Course numbers and descriptions for courses to be offered, and any other information relevant to the academic program.
  
- IV.    **Faculty/Program Director**  
Brief narrative cv about faculty member(s)/program director particularly noting experience with program location/academic focus.
  
- V.     **Field Trips (if any)**
  
- VI.    **Accommodations and Meals**  
Description of housing and arrangements for meals
  
- VII.   **Program Fees and Costs**  
We will plug in tuition numbers; please provide costs of housing, local travel, meals
  
- VIII.  **Application and Eligibility (we will provide this information)**
  
- IX.    **For more information**  
The phone number and email address where students can best reach faculty director

**TEMPLE UNIVERSITY**  
**SUMMER PROGRAMS ABROAD 2009**  
**BUDGET FORM**

Each summer program abroad must be budgeted to produce a positive margin, or surplus of 13% of tuition revenue. Please budget on the assumption that all of your enrolled students will be undergraduate in-state residents, unless your program is a strictly a graduate program. FY 2009 tuition rates are attached.

	<b>2008-09 PA Residents</b>	<b>2008-09 Out-of-State Residents</b>
<b>All Schools and Colleges except Tyler, FSBM and Health Professions</b>		
Part-time Undergraduate (per credit hour)	420	707
Graduate (per credit hour)	573	837
<b>Tyler School of Art</b>		
Part-time Undergraduate (per credit hour)	420	707
Graduate (per credit hour)	592	872
<b>Fox School of Business and Management</b>		
Part-time Undergraduate (per credit hour)	454	765
Part-time Graduate (per credit hour ) (MBA)	645	956
<b>College of Health Professions</b>		
Part-time Undergraduate (per credit hour)	490	811
Graduate (per credit hour, except for programs designated below)	596	872

**REVENUE**

**2009 PROJECTED**

- A) Tuition amount per student: \_\_\_\_\_
- B) Number of students: \_\_\_\_\_
- C) Total projected tuition revenue: \_\_\_\_\_
- D) 13% Revenue available for university overhead:  
     (13% x tuition) \_\_\_\_\_
- E) Total estimated available program revenue (C-D): \_\_\_\_\_

**PROGRAM EXPENSES:**

Please do not include pass-through expenses for students. Please do include all educational expenses, i.e., honoraria, classroom rental costs and other administrative fees paid to a host institution, if applicable.

**2009 PROJECTED**

**I. Faculty Expenses**

Salary \_\_\_\_\_

Fringe Benefits (9% of salary) \_\_\_\_\_

Airfare \_\_\_\_\_

Per Diem \_\_\_\_\_

\*NB: Per Diem is limited to 50% of the U.S. State Department per diem amount.

**A. Subtotal** \_\_\_\_\_

**II. Other Expenses**

Honoraria \_\_\_\_\_

Facilities Rental (if applicable) \_\_\_\_\_

Instructional Costs to Partner  
Institution Abroad (if applicable) \_\_\_\_\_

General Supplies \_\_\_\_\_

Books \_\_\_\_\_

Brochures \_\_\_\_\_ \$700

NB: International Programs produces a comprehensive summer study abroad program brochure, the cost of which is shared by all of the programs; each program is assessed \$700 to cover the cost of the brochure.

Other printing \_\_\_\_\_

Stationery/Supplies \_\_\_\_\_

Postage \_\_\_\_\_

Duplicating \_\_\_\_\_

Other (specify below) \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**B. Subtotal** \_\_\_\_\_

**III. Total Program Expenses** \_\_\_\_\_

**ESTIMATED STUDENT EXPENSES**

Per Student

2009 PROJECTED

Tuition \_\_\_\_\_

Accommodations \_\_\_\_\_

Local Travel/Excursions \_\_\_\_\_

International Airfare \_\_\_\_\_

Other: (specify below) \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

TOTAL ESTIMATED  
STUDENT EXPENSE \_\_\_\_\_  
(per student)

Please indicate here what costs, in addition to tuition, we will be billing students for (i.e., housing, excursions).