

# CLEMSON<sup>®</sup>

## OFFICE OF INTERNATIONAL AFFAIRS

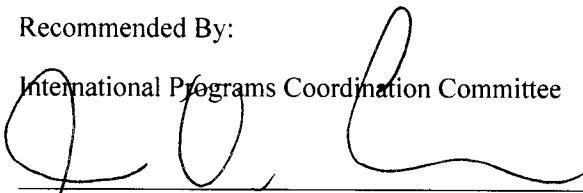
### Policy for Embedded Study Abroad Programs

May 16, 2008

1. Embedded study abroad programs are short term study abroad experiences that are included as part of a regular academic course taught on the home campus (e.g. 1 week study abroad during fall or spring break).
2. Students participating in embedded programs will be charged tuition for the course at the rates determined by their fee type status for the semester (i.e. full or part-time rates based on their resident status for the semester). In addition, students paying tuition will pay a study abroad administrative fee of \$125. This rate will be adjusted according to fluctuations in tuition. This fee will be charged and collected through student tuition billing based on registration in the course and specific section codes for embedded programs.
3. Non student participants in these programs (i.e. those not taking the course or paying Clemson University tuition) will be charged a study abroad administrative fee of \$250. This rate will be adjusted according to fluctuation in tuition. This fee will be charged and collected through the same procedures as the programs fees billed and collected through university accounts receivable.
4. All Clemson University faculty led embedded study abroad programs must be submitted to and approved by the Office of International Affairs under the same policies and procedures that apply to other study abroad programs.
5. Budgets for embedded programs must be structured to cover all program costs including faculty travel, transportation, insurance, lodging, excursions, and tours. The budget must be detailed and it should be clear what is and is not covered in the program fees charged (i.e. food, lodging, transportation, etc.). Budgets must be submitted to and approved by the Office of International Affairs under the same policies and procedures that apply to other study abroad programs.

Recommended By:

International Programs Coordination Committee



James P. Cross, Committee Chair  
Vice Provost for International Affairs

Date

5/16/08

Approved by:



Doris R. Helms  
Vice President for Academic Affairs and Provost

Date

8/20/08