



Integrating Study Abroad After Graduation

Cover Letter, Graduate School Application, Résumé, & Interviewing Tips

Employers or members of graduate or professional school admissions committees may not have study abroad experiences themselves. It is up to you to effectively communicate the skills and proficiencies that will benefit their organization and convince them of the value of your own experience.

Outline the skills you gained or enhanced during your international experience:

- Strengthened foreign language fluency
- Awareness of global economic and political issues and realities
- Increased awareness of cultural differences
- Enhanced cultural awareness and understanding of customs
- Understanding of others' cultural views of the United States
- Increased confidence in working with others from other cultures
- Gained independence in taking risks and dealing with unfamiliar situations
- Practiced my ability to problem-solve and handle difficult situations
- Experienced challenges obtaining resources
- Learned to problem solve in unfamiliar environments
- Improved personal skills in organizational management, handling budget, patience, adaptability, and flexibility
- Ability and willingness to travel
- Improved skills and knowledge in my discipline such as.....

Cover Letter & Graduate School Applications

In what field do you intend to work? How might your international experience uniquely benefit a professional in that field? You can give short examples of your international experience. Use even more of the previously mentioned skills gained or enhanced during your international experience.

My studies in Japan provided me with a great insight into the cultural differences that influence consumers in different countries and will improve my ability to contribute to international marketing initiatives. I credit my experience abroad for my increased awareness of global economic realities.

My courses in Australia gave me an international perspective on the kinesiology field. My ability to problem-solve and handle difficult situations improved greatly during my biometrics lab. I will use this knowledge and these skills as I do further research as a graduate student in the program.

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Franklin Hall 303, Bloomington IN 47405

9 a.m. - Noon & 1 - 4 p.m.

(812) 855-9304



Résumé

Always include international experience on your résumé, even if you do not think it relates to the objective. It almost always does. You should customize your résumé to fit the job description.

Examples

Study Abroad Program:

EDUCATION

Indiana University, Bloomington, IN

Bachelors of Arts in French

Graduated summa cum laude May 2006

Cumulative GPA 3.75/4.0

Université de Provence, Aix-en-Provence, France

Fall 2004 and Spring 2005

28 credit hours; all courses conducted in French

Internship Experience:

PROFESSIONAL EXPERIENCE

Marketing Internship at Estée Lauder, London England

Fall 2004

Assisted with creating strategies for marketing cosmetic products

Handled promotional business accounts

Employed position:

WORK EXPERIENCE

Hotel Receptionist at the Delta Hotel, Quebec City, Canada

Summer 2005

Worked as the only American in a French-Canadian business

Communicated in French with supervisors, co-workers, and customers, and guests

Travel Experience:

List experiences in skills and accomplishments

Traveled throughout seven countries in Europe during summer of 2004

Utilized speaking skills of three languages: French, German, and Italian

For further assistance in résumé writing visit the Career Development Center's website
www.indiana.edu/~career/students/.

The Interview

Plan in advance how and where you will refer to your experience abroad. While it is important, it is only a small piece of your qualifications from your full college academic experience. Did you.....

- complete a specific project, research, or case study related to your career field/area of academic interest?
- learn to work with a more diverse group of people than previously, or work with specific culture related to a particular company that has connections in that country?
- learn new activities, languages, hobbies, skills?
- develop skills through experiences or independent travel?

Prepare specific examples using relevant short stories highlighting your experience and skills not only travel. Do not only give a list of skills and characteristics. Remember to prove by example.

I am hard-worker; each semester during my junior and senior years I worked twenty hours a week, took 18 credit hours, and maintained a 3.9 GPA.

Adapted from St. Cloud State University's International Experience for Students and University of Minnesota's Résumé Tips for Your International Experience

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1/08