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Bloomington, IN 47408  
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Indiana University  
Office of the Vice President  
for International Affairs

## International Enhancement Grant

**International Enhancement Grants for Graduate Students  
Jointly funded by the Office of the Vice President for International Affairs  
and the University Graduate School**

### Application deadlines for 2010

Nov. 9, 2009 for Spring 2010 grants

**Feb. 19, 2010 for Summer 2010 grants**

April 16, 2010 for Fall 2010 grants

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### Background

Applications are now being accepted for the International Enhancement Grant competition. Grants of up to \$2,000 are available on a competitive basis for graduate students seeking support to pursue relevant internationally-focused academic or training opportunities that will enhance their degree programs at Indiana University. The International Enhancement Grant is funded jointly by the Office of the Vice President for International Affairs and the University Graduate School and supports **directed, off-campus** international activities in areas that do not duplicate opportunities or coursework available through their home campus.

### Who Should Apply

Applicants may be graduate students from any discipline, department, or campus; must be enrolled in a program leading to a graduate degree at Indiana University; and must have completed at least nine credit hours of graduate coursework at IU by the time of application. Students of any nationality may apply, but projects must occur off the Indiana University campus. Students who will have completed their IU degree program by the semester of the grant are not eligible. Students already admitted to candidacy for the Ph.D. are not eligible.

### The Application

Successful applicants will have an objective that can be feasibly obtained over the grant semester. Preference is given to applicants whose projects involve international travel, but this is not a requirement of the program. All projects must have an international focus, however. In addition to a personal statement, applicants should provide with their application materials a detailed description of their proposed program (such as a syllabus, course description, or program brochure). If the opportunity is not a regularly offered course, a detailed summary of the activities and confirmation of supervision from a host institution faculty member or on-site supervisor must be provided. Grants may not be used to support participation in any IU program or to support any research activities, nor may it be used to fund any program intended to earn credits toward an IU degree. The International Enhancement Grant selection committee welcomes applications for participation in directed internships abroad. It is important for applicants to document (a) that they have the requisite skills for the position, (b) the content areas that will be addressed, and (c) how the experience will enhance their academic program at Indiana University. The grant was established to fund programs that *enrich and enhance* students' regular degree programs and is not intended to support the fulfillment of degree requirements, including required internships or earning degree credits. Also note that funds from the International Enhancement Grant will not

be disbursed to students who are receiving funds for the same purpose from another source such as a FLAS award for language training.

### **The Review Process**

A multidisciplinary committee of faculty members from the IU campuses will review applications for this program and to select candidates for the grant. Evaluators will consider scholastic achievement, quality of the identified program, validity and feasibility of the proposal, faculty support as indicated by letters of reference, and the impact the experience will have on the applicant's academic and/or professional goals.

### **Examples of Eligible and Ineligible Projects**

**Eligible** enhancement projects include:

- Enrollment in language classes not offered at IU, but directly pertaining to your IU degree program.  
*Note: Enrollment in advanced language classes is only permitted after exhausting all training in that language offered at IU.*
- Participation in a directed internship program that will enhance academic/professional credentials.  
*The internship must not be one this is required to fulfill an IU degree component.*
- Attending degree-relevant classes *not available on the IU campus.*
- Attending a month-long workshop or series of workshops overseas related to an area of study at IU.

**Ineligible** enhancement projects include:

- Conducting research abroad related to a master's thesis or doctoral dissertation.
- Working as a research assistant for an IU professor doing his/her research overseas.
- Work being done *after* an IU degree will be received.
- Enrolling in a language course abroad that is offered at IU.
- Enrolling in a language course abroad prior to having exhausted all language training available at IU in that language.
- Participation in an IU-sponsored overseas study program or course, or one resulting in credits to be applied toward an IU degree.
- Fulfilling an internship requirement of a degree program.
- Presenting a paper at an overseas conference.

All applicants should contact Paul Fogleman from the Office of the Vice President for International Affairs before applying for this grant to determine their eligibility. Any additional questions should be directed to Paul by email at [pfoglema@indiana.edu](mailto:pfoglema@indiana.edu).

The application starts on the next page of this document.

***IU Office of the Vice President for International Affairs  
International Enhancement Grant Application***

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*Application Deadlines:*

*Nov. 9, 2009 for Spring 2010 grants*

***Feb. 19, 2010 for Summer 2010 grants***

*April 16, 2010 for Fall 2010 grants*

***Return this application and all supporting documentation to:***

*Attn: Paul Fogleman*

*International Enhancement Grant Competition*

*201 N. Indiana Ave.*

*Bloomington, IN 47408*

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Full Name: \_\_\_\_\_ Country of Citizenship \_\_\_\_\_

Present Address:

\_\_\_\_\_  
(Street address) (Apt. #)

\_\_\_\_\_  
(City) (State) (Zip code)

\_\_\_\_\_  
(Telephone) (E-mail Address)

***Eligibility Checklist*** (please check off the boxes below to confirm your program eligibility)

- Will be an I.U. Graduate Student at the time of the grant activity
- 9 hours of coursework completed at time of application
- Have not been admitted to doctoral candidacy
- Application is for a directed program of study (i.e. not self-directed)
- Application is not to support research (yours or anyone else's)
- Application is not to support a formal IU overseas program
- Project has an international focus
- Project does not duplicate courses available at IU
- Project will be completed within the semester of the grant

***Education***

Degree Currently Working Toward:

\_\_\_\_\_

Department: \_\_\_\_\_ Campus: \_\_\_\_\_

Date You Expect to Complete

Degree: \_\_\_\_\_  
(Month) (Year)

List all colleges and universities attended, highest degree(s) earned and date(s) awarded.

Institution Month/Year	Degree Earned
<hr/>	
<hr/>	
<hr/>	

***Previous International Travel Experience***

Please provide details of all international trips you have taken (approximate dates, length of visit(s), purpose of visit(s), source(s) of funding to enable trip(s), etc.)

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***Personal Statement***

Attach a statement on a **MAXIMUM** of 2 pages (single-spaced) describing your objectives for participation. Please include specific information on the ways in which this opportunity will enhance your IU degree program, supplement or expand your IU coursework, and contribute to your long-term academic goals. The program you propose must be international in focus/nature, not just situated in an international location.

***Program Documentation***

Attach a description of the program in which you intend to enroll (a syllabus, course description or brochure). **Maximum 4 pages**. If the opportunity is not a regularly offered course (such as an internship or private study with a professional in your field), please provide your own detailed activities summary and a letter of confirmation from a supervisor or faculty member of the host institution.

**IU Degree Requirement**

I will fulfill an IU degree requirement through participation in this directed program of study/training/internship (check one):  Yes  No (check one)

***Proposed Itinerary***

Where will the primary activity take place?

\_\_\_\_\_   
 (City and Country)

First Arrival Date: \_\_\_\_\_ Final Departure Date: \_\_\_\_\_

Number of weeks your project will take: \_\_\_\_\_ weeks

List all points of travel related to your proposal and approximate dates:

(From) \_\_\_\_\_ (To) \_\_\_\_\_ (Date) \_\_\_\_\_

(From) \_\_\_\_\_ (To) \_\_\_\_\_ (Date) \_\_\_\_\_

(From) \_\_\_\_\_ (To) \_\_\_\_\_ (Date) \_\_\_\_\_

(From) \_\_\_\_\_ (To) \_\_\_\_\_ (Date) \_\_\_\_\_

**Language Competence**

If your proposal involves the study of a foreign language or travel to a country where a language other than English is spoken, please indicate which language and your level of competence in that language.

Language of Host Country: \_\_\_\_\_

Years of formal study of this language that you have completed: \_\_\_\_\_

Please indicate your level of language proficiency in the following areas:

Scale: 0 (none), 1 (poor), 2 (fair), 3 (adequate), 4 (good), 5 (excellent), N (Native)

Speaking	0	1	2	3	4	5	N
Listening Comprehension	0	1	2	3	4	5	N
Reading	0	1	2	3	4	5	N
Writing	0	1	2	3	4	5	N

**Transcripts**

Please print out an unofficial copy of your Indiana University transcript from OneStart at <https://onestart.iu.edu/>. REMEMBER TO WRITE YOUR NAME ON ALL PAGES OF THIS DOCUMENT IF IT DOES NOT APPEAR ON THE PRINTOUT. Also, attach photocopies of transcripts for all other university-level work (undergraduate and graduate). In most cases these can be acquired from your departmental secretary.

**Budget**

The value of this grant ranges from \$1,000 - \$2,000. Please list (by category – transportation, housing, tuition, etc.) all expenses associated with your proposal and indicate sources of funds to cover any portion of these expenses that would not be covered by the grant (please feel free to attach a separate budget page).

Item Description	Total Cost	Portion to be paid by IEG	Portion to be covered by other funds (list source)
	\$	\$	\$
	\$	\$	\$
	\$	\$	\$
	\$	\$	\$
	\$	\$	\$
	\$	\$	\$
	\$	\$	\$
	\$	\$	\$
<b>Total</b>	\$	\$	\$

## References

Please ask two faculty members, preferably from Indiana University, to complete the attached reference forms. List below the name, address, phone number, and e-mail address of each person whom you have asked to provide these references.

	Name and Department	Campus Address	Campus Phone	E-mail
1				
2				

***A complete application will include the following items (please check):***

- Completed & signed application form (4 pages)
- Personal statement (MAXIMUM 2 pages single-spaced)
- Program documentation (4 pages maximum)
- Unofficial transcripts from **ALL** university-level academic work
- Two reference forms or reference letters (at least one from IU faculty member)

**\*\*\* DO NOT STAPLE ANY PART OF YOUR APPLICATION!! \*\*\*  
as the entire application will be fed through a photocopier.**

I hereby certify that all information which I have given above and have provided for this application is complete and accurate to the best of my knowledge.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

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*For questions, please send an e-mail to Paul Fogleman at [pfoglema@indiana.edu](mailto:pfoglema@indiana.edu).*

***Please return this application and all supporting documentation to:***

*Attn: Paul Fogleman  
International Enhancement Grant Competition  
201 N. Indiana Ave.  
Bloomington, IN 47408*

This application and all supporting materials must be received by 5pm:

*Nov. 9, 2009 for Spring 2010 grants  
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## Reference

Applicant Name and Department: \_\_\_\_\_

Referee's Name: \_\_\_\_\_

The Family and Educational Rights and Privacy Act of 1974 opens many student records for the student's inspection. The law permits you to sign a waiver relinquishing your right to inspect recommendation letters.

- **Sign below if you give up the right to read this recommendation.**  
This means that the recommender's statement will remain confidential.
- Do not sign below if you wish to read the recommendation.

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### REMAINDER OF FORM TO BE COMPLETED BY REFEREE

This program provides support for formal study or training that would enhance an international component of a student's IU degree program. Please respond to the following questions, either on this page or on a separate sheet. Please sign below and initial any separate sheets.

1. How long and in what capacity have you known the applicant?
2. What is your opinion of the merit and importance of the student's proposal?
3. Specifically, how do the goals of this proposal contribute to the applicant's degree objective?

Referee Signature: \_\_\_\_\_ Date \_\_\_\_\_

Name and Title  
\_\_\_\_\_

Institution  
\_\_\_\_\_

Return to:

**Attn: Paul Fogleman  
International Enhancement Grant  
201 N. Indiana Ave.  
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**Recommendations must be received by:**  
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