

Study Abroad Information and FAQs

Is Financial Aid available for study abroad?

While Financial Aid cannot apply to this trip, it can be applied to CTC tuition and Student Fees (assuming that you qualify). Therefore, the cost of the trip must be paid by the traveler. Some awards may be available through the Chattahoochee Tech Foundation*.

*Contact us at Study.Abroad@ChattahoocheeTech.edu for more information.

How do I pay for this trip?

Payment plans may be available which could allow for students to make monthly (or bi-weekly) payments. Other options would be to pay the trip in full upon registering or, in some cases, manual payment plans (which may incur additional fees depending on the tour provider's policy). The trip must be paid in full about one to two months prior to departure depending on the tour provider's requirements.

Who can go on this trip?

Currently enrolled CTC students for the semester when the trip will be taking place who are also registered in a participating course are eligible. Any spouses/friends/parents/etc. are not eligible unless they are also currently enrolled for that semester and taking one of the eligible courses. All travelers must be a US Citizen, have a current US Passport by the date of departure (we can assist students with the US Passport Application process), and be medically cleared to travel. Additionally, students must be in **good academic standing**, without holds on their student account, and have a strong previous course completion history. Generally, we are looking for students who have a minimum GPA of a 2.0*.

*Contact us at Study.Abroad@ChattahoocheeTech.edu for more information.

How do I apply? What is the process for admission?

Interested students must complete the Study Abroad application packet which includes submission of an unofficial transcript and at least two references from previous instructors.

Once the application packet is completed, it can be returned via email to the Study.Abroad@ChattahoocheeTech.edu or dropped off in person to one of the following offices: Frank Inscoe (Office B209.8 at the Marietta Campus in Building B), Allison Budaj (Office B209.7 at the Marietta Campus in Building B) or Shari Szalwinski (Office 232A at the Paulding Campus in Building A).

All applications will go through an evaluation process which include a review by the Dean of Arts and Sciences. Applicants will also be contacted for an interview with the three Study Abroad Coordinators.

Approved applicants will be sent information on how to enroll for the trip which will include payment of a deposit as well as traveler's insurance. Students are expected to enroll for the trip and pay the required deposit within seven days of receiving approval.

What courses are offered?

All travelers will be required to enroll in at least one participating course (with specific instructors) for the semester when the trip will be taking place in order to be eligible for the trip. Students will attend the course and complete the coursework for the enrolled class just like any other course. The specific CRN numbers for these courses will be released once the corresponding semester schedule has been publicized.

Depending on the instructors, courses may be available in online, hybrid or traditional on-ground courses.

The following list serves as an example of courses which previous study abroad students have taken in order to be eligible for the trip. Classes can vary from semester to semester or depending on the study abroad country:

ARTS 1101	Art Appreciation	HUMN 1101	Introduction to Humanities
COMM 1109	Human Communication	MUSC 1101	Music Appreciation
ENGL 1101	Composition & Rhetoric	POLS 1101	American Government
ENGL 1102	Literature & Composition	SOCI 1101	Introduction to Sociology
ENGL 2110	World Literature	SPAN 1101	Intro to Spanish Language/Culture I
HIST 1111	World History I	SPAN 1102	Intro to Spanish Language/Culture II
HIST 1112	World History II	SPCH 1101	Public Speaking

Additional Questions/Information Regarding the Trip

Besides students, who is going on the trip?

Three full-time Study Abroad Coordinators, as well as a local tour guide will be accompanying students everywhere throughout the trip. The safety of our students is extremely important to us, and we will be accompanying students everywhere in their exploration of the study abroad country.

How much money should I bring?

Depending on the itinerary and length of the trip, some meals will be included in the cost of the trip. However, you will be expected to pay for most of your own meals (mainly lunches and some dinners). Also, please plan ahead and have set aside money for souvenir shopping, plus money for tipping the various bus drivers and tour guides who will be providing their services while abroad.

What is included in the cost I am paying to go on the trip?

The cost of the trip includes airfare, accommodations, entrance to cultural activities as listed on the itinerary, tour guides, bus drivers, traveler's insurance, a tour director, and some meals.

Still have questions?

Any other questions, please don't hesitate to contact the CTC instructors in charge of the trip:

Frank Inscoe (Spanish Instructor, Marietta Campus) – Frank.Inscoe@ChattahoocheeTech.edu
Shari Szalwinski (Communication Instructor, Paulding Campus) – Shari.Szalwinski@ChattahoocheeTech.edu
Allison Budaj (Humanities Instructor, Marietta Campus) – Allison.Budaj@ChattahoocheeTech.edu