



Global Independent Study “To-Do” List

The Global Independent Study Grant, offered through the Office of Global Activities (OGA), is a \$2,000 grant awarded to students through a competitive application process. Students in all curriculum tracks are eligible for this grant. Please note that 16-month and Advanced Standing students will have limited time to travel (usually 2-3 weeks in early to late August), due to the spring/summer term and field schedule. 20-month students are able to participate for a longer period of time during the spring/summer term. To complete a global independent study, students must secure a faculty instructor.

Below is a checklist for applying for the Global Independent Study Grant. Please note that applicants are not guaranteed funding.

FALL TERM

September

- Attend the Global Independent Study Information Session. This event usually takes place during the first few weeks of class. If you are unable to attend, contact ssw.oga@umich.edu to set up an appointment to discuss these options with a staff member.
- Attend the Global Social Work Poster Fair to learn about Global Independent Study projects that students completed the previous year. This event usually takes place during the end of September or early October.
- Begin contacting potential faculty. To complete a Global Independent Study, you **must** have a faculty instructor. Faculty instructors must be [clinical-track](#) or [tenure-track](#). (Please note research faculty cannot serve as an instructor). If you need help identifying an appropriate faculty instructor you may arrange a meeting with OGA staff (ssw.oga@umich.edu) early in the fall term.

September-November

- Meet with your faculty instructor to develop a plan for your experience abroad and discuss how it fits within your larger educational goals. Along with your instructor, you will need to determine the number of credit hours you will receive for the independent study.
- Review other funding opportunities and deadlines at <http://ssw.umich.edu/finaid/oga>.

November-December

- After securing a faculty instructor, complete the [Global Independent Study Instructor Signature Form](#). Please note that your advisor’s signature is not needed to apply for the grant. However, your **faculty instructor’s signature is required**. You will need to upload a copy of this form to [MCompass](#) as part of the application.

First Friday in December

- Deadline: Submit all application materials through [M-Compass](#).**

Third Friday in December

- Check for email communication from OGA, award notifications will be sent no later than the third Friday in December.
- If interested, enroll in SW 648 Issues in Global Social Work Practice for the winter term. This course is highly encouraged, though not required, for global independent study students. This 1-credit course meets five times during the winter term before students depart for their spring/summer travel.

WINTER TERM

January

- Complete the [Independent Study Recording Form](#). Once the registrar has processed the form, you will receive email permission to register for the independent study course (SW 528). 20-month students and students not taking courses in the spring/summer semester must register for SW 528 in the winter term **before** their departure, while students in the 16-month and advanced standing curriculum track must register for SW 528 for the spring/summer semester. The number of credits is determined by you and your faculty instructor.
- Complete required post-decision materials in M-Compass.** Further information will be sent through email.

End of January

- Deadline: Submit all post-decision materials in M-Compass. These items must be submitted before any funds can be dispersed to your accounts.**

January-March

- Apply for additional funding if needed. <http://sww.umich.edu/finaid/oga>.
- If enrolled in SW 648, attend course sessions throughout the winter term.
- Attend the mandatory community engagement session. More details will follow through email.
- If there is a [U-M Travel Warning or Travel Restriction](#) in effect for the country of planned travel, you **must** get clearance from the UM International Travel and Oversight Committee (ITOC) and provide copies of all related documentation including the waiver and committee approval to OGA.
- Begin making trip preparations (refer to [Travel Planning Resources guide](#)):
 - 1) Research placement and country
 - 2) Get passport and/or visa if necessary
 - 3) Purchase flights
 - 4) Consult [UHS travel health services](#) and [CDC](#) for immunization and travel health recommendations
 - 5) Consult the [State Department's website](#) for current updates on local conditions
 - 6) Develop and discuss emergency safety plan with your faculty instructor

February

- If all required paperwork has been submitted, grant monies will be dispersed to your student accounts on this month. **Failure to submit the above paperwork on time will result in a delay of funds.**

March

- If you are advanced standing or 16-month, you will need to register for SW 528 in the spring/summer term. The number of credits is determined with your faculty instructor.
- If interested, enroll in SW 748 Issues in Global Social Work Practice: Re-Entry and Professional Practice for the fall term. This course is highly encouraged, though not required, for GIS students. This 1-credit course meets the fall term after you return from their global independent study.

April

- Attend the mandatory Pre-Departure Orientation. More details will follow through email.

AFTER THE GIS PROJECT HAS BEEN COMPLETED

September/October

- Submit 3-5 [ethically taken](#) pictures to OGA at ssw.oga@umich.edu after project is complete. This is a requirement for all students funded through the Global Independent Study Grant.
- Create and present a poster for the Global Social Work Poster Session. This is a requirement for all students funded through the Global Independent Study Grant.

If you have any questions email ssw.oga@umich.edu or call 734-615-0012.