

Application process for ISEP Exchange and Direct Programs

1. Identify a destination, and a couple of second choice locations, in case ISEP is not able to place you in your first choice destination.
2. Meet with your academic advisor to make sure what classes you need to take.
3. Meet with the Registrar to make sure the classes you plan to take abroad will transfer to Benedictine.
4. Complete and turn in the Benedictine **Study Abroad Application Form (Exchange and Direct Programs)**. The form includes:
 - A Study Abroad Agreement by which you commit to a number of requirements, including the payment of \$750 study abroad fee.
 - An Instructor's Reference Letter
 - A Personal Statement
 - A List of courses you plan to take
5. Fill in the online ISEP application and submit electronically to the ISEP Coordinator at Benedictine for approval.
6. Pay the application fee to ISEP (\$100).
7. Wait for ISEP to confirm your placement.
8. Pay ISEP \$325 when you accept your placement. See [here](#) for more information about fees type.

ISEP-Exchange, Direct, and Summer Priority Deadlines

- Exchange: **February 15** for the **fall** semester, **September 1** for the **spring** semester
- Direct and Summer: varies by program
- ISEP accepts applications after these dates, but your choice of sites may be much more limited if your application arrives later.

Difference between Exchange and Direct

With an **Exchange** program, students pay tuition (and with ISEP, also room and board) at their home institution (Benedictine). All their financial aid –both federal and institutional— applies. As exchange programs are based on balancing students going out with students coming in, some locations might have limited or no chance of placement.

Direct programs do not have limitations on the number of participants and are typically offered at locations that have very limited or no exchange availability. With ISEP Direct you pay Benedictine the program fee specific to that Direct program, instead of your regular tuition. The program fee might or might not include lodging and meals. You can apply your federal financial aid, but not your institutional aid.