



STUDY  
ABROAD

## Important Dates and Deadlines

### 2024 Global Internship Programs

**EUSA:** Czech Republic, Ireland, Spain

**GCC:** Canada, Germany, Japan, Portugal, Singapore, U.S. (SF)

Item	Description	Deadline	✓
Application Opens	Apply online: <a href="http://smccd.edu/studyabroad/global_internships/index.php">http://smccd.edu/studyabroad/global_internships/index.php</a>	<u>November 2023</u>	
Application Deadline	After you apply, you will be invited to the SMCCCD Study Abroad Office at Skyline College for an advising session/interview.	Friday, March 1, 2024	
External Scholarship Deadlines for Summer 2024 Programs	Apply online - Fund for Education Abroad <a href="https://fundforeducationabroad.org/apply/">https://fundforeducationabroad.org/apply/</a>	Wednesday, Feb. 7, 2024	
	Apply online - Benjamin A. Gilman International Scholarship <a href="https://www.gilmanscholarship.org/">https://www.gilmanscholarship.org/</a>	Thursday, March 7, 2024	
SMCCCD Foundation-General College Scholarships	Various amounts awarded to SMCCCD students.	Saturday, March 2, 2024	
SMCCCD Study Abroad Scholarships	5 Global Internship Scholarship (up to \$1,000)	Tuesday, March 5, 2024	
Provider Orientation	Attend EUSA or GCC pre-departure orientation(s). Students will receive an email from the internship Provider—either EUSA or GCC the dates of the orientation.	March 2024	
Payment #1: Confirmation Fee due \$500 deposit due upon acceptance into program	You must pay deposit of \$500 through your <a href="#">WebSmart</a> to secure your place in the program. Nonpayment will result in automatic withdrawal from the program.  Once paid, you will be connected with the program provider coordinator and your Internship Placement Advisor	Friday, March 15, 2024  (Will be refunded if denied)	
Confirmation deposit is non-refundable after this date	The \$500 Deposit is non-refundable after this date.  **A student must inform the SMCCCD Study Abroad Office via email ( <a href="mailto:globalinternships@smccd.edu">globalinternships@smccd.edu</a> ) to withdraw on or	<b>Wednesday, March 20, 2024</b>	



Acceptance Letters sent to students	You will receive notice of acceptance into the Global Internships Program by the Study Abroad office, <a href="mailto:globalinternships@smccd.edu">globalinternships@smccd.edu</a>	March, 2024	
Fill out student profile with internship organization + conduct one-on-one pre-placement meeting	After deposit is paid, you will receive an email from the internship Provider—either EUSA or GCC—with a link to your student portal and profile. Once you submit your student profile, you will be contacted by an Internship Placement Advisor from EUSA/GCC to schedule your one-on-one internship consultation.	Mid-March to April, 2024	
Internship Placement and Preparation	You will work with your Internship Placement Manager from EUSA/GCC to prepare your resume/interview, and submit visa paperwork (if needed). During this time, you Placement Manager will also begin the internship matching process. It is important to be in close communication with your Placement Manager during this time.	April to June 2024	
Register Skyline COOP 671 and pay enrollment fee/tuition (if applies) through WebSmart	All Global Internship Participants must register the 3-unit, degree-applicable/CSU transferable General Cooperative Education course through Skyline College: COOP 671: General Global	April to May, 2024	
COOP 671 @ Skyline College	In-person or virtual class sessions will be held before departure. Remainder of class will be conducted online while abroad.  Location: Skyline College, 3300 College Drive, San Bruno, CA 94066 Room: TBD	Late May, 2024	
Mandatory Pre-Departure Orientation	Mandatory training located at Skyline College for students before departure  Location: Skyline College, 3300 College Drive, San Bruno, CA 94066 Room: Building 6, Fireside Dining Hall	Saturday, April 20, 2024	
Arrive to Host City	You are responsible for booking your own flight. Your Internship Placement or Study Abroad Advisor may, but is not required, to assist you to find a flight, but you are responsible for booking it on your own.  You must provide SMCCCD Study Abroad and Internship Advisor with your flight details. Internship Advisor will provide you detailed instructions for how to arrive to Internship Office upon arrival.	<b>Wednesday, May 29, 2024</b> (EUSA: Spain) <b>Monday, June 3, 2024</b> (EUSA: Czech Republic) <b>Sunday, June 9, 2024</b> (GCC: Canada, Germany, Japan, Portugal, Singapore, US-SF) <b>Monday, June 10, 2024</b> (EUSA: Ireland)	
Start Internship	The Internship Program officially starts after this date. Your Internship Advisor will hold orientations prior to beginning your internship work at your organization or company.	May to June, 2024 (review the program materials for the actual date)	

Internship Ends	The Internship Program Officially ends, and program insurance ends the next day. If you decide to stay for any additional days, you will not be covered under the insurance. You should also advise your Internship Advisor, in case additional days have visa implications.	<b>Saturday, July 20, 2024</b> (EUSA: Spain) <b>Saturday, July 27, 2024</b> (EUSA: Czech Republic) <b>Saturday, August 3, 2024</b> (GCC: Canada, Germany, Japan, Portugal, Singapore, US-SF) (EUSA: Ireland)	
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*I have read and understand the dates and deadlines written above as they pertain to the Global Internships Summer 2024 Study Abroad Program. I acknowledge that these dates can be subject to change. I also understand that because I am 18+ years old, I will be the main decision maker, point of contact, and person responsible for all relevant study abroad communication.*

**G#** \_\_\_\_\_

**Print Name** \_\_\_\_\_

**Student Signature** \_\_\_\_\_

**Date** \_\_\_\_\_

**Study Abroad Advisor Signature** \_\_\_\_\_

**Date** \_\_\_\_\_