

**Application Process for Pace Partner Programs**

Applying to study abroad is a 2-step process. Before applying to the host institution abroad, you must first complete the necessary study abroad application procedures at Pace. Review the [Steps to Study Abroad through Pace (August 2020).pdf](https://pace-pi.terradotta.com/_customtags/ct_FileRetrieve.cfm?File_ID=00037370737A3F73007604000F70001C7E0D70781A090104701C04040502760002050674727A76737670) for a better understanding of study abroad procedures, and review the [Pace Study Abroad FAQs](https://www.pace.edu/study-abroad/getting-started/faq).  
  
Your study abroad application will reside in this “Terra Dotta” portal (Pace’s study abroad application portal).  
  
**Application Procedures for Pace Study Abroad:**

* First, attend a virtual [“Abroad 101” info session](https://www.pace.edu/study-abroad/getting-started#studyAbroadInfoSessions), which walks you through the process of study abroad at Pace.
* Ensure you meet Pace’s general study abroad application requirements: Pace students must have a 2.5 GPA, a clear disciplinary record, and must have completed one academic year by the start of the study abroad semester. *(Some programs require a higher GPA, language requirement, or junior academic status.)*
* To apply to this program, **select the blue “Apply Now” button on the top of this page**. (You may only apply to 1 program per academic term.) Ensure that you meet the eligibility requirements of the program.
* Complete the application prior to the application deadline (see below).
* For this [Partner Program](https://www.pace.edu/study-abroad/fall-spring#paceGlobalPartners), you are guaranteed to be accepted as long as you meet (1) the program’s application requirements and (2) Pace’s study abroad requirements.
* Complete all “Application Questionnaires” and “Signature Documents” for your application here in Terra Dotta. *An application is not considered complete until all of the boxes are checked off.*
* Speak with your Pace Academic Advisor to discuss how to fit study abroad into your academic plan at Pace, and which courses you want to take while abroad. Bring descriptions of the foreign courses you're interested in taking to your meeting.
* Optional: if you have more questions, schedule an appointment with a Pace Study Abroad Advisor by emailing [studyabroad@pace.edu](mailto:studyabroad@pace.edu)  
    
  After you submit your study abroad application to Pace (via this Terra Dotta portal) and have received an approval email from Pace Education Abroad :
* Attend a virtual “Abroad 102” info session, which explains [how you will get Pace credit for courses taken abroad](https://www.pace.edu/study-abroad/course-credit-while-abroad)
* Complete a [Course Equivalency Form](https://www.pace.edu/study-abroad/getting-started/course-credit-while-studying-abroad) for each course you plan to take abroad. *We recommend that you complete extra course equivalency forms in case a course you planned to take is not offered/available when you arrive overseas.*
* Once your [Course Equivalency Forms](https://www.pace.edu/study-abroad/getting-started/course-credit-while-studying-abroad) are signed by the relevant Pace Department Chair(s) and your Advisor, upload them onto the *Attached Documents* section of your Terra Dotta application.

If you have more questions about choosing a program, eligibility, and the application process, [review these Study abroad FAQs](https://www.pace.edu/study-abroad/getting-started/faq#eligibilityChoosingProgram).

**Students pay Pace tuition and fees. Room and board are paid to the host institution.**

* Pace tuition and fees, including a $100 Study Abroad Fee, are billed to the student's Pace account.
* Room charges are the responsibility of the student and are paid directly by the student to the host institution.
* Out-of-pocket expenses (airfare, meals, visa, local transportation, etc.) are the responsibility of the student.
* All federal and state financial aid applies during the semester abroad. Up to $12,500 of institutional financial aid (Pace scholarships/grants) applies to the semester abroad - note portability of Pace institutional aid is limited to two semesters. Pace tuition remission does not apply.

If you have more questions about the cost of study abroad, financial aid, and scholarships, visit the [Costs and Financial Aid page](https://www.pace.edu/study-abroad/financial-aid) and [review these FAQs](https://www.pace.edu/study-abroad/getting-started/faq#costsFinancialAidScholarships)**.**