



SEMESTER AT SEA®

Application for Undergraduate Admission

Thank you for your interest in Semester at Sea. Please follow these procedures to ensure you submit a complete application.

Application/Admission Procedures

Semester at Sea operates on a rolling admission basis; therefore, there are no set application deadlines. However, *we recommend applying as early as possible, up to one year in advance*. Please note that when admitted to the program, you must confirm your intent to participate by submitting a \$500 deposit.

- (1) You may complete the application in two ways – online or paper.
 - To apply online, visit www.semesteratsea.org or
 - Submit a printed *Application for Undergraduate Admission*.
- (2) The application fee is \$50. You may pay by check for the paper application; you will use a credit card for the online application.
- (3) Prepare a short essay (300-500 words) that considers one of the following topics (choose **only** one):

For Spring, Summer, and Fall Voyages:

- Discuss an issue of international concern and its importance to you.
- The educational experience is comprised of a wide range of academic interests and pursuits, personal perspectives, and life experiences. Tell us about either
 - an experience that illustrates what you would contribute to the diversity of the shipboard community
 - an encounter that demonstrates the importance of diversity to you
- What are your academic goals, and how will Semester at Sea help you to you achieve them? Include at least two examples.

For the short-term voyage “Engineering a New Tomorrow”:

- The objective of the voyage is to develop and use an interdisciplinary approach to engineering education – as well as the unique experiential learning environment of the Semester at Sea program – to explore the global challenges facing humanity and the opportunities to engineer an equitable and sustainable future. How does this objective align with your personal and professional interests?

- (4) Have your institution complete and return the enclosed *Disciplinary Clearance Form*. Your signature provides the release for this information. The existence of a disciplinary record does not preclude your admission, but it will be considered in the overall evaluation of your application.
- (5) Send official transcripts of all completed college and/or university undergraduate work.
- (6) A letter of recommendation from a current college professor is strongly encouraged, but not required.
- (7) Visit your school’s study abroad or international programs office regarding specific requirements that may be in place for students studying abroad.

International Student Applicants

Students whose first language is not English must substantiate their English language proficiency either by:

- Submitting a score report from the [Test of English as a Foreign Language](#) (TOEFL). A minimum score of 550 (PBT) or 213 (CBT) or 79-80 (iBT) is required.
- Submitting results from the IELTS exam. A score of 6.0 or higher on the [IELTS exam](#) is required.

Students whose first language is English are exempt from the TOEFL requirement. Students who are bilingual in English and their native language who have scored well on the verbal portion of the SAT or have otherwise documented English proficiency may be exempted from the TOEFL. Some applicants may be asked to take the writing portion of the University of Virginia English language proficiency exam.

Submit official transcripts and certificates from any colleges or universities attended. If the documents are in a language other than English, please attach a certified English translation.

For international students applying to Semester at Sea using the paper Semester at Sea application for admission, the application fee is waived.

Course Lists

Specific course and faculty information for upcoming voyages will be posted online as it becomes available. The final course listing is typically available 4-5 months prior to departure.

Cabin Rates

Cabins are selected based on category types. Not all cabin categories may be available on every voyage. You may view current rates at www.semesteratsea.org.

Financial Assistance

In addition to federal financial aid and other outside sources of funding, students can apply for financial assistance from the Institute for Shipboard Education (ISE). This aid can be used in combination with federal and/or other sources of financial aid. In order to apply for ISE aid, a student must be academically admitted into the program, must reserve a cabin by submitting a \$1000 deposit, and must apply by the aid deadline for each voyage.

Timeline and Next Steps

- Upon submission of all parts of the application for admission, the review process takes 1-2 weeks.
- If admitted, additional information will be sent with important next steps.
- Submit your cabin reservation with tuition deposit to hold your space on the voyage. You can submit your cabin reservation and tuition deposit on your myVoyage page at www.semesteratsea.org
- Courses taught on your voyage will be finalized and approved by the University of Virginia approximately 4-5 months in advance of embarkation. Download course descriptions for use on your home campus (e.g. in securing transfer approval with your study abroad advisors or academic department heads).
- Course registration typically takes place 3-4 months prior to the voyage.
- Apply for necessary travel documents such as passport and visas.
- Final payment or arrangements for payment (either through financial aid, monthly payment plan, etc.) must be made 90 days prior to departure (60 days for summer voyages).
- Field practica guide and field registration materials are mailed two months prior to sailing.
- Final pre-departure information mailed approximately 6 weeks prior to embarkation.

Please return all materials to
Institute for Shipboard Education
Semester at Sea
PO Box 400885
Charlottesville, VA 22904-4885

(800) 854-0195
www.semesteratsea.org
info@semesteratsea.org

Qualified students from all accredited colleges and universities are eligible for Semester at Sea. In keeping with the policies of the Institute for Shipboard Education, race, color, nationality, ethnic origin, or sexual orientation have no bearing on admission decisions.

Do you wish to enroll as a

- Freshman
- Sophomore
- Junior
- Senior
- Post-undergraduate (summer voyage only)

This option is available to students who wish to sail immediately following receipt of an undergraduate degree; this option is not available to currently enrolled graduate students.

Your intended major _____

Your intended minor _____

Expected date of graduation (mm/dd/yyyy) _____

Who is your school's study abroad contact person? _____

Phone: _____ Email: _____

List chronologically all schools attended since and including the high school from which you graduated. Include your present school and all other institutions, regardless of length of attendance, whether or not courses were completed. Additionally, account for all periods of time, other than normal vacations, when you were not enrolled in school. If, after filing this application, you undertake courses at another institution, please notify ISE Admissions.

Have you taken any time off during college? yes no (if yes, please attach explanation on a separate sheet)

What kind of coursework are you intending to take on Semester at Sea?

- Major coursework Elective coursework

Please list Semester at Sea courses of particular interest to you:

Does your school grant credit for courses taken on Semester at Sea?

- Yes, I'll be able to transfer my coursework No, my school does not accept credit Not sure

Please provide the following information about your parents and/or legal guardians.

Name	Relationship to you	Occupation
Phone Number	Email address	
Name	Relationship to you	Occupation
Phone Number	Email address	

Additional Questions

How did you hear about Semester at Sea? If none of the options below apply, please write in your response.

- | | |
|--|---|
| <input type="checkbox"/> I know someone who sailed previously on Semester at Sea | <input type="checkbox"/> Internet search |
| <input type="checkbox"/> I met a Semester at Sea rep on my campus | <input type="checkbox"/> Newspaper ad in my school newspaper |
| <input type="checkbox"/> On-line portal | <input type="checkbox"/> Newspaper article in my school newspaper |
| <input type="checkbox"/> goabroad.com | <input type="checkbox"/> From an advisor at my school's study abroad center |
| <input type="checkbox"/> studyabroad.com | <input type="checkbox"/> I saw a poster on campus |
| <input type="checkbox"/> other _____ | <input type="checkbox"/> Other _____ |

What other study abroad programs are/were you considering?

Why have you chosen to apply for Semester at Sea?

Who has been influential in your decision to apply (professor, study abroad center staff, parent, friend, etc.)?
Name *Relationship to You* *Email address*

Essay – respond to one of the following topics in a 300-500 word essay.

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Legal Disclosure

Have you ever been convicted of any crime, excluding minor traffic violations that did not involve bodily injury to others? ___Yes ___No

If yes, attach an explanation to this form. If you are charged with a criminal offense after you submit this application, you must notify Semester at Sea in writing immediately.

List two references we may contact for further information about your application. They do not need to send any supporting documents at this time. Please select one academic reference (e.g. faculty, dean, advisor) and one personal reference (not a relative):

Academic Reference:

Name	Title	Email address	Phone

Personal Reference:

Name	Title	Email address	Phone

Certification/Acknowledgements – Your initials and signature are required to certify the following information.

I am/was in good standing and am/was eligible to return to the colleges/universities listed above. _____
Initials

I understand that obtaining a passport and visas is my responsibility. I understand that failure to acquire these travel documents may jeopardize my eligibility to sail without any refund. _____
Initials

I have contacted my school’s study abroad office and/or academic advisor. They are aware that I am applying for Semester at Sea and are working with me to prepare for the voyage. _____
Initials

I certify that I have carefully considered each question and that my statements are true and complete to the best of my knowledge. I authorize the Admissions Committee to make reasonable inquiry as to the accuracy of statements contained in any part of this application. I realize that knowing or deliberate falsification in any part of this application may result in my being denied admission or dismissed after admission by the Institute for Shipboard Education (ISE). Furthermore, I understand that ISE without showing cause, may refuse or revoke admission to any student prior to enrollment if such action is necessary or advisable in the judgment of the ISE Admission Committee. _____
Initials

I acknowledge that I have received the Voyager’s Handbook and ticket contract (available at www.semesteratsea.org) and, if admitted into the program, I agree to be bound by their terms and conditions. _____
Initials

I understand that I must notify the Office of Admission in writing if either my mailing or my e-mail address should change. _____
Initials

Signature Date

Qualified students from all accredited colleges and universities are eligible for Semester at Sea. In keeping with the policies of the Institute for Shipboard Education, race, color, nationality, ethnic origin, or sexual orientation have no bearing on admission decisions.

All applications must include a non-refundable \$50 application fee. Please make checks payable to **Institute for Shipboard Education**.

Please return all materials to: Institute for Shipboard Education, Semester at Sea
PO Box 400885, Charlottesville, VA 22904-4885
(800) 854-0195 www.semesteratsea.org



SEMESTER AT SEA®

Disciplinary Clearance Form

To The Student: This form must be completed by the Study Abroad Office, Judicial Affairs Office, the Dean of Students, or the appropriate administrative official at your home institution. Your signature provides consent for release of this information from the point of application until the starting date of the semester.

Student's printed name: _____ SSN _____ - _____ - _____
Student's signature: _____ Voyage: Fall ____ Spring ____ Summer ____ Short-Term ____

To College or University Official: The student named above has applied to participate in Semester at Sea program. If selected, the student will be expected to enroll in a full academic program, carrying a minimum of 9-12 credit hours. We would appreciate a confidential statement evaluating this student's record at your institution. While prior disciplinary history does not preclude a student's participation, this information is taken into consideration during review and must be submitted in order for the student to be evaluated for admission to the program.

Recognizing that a student's status can change from the completion of this form until the time of departure, we would greatly appreciate notification of any significant changes to this record at the address below.

Please use the comment section for further clarifications if necessary.

Name of home institution: _____ Dates of attendance: _____

<input type="checkbox"/> This student has not received a judicial sanction at this institution.	
<input type="checkbox"/> This student is not currently under active judicial sanction, but has been previously sanctioned (describe below)	
<input type="checkbox"/> This student is currently under judicial sanction (describe below).	
Violation/Adjudication Date	Sanction with Effective Dates
Violation/Adjudication Date	Sanction with Effective Dates
Violation/Adjudication Date	Sanction with Effective Dates
Violation/Adjudication Date	Sanction with Effective Dates
Violation/Adjudication Date	Sanction with Effective Dates
Violation/Adjudication Date	Sanction with Effective Dates

Additional Comments

Certification – Please sign below to certify that the above information is correct to the best of your knowledge.

Your Printed Name

Title

Institution/Department

Contact Phone Number

Signature

Date

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Semester at Sea
PO Box 400885
Charlottesville, VA 22904-4885
Fax: (434) 243-4076

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