

# UK SPONSORED PROGRAM PROPOSAL – RECURRING PROGRAM

Submission requested 9-12 months prior to program departure

UK Education Abroad asks faculty members who are organizing for their department a **recurring** credit-bearing, education abroad program to submit the following information for review. Proposals must be submitted with approval signatures from the organizing faculty member (Program Director), the chair of the sponsoring department, and the dean or designee of the sponsoring college.

Proposals should be submitted to Ben Vockery, Coordinator of Faculty-Directed Programming, at [ben.vockery@uky.edu](mailto:ben.vockery@uky.edu). Ben may be contacted for consultation via email or phone at 859-323-2174.

## DEPARTMENT INFORMATION

Department: \_\_\_\_\_

College: \_\_\_\_\_

Current Program Director: \_\_\_\_\_

Email: \_\_\_\_\_

Position/Rank: \_\_\_\_\_

Additional program leader(s) and their role(s): \_\_\_\_\_

## PROGRAM INFORMATION

Program title: \_\_\_\_\_

Term of enrollment: \_\_\_\_\_

Dates (from U.S.A. - from host country:): \_\_\_\_\_

Number of students expected to participate: \_\_\_\_\_

Number of non-credit participants expected: \_\_\_\_\_

When was the program previously conducted? \_\_\_\_\_

Who was the previous director of the program? \_\_\_\_\_

First course number & title: _____	Credit hours: _____
Second course number & title (if applicable): _____	Credit hours: _____
Third course number & title (if applicable): _____	Credit hours: _____

Please provide an updated description of the education abroad program that we can use on our website and in promotional materials. Also, please list 3-5 highlights of the program that we can use to promote the program.

Provide a description of any adjustments you plan to make to the program. If this is a customized program, we will share this information with the UK partner when requesting an updated program contract.

**ADMINISTRATIVE REGULATION 4:9 REQUIRED AUTHORIZED SIGNATURES**

We certify that the information we have submitted is accurate to the best of our knowledge. We also agree that this program is in compliance with UK’s academic and administrative policies, including those concerning risk management and Clery Act Compliance. Program director understands that he/she must obtain college curriculum committee approval each time a course is delivered abroad per Faculty Senate agreement. To that end, the program director must complete a Curriculum Committee Approval for Education Abroad form at least two months prior to program departure.

**Primary UK Program Director:**



\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name/Title

**Primary Sponsoring Department or Unit:**

(Department Chair)



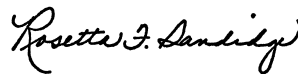
\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name/Title

**Primary Sponsoring College:**

(Dean or Associate Dean)



\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name/Title