**WCU Faculty-Led Courses**

**FAQ for Students**

1. Where is the student application form?
   1. IPS website at <http://www.wcu.edu/learn/office-of-international-programs-and-services/faculty-led-courses/>
2. Can I just type my signature in the application form?
   1. Yes
3. Where should I submit my application form?
   1. Submit it online. IPS will process your application as soon as it is submitted.
4. What is the selection criteria for students to participate in faculty-led?
   1. GPA 2.75 and selection criteria based on instructor.
5. Does WCU have scholarship for students to participate in faculty-led?
   1. Sorry, there is no scholarship.
6. How can I receive financial aid for faculty-led?
   1. Consult with the Financial Aid office about procedures that must be completed and forms that must be submitted in order to obtain financial assistance in covering the cost of the trip.
   2. IPS sends trip budget to the Financial Aid Office. The Financial Aid Office will use trip budget data as reference to award financial aid.
7. When will my payment due?
   1. <http://www.wcu.edu/learn/office-of-international-programs-and-services/faculty-led-courses/TimelineFaculty-LedCourses.asp>
   2. As long as your financial aid is awarded, IPS will consider full payment is received.
8. How do I get enrolled in the faculty-led course?
   1. IPS works with the Registrar’s Office to register you in the course. You are not able to register by yourself.
9. Why do I need to pay $500 deposit? Is this refundable?
   1. To confirm your participation in the faculty-led trip. Otherwise, your instructors will never be able to make travel arrangement.
   2. No, it is not refundable.
10. What should I do if I do not have cash to pay deposit?
    1. Notify your instructor immediately. Your instructor will contact IPS for solution.
11. Can I withdraw my application at any time?
    1. Withdrawing application causes lots of complexity for instructor, IPS, and University administrative units. Only students under unexpected circumstances may withdraw applications.
12. Do I pay for my instructor(s) travel cost?
    1. To provide global learning opportunity to students, most instructors sacrifice themselves and choose to waive teaching compensation, but they still have travel expense that need to be covered. Yes, students are required to share instructor(s) travel cost.
13. Why do I need to pay administration fee?
    1. Administration fee paid by students are utilized to develop and sustain study abroad programs at WCU. For example, membership fees for non-profit international education organizations that facilitate study abroad: ISEP, IIE, and CIEE; cost of hosting Study Abroad Fair; hourly wage for student workers.