



INTERNATIONAL EDUCATION ACTIVITIES CONCEPT FORM

Delaware Technical & Community College international activities are initiated by faculty/staff interested in offering an international educational program (study abroad program, club activity, or any travel outside of the US). This concept form is the first step in the process for developing an international educational program. Applicants must initially discuss the general parameters with his/her immediate supervisor and then with an International Education Campus Coordinator. At that point, the applicant completes the concept form and required approvals listed below.

Dept or Organization: _____

Developer: _____ Campus: _____

Proposed Program Dates: _____ Multi-Year: Yes No

Faculty/Staff Traveling with Group: _____ Phone: _____

Country: _____

Country Host Contact: (If Applicable): _____

Country Host Contact Phone : (If Applicable): _____

Estimated Cost: (If known) _____ Estimated Length of Program _____

Brief Program Description (attach to form if necessary): _____

APPROVALS for Concept Form ONLY

International Education Office _____ Date _____

Supervisor _____ Date _____

Dean or Director _____ Date _____

Vice President & Campus Director _____ Date _____