

AFFILIATED STUDY ABROAD PROGRAMS

Application process & next steps

1. Register in our system

- a) **First, register for the program you have selected** in the Ithaca College online application system, Terra Dotta. You can search for your program by visiting this link: bit.ly/IC-SA-program-search
- b) Once you have located the program you plan to apply for, click on the program title, then click on the **Register/Apply** button. You will be asked if you would like to create an application. Click **OK**.
- c) **Next, you will be asked to indicate how you will be logging in.** Choose "I have a username and password" radio button, then log in using your **Ithaca College Netpass username** (e.g., bsmith) **and password**. NOTE: Do not use your full Ithaca College email address as your username.

Choose the term that you plan to study abroad, then click on the **Apply Now** button. This will bring you to your Program Registration page. Click on the active links and carefully read the instructions on how to complete these requirements. If you encounter problems, or have any questions regarding this process, please email the Office of International Programs at studyabroad@ithaca.edu or call 607-274-3306.

Note that International Programs staff will be unable to complete any study abroad adviser approval forms for your study abroad program until all requirements in Terra Dotta are complete.

You can access your application in Terra Dotta at any time to continue working on required materials or to track progress by going to the main log-in page: bit.ly/ICstudyabroad-login.

2. Apply to your program

- a) In addition to completing the Ithaca College study abroad registration requirements in Terra Dotta (above), **all students must complete the application requirements of the study abroad institution/organization**. Consult the study abroad program's website or contact the program directly for additional application instructions.
- b) **Often, application requirements will include the submission of your official transcript.** Information about ordering official transcripts is available at bit.ly/ICRegistrar-transcripts. NOTE: many programs will accept electronic copies of transcripts when sent directly by the Office of the Registrar – check with your affiliated program sponsor to find out if this is an option for the program to which you are applying. *Some programs will also accept an unofficial copy of your transcript, which can be accessed via HomerConnect.*

3. Complete the IC post-decision requirements

- a) **Schedule a post-acceptance appointment with the Office of International Programs.** Go to bit.ly/IC-SA-advising and choose an appointment time. If you aren't able to find an appointment time that works with your schedule (within a two-week time frame), send an email, along with your availability for the next week, to studyabroad@ithaca.edu.
- b) **Attend the mandatory orientation sessions.** *All students must attend a series of two, one-hour-long meetings.* The schedule of orientations for students planning to go abroad in either the Summer or Fall of 2024 is below. The orientation schedule for Winter and Spring 2025 will be available in late August 2024.

Meetings will be held synchronously via Zoom, and the recording will be posted in case you can't attend the synchronous sessions. Session recordings and additional orientation materials will be available to you on Canvas; you'll be invited to join the Canvas study abroad orientation site by early/mid-April for summer/fall and by early/mid-November for winter/spring. Register for each session by clicking on the active links below, or go to bit.ly/IC-SA-orientations.

ITHACA COLLEGE LOGISTICS
[Tuesday 4/16/24, 12:10-1:05 pm](#)

TRAVELING ABROAD
[Thursday 4/18/24, 12:10-1:05 pm](#)

- c) **Complete all remaining requirements in Terra Dotta and read through all orientation information in Canvas** by no later than May 15 for summer/fall programs and December 15 for winter/spring programs.