

**International Field Placements**

The Department of Social Work currently offers opportunities for students to complete field work in Uganda (for juniors and seniors) and Australia (for juniors only). However, please note that you cannot apply for an international field placement until you have: (1) successfully completed Gate One and (2) are ready to enroll into field. For more information on Gate One, please see <https://www.liberty.edu/index.cfm?PID=31183>. For more information on the eligibility criteria to enroll into field, please see the field manual on the Social Work field website.

1. **Do your Research:** Go to [www.bestsemester.com](http://www.bestsemester.com) to learn more about the Uganda and Australia field placement opportunities. Find the field directory for your program of choice and look through the placement opportunities for options you may want to consider. You can contact Hannah Wasco about Uganda at [hwasco@cccu.org](mailto:hwasco@cccu.org) or (202)-548-5201 and Emily Landstrom about Australia at [elandstrom@cccu.org](mailto:elandstrom@cccu.org) or (202)-548-5201 for specific questions about these opportunities. Students are responsible for ensuring that they meet the application deadlines associated with these opportunities.

2. **Develop a Plan for to Cover the Costs:** Plan for how you will cover the extra expenses for airline tickets, local transportation, student visas, passports, medical expenses, textbooks, and more. See <http://www.bestsemester.com/locations-and-programs/uganda/costs-and-policies> and <http://www.bestsemester.com/locations-and-programs/australia/costs-and-policies> for more information about costs and policies. Fill out the cost estimate worksheet found here <http://www.liberty.edu/index.cfm?PID=19883>

3. **Seek Department Approval to Move Forward:** Set up an appointment with Jessica Schneider, the Social Work Field Coordinator, via email at jlschneider@liberty.edu to ensure that you are eligible and ready to enroll in field. Bring your DCP and be ready to determine which courses you will need to enroll in abroad*. Please note that Junior field is 3 credits and Senior field is 9 credits and that there are additional courses that the Best Semester program requires students to take concurrently with the field experience. Jessica can also provide you information about which courses offered through the Best Semester program can be substituted for Liberty University courses. You can also consider taking some online course through Liberty if you need to remain a full-time student while studying abroad.*  Students are responsible for ensuring that they meet the field enrollment deadlines and submit appropriate paperwork required by the Department of Social Work.

4. **Receive LU Approval to Study Abroad:** Visit the LU Study abroad page for more information about the requirements and process for studying abroad <http://www.liberty.edu/index.cfm?PID=19709> .

## **Criteria for Receiving LU Approval**

* **3.0 GPA**Current Cumulative GPA (most recent degree audit)
* Minimum of **24 credits completed** by program date (sophomore, or higher grade level)
* Be in **good standing** with the Office of Student Affairs
* **Adequate financial resources** and/or financial aid to cover necessary expenses
* **No outstanding balances** on student account at Liberty University
* Signed Liberty **Liability Waiver**
* **Passport** copy (current for at least 6 months beyond program end)

5. **Complete the LU Study Abroad application** once you are sure you meet the criteria above

* **Email** [studyabroad@liberty.edu](mailto:studyabroad@liberty.edu) to inform them of your desire to study abroad and which program
* **Submit an application** to the study abroad office
* Fill out the **Course Approval Form** and get signatures from respective department chairs (Christine Fulmer [ckfulmer@liberty.edu](mailto:ckfulmer@liberty.edu) for Field and Seminar courses and Dr. Bell for General Ed courses)
* **Submit a completed Course Approval Form and syllabi** from courses you will be taking abroad to the Registrar, John Coles [jpcoles2@liberty.edu](mailto:jpcoles2@liberty.edu)
* Make an appointment to **meet with the Financial Aid officer**, Robert Dickens, to fill out a Consortium agreement and determine which grants and scholarships will cover your expenses
* Each form can be found here <http://www.liberty.edu/index.cfm?PID=19883>

6. **Complete the Online Best Semester Application Process**: Students must complete the online application process at <http://www.bestsemester.com/apply>. For more information about the online application process go to <http://www.bestsemester.com/about/frequently-asked-questions#applying-online>.

* **Fill out Application** through Best Semester
* **Print/Save PDF application** and send to Jessica Schneider [jlschneider@liberty.edu](mailto:jlschneider@liberty.edu)
* **Pay** $50 application fee to Best Semester
* **Have Certification form** signed by Study Abroad staff and Registrar
* **Social/Behavioral Standing Verification Form** signed by registrar and student life office staff
* **Obtain official Transcript** from Registrar’s office (which costs $10 at Registrar) and submit it online
* **Submit all recommendations**

7. Finally, **submit your completed packet** (including a copy of your passport) to the Center for Student Travel and **attend**the pre-departure meetings.