

## STUDY ABROAD PROGRAM

**1. Exchange Program:** Students participating in this program are regarded as simultaneously enrolled at Sophia and a foreign institution, and they may study abroad for one year or one semester without taking a leave of absence. Degree students who wish to study at a contract-related overseas university are permitted to do so only if the Department Chair or Area Coordinator determines that such a choice would be educationally beneficial for the student. Internal screening will be conducted at Sophia approximately one year before the beginning of the exchange period. The students must first pass the internal selection process to be nominated to the exchange program. Students studying abroad at a school with which Sophia has a formal exchange agreement receive reciprocal treatment regarding credits and school expenses. For details, see “Handbook for Study Abroad.”

**2. General Study Abroad Program:** Students who plan to study abroad on their own and wish to transfer the credits back to Sophia must apply in advance to the General Study Abroad Program. As in the Exchange Program, General Study Abroad students may study abroad for one year without taking a leave of absence. Credit transfer arrangements are also the same as for Exchange Program students, but students must apply independently to an approved institution and arrange their own accommodation. Also, in contrast to the Exchange Program, students participating in the General Study Abroad Program must pay tuition and fees both to Sophia and the overseas institution. For details, see “Handbook for Study Abroad.”

**3. Short-term Language Programs:** Sophia sends students to several language programs at designated overseas universities during the summer and spring vacations. By participating in this program and successfully completing the courses, students will be able to earn language credits that can be used for fulfilling Sophia's graduation requirements.

**4. Short-term Study Abroad Programs:** Sophia sends students to several intensive programs on specialized subjects at contract-related overseas institutions during the summer and spring vacations. By participating in one of these programs and successfully completing the courses, students earn credits that can be transferred, with the approval of their department, as specialized education or general studies credits.