How to Apply for a Program

Apply to K-State Education Abroad

Once you have chosen a specific program, follow these instructions to complete your K-State application:

1. Visit our webpage at k-state.edu/abroad.

2. Click on **Apply Now** and **Apply for a Program**, which will open **StudioAbroad**, our program database.

3. Search for the program to which you would like to apply.

4. Click on the name of your program.

5. Click the **Apply Now** button.

6. Log in with your **K-State eID** if you are a registered K-State student; or create an account using the User Identification Wizard if you are not registered with K-State.

7. Choose the term when you wish to study abroad.

8. If prompted, enter the requested demographic information. Your application is now in the **Pending** phase.

9. Complete the **Material Submission(s)** requests. These are documents that must be submitted to Education Abroad.

    a. For most programs, you must complete an **Academic Approval Form** and obtain the proper signatures.

    b. You must also supply your **Host Program Application or Proof of Application Submission** to show that you have started the application process for the host university or program to which you are applying. Please refer to the online brochure or website for your specific program or contact an Education Abroad Advisor for application requirements and submission instructions.

10. Carefully read and digitally sign the **Signature Document(s)**.

    a. If you are under the age of 18, please contact your Education Abroad Advisor.

    b. If you are not a registered K-State student, you must print, sign, and submit the documents to Education Abroad; or submit photo identification to Education Abroad in order to be able to sign the documents digitally.

11. Complete the **Application Questionnaire(s)**.

The First Phase of Your K-State Education Abroad Application is Now Complete

12. Wait for an acceptance decision from Education Abroad.

   a. **For most programs:** An Education Abroad Advisor will review your application. If it is complete and you meet all requirements, your application will be changed to the **Accepted** phase, and you will receive an acceptance letter via e-mail. To finalize your K-State Education Abroad application, you must click on the **Commit** button. Your application will then be in the **Committed** phase, and you will be charged a non-refundable $300 administrative fee on your KSIS account.

   b. **For faculty-led and some special programs:** The faculty leader will review your application and notify Education Abroad if you are approved to participate on the program. If your application is complete and you meet all requirements, your application will be changed to the **Committed** phase, and you will receive an acceptance letter via e-mail.

13. Once you have been accepted to a program, there will be more application items. Complete the additional **Material Submission(s), Signature Document(s)**, and **Questionnaire(s)**. If applicable, also complete the **Assessment**.

Return to your online application

To regain access to your application after logging out, follow these instructions:

1. Visit our website at k-state.edu/abroad

2. Click on the **Application Login** button on the far right. You will be directed to the K-State login page. Enter your K-State eID and password.

3. From your applicant homepage, click on the name of the program you would like to view within the **Applications** section.

* Are you not seeing your applicant homepage?

If you are re-directed to your K-State dashboard, in a new browser tab go to ksu.studioabroad.com. If you are not able to access your online application, please contact Education Abroad.

Consider Scholarships and Financial Aid

You may be eligible for scholarships through K-State or other sources as well as federal financial aid. Visit our website at k-state.edu/abroad/funding for application instructions or contact an Education Abroad Advisor for more information.