How to submit a Faculty-Led study abroad proposal:

Head to duq.edu/studyabroad

On the left-hand side, scroll down and click on the For Faculty option

Scroll down once again, and on the left-hand side, click on Summer Faculty-Led Course option
At the bottom of the new page is the 3-part proposal explanation, a link to the application, and these instructions. You may also go directly to: https://duq-oip.terradotta.com/index.cfm?FuseAction=Students.Apply&Program_ID=42511

Scroll to the bottom of the program page and hit “Apply Now.”
Login using your Multipass:

You will then be directed to a page that requests your term and itinerary. Select the Term that is available. Hit the + to insert the cities in your itinerary in the field provided, and hit continue. It is not necessary to provide all of your destinations if you are not prepared or do not have them at this time. Hit the + to insert the main city in the field provided, and hit continue.
You will then be directed to the main application form. You may hit Get Started button, or hit the links to the 3-part application below. You must request Chair and Dean approvals as well by selecting their names from the system.

Here is an example of what the main application form will look like:

Be sure to have Word documents of your itinerary and program description ready for upload to this form. Complete the other forms for Budget and Care and Concerns questions.

Congratulations, your program application and submission are complete! The Center for Global Engagement and Short-Term Program Approval committee will review your application if needed and will contact you if/when approved.