

DBS Study Abroad Program

Applicant Check List



If one of your goals for college is to spend some time in another country, grab your passport, pack your bags and you're off . . . well, almost. First you need to apply!

Follow this simple checklist and you will be on your way soon.

Step 1 - Choose a study abroad program:

- Make sure to do thorough research on a program that will not only fit your personal needs, but your academic needs as well.
- Consult with a study abroad advisor on your campus. Your study abroad advisor will help you determine the appropriateness of the program you are interested in and will inform you of your home institution's application deadlines and procedures.

Step 2 - Make a program consultation with DBS:

- Ask any questions you might have about program details and procedures.
Toll-Free Number - 866.584.2008

Step 3 - Print your application materials:

- DBS Application
- DBS Study Abroad Advisor's Form
- DBS Academic Reference Form
- DBS Transcript Request Form

All application materials are accessible on our website or by calling our admissions office.

Please note: Your school might also have their own required application documents in addition to those required by DBS.

Step 4 - Review DBS Course Catalog:

- List the specific courses you are interested in taking while in Dublin.

Please note: Unlike U.S. colleges and universities, classes at DBS rarely close out or have scheduling conflicts because they are offered twice daily, both during the day and in the evening.

#	Subject	Course Title	# of Credits
Ex.	Psychology	Social Psychology	3
1			
2			
3			
4			
5			

Step 5 - Make an appointment with your Academic Advisor at your home institution:

- Take the 2008 Course Catalog, the list of courses you would like to take at DBS, as well as the Study Abroad Advisor's Form, to this meeting for your school to review. The purpose of this meeting is to ensure you receive credit for the courses you take while overseas.

Step 6 - Start filling out DBS application materials:

- You fill out the DBS Application.
- Someone who deals with international programs on your campus fills out the DBS Study Abroad Advisor's Form.
- Someone who is familiar with your academic performance fills out the Academic Reference Form.
- You fill out the DBS Transcript Request Form so the registrar can release your transcript.

Step 7 - Send all completed application forms

- Make sure that all DBS application documents are signed and completed, noting that the transcript might be sent directly to the DBS program staff.

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