Title: Staff Development for the London Internship Familiarization Grant

Objective: To familiarize administrative/professional staff such as academic advisors with study abroad at Purdue University, more specifically with our London (and indirectly Sydney) Internship Program* and other study abroad options in London. In addition, this professional development grant will introduce participants to our overseas strategic partner institutions and the city and culture of London, so that staff may better serve as advocates for study abroad, especially the London & Sydney Internship Program, when advising students and designing curriculum and plans of study.

Up to ten participants will travel abroad for one week, June 9-16, 2007, under the direction of the Office of Programs for Study Abroad. Expenses covered (restrictions apply) will include airfare, lodging, local transportation, and meals. Expenses not covered are passport fees and personal items.

Timeline: Applicants submit three-page proposals by Monday, April 2, 2007, and the selection of staff occurs by Monday, April 9, 2007, to allow for planning for summer travel.

Eligibility: Eligible participants include administrative/professional staff, such as academic advisors, on the West Lafayette campus.

No prior overseas knowledge is required to apply, and the grant is available to both those with little to no international experience as well as to those who have. Preference will be given to professional/administrative staff who already work directly with the administration of the London and Sydney Internship Program.

Process: Interested staff should submit a proposal to the Office of Programs for Study Abroad outlining what their current affiliation is with the London & Sydney Internship Program, why they would like to go, what they expect to achieve, and how this links to their role with students and their department’s plans for internationalization and for the expansion of participation in the London & Sydney Internship Program.

Proposals should be no more than three pages long and should include the following:

• A description of your position (including department name and College) and how it interfaces with students;
• A description of your goals for the travel program. How would participation assist you in working with students as they plan their degree programs at Purdue? How might this new knowledge and experience translate into student decisions to intern abroad?
• An explanation of how this program fits into a wider strategic plan for internationalization in your department; and
• A proposed plan for how you might share this experience with colleagues in your unit and others.
• A letter of support from your department head and/or supervisor.

Contact: For general questions, contact Glenda Caudill, Assistant Director, Office of Programs for Study Abroad, at 494-0169 or gcaudill@purdue.edu.
The London Internship Program: The London Internship Program is organized by the Office of Programs for Study Abroad and led by a Purdue faculty member. It combines a three-credit unpaid 140-hour internship with a three-credit academic course over a seven-week period.

Internship:
Students must be juniors by the start of the program, and the three-credit internship must be within the student’s major:

- **Liberal Arts:** Communication, English, History, Health and Kinesiology, Political Science, Psychology, Sociology/Anthropology, Visual & Performing Arts (Art & Design and Theater)
- **Management/Economics**
- **Agricultural Economics**
- **Technology:** Industrial Technology, Computer Graphics Technology, Computer Integrated Manufacturing Technology, Mechanical Engineering Technology, Aviation Technology, Organizational Leadership and Supervision
- **Consumer and Family Sciences:** Food & Nutrition, Hospitality & Tourism Management, Child Development & Family Studies, Consumer Science & Retailing

Academic Course:
Students are usually able to choose one of two three-credit courses to take during the seven-week program. One is taught by a Purdue professor and one is taught by an instructor hired locally.

The 2007 program in London will be led by Professor Ralph Webb, who will teach **COM 303: Intercultural Communication**, and the other course on offer will be **MGMT 390: International Business**, taught by a British instructor.

For more information, please see the study abroad web-site: [http://www.studyabroad.purdue.edu/programs/flyer.cfm?flyer=145&Internship=1](http://www.studyabroad.purdue.edu/programs/flyer.cfm?flyer=145&Internship=1)