

CISabroad Paper Application Instructions

Applying is easy!

Picked your program? Ready to go? Then let's get started.

Step 1: Fill out the [CIS application](#)

Step 2: Submit the application to CIS along with these additional application pieces to:

CIS – Center for International Studies
17 New South Street, #205
Northampton, MA 01060

For Study Abroad programs:

- [Academic Reference Form](#)
- [Course Selection Worksheet](#)
- Official Transcript
- [Personal Statement](#)
- [Applicant Profile](#)
- \$200 application deposit *
- [CIS Scholarship Application](#) (optional)

For Internship Abroad programs:

- [Academic Reference Form](#)
- [CIS Internship Information Form](#)
- Official Transcript
- [Personal Statement](#)
- [Applicant Profile](#)
- \$200 application deposit*
- Current Resume
- [CIS Scholarship Application](#) (optional)

***Please note:** *Your \$200 application deposit is NOT an extra fee, but is a deposit applied towards your total program fee. This deposit is non-refundable if you choose to withdraw from the program.*

Step 3: Once all of your documents are submitted to CIS, a CIS representative will contact you about your acceptance, securing your place in the program, and next steps.

Helpful Hints

Resume guidelines (for Intern Abroad Applicants): Your resume should be up-to-date and should include your academic and work history thus far. Your cover letter should be directed towards potential placement sites in your program of choice and should illustrate what you want to focus on in your internship and the skills you possess that make you a good candidate for that internship. Your career service office may have helpful sample resumes.

Research your program. Be sure to research the program you'd like to attend to learn about the destination, application deadlines, eligibility requirements, dates and more. Not sure which program is a good fit for you? Call us toll-free at 877-617-9090 or email us at info@cisabroad.com. We're happy to help!

If you would prefer to apply online, please go to the [Apply Now](#) page.