

## Center for Service and Global Citizenship Travel Program Application Process

### 1. Applications are due Sunday, October 20 at 9:45 p.m.

- Students submit their application and list a parent or guardian with whom they have spoken about the trip(s) for which they are applying.
- There is no need for the student to mention a request for financial aid in the application process.
  - An automatic email is sent to the parent or guardian that the student provides asking for their support of the application, as well as whether or not they would like to be considered for financial aid for a trip if selected.
  - The parent or guardian replies to this email, which gets sent to the CSGC and forwarded along to the Financial Aid Office if financial aid is requested. The request for aid will have no impact on the initial review of applications.

### 2. Applications are reviewed

- Between October 20 and mid November, applications are reviewed using the criteria for selection:
  1. Strength of the application
  2. School citizenship
  3. Trip-specific criteria
  4. Seniority and previous travel experiences: when possible we prioritize students who have not yet traveled with the CSGC and also consider seniority.

Every year, we strive to provide opportunities for as many students as we can, but occasionally we have more qualified applicants than we have spots available.

- See the [application](#) for more detail about criteria for selection.
- Applications are reviewed by a committee of CSGC faculty and faculty trip leaders with input from the Student Life Office, advisors, and teachers as needed.

### 3. On November 15, students are notified of trip selections via email and their aid amount, if applicable

- If accepted to a trip, families who requested aid will receive a separate email from the Financial Aid Office **with financial details**.
- All aid awards are calculated by the Financial Aid Office with the goal of **making trips accessible to all students**.

### 4. Enrollment paperwork is due by Monday, November 25

- If accepted to a trip, students and families have time to make an informed decision about whether or not to enroll on the trip for which they were selected. If they choose to travel with DA, enrollment paperwork is due by November 25.
- As space allows, we offer spots to students on the waitlist.

## Budgeting and Financial Aid

- In an effort to prioritize affordability and accessibility, and with awareness that the cost of travel has increased dramatically in recent years, the Academy subsidizes all trips. The estimated costs listed on the website are all-inclusive, and they will be locked in pending enrollment numbers and final flight costs. All meals, activities, and transportation costs are included, and students can fully experience the trip with little to no spending money beyond the trip fee. Costs of any recommended travel health vaccines are not included.
- Aid awards are calculated by the financial aid office. Financial aid is available to all qualifying students.

### **Health, Safety and Security**

- We work hard to manage risks for all of our travel programs, and we consult experts in the field in order to complete risk assessments for each itinerary.
- As part of the enrollment process families will be provided with additional information about each program and have an opportunity to ask questions of the CSGC team or the health center. We encourage students and families to reach out directly to the CSGC anytime should they have questions about health, safety or security.