

SFA Faculty-led program: the application process in Via TRM

Questions? Inés Maxit, maxitie@sfasu.edu

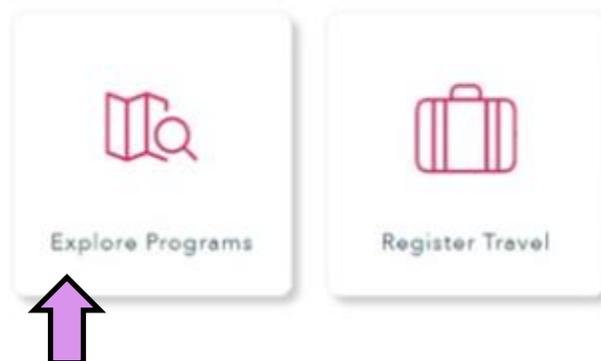
1- Create a Profile in Via -TRM

To access the program page and initiate the application process to your faculty-led program of interest, you will first need to create a profile in our all-inclusive online platform, [Via-TRM](#). Please do not click the hyperlink till you read all this information.

You will log in with your SFA credentials. Creating a profile will take no longer than 5 minutes and you will gain access to our study abroad programs pages, submit applications to any program of interest, and have the ability to complete all required procedures within the platform, once admitted into a program. You can also directly communicate with our office staff or the faculty leader regarding any questions you may have.

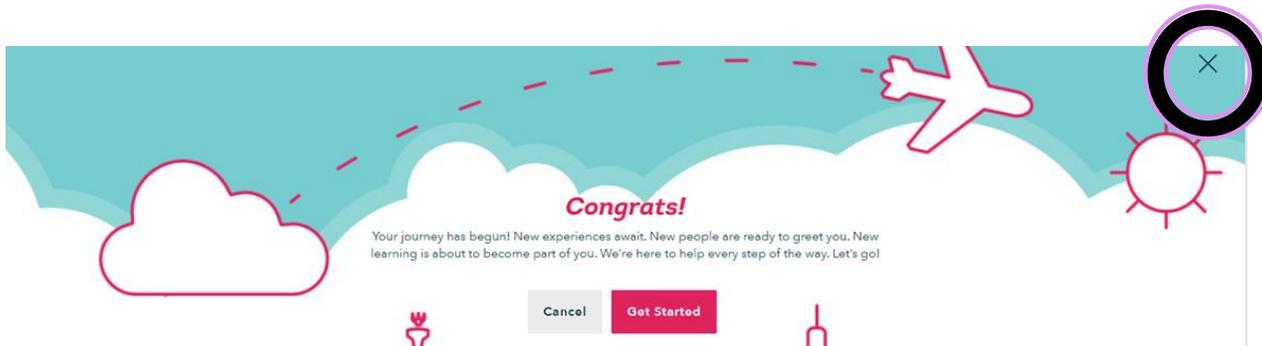
Hello!

What are you here to do?

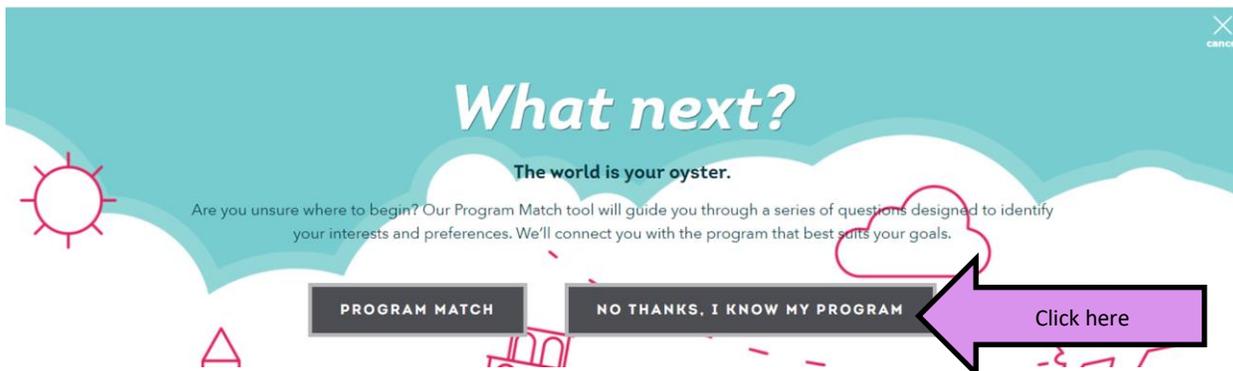


Once logged in, please click on Explore Programs

2- We would love to know more about your study abroad interests, if you are ready for a few questions, go ahead and click on *Get Started*; if not, just click on the X in the right upper corner.



3-



4- Look at the menu on the left, select the filters and search for your program! Please keep in mind that the program *SFA Faculty-led program (Only for faculty leaders)* **is not** available for students.



0 ————— 100
1 week ————— 24 months

SUBJECT AREA
Select all that apply

PROGRAM COUNTRY
Select all that apply

PROGRAM CITY
Select all that apply

PROGRAM TYPE

Exchange	Faculty/Teacher Led	Fellowship	Group Travel	Internship	Research
Scholarship	Service Learning	Study Abroad	Teaching English	Virtual	
Volunteer	Working	Other			

LANGUAGE OF INSTRUCTION
Select all that apply

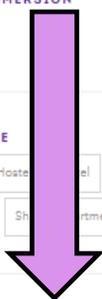
LANGUAGE IMMERSION

Yes	No
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HOUSING TYPE

Host family	Hostel	International student house	Private apartment
Residence hall	Shared apartment	Ship	Other

PROGRAM PROVIDER
Stephen F. Austin State University



0% MATCH

Once you find your program, click on it!

Stephen F. Austin State University • Faculty/Teacher Led, Group Travel

Assessing the Impact of Social Policies in Communities in Ghana

Accra, Kumasi, Ho, Cape Coast, Ghana

Akwaaba! Welcome... to enchanting Ghana!

Political Science And Government; Public Administration +1 more

May 2021 - May 2021

5- Read the program information very carefully. Contact the faculty leaders if you have any questions regarding the class or the program. Contact Inés Maxitíe if you have questions regarding the application process, payments or scholarship (maxitie@sfasu.edu).

Assessing the Impact of Social Policies in Communities in Ghana

Akwaabal Welcome... to enchanting Ghana!

This is truly how you will feel no matter where you go in this amazing country. The country is a mosaic of color and culture. Take a Maymester semester and earn credit during this two week study-abroad program. Walk above the tree tops on an open canopy, weave a beautiful piece of Kente cloth, enjoy the open markets where you can shop for beautiful beaded jewelry, colorful clothing where each piece is a work of art, exquisite wooden objects, and hand woven baskets. Take a traditional drum and dance lesson and relax on the beautiful beaches of Cape Coast. Wait...there's more...attend educational programs in two universities and listen and learn from some of the most inspiring and knowledgeable Ghanaian professors. The program includes a learning experience like none other. You will attend lectures and learn about social issues, governmental programs, and policies that impact the country. You will visit social service programs and meet with the directors and employees. This program and trip will absolutely change your life! It's open to all majors.

For more information, please contact the faculty leaders: Ms. Wilma Cordova, wcordova@sfasu.edu and Dr. Kwame Antwi-Boasiako, antwibokb@sfasu.edu

Faculty contact info

Acra, Kumasi, Ho, Cape Coast, Ghana

Faculty/Teacher Led, Group Travel

Political Science And Government; Public Administration; Social Work

May 2021 - May 2021
May 2022 - May 2022

Stephen F. Austin State University
Inés Maviz, Study Abroad Coordinator

SHARE   

6- If ready to apply,

Term Information	May 2021 - May 2021	May 2022 - May 2022
Term Name	Summer 2021	Please Inquire
Length	2 weeks	2 weeks
Application Deadline	April 30, 2021 12:00 pm CDT	Please Inquire
Cost	\$4,000	Please Inquire
Cost Information (Hover for more info)	Please Inquire	Please Inquire
Credits	3	Please Inquire
2 Total Option(s)	APPLY NOW	APPLY NOW

Select term and click!

Downloadable Documents

Check the documents, if any

7-

START MY APPLICATION

Are you eligible to apply?
Team player!
Proof of Yellow Fever Vaccination is **REQUIRED** to enter Ghana.

When would you like to go?
Select a Program Term

By clicking Next, I agree to be contacted about this program.

CANCEL **NEXT**

Callout boxes:
1. Check Eligibility Requirements (points to the eligibility section)
2. Select Program Term (points to the dropdown menu)
3. Check box & Click "Next" (points to the checkbox and Next button)

8- It shouldn't take long to fill out the application but you can always save the work and continue working later. You will find your application in the application tab of your Profile.

9-

***PROGRAM PARTICIPATION APPROVAL**

The program Faculty Leader needs to approve your participation. Please enter the email address of the Faculty Leader listed in the Program Description above. We strongly recommend that you schedule a meeting to discuss program details, your expectations and address any questions you may have.

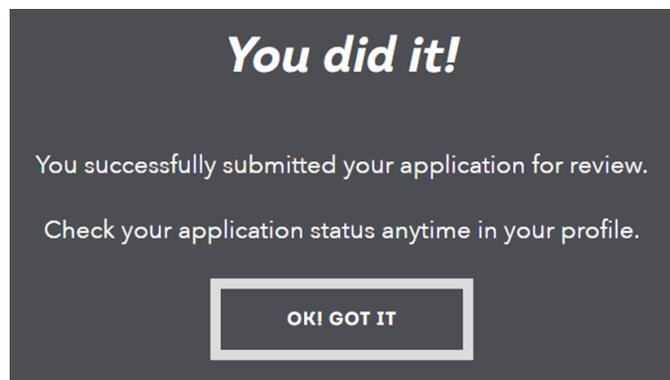
Recommender Email Address **SEND**

Callout boxes:
1. Enter the faculty leader SFA email address. The faculty send his/her response to **your** SFA email address, **check your emails!** (points to the email input field)
2. If you don't have time to finish your application, you can click save and come back later. If you are done, click Submit! (points to the SAVE & EXIT and SUBMIT buttons)

SAVE & EXIT **SUBMIT**

10- **TIP:** Your faculty leader will inform your Study Abroad Coordinator about the approval decision, and your coordinator will update your application status. Your only responsibility regarding the approval is to send your meeting request to your faculty leader as shown in the previous slide. Your faculty leader will inform you of the next steps that could be any of the following (1) schedule a meeting, (2) submit letter of recommendation, (3) essay.

11- Once you submitted your application, you will receive updates via email from message@via-trm.com directly to your SFA email address, keep checking your emails!



12-

A screenshot of a user profile page for "Veronica Mars". The page has a purple header with "Profile" and "Programs" tabs. Below the header, there's a profile picture placeholder with a camera icon and the name "Veronica Mars". There are sections for "EVENTS", "PREDEPARTURE", and "Last Login: April 16, 2021". On the left side, there's a vertical menu with tabs: "MESSAGES", "TRAVELER INFO", "PROGRAM PREFERENCES", "EVENTS", "MY PROGRAMS", "APPLICATIONS", and "FORMS". Three callout boxes with purple arrows point to specific parts of the page: 1. A box pointing to the "MESSAGES" tab with the text "Email correspondence with your Study Abroad Coordinator will be through the Messages tab." 2. A box pointing to the "APPLICATIONS" tab with the text "You can find your application in this tab." 3. A box pointing to the "FORMS" tab with the text "Please check this tab to find mandatory forms and payment information. You will be notified if more forms are added. Keep checking your emails or your Via Profile/Messages tab." The background of the page shows a preview of a message from the Study Abroad Coordinator.

13- After completing the review process, students will receive this message to initiate the final step:

Your Acceptance Decision for Assessing the Impact of Social Policies in Communities in Ghana, May 2022 to May 2022

messages@via-trm.com

o me ▾



Hi Veronica,

Congratulations!

You've been accepted to Assessing the Impact of Social Policies in Communities in Ghana May 2022 to May 2022. Take the next step by Committing to the program and completing your pre-departure requirements.

Commit

Once you commit, you assume all the program financial responsibilities.

Do not reply to this message from your inbox. Log in to your Stephen F. Austin State University Via TRM account to Commit.

14- Once confirmed, the students will receive the below notification. This will complete the application process. Forms are available in the **Forms** tab of the student's profile.

You're in!

You successfully committed to the program.

Take the next step by completing predeparture requirements.

ONWARD!