

# Andrews University

## Checklist for Application for Tours

College \_\_\_\_\_

Name of Tour \_\_\_\_\_ Place \_\_\_\_\_

Date of Tour \_\_\_\_\_

Required

Optional

International

Domestic

Interdisciplinary

Itinerary

Syllabus

Relevance to the discipline

Addresses diversity

Meets minimum students requirements

Budget covers the cost of the tour and 30% contribution to the University

Faculty and/ or tour leaders are of both genders

Faculty and/ or tour leaders are not members of the same family

Family members of faculty/ tour leader shall cover 100% of their expenses

Chair's Signature \_\_\_\_\_ Date \_\_\_\_\_

Dean's Signature \_\_\_\_\_ Date \_\_\_\_\_