



DEPARTMENT OF THE NAVY
OFFICE OF THE ACADEMIC DEAN AND PROVOST
UNITED STATES NAVAL ACADEMY
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ACDEANINST 5700.2B
2A/IPO
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ACADEMIC DEAN AND PROVOST INSTRUCTION 5700.2B

From: Academic Dean and Provost

Subj: SEMESTER STUDY ABROAD PROGRAM GUIDELINES

Ref: (a) Title 10 U.S. Code 6957 Section A: Exchange Programs with Foreign Military Academies
(b) Department of Defense Strategic Plan for Language Skills, Regional Expertise and Cultural Capabilities 2011 - 2016
(c) Maritime Strategy for 21st Century Seapower

1. Purpose. To provide administrative rules and logistical guidelines for the Semester Study Abroad Program (SSAP) to international civilian universities and military academies as authorized by reference (a).

2. Background. The Department of Defense and Department of the Navy strategic guidance references (b) and (c) highlight the need to "build, enhance, and sustain a Total Force with a mix of language skills, regional expertise, and cultural capabilities to meet existing and emerging needs in support of national security objectives." SSAP provides Midshipmen the best opportunity to develop these necessary skill sets through semester long interaction at counterpart academies or at civilian universities in strategic regions as determined by the Navy and Marine Corps.

3. Goals of SSAP. The SSAP offers an immersive experience in languages and cultures of strategic importance to the naval service, increasing a Midshipman's foreign language capability and/or understanding of global and cross cultural perspectives. SSAP goals are:

a. To provide Midshipmen with direct experience in the spoken language and cultural practices of people from other countries.

b. To enhance the foreign language ability, global awareness, and knowledge of Midshipmen about regions in which they will operate as junior officers.

c. To have Midshipmen study (where applicable) at a foreign naval academy where they will learn and train side by side with their international counterparts and develop better understanding of an ally's navy and leadership development.

d. To broaden the perspective and understanding of Midshipmen about theater security cooperation goals in the respective host country.

4. Eligibility. Midshipmen must meet the following criteria for eligibility:

a. At the time of their application, Midshipmen must have either

(1) Demonstrated language ability at the 200-level or higher through course work, validation, or placement testing, or

(2) if the Midshipman is a Science Technology Engineering Mathematics major and not able to meet the criteria in (1) above, a justification for participation in a study abroad program in the language of interest.

b. Overall CQPR of 2.7 or better.

c. Aptitude for Commissioning Grade of B or better in the previous semester, or if less than a B – an endorsement and specific explanation by Chain of Command addressing this aspect of the Midshipman's record.

d. Conduct grade of B or better in the previous semester, or if less than a B – an endorsement and specific explanation by Chain of Command addressing this aspect of the Midshipman's record.

e. Physical Education grade of C or better and PRT grade of B or better at time of application.

f. Positive endorsements from company and battalion officers.

g. Positive support by academic advisor. (Note: after selection, the Midshipman will require a positive endorsement by the departmental senior academic advisor, in consultation with the Associate Dean for Academic Affairs, that an academic plan has been developed to support an on-time graduation.)

h. United States citizenship.

i. Approval by the Academic Dean and Provost and the Commandant of Midshipmen.

Midshipman participation in SSAP is contingent on maintaining standards consistent with the eligibility criteria listed above.

Applicants who fail to meet any criterion above must specifically address this area in their essay. Chain of Command endorsements must address these areas specifically.

5. Selection Procedures

a. International Programs Office will conduct an Open House in late August or early September for 2/C and 3/C where the application process will be explained and the Associate Dean for Academic Affairs will address academic considerations.

b. The SSAP application will be available on MIDS for approximately 10 days.

c. Recommendations from the Midshipman chain of command, academic advisers, and, when appropriate, language instructors will be requested for those who meet the qualifications.

d. Interviews will be scheduled in October or November.

e. Selections will be made and the list of candidates forwarded to the Academic Dean and Commandant for approval by the end of November.

f. Selected Midshipmen will be notified in December and attend an initial meeting with International Program Office personnel to discuss specific location and semester assignments.

6. Program Planning

a. Prior to the start of the fiscal year, the Director of the International Programs Office will establish the budget based on appropriated and philanthropic sources. This will be used to determine the size of the annual SSAP and will be forwarded for approval by the Academic Dean.

b. In February, the foreign naval and military academies with which USNA has an approved Memorandum of Agreement for semester exchange programs will be contacted to determine the reciprocal exchange numbers.

7. Responsibilities:

a. International Programs Office

(1) Communicate with institutions abroad to establish dates of attendance.

(2) Monitor the academic planning of the selected Midshipmen and facilitate communication with foreign institutions regarding sharing of syllabi.

(3) Provide information on preparations necessary to be away from USNA for a semester.

(4) Provide contacts with the in-country US Embassy for indoctrination session and future contact.

(5) Collect weekly reports and After-Action Reports (AARs) from participants.

(6) Serve as the focal point for internal and external stakeholders in support of Midshipmen selected for SSAP.

(7) Provide budgetary, logistical, administrative and training support as required for domestic and international travel and programs.

(8) Complete all financial transactions with foreign host institutions and/or agencies in a timely fashion.

b. Languages and Cultures Department

(1) When appropriate, make recommendations about the applicant's language suitability for the respective program.

c. Academic Departments

(1) Establish departmental procedures for determining validation credit for courses completed during the Midshipman's SSAP experience. In consultation with the Associate Dean for Academic Affairs, ensure that all academic requirements will be met within the four year time frame for graduation.

d. Associate Dean for Academic Affairs

(1) Monitor the academic feasibility of the program prior to Midshipman departure for SSAP.

A handwritten signature in black ink, appearing to read 'A. T. Phillips'.

A. T. PHILLIPS