



Logging in and Applying For a Virtual Study Abroad Program

A Madison College study abroad administrator has created an application for you for a virtual program.

Logging into the site is necessary for you to perform the following tasks:

- To submit an application for a program.
- To request information about programs.
- To check the status of an application.

To access your application to your virtual program, complete the following steps:

Step 1: Go to studyabroad.madisoncollege.edu

Step 2: Select “I have a username and password.”

A screenshot of a web form titled "Please indicate how you will be logging in:". It contains three radio button options: "I have a username and password." (which is selected), "I have login credentials to this site that I received by email.", and "I do not have login credentials to this site.". A "Submit" button is located at the bottom right of the form.

Step 3: Sign-in using your Madison College login credentials that you have been issued for this virtual program.

Sign in with your Madison College email address
(@madisoncollege.edu)

Two input fields for login. The first field contains the text "someone@example.com" and has a small icon of a person. The second field is labeled "Password" and also has a small icon of a person.

Sign in

Can't Login?

Student Help Desk
Employee Help Desk
Forgot your password?



Step 4: Once you have logged in, you will see your **Applicant Home Page**. This lists your application(s), your profile information, and your messages.


Click on the name of the program related to your application to open it.

This is your homepage and it provides you an overview of your application activity. In order to complete or see the details of an application, you need to click on the name of the program under the 'applications filed' column. x

Warning: you will no longer be able to access an application after its 'deadline date' and any further changes need to be handled by a staff member.

Applications

Fall, 2020

	Deadline: 12/11/2020
 Madison College / SENA Spanish Language Virtual Exchange (ID 486089 not ranked)	Withdraw itinerary: (no location) 10/19/2020 12/17/2020

[Update Rank](#) (enter numbers to rank by preference)

Profile

No image

Madison College Email Address:

Personal Email:

[View All](#)

[Edit Profile](#)

Messages

[View all Messages](#)

Date/Time	From
08/04/2020	StudyAbroad@madisoncollege.edu

Madison College Center for International Education Website: Login Information

Step 5: Once you have clicked on the virtual program application title that you would like to complete, you will see a page listing your program name, term/year, deadline and dates in the top left column. You will also see the different requirements that you need to complete in order to submit your application in the right column. These are divided into sections such as “Signature Verification(s),” “Material Submission(s),” “Signature Document(s),” “Recommendations,” and “Application Questionnaire(s).”



Program Application Page (Pre-Decision)

This page shows current and required elements of your application in the pre-decision phase. Unless otherwise indicated, you should assume that all elements of the right-hand column (material submissions, signature documents, recommendations and questionnaires) are required for your application to be considered complete. x

- Submit Application -

Program:	Madison College / SENA Spanish Language Virtual Exchange
Term/Year:	Fall, 2020
Deadline:	12/11/2020
Dates:	10/19/2020 - 12/17/2020

Signature Documents	
Click the following to view and digitally sign important documents to indicate your agreement and understanding.	
Title	Received
Madison Area Technical College Virtual Program Agreement, Code of Conduct, & Release Agreement	<input type="checkbox"/>
Madison College Student Rights and Responsibilities, Code of Conduct, and Alcohol Statement	<input type="checkbox"/>

Itinerary	
The following is the current itinerary for your program. Please follow any instructions displayed to provide the information required to complete it.	
no location	
Start Date:	10/19/2020
End Date:	12/17/2020

Step 6: These requirements can be completed in any order. To complete a requirement, click on the requirement title.

Step 7: Once you have clicked the title of the requirement, you will be taken to the screen to complete the requirement. If the requirement is a Signature Document, a new window will pop up and you will need to review the information and scroll to the bottom of the page to sign digitally.

[CLICK HERE TO SIGN DIGITALLY](#)

Step 8: If the requirement includes question items, click the **Save** button to keep your information until you are ready to submit the requirement. Please note that your application requirement is not considered complete and cannot be reviewed until you click the **Submit** button at the bottom of the page to finalize your responses. Once you submit the requirement, you will return to your Applicant Homepage and a check mark in the box will show that this requirement has been received.



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Step 9: Verify that you have completed all of your requirements (a check mark must appear in the box for each of your requirements.)

Step 10: Click the “**Submit**” button at the top of the page to submit your application to the Study Abroad Office.

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Kate Sherry	
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