

# Global Summer Institute

## GCP Application Instructions

# Create Your Account in the Application Portal

https://www.stonybrook.edu/commcms/gsi/apply/applynow.php

INTENSIVE ENGLISH CENTER OFFICE OF GLOBAL AFFAIRS SEARCH

Stony Brook University | Global Summer Institute

ABOUT SBU PROGRAMS CAMPUS LIFE ARRIVAL DATES & COSTS APPLY Q&A CONTACT

Home > Apply > Apply Now

## Apply

REQUIREMENTS

APPLY NOW

## Apply Now

Complete the steps below to submit your application to the Global Summer Institute.

### CREATE YOUR ACCOUNT

Create an account in the application portal.

[CREATE ACCOUNT >](#)

### APPLY TO YOUR PROGRAM

Once you have created your account, select from the programs below to submit your online application.

[GLOBAL CERTIFICATE PROGRAM >](#)

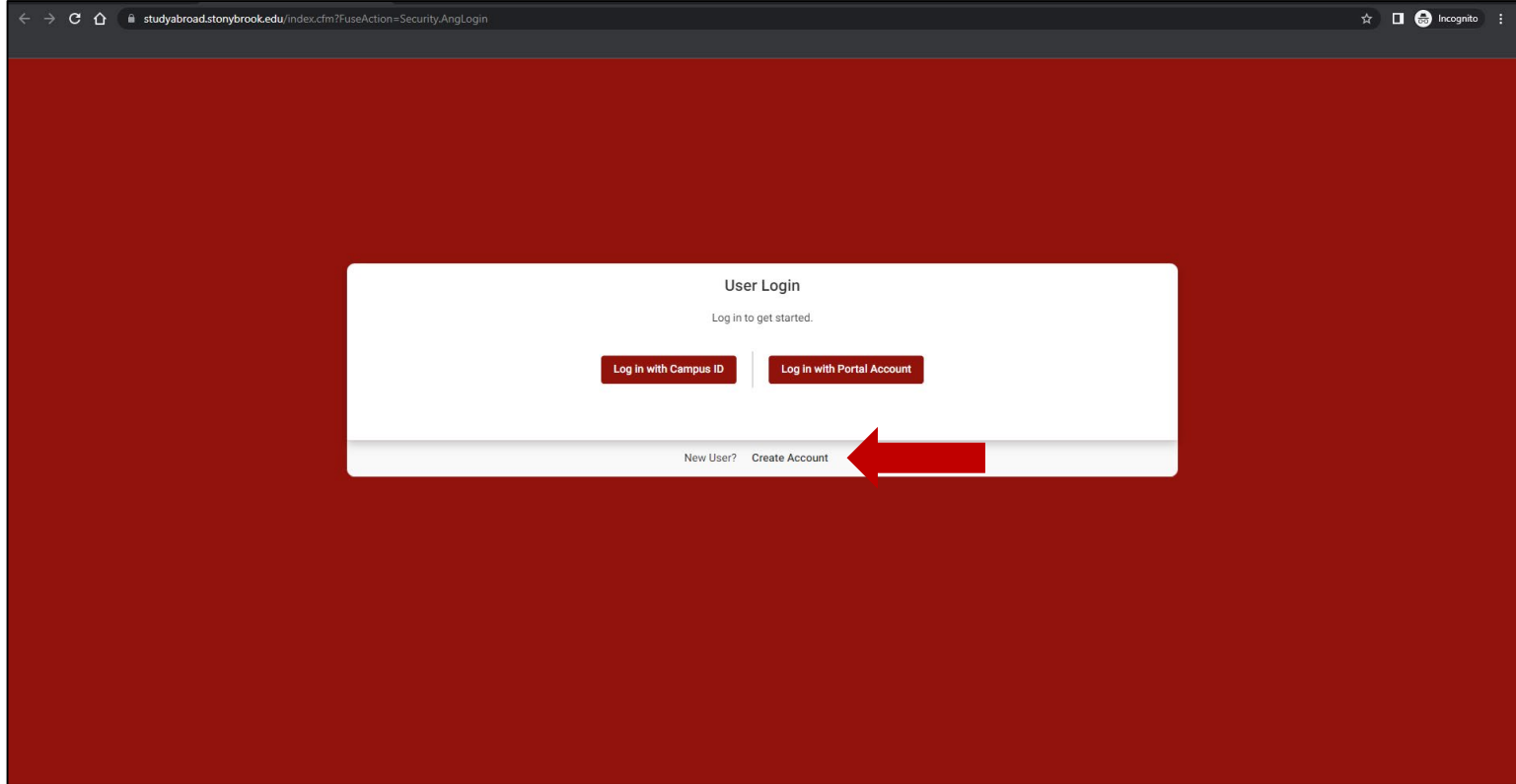
[GLOBAL ACADEMIC PROGRAM >](#)

[INTENSIVE ENGLISH PROGRAM >](#)

### BEFORE YOU START

Before you start the application, please review application instructions ( [GCP & IEP](#) / [GAP](#) ). You will be asked to upload the documents below.

# Click on Create Account



# Fill In Your Information and Create Account

The screenshot shows a web browser window with the URL `studyabroad.stonybrook.edu/index.cfm?FuseAction=Security.AngLogin`. The page content is a registration form titled "User Registration" with the instruction "New user please complete the form below to create your account." The form contains the following fields:

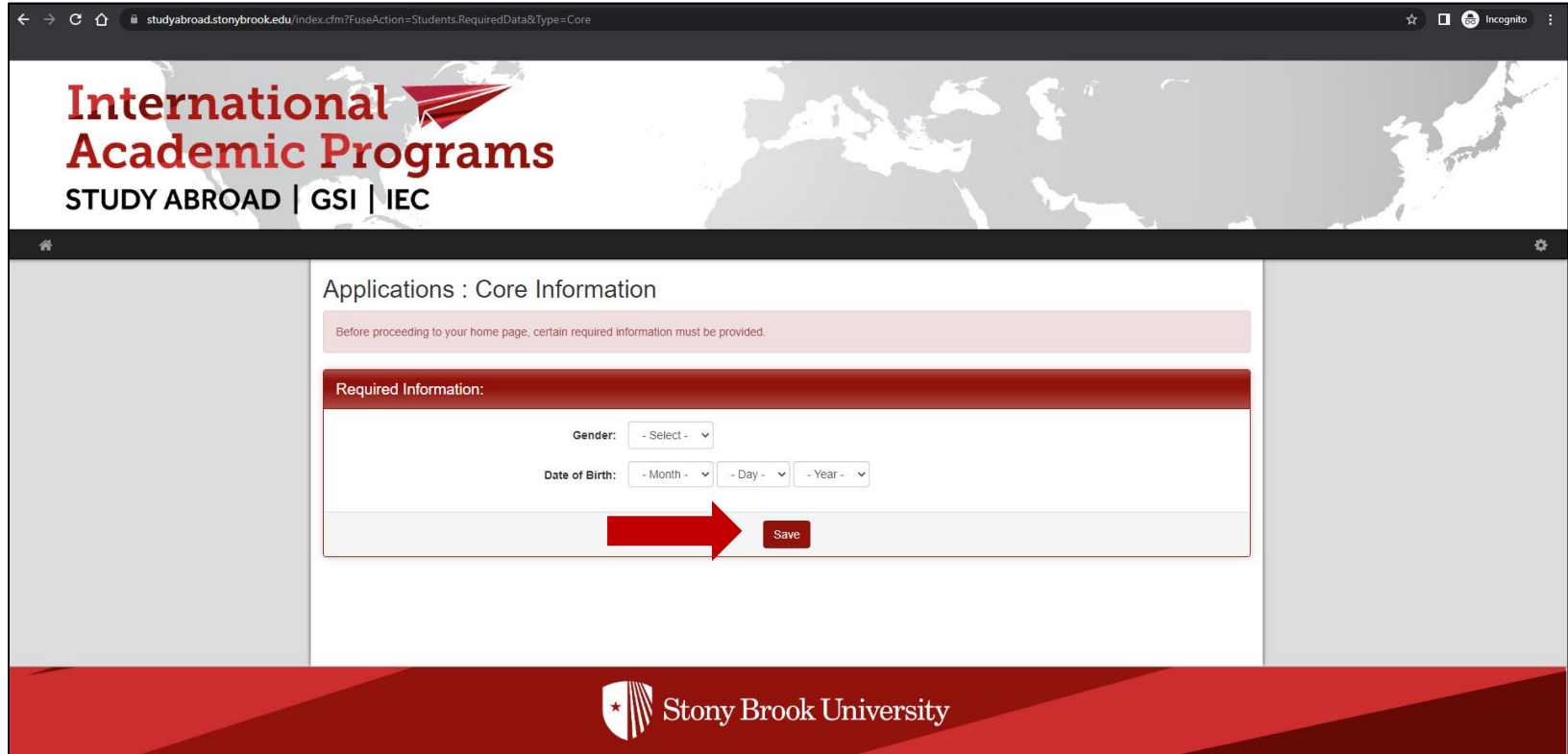
- Email \***: A text input field with a yellow highlight.
- This will also be your username when logging in**: A note below the email field.
- First Name \***: A text input field with a yellow highlight.
- Middle Name**: A text input field with a yellow highlight.
- Last Name \***: A text input field with a yellow highlight.
- Phone Number (optional)**: A text input field with a yellow highlight.
- Password \***: A text input field with a yellow highlight and a visibility icon.
- Password Confirmation \***: A text input field with a yellow highlight and a visibility icon.

Below the password fields, there are three requirements listed with checkboxes:

- Password requires a min. length of 8
- Password requires number
- Password required the use of Uppercase and Lowercase characters

A red arrow points to the **Register** button. Below the button, there is a link: "Already have an account? [Login Now](#)".

# Complete the Core Information and Save



studyabroad.stonybrook.edu/index.cfm?FuseAction=Students.RequiredData&Type=Core

## International Academic Programs

STUDY ABROAD | GSI | IEC


### Applications : Core Information


Before proceeding to your home page, certain required information must be provided.

**Required Information:**

Gender:

Date of Birth:



 Stony Brook University

# Click on 'View Programs'

The screenshot displays the user interface of the International Academic Programs website. At the top left, the logo for International Academic Programs is shown, featuring a red paper airplane icon and the text 'International Academic Programs' in red, with 'STUDY ABROAD | GSI | IEC' below it. The background of the header is a world map. The main content area is titled 'Your Home Page : [redacted] - Welcome!' and includes a 'Search Programs' button. Below this, there is a warning message: '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.' The page is divided into two main sections: 'Applications' and 'Profile'. The 'Applications' section shows 'No applications on file.' and a 'View Programs' button, which is highlighted with a large red arrow. The 'Profile' section shows 'No image' and an 'Edit Profile' button. The footer of the page features the Stony Brook University logo and name.

# Click on 'Search'

**Notice:**  
'Select 'incoming'

### Announcements

There are no announcements

## Programs : Search

List All Simple Search Advanced Search

Use this form to find programs quickly based on limited criteria. For more options and search criteria, choose Advanced Search. x

### Simple Search

Simple Search form fields can be used in combination to find programs that match all selected criteria.

Show: Incoming v

Program Name  Term  v

Type any search words above, or to search for an exact match, use double quotes (") around your search string.

City  v Country  v Region  v

# Click on 'Study at Stony Brook - Global Summer Institute (GSI) - Global Certificate Program'

### Announcements

There are no announcements





## Programs : Program Search (results)

[List All](#) [Simple Search](#) [Advanced Search](#)

Following is the list of programs based on the search criteria. Click any program name to view details or to apply. ×

You searched for **Incoming** programs within any term, sorted by **Program name** in **ascending** order.

### Program search results

| Program Name  | City        | Country       | Region        | Save/Share  |
|--|-------------|---------------|---------------|---|
| Stony Brook University - Global Training Program   | Stony Brook | United States | North America |   |
| Study at Stony Brook - Academic Year/Semester Program  | Stony Brook | United States | North America |  |
| Study at Stony Brook - Fast Track Bachelor's & Master's Program                                | Stony Brook | United States | North America |   |
| Study at Stony Brook - Global Summer Institute (GSI) - Academic Credit Program                 | Stony Brook | United States | North America |   |
| Study at Stony Brook - Global Summer Institute (GSI) - Global Certificate Program              | Stony Brook | United States | North America |   |
| Study at Stony Brook - Global Summer Institute (GSI) - Intensive English Program               | Stony Brook | United States | North America |  |
| Study at Stony Brook - Graduate Conditional Admission  | Stony Brook | United States | North America |   |
| Study at Stony Brook - Intensive English Center (IEC) - Fall/Spring                            | Stony Brook | United States | North America |  |





# Click on 'Apply Now' and then Click 'OK'

Announcements

There are no announcements

Programs : Brochure

This page is the brochure for your selected program. Please review the available buttons for additional options.

studyabroad.stonybrook.edu says  
You are about to create an application. Are you sure you wish to do this?

OK Cancel

Advanced Search

page and click x

Study at Stony Brook - Global Summer Institute (GSI)  
(Incoming Program)

Locations: Stony Brook, United States

Program Terms: Summer

Homepage: [Click to visit](#)

Restrictions: Non-SBU applicants only

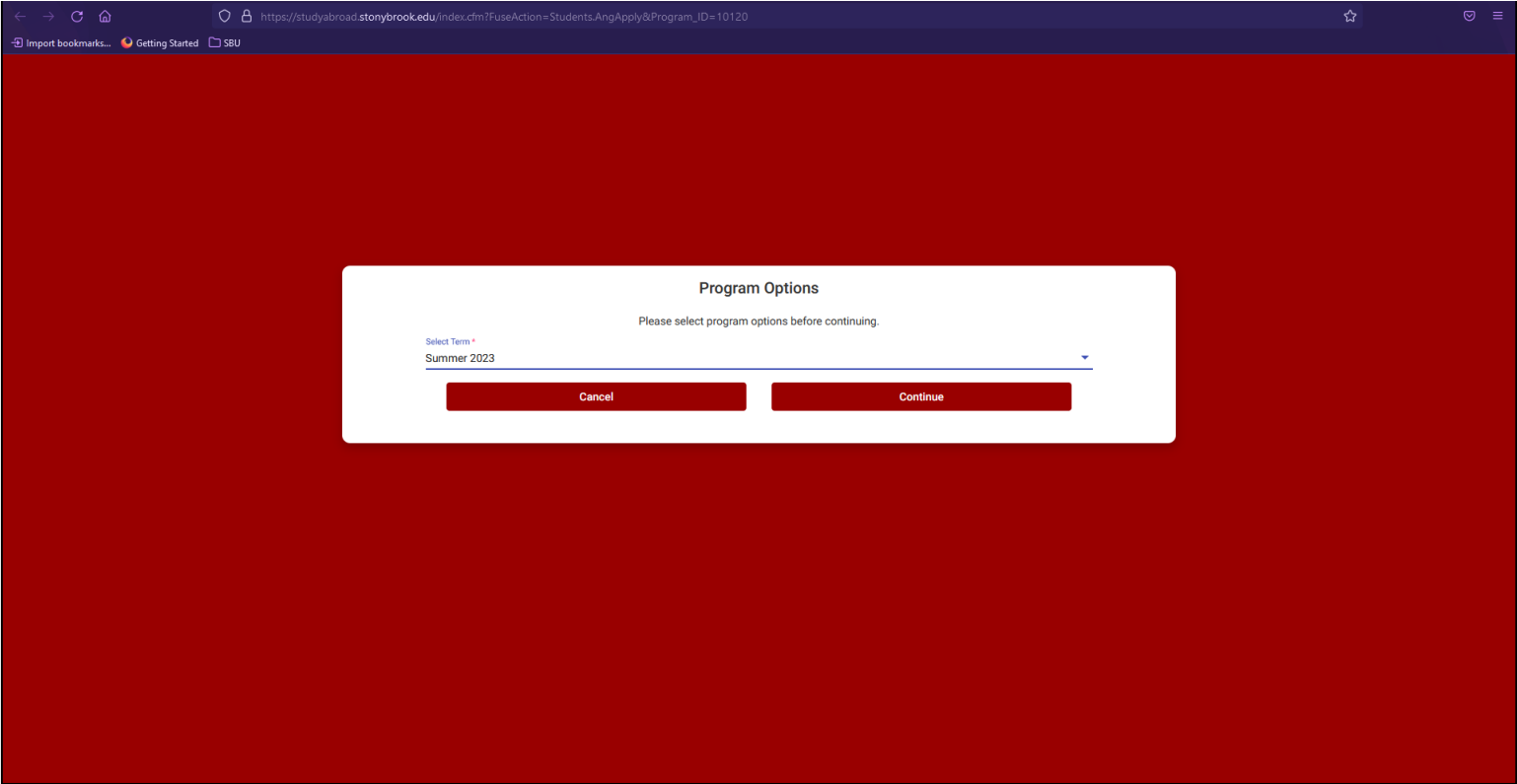
Apply Now

Fact Sheet:

|                          |         |               |              |
|--------------------------|---------|---------------|--------------|
| Language of instruction: | English | Program type: | Study Abroad |
| Minimum GPA:             | 2.5     |               |              |

Apply Now

# Select Summer 2023 Term and Continue



# Enter Required Personal Information

Applicant

## Applications : Required Applicant Information

Please use the form provided below to fill in the required information.

### General Information

Phone Number \*

City of Birth \*

Country of Birth \*

Are you a US citizen? \*  Yes  No

Country of Citizenship \*

Country of Permanent Residence \*

### Additional Information

If you are not a US Citizen please indicate current or intended visa status

Stony Brook ID #

If you wish to identify yourself as a member of an ethnic/racial group, please indicate below.

Black/African American  
Hispanic/Latino  
Native American/Alaskan

\* Required

# Continue and Save

Applicant

Stony Brook ID #

If you wish to identify yourself as a member of an ethnic/racial group, please indicate below.

Asian  
Black/African American  
Hispanic/Latino  
Native American/Alaskan  
Pacific Islander/Native Hawaiian

\* Required

**Required Addresses:**

**Permanent Address**

Address:

City:


State:

Province:

Zip Code (or Postal Code):

Country:

Save Cancel



Stony Brook University

# Submit All Application Questionnaires

Program Application Page ()

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.

- Submit Application -

|                                      |   |
|--------------------------------------|---|
| <b>Program:</b>                      | Study at Stony Brook - Global Summer Institute (GSI) - Global Certificate Program |
| <b>Term/Year:</b>                    | Summer, 2023  |
| <b>Initial Application Deadline:</b> | 05/01/2023  |
| <b>Dates:</b>                        | 07/10/2023 - 07/28/2023   |

| Learning Content   |                          |
|--|--------------------------|
| View, read, and mark these learning content pages as having been read. |                          |
| Title  | Received                 |
| How to set up your Net ID  | <input type="checkbox"/> |

| Material Submissions  |                          |
|---|--------------------------|
| View instructions and/or printable forms which must be completed. |                          |
| Title   | Received                 |
| Application Fee-Incoming  | <input type="checkbox"/> |

| Signature Documents   |                          |
|---|--------------------------|
| View and digitally sign to indicate your agreement and understanding. |                          |
| Title   | Received                 |
| COVID-19 Resources  | <input type="checkbox"/> |
| Disability Support Request - Incoming                                 | <input type="checkbox"/> |
| Immunization Requirements   | <input type="checkbox"/> |
| SUNY Release  | <input type="checkbox"/> |

| Questionnaire(s)   |                          |
|--|--------------------------|
| View and complete the following questionnaire(s). You may begin and save, but note that you must Submit in order for the questionnaire to be received. |                          |
| Title  | Received                 |
| Application-IEC/GSI  | <input type="checkbox"/> |
| Residency - Incoming   | <input type="checkbox"/> |
| Student Passport Information   | <input type="checkbox"/> |

| Itinerary |  |
|-----------|--|
|-----------|--|

# Complete & Submit Application – IEC/GSI

Application-IEC/GSI:

(\*) Indicates the question is required.

1. How did you hear about the program? (\*)

Agency  
English USA Website  
Former program participant  
IEE Website

2. Please select your home university from the list provided below: (\*)

If you are currently not studying at a college/university please select "Other College/University not listed".

[Redacted]

[Dropdown]

3. How many years have you studied English? (\*)

[Redacted]

4. Have you taken the TOEFL/IELTS/SAT/ACT/DET exam in the past year? (\*)

Please indicate your most recent score.

[Redacted]

5. Please upload your official TOEFL/IELTS/DET score report.

Please upload your official exam score using the yellow folder icon on the toolbar. If you do not provide proof, we cannot admit you for the IEC online program.

[Upload a file]

Drop file here

# Complete & Submit Application – IEC/GSI

Drop file here

6. Do you intend to re-take any of these exams before the start of the program?  
Please select one

7. Have you previously studied in the United States? (\*)  
Please indicate school and length of time.

8. Are you currently in the United States? (\*)  
If yes, what visa do you currently hold?

9. Do you intend on applying for a degree program at Stony Brook? (\*)

10. If yes, please indicate degree level:

Undergraduate/Bachelor's  
Graduate/Master's  
Graduate/PhD

You may enter information on this form and use the **Save** button to keep your information until you are ready to submit it. **Please note that your application questionnaire is not considered complete and cannot be reviewed until you click the **Submit** button to finalize your responses.**

Save Submit Cancel

Stony Brook University

# Complete & Submit Educational History - Incoming

The screenshot shows a web browser window with the URL [https://studyabroad.stonybrook.edu/index.cfm?FuseAction=Students.ApplicationForm&Questionnaire\\_ID=23&Application\\_ID=26478](https://studyabroad.stonybrook.edu/index.cfm?FuseAction=Students.ApplicationForm&Questionnaire_ID=23&Application_ID=26478). The page header includes "Academic Programs" and "STUDY ABROAD | GSI | IEC". A navigation bar shows "Applicant" with a dropdown arrow. The main content area is titled "Application Questionnaire Form" and contains a warning message: "Please carefully review all fields before submitting. You can also save this questionnaire and submit it at a later time." Below this is a red header for "Educational History-Incoming" with a table of applicant information:

|                        |  |
|------------------------|--|
| <b>Applicant Name:</b> | Michelle Schenke   |
| <b>Program:</b>        | Study at Stony Brook - Global Summer Institute (GSI) - Academic Credit Program in Stony Brook, United States |
| <b>Term of Study:</b>  | Summer, 2023   |

A warning message follows: "WARNING: Please remember to save your responses frequently, as your session will time out after 59 minutes." Below this is another red header for "Educational History-Incoming:" with a note: "(\*) Indicates the question is required." The form contains three required fields:

- 1. Name of Current Institution (\*)**  
[Redacted text box]
- 2. Grade Point Average (cumulative)**  
[Redacted text box]  
(numeric data only: 0-9 and decimal point)
- 3. Major**  
[Redacted text box]



# Complete & Submit Residency - Incoming

The screenshot shows a web browser window with the URL [https://studyabroad.stonybrook.edu/index.cfm?FuseAction=Students.ApplicationForm&Questionnaire\\_ID=25&Application\\_ID=26478](https://studyabroad.stonybrook.edu/index.cfm?FuseAction=Students.ApplicationForm&Questionnaire_ID=25&Application_ID=26478). The page header features the text "International Academic Programs" in red, with a red paper airplane icon, and "STUDY ABROAD | GSI | IEC" below it. A navigation bar shows "Applicant" with a dropdown arrow. The main content area is titled "Application Questionnaire Form" and includes a warning: "Please carefully review all fields before submitting. You can also save this questionnaire and submit it at a later time." Below this is a red header for "Residency - Incoming". The form fields are: "Applicant Name:" (empty), "Program:" (Study at Stony Brook - Global Summer Institute (GSI) - Academic Credit Program in Stony Brook, United States), and "Term of Study:" (Summer, 2023). A question "Are you a NY Resident?" has two radio buttons, "Yes" and "No", with the "No" button selected and highlighted in yellow. A "Next" button is also highlighted in yellow at the bottom of the form. The footer of the page features the Stony Brook University logo and name.

International Academic Programs  
STUDY ABROAD | GSI | IEC

Applicant

### Application Questionnaire Form

Please carefully review all fields before submitting. You can also save this questionnaire and submit it at a later time.


#### Residency - Incoming

**Applicant Name:**  
**Program:** Study at Stony Brook - Global Summer Institute (GSI) - Academic Credit Program in Stony Brook, United States  
**Term of Study:** Summer, 2023

Are you a NY Resident?

Yes  No

Next

 Stony Brook University

# Complete & Submit Student Passport Information

https://studyabroad.stonybrook.edu/index.cfm?FuseAction=Students.ApplicationForm&Questionnaire\_ID=4&Application\_ID=26478

Import bookmarks... Getting Started SBU

Applicant

WARNING: Please remember to save your responses frequently, as your session will time out after 59 minutes.

### Student Passport Information:

(\*) Indicates the question is required.

1. Passport date of expiration (\*)

2. Passport Upload (\*)

Please upload a scanned copy of the photo page of your passport by clicking on the yellow folder icon below.

Font - Size - Format - [Icons] Source [Icons]

B I U [Icons] [Icons] [Icons] [Icons] [Icons] [Icons] [Icons] [Icons] [Icons] [Icons]

You may enter information on this form and use the **Save** button to keep your information until you are ready to submit it. **Please note that your application questionnaire is not considered complete and cannot be reviewed until you click the Submit button to finalize your responses.**

Save Submit Cancel

Stony Brook University

# Read & Digitally Sign All Signature Documents

The screenshot shows a web browser window with the URL [https://studyabroad.stonybrook.edu/index.cfm?FuseAction=Students.Application&Application\\_ID=26476](https://studyabroad.stonybrook.edu/index.cfm?FuseAction=Students.Application&Application_ID=26476). The page is titled "Program Application Page ()" and contains the following sections:

- Submit Application:** A red button labeled "- Submit Application -".
- Program Information:**

|                               |   |
|-------------------------------|---|
| Program:                      | Study at Stony Brook - Global Summer Institute (GSI) - Global Certificate Program |
| Term/Year:                    | Summer, 2023  |
| Initial Application Deadline: | 05/01/2023  |
| Dates:                        | 07/10/2023 - 07/28/2023   |
- Learning Content:**

| Title                     | Received                 |
|---------------------------|--------------------------|
| How to set up your Net ID | <input type="checkbox"/> |
- Material Submissions:**

| Title                    | Received                 |
|--------------------------|--------------------------|
| Application Fee-Incoming | <input type="checkbox"/> |
- Signature Documents:** (This section is highlighted with a yellow border in the image)

| Title                                 | Received                 |
|---------------------------------------|--------------------------|
| COVID-19 Resources                    | <input type="checkbox"/> |
| Disability Support Request - Incoming | <input type="checkbox"/> |
| Immunization Requirements             | <input type="checkbox"/> |
| SUNY Release                          | <input type="checkbox"/> |
- Questionnaire(s):**

| Title                        | Received                            |
|------------------------------|-------------------------------------|
| Application-IEC/GSI          | <input checked="" type="checkbox"/> |
| Residency - Incoming         | <input checked="" type="checkbox"/> |
| Student Passport Information | <input checked="" type="checkbox"/> |
- Itinerary:** A section header for the itinerary.

# Click on Application Fee - Incoming

The screenshot shows a web browser window with the URL [https://studyabroad.stonybrook.edu/index.cfm?FuseAction=Students.Application&Application\\_ID=26476](https://studyabroad.stonybrook.edu/index.cfm?FuseAction=Students.Application&Application_ID=26476). The page title is "Program Application Page ()". Below the title is a paragraph explaining that the page shows current and required elements of the application in the pre-decision phase. A red button labeled "- Submit Application -" is centered on the page.

The page is divided into several sections, each with a red header:

- Program Information:** A table with the following data:

|                               |   |
|-------------------------------|---|
| Program:                      | Study at Stony Brook - Global Summer Institute (GSI) - Global Certificate Program |
| Term/Year:                    | Summer, 2023  |
| Initial Application Deadline: | 05/01/2023  |
| Dates:                        | 07/10/2023 - 07/28/2023   |
- Material Submissions:** A table with the following data:

| Title                    | Received                 |
|--------------------------|--------------------------|
| Application Fee-Incoming | <input type="checkbox"/> |
- Learning Content:** A table with the following data:

| Title                     | Received                 |
|---------------------------|--------------------------|
| How to set up your Net ID | <input type="checkbox"/> |
- Signature Documents:** A table with the following data:

| Title                                 | Received                            |
|---------------------------------------|-------------------------------------|
| COVID-19 Resources                    | <input checked="" type="checkbox"/> |
| Disability Support Request - Incoming | <input checked="" type="checkbox"/> |
| Immunization Requirements             | <input checked="" type="checkbox"/> |
| SUNY Release                          | <input checked="" type="checkbox"/> |
- Questionnaire(s):** A table with the following data:

| Title                        | Received                            |
|------------------------------|-------------------------------------|
| Application-IEC/GSI          | <input checked="" type="checkbox"/> |
| Residency - Incoming         | <input checked="" type="checkbox"/> |
| Student Passport Information | <input checked="" type="checkbox"/> |
- Itinerary:** A section header with no data visible.

# Click on Pay Today

The screenshot shows a web browser window with a URL: [https://studyabroad.stonybrook.edu/index.cfm?fuseAction=Students.MaterialView&Application\\_ID=26478](https://studyabroad.stonybrook.edu/index.cfm?fuseAction=Students.MaterialView&Application_ID=26478). The browser title is "Your Home Page > Applications > International Academic Programs — Mozilla Firefox Private Browsing".

An "Application Fee-Incoming" modal is open, displaying the following information:

- Schenke, Michelle ( Study at Stony Brook - Global Summer Institute (GSI) - Academic Credit Program, Summer, 2023 )
- Buttons: **Pay Today - \$60**, **Print**, **Close**

The main application review page includes a world map header and a "Submit Application" button. Below the map, there is a text block: "ation in the pre-decision phase. Unless otherwise indicated, you should assume that all elements of the right-hand x (endations and questionnaires) are required for your application to be considered complete."

The page features several sections:

- Program Information:**

|                               |   |
|-------------------------------|---|
| Program:                      | <b>Study at Stony Brook - Global Summer Institute (GSI) - Academic Credit Program</b> |
| Term/Year:                    | Summer, 2023  |
| Initial Application Deadline: | 05/01/2023  |
| Dates:                        | 07/10/2023 - 08/18/2023   |
- Material Submissions:**

| Title                    | Received                 |
|--------------------------|--------------------------|
| Application Fee-incoming | <input type="checkbox"/> |
- Signature Documents:**

| Title                                 | Received                 |
|---------------------------------------|--------------------------|
| COVID-19 Resources                    | <input type="checkbox"/> |
| Disability Support Request - Incoming | <input type="checkbox"/> |
| Immunization Requirements             | <input type="checkbox"/> |
| SUNY Release                          | <input type="checkbox"/> |
- Learning Content:**

| Title                     | Received                 |
|---------------------------|--------------------------|
| How to set up your Net ID | <input type="checkbox"/> |
- Questionnaire(s):**

View and complete the following questionnaire(s). You may begin and save, but not

# Fill in Credit Card Information and Click on Pay Now

The image shows a web browser window with a PayPal payment form overlaid on a registration page. The browser address bar shows `https://payflowlink.paypal.com`. The registration page in the background includes a world map, a text box with instructions, a '- Submit Application -' button, and three tables: 'Material Submissions', 'Signature Documents', and 'Questionnaire(s)'. The PayPal form is titled 'Pay with credit or debit card' and contains the following fields:

- Card Number:
- Expiration Date:  /
- CSC:
- Billing Address:
  - First name:
  - Last name:
  - Country:
  - Billing address:
  - City:
  - State:
  - ZIP:
  - Phone Number (optional):
  - Email Address (optional):

A yellow 'Pay Now' button is highlighted at the bottom of the form.

**Material Submissions**

| Title                    | Received                 |
|--------------------------|--------------------------|
| Application Fee-incoming | <input type="checkbox"/> |

**Signature Documents**

| Title                                 | Received                 |
|---------------------------------------|--------------------------|
| COVID-19 Resources                    | <input type="checkbox"/> |
| Disability Support Request - Incoming | <input type="checkbox"/> |
| Immunization Requirements             | <input type="checkbox"/> |
| SUNY Release                          | <input type="checkbox"/> |

**Questionnaire(s)**

View and complete the following questionnaire(s). You may begin and save, but note

# Submit Application

Program Application Page ()

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.

[- Submit Application -](#)

|                                      |  |
|--------------------------------------|--|
| <b>Program:</b>                      | <b>Study at Stony Brook - Global Summer Institute (GSI) - Global Certificate Program</b> |
| <b>Term/Year:</b>                    | Summer, 2023   |
| <b>Initial Application Deadline:</b> | 05/01/2023   |
| <b>Dates:</b>                        | 07/10/2023 - 07/28/2023  |

| Learning Content   |                          |
|--|--------------------------|
| View, read, and mark these learning content pages as having been read. |                          |
| Title  | Received                 |
| How to set up your Net ID  | <input type="checkbox"/> |

| Material Submissions  |                                     |
|---|-------------------------------------|
| View instructions and/or printable forms which must be completed. |                                     |
| Title   | Received                            |
| Application Fee-Incoming  | <input checked="" type="checkbox"/> |

| Signature Documents   |                                     |
|---|-------------------------------------|
| View and digitally sign to indicate your agreement and understanding. |                                     |
| Title   | Received                            |
| COVID-19 Resources  | <input checked="" type="checkbox"/> |
| Disability Support Request - Incoming                                 | <input checked="" type="checkbox"/> |
| Immunization Requirements   | <input checked="" type="checkbox"/> |
| SUNY Release  | <input checked="" type="checkbox"/> |

| Questionnaire(s)   |                                     |
|--|-------------------------------------|
| View and complete the following questionnaire(s). You may begin and save, but note that you must Submit in order for the questionnaire to be received. |                                     |
| Title  | Received                            |
| Application-IEC/GSI  | <input checked="" type="checkbox"/> |
| Residency - Incoming   | <input checked="" type="checkbox"/> |
| Student Passport Information   | <input checked="" type="checkbox"/> |

**Itinerary**