

APSU Rubric for Evaluating Education Abroad Proposals

Date: _____

Study Abroad Title: _____

	EXEMPLARY (3 PTS)	ADEQUATE (2 PTS)	NEEDS IMPROVEMENT (1 PT)	MISSING (0 PTS)	SCORE
Completeness of Proposal	All requested information is included on-time with required signatures.	Most of the requested information is included on-time with required signatures.	Proposal lacks some requested information and/or signatures, but was submitted on-time.	Proposal is not complete and/or submitted late.	
Academic Rigor and Integrity	Course objectives are clearly defined, objectives include intercultural learning, the itinerary and activities complement learning goals, and assignments/evaluation are clearly presented.	Course objectives are somewhat defined, objectives somewhat include intercultural learning, the itinerary and activities somewhat complement learning goals, and assignments/evaluation are somewhat presented.	Proposal is sketchy and non-specific in terms of academic rigor and integrity.	This proposal does not address academic rigor and integrity.	
Innovative Program Concept Design and Appeal to Students	Program is interdisciplinary. Effectively incorporates things like service learning, research, internships, and/or travels to the appropriate or even less common destinations. Potential for high student appeal.	Program demonstrates some innovative concept design. May adequately appeal to students.	Program has potential for innovative concept design, but it is not adequately addressed. May or may not appeal to students.	Program does not demonstrate innovative concept design and appeal.	
Itinerary and Budget	Clearly describes a detailed itinerary and budget. Budget includes price quotes and contact information from vendors. Highly cost-effective program.	Adequately describes a detailed itinerary and budget. Cost is reasonable.	Poorly describes an itinerary and budget and/or program costs are outrageous.	No itinerary and/or budget information included.	
Health and Safety	Specifically and satisfactorily addresses potential health, safety, and/or liability hazards.	General but sufficiently detailed explanation concerning health and safety issues.	Sketchy & non-specific details concerning health and safety.	Health and safety not addressed.	
Diversity	Proposal aligns well with disciplinary and geographic diversity of programs offered in, as well as the strategic plans of department, college, and university offerings.	Adequately aligns with disciplinary and geographic diversity of programs offered in, as well as the strategic plans of department, college, and university offerings.	No evidence is demonstrated, yet there is potential for improvement.	No alignment is evident.	
Experience	Faculty is extremely knowledgeable about the proposed country and culture (including previous in-country experience & language ability). Demonstrated commitment from local partners. Site visit may or may not be necessary.	Fairly knowledgeable about the proposed country and culture, yet no previous specific in-country experience. Fair commitment from local partners. Site visit recommended.	Slight experience demonstrated in the proposed country. Site visit highly recommended.	Experience not addressed.	

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Overall Student Impact and connection to the QEP	Strong and clearly defined connection between overall student impact and the QEP.	Somewhat strong connection and impact.	Vaguely demonstrated connection and impact.	No evidence to support the connection and impact.	
Previous Success	Faculty has a strong record of study abroad management and recruitment, adhering to policies & procedures, conducting orientations, attending trainings, effective budgeting, and good program evaluations.	Moderately successful study abroad record which may include at least four or more of the following: management, recruitment, adhering to policies & procedures, conducting orientations, attending trainings, effective budgeting, and good program evaluations.	Novice record of success which may include at least three or more of the following: management, recruitment, adhering to policies & procedures, conducting orientations, attending trainings, effective budgeting, and good program evaluations.	No previous record of success established.	

Comments: _____

Total Score: _____