

**JMU SEMESTER ABROAD
FACULTY MEMBER IN RESIDENCE (FMIR)**

**APPLICATION CHECKLIST
please attach to your application**

Name: _____

- Meet with study abroad program director
- Antwerp—Mert Tokman
- Florence—John Scherpereel
- London—Dietrich Maune
- Salamanca—Felix Wang
- Talk to department chair about term and course and/or research proposal
- Have FMIR application signed as indicated below:

- | | | |
|-----------------------------------|---|--|
| Approval of
teaching release | <input type="checkbox"/> Department Head | |
| Course
Proposal
Approvals | <input type="checkbox"/> Department Head
<input type="checkbox"/> Chair of Curriculum Committee
<input type="checkbox"/> Dean
<input type="checkbox"/> Study Abroad Program Director | <input type="checkbox"/> not proposing a
course |
| Research
Proposal
Approvals | <input type="checkbox"/> Department Head
<input type="checkbox"/> Dean
<input type="checkbox"/> Study Abroad Program Director | <input type="checkbox"/> not proposing
research |

- Attach résumé or curriculum vitae
- Submit to OIP by deadline of October 15
- Reactivate a previously submitted application
Applicant should email Jason Good, goodjl@jmu.edu, requesting reactivation, attaching this checklist

Department Head should submit email or memo approving teaching release of term(s), to be attached to the reactivated application