

Instruction to apply for Dual Diploma Programs

Step 1: Go to <https://studioabroad.newpaltz.edu/?go=METULS> and click on **Apply Now**

The screenshot shows a Firefox browser window displaying the SUNY New Paltz Study Abroad website. The main header reads "STUDY ABROAD" and "SUNY NEW PALTZ CENTER FOR INTERNATIONAL PROGRAMS". A sidebar on the left lists links for FAQ's, Students, Parents, Faculty and Advisors, Health and Safety, Abroad Blogs, and Contact Us. A yellow box on the left contains text about the 2011 Diversity Network Innovation Award. The main content area shows the "Programs : Brochure" for the "METU - Liberal Studies/TESOL" program. It includes sections for "Program Terms: Summer 3", "Homepage: Click to visit", and "Dates / Deadlines" table. Below these are "Fact Sheet" and "Program Description" sections. The "Program Description" section starts with "Welcome" and describes the dual diploma program.

Step 2: For first time applicants, click “No” and then click **Submit**

The screenshot shows a Firefox browser window displaying the SUNY New Paltz User Identification Wizard Step 2 page. The header is "STUDY ABROAD" and "SUNY NEW PALTZ CENTER FOR INTERNATIONAL PROGRAMS". The sidebar on the left is identical to the previous screenshot. The main content area shows the "Security : User Identification Wizard: Step 2" section. It includes a tip about logging in and a question about receiving login credentials via email. A radio button for "Yes" is selected. At the bottom, there is a "Submit" button.

Step 3: Click on your Turkish University, then click **Submit**

The screenshot shows a Firefox browser window with the URL https://studioabroad.newpaltz.edu/index.cfm?FuseAction=Security.ChoosePartner&Program_ID=1210&Type=I&sType=I&Referrer=. The page title is "STUDY ABROAD" and the subtitle is "SUNY NEW PALTZ CENTER FOR INTERNATIONAL PROGRAMS". The navigation menu includes HOME, PROGRAMS, STAFF, DEADLINES, and LOGIN. On the left, there is a sidebar with links for FAQ's, Students, Parents, Faculty and Advisors, Health and Safety, Abroad Blogs, and Contact Us. A box on the left says "Recognized with a Diversity Award". A message box on the right says "Security : User Identification Wizard: Step 2c" and asks "In order to determine the type of login you will be using, please answer the following question." Below it, a radio button is selected for "Middle East Technical University" and there is a "Submit" button. At the bottom, it says "No announcements? Upgrade Flash or Text-only".

Step 4: Fill in all of the required information to create account

The screenshot shows a Firefox browser window with the URL https://studioabroad.newpaltz.edu/index.cfm?FuseAction=Security.Login&ShowForm=1&Program_ID=1210&Partner_ID=1059&Ty. The page title is "STUDY ABROAD" and the subtitle is "SUNY NEW PALTZ CENTER FOR INTERNATIONAL PROGRAMS". The navigation menu includes HOME, PROGRAMS, STAFF, DEADLINES, and LOGIN. On the left, there is a sidebar with links for FAQ's, Students, Parents, Faculty and Advisors, Health and Safety, Abroad Blogs, and Contact Us. A box on the left says "Opportunity Program, SUNY New Paltz has demonstrated outstanding efforts to make study abroad a feasible opportunity to its diverse and underrepresented students. [View Details]". Another box at the bottom says "SUNY New Paltz Students Win National Scholarships to". A message box on the right says "Security : Login (new user)" and says "To create an account, please fill in the form provided below." It contains a "New User Form:" section with fields for First Name, Middle Name, Last Name, Email, Date of Birth (dropdown menus for Month, Day, Year), Gender (radio buttons for Male, Female, Other), and Partner Institution (checkbox for "I affirm that I am an applicant at Middle East Technical University"). There is a "Create Account" button and a note at the bottom saying "NOTE: An email will be sent to you with your login and password information."

Step 5: Check your email and use the temp password provided in your email to log into the application system. The user name is your email address.

The screenshot shows a Firefox browser window with the URL <https://studioabroad.newpaltz.edu/index.cfm?FuseAction=Security.Login>. The page title is "STUDY ABROAD" and the subtitle is "SUNY NEW PALTZ CENTER FOR INTERNATIONAL PROGRAMS". The main content area is titled "Security > Login (existing user)". It contains fields for "Username" and "Password", a "Login" button, and a link "Forgot your password?". To the right, there's a section for "First Time Users" with options for "Applicant", "Reviewer", and "Staff". Below the login form, there's a note about secure login for New Paltz students and a link for non-SUNY applicants. At the bottom, there's a "Browser Requirements" section with a list of prerequisites. A sidebar on the left lists links for FAQ's, Students, Parents, Faculty and Advisors, Health and Safety, Abroad Blogs, and Contact Us. A box on the right provides information about the Peace Corps at SUNY New Paltz.

Step 6: Create your permanent password

The screenshot shows a Firefox browser window with the URL <https://studioabroad.newpaltz.edu/index.cfm?FuseAction=Security.PasswordReset&RC=9118>. The page title is "STUDY ABROAD" and the subtitle is "SUNY NEW PALTZ CENTER FOR INTERNATIONAL PROGRAMS". The main content area is titled "Security > Change Temporary Password". It displays a message about logging in with a temporary password and the need to create a permanent one. Below this is a "Change Temporary Password" form with fields for "New Password" and "Re-enter New Password", and a "Change" button. At the top right, there's a "Logout | Applicant Home | User: Lisa Chiang" link. A sidebar on the left lists the same links as the previous page, and a box on the right provides information about the Peace Corps at SUNY New Paltz.

Step 7: Choose the correct semester or academic year when you will study at SUNY New Paltz, and click **Apply**.

The screenshot shows a Firefox browser window with the URL https://studioabroad.newpaltz.edu/index.cfm?FuseAction=Students.Apply&Program_ID=1210&Type=1&sType=1&RC=9118. The page title is "STUDY ABROAD". The main content area is titled "Available Program Terms". It contains a message: "Please select a term for which you intend to apply from the following list. By clicking Apply, you will create an application for the requested term. This is the first step in the application process. The page that follows will provide instructions on how to complete your application." Below this is a table with one row, "Summer 3, 2012". At the bottom are buttons for "< Cancel", "> Reset", and "- Apply >". The status bar at the bottom of the browser window also displays the URL.

Step 8: Fill in the additional information about yourself on this screen. After you are finished, click **Save**.

The screenshot shows a Firefox browser window with the URL <https://studioabroad.newpaltz.edu/index.cfm?FuseAction=Students.RequiredData&RC=9118>. The page title is "STUDY ABROAD". The left sidebar has a dropdown menu "Applicant" with options "My Home", "My Inbox", and "My Applications". The main content area is titled "Required Applicant Information". It contains a message: "Please use the form provided below to fill in the required information." Below this is a red box with the text: "Before proceeding to your application page, certain required information must be provided." The form consists of several sections with dropdown menus and input fields. The "Major" section shows a dropdown menu with options like Agriculture, Business/Management, Communications, Education, Engineering, Fine/Applied Arts, etc. The "Ethnicity" section shows a dropdown menu with options like African-American, Asian/Pacific Islander, Caucasian, Do Not Know, Hispanic, Multiracial. The "Expected Graduation Date" section has dropdown menus for Month, Day, and Year. The "Emergency Contact" section has input fields for name, relationship, email, and phone number. The "Judicial or Disciplinary Charges" section has radio buttons for Yes and No. The "Years of Study Completed" section has a dropdown menu labeled "Choose One". At the bottom, there is an "Optional Parameters" section with a "Required" note and a dropdown menu for "Other" major.

Step 9: Click on each of the Application Questionnaires and follow the instructions. After you complete the questionnaires and upload the required documents, the system will automatically put a check mark on each of the received boxes. Your application will be reviewed only if every application questionnaire has a check mark in its received box.

The screenshot shows a Firefox browser window displaying the SUNY New Paltz Study Abroad application page. The URL is https://studioabroad.newpaltz.edu/index.cfm?FuseAction=Students.Application&Program_ID=1210&Application_ID=3831. The page title is "STUDY ABROAD" and "SUNY NEW PALTZ CENTER FOR INTERNATIONAL PROGRAMS". The navigation menu includes HOME, PROGRAMS, STAFF, DEADLINES, and LOGOUT. On the left, there is a sidebar for "Applicant" with links for My Home, My Inbox, and My Applications. The main content area shows the "Program Application Page (Pre-Decision)". It displays the applicant's information (Lisa Chiang, Program: METU - Liberal Studies/TESOL, Term/Year: Summer 3, 2012, Deadline: Apr 02, 2012, Dates: Jul 01, 2012 - Aug 08, 2012) and a section for "Material Submissions" with two items: "High School Diploma" and "ÖSYM Score", both with "Received" status and checkboxes. Below this is an "Announcements" box containing text about volunteering with the Peace Corps and a "Study Abroad and International Service Combined" section. The "Application Questionnaire(s)" box lists five items: "Incoming Student Passport Copy", "Official Transcript", "Proof of English Proficiency", "Proof of Financial Statement", and "Turkish Dual Diploma Application", all with "Received" status and checkboxes. The "Application Instructions" box contains text about applying for the program, mentioning the need to be an admitted and matriculated student in the METU-Liberal Studies/TESOL program, and instructions for completing the online application and submitting materials by the posted due date. It also cautions against inserting certain characters or Turkish letters.

Your Home Page > Applications > Application > Program Application Page (Pre-Decision)

Logout | Applicant Home | User: Lisa Chiang

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

Hide Tips

Lisa Chiang

Program: METU - Liberal Studies/TESOL

Term/Year: Summer 3, 2012

Deadline: Apr 02, 2012

Dates: Jul 01, 2012 - Aug 08, 2012

Material Submissions

Click the following to view instructions and/or printable forms which require the physical submission of materials.

Title	Received
High School Diploma	<input type="checkbox"/>
ÖSYM Score	<input type="checkbox"/>

Announcements

Find out more about volunteering with the Peace Corps by visiting the SUNY New Paltz Career Services Center. Listen to historic recollections about serving in the Peace Corps recently and 50 years ago.
[View Details]

Study Abroad and International Service Combined
Read the latest Brief on International Service and President Obama
[View Details]

Don't see any announcements? Upgrade Flash or view without Flash

Application Questionnaire(s)

Click the following to view and complete the following online questionnaire(s). You may begin a questionnaire and save it for later completion, but note that you must click Submit in order for the questionnaire to be logged as complete and ready for review.

Title	Received
Incoming Student Passport Copy	<input type="checkbox"/>
Official Transcript	<input type="checkbox"/>
Proof of English Proficiency	<input type="checkbox"/>
Proof of Financial Statement	<input type="checkbox"/>
Turkish Dual Diploma Application	<input type="checkbox"/>

Application Instructions

To apply for this program, you must currently be an admitted and matriculated student in the METU-Liberal Studies/TESOL program. Please complete this online application and submit all the required materials by the posted due date. When completing this on-line application, please **do not** insert any characters or Turkish letters because our computer system cannot identify them. Thank you!

Step 10: You will see your decision letter in your email once your application has been accepted by SUNY New Paltz. Click “Continue” to access the pre-arrival information.

The screenshot shows the SUNY New Paltz Study Abroad website. At the top, there's a banner with "STUDY ABROAD" and "SUNY NEW PALTZ CENTER FOR INTERNATIONAL PROGRAMS". Below the banner, a navigation bar includes links for HOME, PROGRAMS, STAFF, DEADLINES, and LOGOUT. On the left, a sidebar for "Applicant" lists "My Home", "My Inbox", and "My Applications". The main content area shows a "Decision Letter" from "New Paltz STATE UNIVERSITY OF NEW YORK". The letter is addressed to "Little Riding-Hood" and congratulates her on being accepted. It provides instructions for post-decision procedures and information about the program. At the bottom of the letter, there are "Continue >>" buttons. The date "03/15/2012" is visible in the top right corner of the content area.

Step 11: Once you have been accepted, press “Commit” if you want to study at SUNY New Paltz or “Decline” if you do not want to study at SUNY New Paltz.

The screenshot shows the SUNY New Paltz Study Abroad website on a Firefox browser. The URL is https://studioabroad.newpaltz.edu/index.cfm?FuseAction=Students.Application&Application_ID=3743. The page title is "Program Application Page (Post-Decision)". The main content area includes sections for "Commitment to Participate" (status: Accepted), "Material Submissions" (with checkboxes for High School Diploma and ÖSYM Score), "Application Questionnaire(s)" (with checkboxes for various items like Incoming Student Passport Copy and Official Transcript), and a "Decision Letter" section (status: Committed). The left sidebar shows "Announcements" and "Learning Content" sections.

Step 12: Once you have **committed**, you will be able to view the pre-arrival information. Fill in the new post-decision questionnaires (**unchecked boxes**) and read the Learning Content. Boxes will be automatically checked as you complete the pre-arrival steps.

The screenshot shows the SUNY New Paltz Study Abroad application interface. At the top, there's a navigation bar with links for HOME, PROGRAMS, STAFF, DEADLINES, and LOGOUT. On the left, a sidebar under 'Applicant' includes 'My Home', 'My Inbox', and 'My Applications'. The main content area displays the 'Program Application Page (Post-Decision)' for a 'METU - Liberal Studies/TESOL' program. It shows the following details:

- Programmer:** METU - Liberal Studies/TESOL
- Term/Year:** Summer 3, 2012
- Deadline:** Apr 02, 2012
- Dates:** Jul 01, 2012 - Aug 08, 2012

Below this, there's a section for 'Announcements' which says: "by clicking on the link labeled "Programs" and using our search feature. At the top of the program brochure page you will see a box labeled "Apply Now" - click the box and follow the instructions." It also notes: "New Paltz students will use the same login information as when logging into "my.newpaltz.com".

The page includes several sections for 'Material Submissions' and 'Application Questionnaire(s)'. Under 'Material Submissions', items like 'High School Diploma' and 'ÖSYM Score' are listed with checkboxes. Under 'Application Questionnaire(s)', items like 'Incoming Student Passport Copy' and 'Official Transcript' are listed with checkboxes. A 'Decision Letter' section shows the status as 'Committed'.

Step 13: You can fill your questionnaires any time before the deadline. Just log into your account, click “My Application” on the upper left-hand side and then click the program name under Application Field to finish your application.

The screenshot shows the 'All Applications' list on the SUNY New Paltz Study Abroad application page. The interface is similar to the previous one, with a navigation bar and a sidebar for 'Applicant' options. The main content area shows a table titled 'Applications Filed:' with one entry:

1	METU - Liberal Studies/TESOL (New Paltz) Summer 3, 2012 (ID: 3743)	Rolling admission Committed View Decision Letter Program start date: 01 Jul 2012
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At the bottom of the page, there's a footer with the text: "♦ 2009 State University of New York at New Paltz 1 Hawk Drive, New Paltz, NY 12561".