Step by Step Instructions on How to Start a May Term Travel Course Application:

1. Access the correct application:
   - International May Term Travel Course Application: https://studyabroad.redlands.edu/index.cfm?FuseAction=Programs.ViewProgramAngular&id=48118
   - Domestic May Term Travel Course application - https://studyabroad.redlands.edu/index.cfm?FuseAction=Programs.ViewProgramAngular&id=48126
2. Read the Instructions and click apply now:

3. Click on U of R Student Login (even though you're not a student click that tab).

4. Log in using your U of R credentials

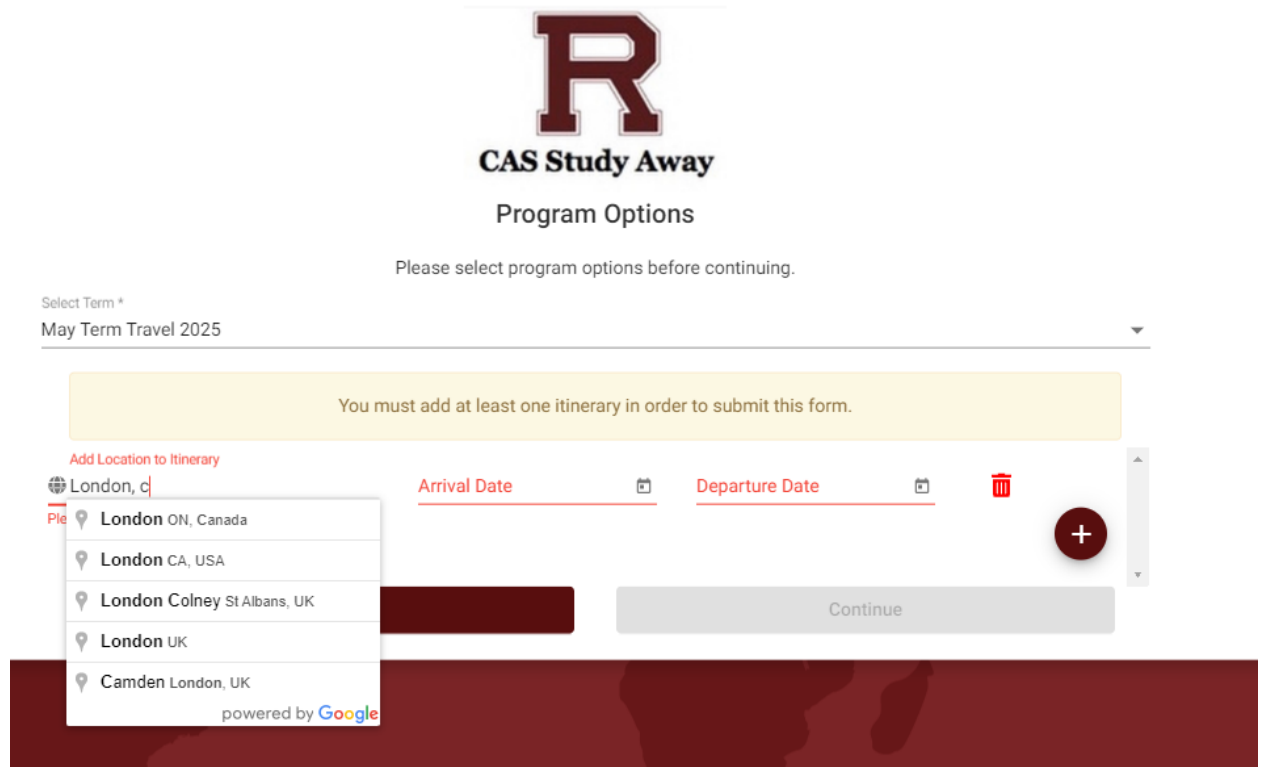5. Click the arrow next to select term and choose the appropriate May Term year

6. You must add an itinerary to start your application. Click the plus button:
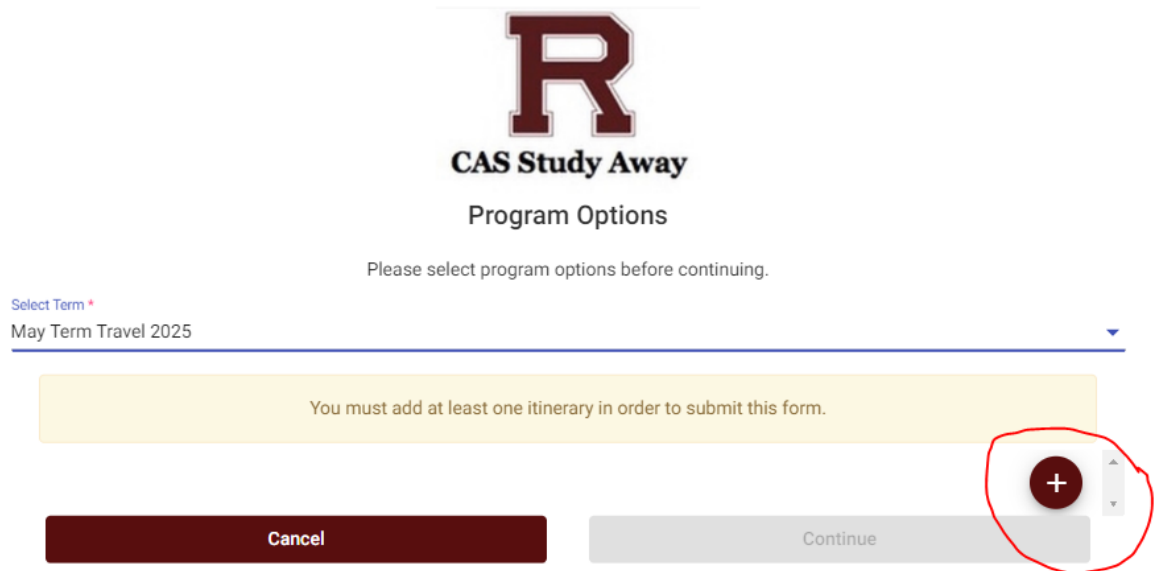
7. Enter your course location(s), estimated arrival date (start date of your course) and departure date (end date of your course).
Add location to Itinerary: Enter city first and then state or country

Arrival and departure dates: Click on the calendar next to arrival or departure date. When calendar opens up, down arrow next to numerical date to select

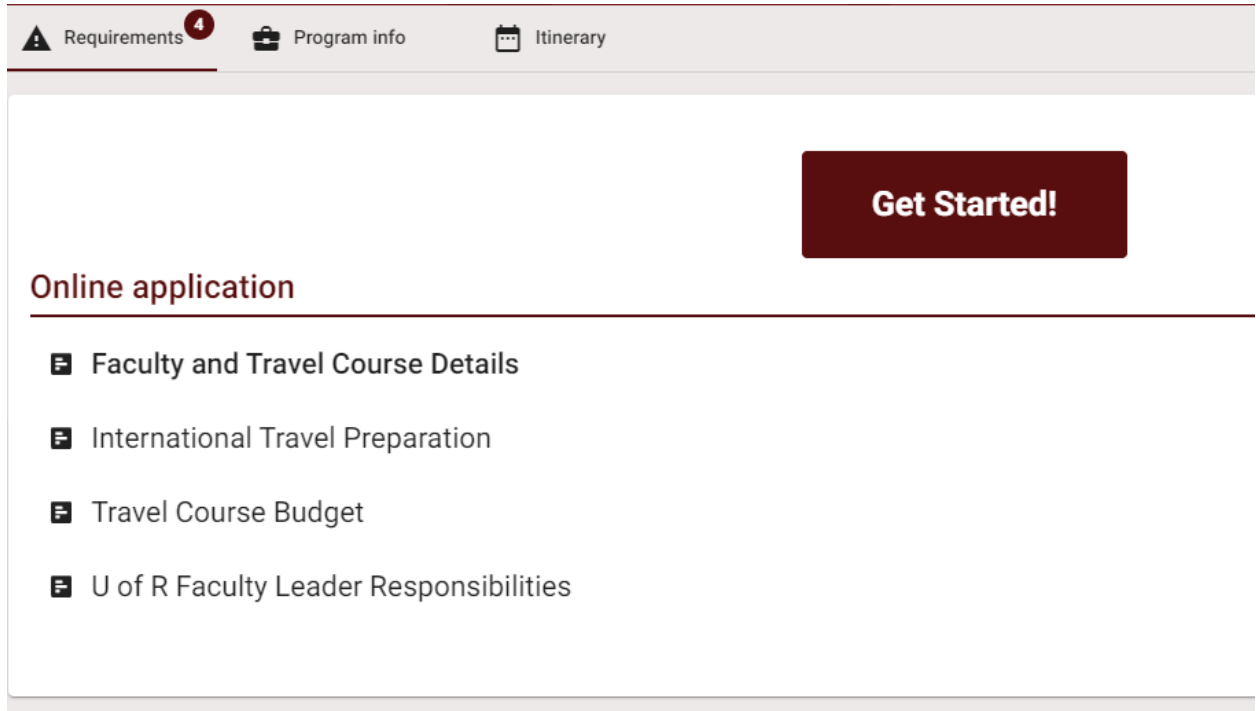the correct year for your May Term class and select the appropriate month and dates of course

8. Click Continue

9. This will then bring you to the application and the requirements you need to complete. Sample international May Term application requirements:

10. Click on the application section you would like to start working on. You do not need to complete the entire application in one attempt. The application does autosave every few minutes but if left dormant for several minutes it will time you out.

11. To log back in you go to: https://studyabroad.redlands.edu/index.cfm?FuseAction=Security.AngLogin and click the U of R Student Login in tab again and it should bring you back to your started application.

12. Click on the program and it brings you back to the application.

If you encounter any issues with the application, please contact Andrea Muilenburg at (andrea_muilenburg@redlands.edu) or 909.748.8717.