

## Yamagata Funding Guidelines

The following are proposed guidelines in the granting of Yamagata funds for internships:

1. The student must be approved for an internship sanctioned by the University.
2. All internships are for academic credit.
3. One internship will be funded per student. Students participating in employment placement events funded by Yamagata, i.e. Boston Career Forum, may receive funding for an academic internship.
4. Funding will be used to cover the airfare and cost of living expenses for the intern only.
5. Students should fulfill their financial obligations prior to travel on an internship. If complete repayment is not feasible, students must meet with Financial Services to work out a repayment plan.
6. Yamagata funds are not to be used to settle outstanding student account balances. Funding is only to be used for internship related expenses.
7. Funding will be granted to:
  - a. International students returning to their home country or regional area to complete an internship.
  - b. International students traveling to the U.S. mainland to complete an internship.
  - c. U.S. students completing an internship internationally in the University's target area.
8. Cost of living expenses will be funded, based on 16 weeks, as follows:

Weeks	Lodging*	Meals	Ground Transportation	Total
16	\$400-800	\$160	\$200	\$1,160
14	\$350-700	140	200	1,015
12	\$300-600	120	150	870
10	\$250-500	100	150	725
8	\$200-400	80	100	580
6	\$150-300	60	100	435

\*Lodging funds will not be used to cover TVA rent. Lodging amounts are determined by location zones and if living at home. Travel to countries in Zone 1 will receive the full amount allowed, Zone 2 will receive 75%, and Zone 3 will receive 50% of the total allowed. Zones are as follows:

*Zone 1: Australia, Canada, Europe, Korea, Japan, New Zealand, United States*

*Zone 2: Africa, American Samoa, Central America, China, Cook Islands, Guam, Fiji, French Polynesia, Hong Kong, Indonesia, Macau, Northern Marianas, Philippines, Samoa, Singapore, South America, Tahiti, Taiwan, Tonga*

*Zone 3: Cambodia, India, Indonesia, Kiribati, Laos, Malaysia, Marshall Islands, Mongolia, Myanmar, Pakistan, Sri Lanka, Vietnam*

The Yamagata Foundation letter dated July 12, 2010, will be the basis of all funding as stipulated in the letter.