

DePaul University  
Chicago, Illinois  
International Vincentian Scholarship Program  
Visitor and Vice-Visitor Information, Policies and Guidelines

## **Background**

In order to make a contribution to the educational and professional development of Vincentians from provinces and vice-provinces of the Congregation of the Mission outside the United States, DePaul University, the Western Province, and the DePaul Vincentian Residence co-sponsor the International Vincentian Scholarship Program.

DePaul University was founded in 1898 by what is now the Congregation of the Mission, Western Province (the Vincentians). As the largest Catholic university in the United States, the university enrolls approximately 22,000 students located on multiple campuses in Chicago. Degrees are awarded by the university's ten colleges and schools: the College of Liberal Arts & Social Sciences, the College of Science and Health, the College of Education, the Music School, the Theatre School, the College of Law, the School for Continuing and Professional Studies, the Driehaus College of Business, and the College of Communication and College of Computing & Digital Media.

The institution currently offers intensive English language study, undergraduate and graduate degrees in a large number of fields and doctoral degrees in Education, Philosophy, Psychology, Nursing, and Computer and Information Science. The university does not, however, offer degree programs in theology.

In 2011, the university entered into an educational alliance with the Catholic Theological Union of Chicago (CTU). CTU is the largest Roman Catholic graduate school of theology in the United States, and is also renowned for its internationalism and inter-religious outreach. As a result of this alliance confreres can enroll in degree programs at CTU and receive an International Vincentian scholarship. However, the availability of a scholarship is not a guarantee of admission to CTU. For more information on CTU and its programs see the [Catholic Theological Union Website](#).

DePaul University has a full-time faculty of more than 900, and more than 1,400 staff members. The institution continues to be sponsored by the Western Province. Several confreres work at the university in various capacities. There are three local Vincentian communities comprised of approximately 30 priests and brothers. In addition, the university collaborates closely with the adjacent Saint Vincent de Paul Parish located on our Lincoln Park Campus. The Daughters of Charity also have several local houses and institutions in the area.

Since its foundation, the university has offered the opportunity for a college education to first generation students from immigrant families, and to other underserved populations. The university dedicates a significant amount of its resources and energies to educational efforts that benefit the poor of our community and systemic change efforts.

The International Vincentian Scholarship Program will provide scholarships to DePaul University for qualified Vincentian priests and vowed brothers from provinces outside the United States, especially those in the developing world.

This program is administered by Dr. Mark Laboe, Interim Vice President of Mission and Ministry of DePaul University, in collaboration with the Provincial of the Western Province of the Congregation of the Mission. Dr. Laboe can be contacted at DePaul University, 1 East Jackson Boulevard, Chicago, Illinois, 60604, U.S.A. E-mail: [mlaboe@depaul.edu](mailto:mlaboe@depaul.edu).

### **Policies and Guidelines for Visitors and Vice-Visitors**

#### Scholarship Request Information

- Submission of the International Vincentian Scholarship Request & Nomination Form (a document separate from this one) for confreres to participate in this program must be made by the respective visitor or vice-visitor. Requests will also be received from the superior general. These nominations should be sent directly to Dr. Laboe who consults with the Provincial of the Western Province about accommodating scholars.
- The number of scholarship-confreres housed at any given time will be decided between the university and the superior of the DePaul Vincentian Residence. The Office of Mission and Ministry will maintain a waiting list for this program.
- No more than two confreres from a given province or vice-province are eligible to be scholarship recipients at the same time.

#### Admission and Application Information

- The availability of an International Vincentian Scholarship does not guarantee a confrere admission to the university. Scholarship-confreres must meet all requirements for the degree programs to which they wish to be admitted. All admission decisions are made by the respective college or school, and include proficiency in English.
- Information about the university's academic programs and the application process can all be found online at the university's [Admission & Aid website](#). It is the confrere's responsibility to follow the application process and timeline as set out by the university. The Office of Mission and Ministry will assist as needed.
- For those confreres whose English language skills are not up to standards required for graduate study at the university, a pre-study option is available at [DePaul's English Language Academy](#). Successful completion of the English program, however, does not guarantee acceptance into a graduate program.
- Confreres can be awarded scholarships for the English Language Academy, even if they do not intend to seek admission into a graduate program.
- The awarding of a doctoral scholarship to a qualified international Vincentian will be made on a case-by-case basis by the president of the university. Successful completion of a master's degree program at the university does not guarantee admission to a doctoral program, or the availability of a scholarship.
- The respective visitor or vice-visitor must approve, in writing, the confrere's planned course of study. Any changes must also be approved by Dr. Laboe.
- It is understood that the primary purpose for the residence of these confreres in the United States is their academic studies. Travel, or other personal, or apostolic commitments that would interfere with this emphasis are discouraged.

## Western Province Assignment & Faculties Request Information

- Once an applicant has been admitted to their respective program, their visitor or vice-visitor will request the visitor of the Western Province to assign the confrere as a student with residence at the DePaul Vincentian Residence (2233 N. Kenmore Avenue, Chicago, IL, 60614). You can submit this request to the Provincial, Fr. Joseph Williams, C.M., via e-mail to [jwilliams@vincentian.org](mailto:jwilliams@vincentian.org). Please copy Dr. Mark Laboe on the message: [mlaboe@depaul.edu](mailto:mlaboe@depaul.edu)
- The visitor or vice-visitor of a scholarship-confrere's home province or vice-province must certify the good standing of confreres in line with U.S. ecclesial reporting standards as outlined by the visitor of the Western Province. The letter must include an explicit statement attesting to the fact that the confrere "has no history of sexual misconduct."
  - The letter must be received by Fr. Williams before a confrere can come to the United States.
- The visitor of the Western Province will also arrange, in the case of priest-confreres, for necessary faculties in the Archdiocese of Chicago. Once assigned to the DePaul Vincentian Residence the scholarship-confreres are responsible to the local superior.

## Information on Expenses

- The scholarship from the university will cover the confreres' tuition, room & board and other educational expenses, including textbooks, a university issued desktop or laptop, and pre-approved educational related travel.
- The scholarship program does not cover travel expenses for a confrere's visa or passport renewal domestically or internationally. These costs are the responsibility of the home or vice-province.
- The home province or vice-province will be responsible for all travel costs to and from the United States for any purpose.
- The home province or vice-province will be responsible for providing a vacation allowance for their participant(s).
- It is of the utmost importance that confreres selected to participate in this program are in good physical and mental health. Medical costs in the United States are astronomical. The Western Province and the university have a limited ability to cover medical, dental and vision care costs through insurance. Each confrere should have a thorough physical examination before coming to the United States. If there are any serious pre-existing medical problems these should be addressed in the home country. Once in the United States, degree-seeking confreres will be covered by insurance for normal and routine medical, dental and vision care costs. The home province or vice-province is responsible for insurance coverage for non-degree seeking confreres or confreres studying on a short-term basis. However, in the event a confrere needs extensive medical attention it may be necessary for the confrere to interrupt his studies and return to his home province or vice-province for treatment, or the home province or vice-province may be asked to pay for U.S. treatment.
  - Information on the university's immunization requirements, health services and medical/health insurance is available here: [DePaul International Scholars Health Services & Insurance Information](#).

- For confreres who are coming on a short-term basis or only for English language study, their home province or vice-province is responsible for any personal expenses, including insurance costs. The Vincentian Residence can purchase short-term student health insurance for the confrere upon his arrival, but the home province or vice-province will need to reimburse the Vincentian Residence for this expense. The university will provide a reimbursement to the Vincentian Residence for their room and board expenses.
- While attending DePaul and living at the DePaul Vincentian Residence, scholarship confreres will be expected to perform some religious and ministerial services such as presiding over weekday masses on campus as appropriate as well as participate with duties required by the Residence. Scholarship-confreres will not be paid for these religious and ministerial services.

Date: \_\_\_\_\_

Visitor/Vice Visitor

Scholarship-Confrere

\_\_\_\_\_  
Name

\_\_\_\_\_  
Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

Please email a signed copy of completed pages to Dr. Mark Laboe, at [mlaboe@Depaul.edu](mailto:mlaboe@Depaul.edu)