

UNIVERSITY of
NORTHERN COLORADO



International Exchange Student Application for Admission
Application Instructions

Thank you for your interest in exchange study at the University of Northern Colorado (UNC). To speed processing of your application, please collect all required materials and submit them in one packet to the Center for International Education (CIE).

Who are International Exchange students? Those international students who remain in the United States for less than one year and are not pursuing a degree at UNC are considered exchange students.

Graduate Students: This application is intended for short-term Exchange students ONLY. If you are a graduate student, please complete the Scholar Application found at www.unco.edu/cie, select Forms in the right-hand corner and scroll to “International Scholar Application & Instructions”.

Exchange Student Application Checklist:

Check off each item below as you complete it. An incomplete application may result in the denial of admission.

- Complete and submit the Exchange Student Application for Admission.
- Submit a photo-quality copy of the biopage of your passport and visa (if you have one).
- Submit financial documents verifying funding to support the cost of attending UNC.
- Submit proof of English Language ability (excluded for native English speakers)
- Submit official transcripts, mark sheets, diplomas and certificates from each institution attended.
If they are not in English, submit a notarized English translation with each document.
- Submit copy of your CURRENT class schedule in English.
- Submit Exchange Student Course Request form.
- Submit proof of immunization.

Submit all materials by the priority deadline to better ensure placement in desired classes and housing assignment. Many classes are restricted and require pre-approval before registration. Applications not received by the final deadline will be denied for that term.

	Priority Deadline	Final Deadline
Fall Term	January 31 st	April 30 th
Spring Term	September 30 th	November 15 th

E-mail your application to **CIE@UNCO.EDU**.

Do NOT mail applications. ONLY Scan and E-mail please.
Preferred format is PDF. Send as 1 single document.

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Exchange Student Application for Admission
Center for International Education

Type all answers; then print and sign the application. All questions in bold MUST be answered.

Beginning term and year: Fall Spring Summer of Year _____ Duration of Stay 1 Term Full year

Full Legal Name _____
Last Given (First) Middle Maiden and or other names used

Gender Male Female Marital Status Married Single Birthdate Month _____ Day _____ Year _____

Birthplace City: _____ Country: _____

Country of Citizenship _____ Country of Legal Residency _____

Have you ever been enrolled at UNC? Yes No What is your UNC Student Number _____

Permanent Foreign Address _____
Street Address (No PO Boxes) City State/Province Country Postal Code

Foreign Phone (_____) (_____) _____ E-mail Address _____
Country code City code

Name of school _____ Major/Specialization _____

Level at home school Undergraduate (Bachelors) Graduate (Masters/Doctorate)

List all dependents that will accompany you to the United States:
A copy of their passport and documents proving the relationship are required.

Name	Place of Birth (city & country)	Birthdate	Relationship (spouse or child)
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Emergency Contact Person
Full Legal Name _____
Last Given (First) Middle Relationship (Spouse, Parent, Friend)

Permanent Phone (_____) (_____) _____ E-mail: _____
Country Code City Code

Does this Person Speak English? Yes No - If not, what language(s) do they speak? _____

SUPPLEMENTARY INFORMATION

Please attach the following documents to this application.

1. Financial Support - You are required to prove that you have funds to cover all costs during your stay at UNC. The minimum need is \$6000 per semester. If dependents are coming with you, sufficient funds must be shown to cover their expenses also. Additionally, if you will be enrolling in Intensive English classes, you will be required to pay for those (see below for English Proficiency requirements). Please use the form below to determine the funding required.

Expenses at UNC

Living Expenses: (minimum of \$6000 per semester)
Housing-\$2500 per semester
Dining-\$2500 per semester
Other costs-\$1000 per semester \$ _____

UNC Health Insurance: \$1000 per semester \$ _____

Intensive English Classes: \$640 per class \$ _____

Expenses for dependents accompanying you per month:
\$ 3000 for spouse
\$ 2500 for each unmarried child under 21 years of age \$ _____

TOTAL MINIMUM FUNDING REQUIRED \$ _____

Please fill out the attached *Affidavit of Support* and return it with this application. In addition to the Affidavit of Support, please indicate the source of your financial support below and submit documents supporting that funding, according to the information at the bottom of the *Affidavit of Support*.

- U.S. Government Agencies: _____ \$ _____
- International Organizations: _____ \$ _____
- Your Government: _____ \$ _____
- All other organizations providing support: _____ \$ _____
- Source of funds: _____
- Personal Funds: _____ \$ _____

2. Health Insurance - It is a policy of the UNC Board of Trustees that all students who are enrolled for 9 credit hours or more are required to have health insurance. This is to ensure that health care costs will not interfere with your academic goals. The US Government also requires J-1 visa holders to carry health insurance meeting certain requirements. All students with 9 or more semester hours on the Greeley campus are automatically enrolled in the university student health insurance plan and billed along with other university services. If you have other comparable insurance, you must show proof of insurance and submit an online waiver by the 10th day of classes. For more information about UNC insurance policies and the coverage required by the US Government, please go to www.unco.edu/ship and select "International."

3. Proof of English Proficiency - The United States Department of State requires that each exchange visitor have "sufficient knowledge of the English language to undertake the program for which selected, or the sponsoring organization is aware of the language deficiency and has nevertheless indicated willingness to accept the alien" 22 C.F.R. § 41.62(a)(3). In order to meet this federal requirement the CIE will evaluate the English proficiency of all incoming student. If students do not meet UNC English proficiency standards, this may require participation in our Intensive English Program at the expense to the student. UNC asks students to submit the following documentation as initial proof of English proficiency. Submit ONE of the following:

- A TOEFL score of: 70 - Internet-based OR 520 - Paper-Based
- An IELTS score of 6 or greater
- A PTE score of 54 or greater
- Proof of study in English for at least 5 consecutive years
- Completion of a degree at a US institution within the last 2 years
- Letter from university official indicating adequate English.

Additionally for Graduate Students:

- Submit transcripts of your university studies, showing undergraduate and graduate courses

4. Immunization – Proof of all immunizations since birth. At minimum 2 doses of measles, mumps and rubella after the age of 1 at least 1 month apart are required. For more details please visit <http://www.unco.edu/shc/immunization/immune.htm>.

5. Transcript – Please attach an official transcript that lists all courses that you have taken at your home university and the grade received in each course. **Please note: that this document must either be in English or be accompanied by an English translation.**

6. Current Schedule – Please include a copy of your current course schedule. This will help with class placement.

7. Copy of passport – Please provide a photo quality copy of your passport bio page.

For further assistance, contact the Center for International Education at +1 (970) 351-2396 or email CIE@UNCO.EDU.

I hereby certify that to the best of my knowledge the information furnished in this application is accurate and complete. I understand that if found to be otherwise, it is sufficient cause for delay of admission, loss of credit, rejection, or dismissal. I hereby consent to the release of my transcript(s) to the institution receiving this application.

Signature of Applicant _____ Date _____

If the applicant is less than 18 years of age, a parent or guardian’s signature also is required.

Parent/guardian signature _____ Date _____

Admission decisions to the University of Northern Colorado are made without regard to age, race, color, gender, religion, national origin, disabling condition, sexual orientation, military service, or political affiliation. In fact, convinced that diversity fosters individual growth and social maturation, UNC actively seeks to enroll a diverse student body.

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Exchange Student Application for Admission
Affidavit of Financial Support

In consideration of the acceptance of _____ who is my _____,
Name of Applicant Relationship – Son, Daughter, etc.

as a student at the University of Northern Colorado for the academic year beginning _____

I certify that I am able, willing, and do promise to provide him/her the amount of \$_____ (insert amount from Financial Support section of the application) payable in United States dollars for his/her tuition, fees, and living expenses during said academic year or duration of study at the University of Northern Colorado. Evidence of my financial resources in the form of a bank statement, scholarship letter, or employer's statement accompanies this Affidavit of Support. *(please use a new copy for each form of support)*

Name of Sponsor _____

Signature of Sponsor _____ Date _____

Financial Requirements

As a requirement for both visa issuance and matriculation, international applicants must provide evidence of sufficient financial support for one academic year or the duration of study if less than one year. This support can be from personal funds, from sponsors, or from an official government agency. For an estimated expense budget and complete instructions for financial certification, please refer to the Financial Support section of the application.

Proper certifications for financial statements are as follows:

Bank Statements: Original document; signed by proper bank official; amount must be reported in United States dollars.

Scholarship Letter: Original document; signed by proper agency official; amount awarded must be reported in United States dollars; duration of the scholarship must be included (i.e. one academic year, two academic years, etc.).

Affidavit of Support: Original document; amount of support must be reported in United States dollars; original signature and official embossed (raised) seal of the Notary Public; original signature of the sponsor.

Financial Assistance from the University:

International students are **NOT** eligible for United States Federal or State of Colorado financial aid administered by the University. By law such governmental funds are reserved for U.S. Residents. However, international students may compete for merit-based awards administered through Colleges, Departments, Schools, and/or the Graduate School. They may also qualify for graduate teaching or research assistantships, given appropriate levels of discipline-knowledge and English proficiency.



UNC Exchange Student Course Request Form

To ensure students receive the courses they wish to take while at UNC, we ask students to submit a list of their top 10 course selections for the first semester they will study at UNC. Students must enroll in at least 12 credit hours, which in most cases will be covered by four courses. Courses offerings for the next semester can be found at www.unco.edu/sched and then click “**public class schedule**”. Description of courses can be found at catalog.unco.edu

Complete all the information clearly on this page. Incomplete forms will result in the denial of the entire application packet. This form will be separated from you application and sent to specific departments for approval; be sure all information requested if provided.

Please Note: Additional requirements may be needed for acceptance into specific programs/classes. For example; auditions for music, portfolio’s for art, or interviews. You will be contacted by the departments if these are required. Some classes require pre-requisite courses. If necessary, syllabi for the classes will be needed and you will be contacted. Some programs, such as Art, Theater, Journalism and Nursing, are highly competitive and getting into upper level courses will be difficult. Requesting a course does not guarantee that you will be able to enroll. We will make every effort to accommodate you needs and direct you to alternatives should your classes not be offered.

NAME _____, _____ Email _____
LAST FIRST

Major of study: _____ Minor of study: _____

OFFICE USE:
 Bear Number (assigned by UNC): _____
 UNC Bearmail Address: _____@bears.unco.edu

Course Title	2-4 Letter Prefix	3-Digit Course #	FOR OFFICE USE ONLY:		
			CRN'S	Rest.	Offer Not
1. _____	_____	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>
2. _____	_____	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>
3. _____	_____	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>
4. _____	_____	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>
5. _____	_____	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>
6. _____	_____	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>
7. _____	_____	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>
8. _____	_____	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>
9. _____	_____	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>
10. _____	_____	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>



Colorado Department
of Public Health
and Environment

CERTIFICATE OF IMMUNIZATION FOR COLLEGE STUDENTS

Colorado law requires this form be completed and provided to the school.

Name:	Date of Birth:
Bear ID:	
Street Address:	City, State, ZIP Code:
School Name:	School Address:
School Phone Number:	School Fax Number:

Immunization requirements for Colorado college students: two doses of MEASLES, MUMPS, and RUBELLA (MMR) vaccine.

REQUIRED VACCINE	DATE GIVEN	REQUIRED VACCINE	DATE GIVEN
MMR #1 (Measles-Mumps-Rubella)		MMR #2 (Measles-Mumps-Rubella)	

The following vaccines are strongly recommended for college students, although not required by Colorado law.

ADDITIONAL VACCINES RECOMMENDED	DATES GIVEN (IF AVAILABLE)	ADDITIONAL VACCINES RECOMMENDED	DATES GIVEN (IF AVAILABLE)
DTP/DTaP/Tdap (Diphtheria-Tetanus-Pertussis)		Varicella (Chickenpox)	
Td (Tetanus-Diphtheria)		Meningococcal	
OPV/IPV (Polio)		HPV (Human Papillomavirus)	
Hep B (Hepatitis B)		Other:	
Hep A (Hepatitis A)		Other:	

- Measles, mumps, and rubella (MMR) vaccine is not required for college students born before January 1, 1957.
- The first MMR vaccine must have been administered **no earlier than 4 days before the first birthday**. The 2nd dose of MMR vaccine or of measles vaccine must have been administered **at least 28 calendar days after the 1st dose**.
- In lieu of immunization, written evidence of laboratory tests showing immunity to measles, mumps, and rubella is acceptable. Attach written proof to the Certificate or record test results and dates in the boxes above.

TO THE BEST OF MY KNOWLEDGE, THE PERSON NAMED ABOVE HAS RECEIVED THE IMMUNIZATIONS REQUIRED FOR SCHOOL/CHILD CARE ENTRY

DO NOT SIGN UNLESS ALL REQUIRED IMMUNIZATIONS HAVE BEEN ADMINISTERED

Signed _____ Title _____ Date _____
(Physician, nurse or school health authority)

STATEMENT OF EXEMPTION TO IMMUNIZATION LAW (DECLARACIÓN RESPECTO A LAS EXENCIONES DE LA LEY DE VACUNACIÓN)

IN THE EVENT OF AN OUTBREAK, EXEMPTED PERSONS MAY BE SUBJECT TO EXCLUSION FROM SCHOOL AND TO QUARANTINE.
SI SE PRESENTA UN BROTE DE LA ENFERMEDAD, ES POSIBLE QUE A LAS PERSONAS EXENTAS SE LES PONGA EN CUARENTENA O SE LES EXCLUYA DE LA ESCUELA.

MEDICAL EXEMPTION: The physical condition of the above named person is such that immunization would endanger life or health or is medically contraindicated due to other medical conditions.

EXENCIÓN POR RAZONES MÉDICAS: El estado de salud de la persona arriba citada es tal que la vacunación significa un riesgo para su salud o incluso su vida; o bien, las vacunas están contraindicadas debido a otros problemas de salud.

Medical exemption to the following vaccine(s):

La exención por razones médicas aplica a la(s) siguiente(s) vacuna(s):

Signed (Firma) _____ Date (Fecha) _____
Physician (Médico)

RELIGIOUS EXEMPTION: Parent or guardian of the above named person or the person himself/herself is an adherent to a religious belief opposed to immunizations.

EXENCIÓN POR MOTIVOS RELIGIOSOS: El padre o tutor de la persona arriba citada, o la persona misma, pertenece a una religión que se opone a la inmunización.

Religious exemption to the following vaccine(s):

Exención por motivos religiosos de la(s) siguiente(s) vacuna(s):

Signed (Firma) _____ Date (Fecha) _____
Parent, guardian, emancipated student or student 18 years and older
(Padre, tutor, estudiante emancipado o estudiante de 18 años y mayor)

PERSONAL EXEMPTION: Parent or guardian of the above named person or the person himself/herself is an adherent to a personal belief opposed to immunizations.

EXENCIÓN POR CREENCIAS PERSONALES: Las creencias personales del padre o tutor de la persona arriba citada, o la persona misma, se oponen a la inmunización.

Personal exemption to the following vaccine(s):

Exención por creencias personales de la(s) siguiente(s) vacuna(s):

Signed (Firma) _____ Date (Fecha) _____
Parent, guardian, emancipated student or student 18 years and older
(Padre, tutor, estudiante emancipado o estudiante de 18 años y mayor)



International Ambassador Program

Connect. Influence. Educate

The program is designed to connect a UNC student/faculty/staff with an International student while studying at UNC. It is an opportunity to learn about new cultures, share your own experiences and meet students from across the world. Apply NOW!

Student Faculty Staff

Name:			
Gender:		<input type="checkbox"/> Male	<input type="checkbox"/> Female
Age:			
Email Address:			
Level of Study: <small>(For students only)</small>		<input type="checkbox"/> Undergraduate	<input type="checkbox"/> Graduate
			<input type="checkbox"/> Master's <input type="checkbox"/> PhD
Preferred Level of Study of Mentee:		<input type="checkbox"/> Undergraduate	<input type="checkbox"/> Graduate
Language(s) Spoken:			
Countries Traveled:			
Major/ Academic Interest(s):			
Hobbies/Interests:			
Preferred Gender of Mentee:		<input type="checkbox"/> Male	<input type="checkbox"/> Female
Additional comments:			

Return this form to the UNC Center for International Education or e-mail to cie@unco.edu

The International Ambassador Program focuses on creating a mutual learning opportunity between Americans and international students. Ambassadors help international students' adjustment to living in the United States by providing both support and friendship through correspondence that begins even before international students arrive on campus. In return, international students have the opportunity to share their unique cultures, experiences and perspectives with their domestic mentors. Through this collaboration, both mentors and international students enhance their intercultural communication, leadership, and global awareness skills.

The initial commitment is one academic year (Fall and Spring) with the option to terminate after the 1st semester.

Undergraduate Ambassadors are required to: 1) connect with their mentee at least **two** times per semester, 2) attend at least **two** events arranged by the International Ambassador Program and the Center for International Education per semester. Schedule of events will be available in the beginning of every new semester), and 3) attend monthly member meetings.

Graduate Ambassadors are required to: 1) connect with their mentee at least **two** times per semester and 2) attend at least **one** event arranged by the International Ambassador Program and the Center for International Education per semester.

Faculty/Staff Ambassadors are required to connect with their mentee at least **two** times per semester.

Friendship Family Program

The **Friendship Family Program** is a cultural exchange between International students at the University of Northern Colorado and local families who are interested in developing international friendships and furthering their cross-cultural awareness.



Friendship families do not provide living accommodations. Instead, families get together with student for different activities such as dinners, movies, sporting events, sightseeing etc. Friendship families provide a family environment for students away from home.

Student Information Form

Name: _____ Gender: Male Female

Date of Birthday: _____ / _____ / _____ (month/day/year) Marital Status: Single Married

Other family members with you? Yes No If yes, please list names and ages)

E-mail address: _____

Is it ok to contact you through Facebook? Yes No

Degree Program: _____ Please check one: Undergraduate OR Graduate

How long will you be in the United States? _____ Home Country? _____

What language(s) do you speak? _____

What are your interest/hobbies? _____

Do you have any allergies? Yes No If yes, please list them:

What is your religious affiliation, if any? _____

Do you have any food or religious requirements? Yes No If yes, please list them:

Do you smoke? Yes No

Would you like to be paired with another international student? Yes No Either

If yes, is there a specific students you want to be paired with? _____

Is there anything else you would like your Friendship Family to know about?
