Eligibility Requirements:

- Minimum of sophomore standing during participation in the exchange.
- Minimum 2.5* cumulative GPA at the time of application. *some programs may require a higher GPA.
- Meet language requirement (for exchanges in non-English speaking countries)
- Meet requirements specified by the host institution.
- Submit complete application to:

  The Office of International Education  
  University of Georgia  
  1324 S. Lumpkin Street, International Education Building  
  The University of Georgia  
  Athens, Georgia 30602  
  Telephone: (706) 542-2900    Fax: (706) 583-0148

Before you hand in your application, make sure that you…

- Completed all pages of the application and signed the last page.
- Included 1 official copy of your UGA transcript (order via OASIS or Registrar's Office).
- Included 1 official transcript from any other college you have attended.
- Included a typed list of your current in-progress subjects at UGA. (Note the Dept, Course Number and Full Title)
- Submitted a reference form or letter from a UGA faculty member.
- Submitted a foreign language evaluation form or letter from a UGA faculty member.  
  (only for exchanges in non-English speaking countries)
- Included a personal statement/essay.
- After receiving this OIE Exchange Program Application form, your UGA Student Account will be charged a $125 non-refundable Exchange Program Application Fee. Please follow Student Account payment instructions.

Please Note:

Submitting an application for this exchange program does not guarantee acceptance into the program. Candidates must meet program requirements, be approved by the program's faculty coordinator, be accepted by the host institution, and satisfy immigration requirements of the host country. Participation is also subject to availability and the number of students the host institution will allow UGA to send during any given year. The host institution will have additional forms which candidates must complete.

Applicants who wish to participate in a UGA exchange program are required by the University of Georgia to complete and sign a student agreement that stipulates the terms and conditions of the program and its fee payment structure and deadlines, as well as a waiver of liability form.

Application Deadlines:  
- Fall/Academic Year: February 1  
- Spring: September 15
The University of Georgia
Student Exchange Program Application

Application Deadlines: Fall/Academic Year: February 1 Spring: September 15

Name ___________________________ Student ID Number ______ - ______
(first, middle, last)

Exchange Program Information

UGA Exchange Partner University: __________________________________________

UGA Term Abroad: Fall 20____ Spring 20____ Academic Year: 20____ to 20____ Other: ____________

Contact Information

Athens Address ____________________________________________________________
Street address (if you have a post office box, also give the street address)

City __________ State __________ Zip Code __________

Athens Phone ______________________ E-mail in Athens ______________________
(Area code) and Number __________________________________________________________

Dates you will be at your Athens address __________________________________________

Permanent Address __________________________________________________________
Street address (if you have a post office box, also give the street address)

City __________ State __________ Zip code __________

Permanent Phone ______________________ Home E-mail ______________________
(If different from Athens e-mail address) __________________________________________

Dates you will be at your permanent address: _________________________________________

What is the best way to reach you after you leave your Athens address (summer or December break)?
________________________________________________________________________________

Academic Information

Class standing at the time of the exchange: ☐ 2nd year ☐ 3rd year ☐ 4th year ☐ Masters ☐ PhD

How many credit hours will you complete by the start of the exchange? ____________________________

Major(s) ___________________________ Minor ___________________________

Cumulative GPA at present _____________

Did you transfer to UGA from another college? ☐ Yes ☐ No

If yes, please list the other college(s) and dates of attendance ____________________________
Foreign Language Background
(Complete this section if you will study in a country where the native language is NOT English. Please refer to your experience with the language of the host country.)

What level of foreign language will you complete prior to the exchange? (List course number) ___________________________

When did you/will you take this class? ____________________ Where did you take this class? _____________________

Please describe any additional experiences that have helped you to develop your language skills. ______________________________________
____________________________________________________________
____________________________________________________________

Essay (500 words)
To evaluate your application, we need to know more about you. Please attach an essay expressing why you want to participate in this exchange. Be sure to describe your preparation for the exchange and how participating in this particular program will support your personal, academic, and career goals.

Disciplinary and Criminal Record
If your answer to either of the following is yes, you must submit a full statement of relevant facts on a separate sheet to be attached to this form.

Are you currently, or have you ever been, charged with, or subject to disciplinary action, including suspension or expulsion for scholastic or any other type of misconduct, at any high school, college, or university? Note: Include UGA/university housing, Office of Student Conduct/Judicial Programs, Academic Honesty, type violations, etc.

☐ yes  ☐ no

Have you been charged with, convicted of, or pled guilty or nolo contendere to a crime other than a minor traffic offense, or are any criminal charges now pending against you?

☐ yes  ☐ no

Convictions shall include: A finding of guilty by a judge or jury, a plea of guilty, a plea of nolo contendere, a plea of no contest, an Alford plea to a criminal charge or a plea under the first offender act, irrespective of the pendency or availability of any appeal or application for collateral relief. If "yes," explain fully, specifying the nature of the offense(s), the date(s) it/they occurred, the name and location of the court(s) and sentence(s) imposed. Please have the appropriate authority submit official court documentation directly to UGA’s Office of International Education.

Release and Application Signature
I hereby authorize any and all officials at the University of Georgia or any other educational institutions I have attended to release any and all information to the Office of International Education and the faculty coordinator of the exchange program to which I am applying. I understand that my prior criminal or disciplinary, campus judicial history may be a factor in evaluating my application. In addition, I understand that information and supporting documents from my exchange application may be shared with my intended host university as part of the admission process.

I further acknowledge that the information provided on this application is true and accurate to the best of my knowledge. I fully understand that providing false information during the application process may be grounds for rejecting my application or grounds for dismissal from the exchange program.

Upon submission of this application to the Office of International Education, I agree for my UGA Student Account to be charged a $125 non-refundable Exchange Program Application Fee. All UGA Exchange Program Fee payments will be made through my Student Account.

Student Signature ________________________________ Date ___________________
This section to be completed by the student applicant. (Please print or type.)

Applicant's Name__________________________________________________________

Applicant's local telephone________________________________ E-mail__________________________

City & Country where exchange is located__________________________________________

Name of the person completing the reference________________________________________

This section to be completed by the faculty member providing the reference.
This is a CONFIDENTIAL reference.

1. How long have you known the applicant and in what capacity?

2. Please indicate your perceptions of the applicant's competence in the following areas:

<table>
<thead>
<tr>
<th>Area</th>
<th>Below Average</th>
<th>Average</th>
<th>Above Average</th>
<th>Outstanding</th>
<th>Inadequate Opportunity to Observe</th>
</tr>
</thead>
<tbody>
<tr>
<td>Maturity</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Ability to represent UGA well</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Academically Motivated</td>
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<td></td>
<td></td>
</tr>
<tr>
<td>Independent</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Poised</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

3. Exchange students enroll directly in university classes at one of UGA's partner institutions. Please describe any strengths or weaknesses that could help or hinder the applicant's successful participation in an exchange program.
4. Based on your knowledge of the applicant’s academic aptitude, please select one of the following:

☐ I strongly recommend this student for participation in the exchange program.

☐ I recommend this student for participation in the exchange program.

☐ I recommend this student for participation in the exchange program with reservations.

☐ I do not recommend this student for participation in the exchange program.

5. In the space below, please provide additional comments regarding the applicant’s qualifications and preparation for participation in this UGA exchange program.

Signature of Person Providing the Reference ____________________________ Date ________________

Department or Office _____________________________________________ Title __________________________

UGA or Work Address ______________________________________________

Work Telephone Number _____________________________ E-mail _____________________________

(Area code) and number

Please return the reference to the student in a sealed envelope with your signature across the back. Notify the student when the reference is complete so he or she may pick it up.
This section to be completed by the student applicant. (Please print or type.)

Applicant's Name__________________________________________
Applicant's local telephone_________________________ E-mail_________________________
City & Country where exchange is located__________________________________________
Highest level of instruction in the language of the host country: ____________________________ Grade in the class: __________
Courses applicant will attend at partner university (select one or more of the following):

________ direct enrollment in classes with host country nationals
________ classes with other U.S. and international students taught in the language of the host country
________ classes taught in English
________ intensive foreign language instruction

Name of the person completing the reference__________________________________________

This section to be completed by the instructor providing the reference.
This is a CONFIDENTIAL reference.

1. How long have you known the applicant and in what capacity?

2. Based on the applicant's level (indicated above), please indicate your perceptions of the applicant's language competence in the following areas:

<table>
<thead>
<tr>
<th>Area</th>
<th>Below Average</th>
<th>Average</th>
<th>Above Average</th>
<th>Outstanding</th>
<th>Inadequate Opportunity to Observe</th>
</tr>
</thead>
<tbody>
<tr>
<td>Oral Expression</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>Reading Comprehension</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>Written Expression</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>Listening Comprehension</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
</tr>
</tbody>
</table>

3. Please assess the applicant's language ability in relation to participation in the proposed exchange program.
4. Based on the applicant’s language aptitude, please select one of the following:

☐ I strongly recommend this student for participation in the exchange program.

☐ I recommend this student for participation in the exchange program.

☐ I recommend this student for participation in the exchange program with reservations.

☐ I do not recommend this student for participation in the exchange program.

5. In the space below, please provide additional remarks regarding the applicant’s qualifications for participation in the exchange.

Signature of Person Providing the Reference ________________________________ Date ______________

Department or Office ________________________________ Title ________________________________

UGA or Work Address ________________________________ ________________________________

Work Telephone Number ________________________________ E-mail ________________________________

(Area code) and number

Please return the reference to the student in a sealed envelope with your signature across the back. Notify the student when the reference is complete so he or she may pick it up.