

Checklist for Exchange Application



Name of Applicant

Home Institution

Please prepare the following information:

- ☐ SDSU Exchange Application
- ☐ Official academic records (transcripts) from **every** college or university attended, native language versions and English language translations.
- ☐ TOEFL or IELTS score report.
- ☐ SDSU Financial Statement Form for Exchange Students and appropriate supporting documents, as required: <http://studentaffairs.sdsu.edu/isc/content/Forms/FutureForm/2015-2016ExchangeStudentFStatement.pdf>
- ☐ Legible copy of the identification page (contains your name, birthdate, citizenship, etc) of the passport that will be used to enter the US.

Students who have completed a bachelor's degree or will have completed a bachelors level before beginning the exchange must apply as graduate students.

If you are applying for placement as a graduate level student, you must also send:

- ☐ Transcripts from **EVERY** college or university attended (undergraduate and graduate level course work).
- ☐ A copy of a diploma or certificate of completion. The document must include the date conferred.
- ☐ 1 letter of recommendation, in English, from a current or former professor.
- ☐ A personal statement, in English, (500 words) addressing the following topic:
"Explain how studying at San Diego State University will contribute to your graduate work."

Coordinator Agreement for Placement at SDSU

I have reviewed the completed application of the above named student and discussed it with the applicant. I support this nomination. I am satisfied that the applicant has received approval for participation in this exchange program with SDSU from all required faculty members and administration officials, and that all relevant information required for placement has been fully supplied.

Name of exchange coordinator (please print): _____

Telephone: _____ Email: _____

Signature of Exchange Coordinator: _____ Date: _____

Student Agreement to Purchase Health Insurance

I agree to purchase one of the health insurance policies offered through the International Student Center by the appropriate deadline. I understand that no other policies will be accepted with the exception of the policies offered through Fulbright, German Academic Exchange Service (DAAD), the Swedish Government (i.e. CSN), or the Norwegian Government. I will not be able to register for classes until this requirement has been met.

Name of exchange Applicant (please print): _____

Signature of Exchange Applicant: _____ Date: _____

Certification of information provided.

I certify that I have provided complete and accurate responses to the items on this application. I further certify (swear) all official documents submitted in support of this application are authentic and unaltered records that pertain to me.

Name of exchange Applicant (please print): _____

Signature of Exchange Applicant: _____ Date: _____

Personal Information

1. Name (as it appears on your passport or birth certificate)

Last name (family or surname)

First (given) and Middle Name

2. Indicate the term or terms you wish to study at SDSU

☐ Fall Semester (August-December) Year: 20____

☐ Spring Semester Year: 20____

☐ Two Semesters Fall Year: 20____ & Spring Year: 20____

3. Date of Birth

Month / Day / Year

4. Gender

☐ Male

☐ Female

5A. Permanent Address in Home Country

Street and number _____

City _____

State/Province _____

Postal Code _____

Country _____

5B. Phone (with Country and City Codes) _____

5C. E-mail _____

6A. Country of Birth: _____ **City of Birth:** _____

6B. List all Country(s) where you have citizenship:

6C. If you have dual citizenship, indicate which passport you will be using to travel to the US:

6D. Country where you reside: _____

7A Person(s) to contact in case of emergency: _____

7B. Relationship to you: _____

7C. Address of Emergency Contact:

Street and number: _____

City: _____

State/Province : _____

Postal Code and Country: _____

7D. Phone Number of Emergency Contact (with Country and City Codes):

7E. E-mail of Emergency Contact:

_____.

8. Do you have any special needs or require special services during you program (i.e. dietary considerations, learning aids, or facilities with handicapped access)? If yes, please describe on a separate sheet and attach.

☐ Yes ☐ No

Educational Information

9A. Indicate the academic level for which you are requesting placement at SDSU

☐ Undergraduate ☐ Graduate

10. List your three majors of interest with your primary major of interest as major 1

Consult the appropriate list of program majors and select the major(s) in which you intend to take most of your classes at SDSU.

Undergraduate students (U) - Select 3 majors: <http://arweb.sdsu.edu/es/catalog/curriculumIndex.html>

Graduate students (G) - Select only 1 major: <http://arweb.sdsu.edu/es/catalog/bulletin/GradcurriculumIndex.html>

Major 1 _____ Major Code _____

Major 2 _____ Major Code _____

Major 3 _____ Major Code _____

11. Enter TOEFL or IELTS test score and date on which you took or will take the exam.

TOEFL Score(s) _____ Date _____

OR

IELTS Score(s) _____ Date _____

Please provide the following information in order to help the Office of Admissions interpret your transcript(s) and academic records, and to understand how the course of study you have followed to date compares with programs at San Diego State University.

12. Indicate any other names which appear on your academic records:

Last name (family or surname) First (given) Middle Name

13A. Institution currently attending: _____

13B. Degree in progress at current institution: _____

14. Highest degree completed: _____

15. All institutions of higher education attended (list institution currently attending first)

Name of Institution	Dates Attended				Field or Program of Study	Diploma / Certificate / or Degree Obtained	
	From		To			Type	Date Received
	Month	Year	Month	Year			

16A. In the table below, list all the university subjects in which you are currently enrolled

Course Title	Term/Year	Number of Units

16B. In the table below, list any additional university subjects you intend to complete before coming to SDSU.

Course Title	Term/Year	Number of Units