

DOUGLAS COLLEGE

International Student Exchange Application Form

This form is for current Douglas College students who wish to participate on an international exchange at one of our partner institutions. For information about our international programs, please visit www.douglascollege.ca/global.

This form needs to be submitted in full before the deadlines below:

For Fall 2017, Winter 2018, and Summer 2018 semesters, the deadline is **January 31, 2017**.

For Winter 2018 and Summer 2018 semesters, the deadline is **June 15, 2017**.

There are two ways to submit this form:

- 1) clear scanned version to global@douglascollege.ca, or
- 2) paper version to Douglas College International – Attn. Exchange Coordinator
New Westminster Campus, Room S2800 (Mon-Fri), or Coquitlam Campus, Room A1301A (Tue-Thu).

1. Checklist of documents to be completed and submitted			
<input type="checkbox"/> This application form	<input type="checkbox"/> Proposed study plans (form)		
<input type="checkbox"/> Statement of interest	<input type="checkbox"/> Two academic references (form)		
<input type="checkbox"/> Unofficial transcript	<input type="checkbox"/> Scholarship application form (optional)		
2. Student Information			
Full Name:		Student Number:	
Date of Birth (dd-mmm-yy):	<input type="checkbox"/> Male <input type="checkbox"/> Female <input type="checkbox"/> No Answer	Program of Study:	
Phone Number:	Email Address:		
3. Preferred Exchange Institutions and Exchange Period			
First Choice:		Exchange Period:	
Second Choice:		Exchange Period:	
4. Statement of Interest			
The statement of interest should be type-written and between 250 -500 words. Please explain why you have chosen these partners and countries (both choices), and how they will fit with your academic, professional, and personal goals. Describe what impact you believe the exchange will have on you, and what relevant experiences you have had that will help you adapt to new situations, and make this a successful experience.			
5. Unofficial Transcript			
The unofficial copy of your transcript can be generated online from your Douglas College student account.			
6. List the names of the faculty members who will fill out the reference form for you.			
Faculty full name:		Faculty full name:	

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The Study Plan aims to help you identify the partner institution's courses that you can potentially take on your exchange. You are not bound to your selections, but you should be familiar with the academic program at the partner institution to ensure that your course choices will fit with your academic goals.

Please take the following steps before you continue with this application:

- 1) Identify the courses or types of courses you still need for your Douglas College program. We recommend that you meet with your academic advisor for this step. Please note that academic advisors cannot tell you how courses from the exchange will transfer, but you can use the information about your degree requirements to guide your decisions below.
- 2) Go to the partner institution's website to find courses similar to the ones you need and are interested in. If a course is similar to one for which you have already received credit, credit will not be issued again.
- 3) Choose 6-8 courses from the partner institution, and complete the table below. **You are expected to take the equivalent to 12 Douglas College credits on your exchange**, but it is good to have a few back-up options in case some courses are not available at the time of your exchange or require prerequisites that you do not have. If course listings for your exchange period are not yet available, use the ones from the same semester/term of the previous year.

If you need assistance, please contact the Exchange Coordinator at global@douglascollege.ca.

1. Student Information			
Full Name:		Student Number:	
2. First Choice Exchange Institution and Exchange Period			
First Choice Institution:		Exchange Period:	
3. Study Plan			
	Partner Institution		Douglas College requirement
	Course Code & Number	Course Name	
<i>Eg.</i>	<i>AHAN 4001</i>	<i>Anthropology in Context</i>	<i>Arts elective requirement</i>
1			
2			
3			
4			
5			
6			
7			
8			

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1. Student Information			
Full Name:		Student Number:	
2. Second Choice Exchange Institution and Exchange Period			
Second Choice Institution:		Exchange Period:	
3. Study Plan			
	Partner Institution		Douglas College requirement
	Course Code & Number	Course Name	
<i>Eg.</i>	<i>AHAN 4001</i>	<i>Anthropology in Context</i>	<i>Arts elective requirement</i>
1			
2			
3			
4			
5			
6			
7			
8			