



NATIONAL STUDENT EXCHANGE PROGRAM APPLICATION FORM



wou.edu/nse

Emmanuel Macías, NSE Coordinator

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MID YEAR APPLICATION DEADLINE:

VARIOUS

Late spring term '22 - mid fall term '22

APPLICATION AND FEE RECEIVED:

APPLICATION INFORMATION AND REQUIREMENTS

- Eligible students must be
 - At or above a 2.5 cumulative and term GPA
 - In good academic, financial, and conduct standing
 - At least a sophomore standing (45+ earned credits) by time of exchange
- One NSE Recommendation Form (*use the WOU NSE Recommendation Form*)
- A one-two page essay discussing your reasons for studying away, your goals while on exchange, and how you will meet your desired goals (*Applicants are encouraged to visit the Writing Center prior to submitting essay*)
- Interview with NSE Coordinator (*Application will not be complete or processed without an interview*)

APPLICATION FEE

- \$200.00 nonrefundable application fee (*cover's processing fee and orientation*)
- Application fee due at time of application submission
 - *Application is considered incomplete until fee has been paid*
- Acceptable forms of payment are cash, check, or charge to your WOU student account.
 - IF you would like the application fee billed to your account, please read and sign the statement below:

I, _____, authorize the Office of the Vice President for Student Affairs to charge my WOU student account the National Student Exchange application fee of \$200.00.

Signature _____

Date _____

APPLICANT INFORMATION

(please type or print very clearly)

Name: First _____ Middle _____ Last _____

Current Address:

Street (or RSC # if resident hall) _____

City, State/Province, and Zip/Postal Code _____

Permanent Address:

Street: _____

City, State/Province, and Zip/Postal Code: _____

Current/Cell Phone #: _____

Permanent Phone #: _____

WOU Email: _____

Alternative Email: _____

WOU V#: _____

DEMOGRAPHIC INFORMATION

Date of Birth (MM/DD/YYYY): _____ Gender Identity: Female Male Nonbinary Other _____

Do you currently live in on-campus housing? Yes No

Are you an Oregon resident? Yes No

Country of Citizenship: United States Other _____

Non-resident alien (if non-resident alien) visa type _____ Resident Alien DACA

Primary Reasons(s) for exchange - *check all application*

access different courses/faculty

enter host campus honors program

evaluate graduate schools

exchange as a resident assistant

live in a different area

language study

personal growth

look for employment

participate in a host campus international program

other: _____

Ethnicity (*optional*)

Latinx or Hispanic, of any race

Native Hawaiian or other Pacific Islander

American Indian or Alaska Native

White

Asian, of any race

Two or more races

Black

Not reported (ethnicity unknown)

SCHOLASTIC AND OTHER INFORMATION

Class Level: First-Year So Jr Sr

Total earned credits (WOU and transferred in): _____

Cumulative GPA: _____

of credits enrolled in current term: _____

Expected graduation date: _____ Major(s): _____ Minor(s): _____

Will you need courses in your major (or minor) while on exchange? Yes No

Are you requesting financial aid from the host campus (Plan A)? Yes No

Are you currently receiving financial aid? Yes No

Are you Pell Grant eligible? Yes No

Are you receiving scholarships? Yes No

Do you consider yourself a first-generation student? (no parent/guardian received a 4-year degree) Yes No

Are you currently enrolled in the WOU Honors Program? Yes No

Have you applied to NSE before? Yes No IF YES, when? _____

Marital Status: Single Married

Will you be accompanied on exchange by: spouse Yes No children Yes No

Do you wish to go on exchange with another student(s): Yes No

IF YES, name of the student(s): _____

Name of the campus: _____

EMERGENCY CONTACT

Name: _____ Relationship: _____

Street: _____ City: _____ State: _____ ZIP _____

Phone #: _____ Cell Phone #: _____ Email: _____

OTHER CONSIDERATIONS

Have you ever been convicted of a felony? Yes No

Are you on probation, parole, or have any legal judgments pending against you either inside or outside campus?

Yes No IF YES, please explain: _____

Are you currently under any campus disciplinary action for violation of codes of academic or student conduct?

Yes No IF YES, please explain: _____

STUDY AWAY REQUEST

(list one campus, unless a backup was advised)

Name of College/University	Host (A) or Home (B) Host - Pay host institution Home - Pay home institution	Period of Study Away	Need Housing?
	<input type="checkbox"/> A only <input type="checkbox"/> B only <input type="checkbox"/> A or B (prefer ___)	<input type="checkbox"/> Full Academic Year Semester: <input type="checkbox"/> Fall <input type="checkbox"/> Spring Quarter: <input type="checkbox"/> Fall <input type="checkbox"/> Winter <input type="checkbox"/> Spring <input type="checkbox"/> Summer	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Preferred
	<input type="checkbox"/> A only <input type="checkbox"/> B only <input type="checkbox"/> A or B (prefer ___)	<input type="checkbox"/> Full Academic Year Semester: <input type="checkbox"/> Fall <input type="checkbox"/> Spring Quarter: <input type="checkbox"/> Fall <input type="checkbox"/> Winter <input type="checkbox"/> Spring <input type="checkbox"/> Summer	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Preferred

ESSAY

Please write a one-two page essay discussing your reasons for studying away AND two (2) to three (3) goals you have for yourself while on exchange. INCLUDE how you will meet your desired goals. Submit your essay along with your NSE application.

(Applicants are encouraged to visit the Writing Center prior to submitting essay)

NSE RECOMMENDATION FORM

You must have one recommendation from your academic advisor OR a faculty/staff member of Western Oregon University. This must be completed on the NSE Recommendation Form and submitted with your application (or mailed to the NSE Coordinator via campus mail or email by the recommender).

(Application will be considered incomplete if the NSE Recommendation Form is not received)

ACCOMODATIONS, SPECIAL NEEDS OR CIRCUMSTANCES

If you have a physical condition for which accessible, on-campus housing or classroom accommodation might be needed; a documented disability which may require academic accommodation (e.g., notetakers, taped texts); a medical condition which might require immediate attention during study away; or a condition which might affect emotional or mental well-being during study away, you are encouraged to identify your needs by attaching a separate page indicating the nature and extent of your circumstances and arrangements which are currently being made for you at Western Oregon University. Also indicate whether or not we may contact your requested host campuses at this time. NSE does not discriminate on the basis of special needs. Rather, your disclosure at this stage of the application process is invited in order to assist you in identifying a placement site which can provide reasonable accommodation of your needs. Following placement, it is your responsibility to consult the host campus coordinator and ADA officer to determine the deadlines by which you must submit written, current, or professionally documented information as required by your host campus.

WITHDRAWAL FROM NSE

If at any time after submitting this application you need to withdraw from the program prior to placement, please contact Emmanuel Macías in writing at maciase@wou.edu. After being placed at a host school and you have accepted this placement, to withdraw from the program, you must send a written notification to Emmanuel Macías c/o Office of the Vice President for Student Affairs (WUC Room 203). Application fee will not be refunded for any withdrawal.

RELEASE OF INFORMATION

The collection, retention, and dissemination of your records and information about you are subject to federal regulation under the Family Education Rights and Privacy Act of 1974. You are responsible for specifying the persons or agents who have access to your records. Therefore, it is necessary that we obtain your permission to request and release information pertinent to your exchange. Please read the following statements and sign below:

- I understand that it will be necessary for my campus to obtain certain information about my academic and non-academic record in order to: 1) ascertain my eligibility and suitability for a study away through NSE, and 2) facilitate my study away after it is arranged. I hereby grant permission to the NSE coordinator and/or designee to obtain information that is appropriate to my application and participation in the exchange including, but not limited to, letters of recommendation, permanent academic records and transcripts, conduct, fiscal records, medical records, all for the purposes of exchange placement and participation, continuation, or termination.
- I give permission to the NSE coordinator and/or designee to contact appropriate personnel in order to verify that I am under no disciplinary action for violation of codes of academic and student conduct and/or that I have no judicial cases pending which would invalidate my eligibility for a study away exchange.
- I hereby release information contained in my application, letters of recommendation, transcripts, and other information required as part of the NSE application process to my home NSE Coordinator, designee, and those individuals/committees responsible for reviewing and approving my application for exchange participation.
- I hereby release information contained in my application, letters of recommendation, transcripts, and other information required as part of the NSE application process to the National Student Exchange Central Office and to the NSE host institution at which I am placed.
- I authorize Western Oregon University to use any video or photographs of me that are taken during this program and social media posts, blog entries, and any commentary I make about the experience. I understand that the University may use these items for future promotion and advertisement campaigns without any expectation of payment to me.

Signature _____

Date _____

SIGNATURE

I have read and fully understand:

- information on NSE eligibility, policy, and procedures
- campus policies and procedures governing my study away exchange participation

I further understand that:

- participating in the National Student Exchange is a privilege and not a right
- submitting an application is not a guarantee of application acceptance or placement
- I must, at all times prior to and during my study away exchange, meet the eligibility requirements (academic, behavioral, and financial) of the program and those of my home and host campuses, and that failure to do so will result in the cancellation of my study away exchange.

If accepted for participation in the National Student Exchange, I agree to adhere to all the rules and regulations of NSE, and both my home and host institutions. Failure to do so will result in the cancellation of my study away exchange.

I, _____, affirm that all information is complete, accurate, and true to the best of my knowledge. I acknowledge that I am signing freely, voluntarily, and under no compulsion.

Signature _____

Date _____