The University of Alabama NSE Application

Application Priority Deadline: February 15
Nonrefundable Application Fee: $250. Please make your check payable to: The University of Alabama. Cash is also accepted.
The application is not considered complete until the fee has been paid. Only complete applications will be accepted. This includes all signatures, enclosures, transcripts, and fees.

Prior to completing this application, read:
• NSE eligibility requirements, policies, and procedures (pages 10-18 of the NSE Directory)
• Campus NSE policies and procedures

RETURN THIS FORM TO: Dr. Stacy Jones
Office of Student Involvement and Leadership
230 Ferguson Center
751 Campus Drive, Box 870298
Tuscaloosa, AL 35487
(205) 348-2641

Please type or print very clearly

CONTACT INFORMATION
Name: First ___________________________ Middle ______________________ Last ___________________________
Current Address:
Street/Residence Hall and Room ___________________________________________________________
City, State/Province, and Zip/Postal Code ___________________________________________________
Permanent Address:
Street _________________________________________________________________________________
City, State/Province, and Zip/Postal Code ___________________________________________________
Current Phone ______/___________    extension ________         Permanent Phone ______/___________
Alternate Phone/Cell Phone ______/___________               CWID# _____________________________
E-mail _____________________________         Alternate E-mail ______________________________

DEMOGRAPHIC INFORMATION
Date of Birth (MM/DD/YYYY): ___________________________          Gender: ☐ Female  ☐ Male
Are you currently living in on-campus housing? ☐ Yes    ☐ No
Are you a resident of the state/province in which your home campus is located? ☐ Yes    ☐ No
Country of Citizenship: ☐ United States  ☐ Canada  ☐ Other _________________________________
☐ Non-resident alien — If non-resident alien, visa type _______________    ☐ Lawful permanent resident
DEMOGRAPHIC INFORMATION, continued

Primary reason(s) for exchange - check all applicable

- access different courses/faculty
- evaluate graduate schools
- live in a different area
- personal growth
- participate in host campus international program
- enter host campus honors program
- exchange as a resident assistant
- language study
- look for future employment
- other: ________________________________

SCHOLASTIC AND OTHER INFORMATION

Current Class Level: Fr So Jr Sr
Cumulative grade point average: ______________

Major: ___________________________ Minor: ___________________________

Will you need courses in your major while on exchange? Yes No

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

Are you currently receiving financial aid? Yes No

Where do you plan to reside at the exchange school? Residence hall Sorority/Fraternity Off-campus

Are you currently enrolled in the honors program? Yes No

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 campus at which the student is enrolled: ________________________________

EXCHANGE REQUESTS

Period of requested exchange: Fall Semester 20____ Spring Semester 20___ Summer 20____

List in priority order the institutions you wish to attend and the tuition payment plan(s) you could use.
(Use an additional sheet if more than five institutions are requested.)

<table>
<thead>
<tr>
<th>Name of Institution</th>
<th>Tuition Payment Plan</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Plan A: You pay in-state/resident tuition/fees to host campus.</td>
</tr>
<tr>
<td></td>
<td>Plan B: You pay your normal tuition/fees to home campus.</td>
</tr>
<tr>
<td></td>
<td>A only B only A or B (prefer ___)</td>
</tr>
</tbody>
</table>

1. ________________________________ ________________________________ A only B only A or B (prefer ___)
2. ________________________________ ________________________________ A only B only A or B (prefer ___)
3. ________________________________ ________________________________ A only B only A or B (prefer ___)
4. ________________________________ ________________________________ A only B only A or B (prefer ___)
5. ________________________________ ________________________________ A only B only A or B (prefer ___)

EDUCATIONAL BACKGROUND

Number of credits completed to date: _________ Number of credits enrolled in current term: _________

Expected graduation date: ____________________

Do you have any incomplete grades, missing grades, or other deficiencies (e.g. failure to complete required proficiency tests)? Yes No

If yes, please explain: ________________________________

Activities, positions, honors while in college: ________________________________
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 exchange; or a condition which might affect emotional or mental well-being during exchange, 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 on this campus. 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, and professionally documented information as required by your host campus.

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:
Do you have any outstanding indebtedness to the campus?  ☐ Yes  ☐ No

LANGUAGE PROFICIENCY
What is your native language?  ☐ English  ☐ French  ☐ Spanish  ☐ Other: ___________________________________
If you plan to exchange to a campus in Puerto Rico, you must be certified for proficiency in Spanish. If you plan to exchange to the Universite de Sherbrooke in Quebec, you must be certified for proficiency in French. If English is not your first language, for all other NSE locations you must demonstrate proficiency in English. Language proficiency must be determined prior to placement.

RECOMMENDATIONS/REFERENCES
List the individuals who are writing references for you. Submit reference forms to your advisor, at least one faculty/staff member, and one other person who will recommend you for exchange.

<table>
<thead>
<tr>
<th>advisor</th>
<th>department/office</th>
<th>phone</th>
<th>e-mail</th>
</tr>
</thead>
<tbody>
<tr>
<td>faculty/staff</td>
<td>department/office</td>
<td>phone</td>
<td>e-mail</td>
</tr>
<tr>
<td>name</td>
<td>relationship to applicant</td>
<td>phone</td>
<td>e-mail</td>
</tr>
</tbody>
</table>

EMERGENCY CONTACT
Name __________________________________________ Relationship __________________________
Street ___________________________________________________________________________
City, State/Province, and Zip/Postal Code _______________________________________________________
Phone ______/________________ E-mail _______________________________________________
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 an exchange through NSE, and 2) facilitate my exchange 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 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 give permission for the information contained in my application to be submitted on NSE’s restricted, Web-based placement site for the use of the home and host campuses and the NSE Central Office in placement and record-keeping processes.
- 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.

Signature ____________________________________________ Date __________________________

SUPPORTING MATERIALS OR OTHER REQUIREMENTS
- unofficial transcript
- recommendations/references
- program of study statement
- statement of personal goals and reasons for exchange participation
- language proficiency report (if applicable)
- interview

SIGNATURE
I have read and fully understand:
- information on eligibility, policy, and procedures presented in the NSE Directory (pages 10-18).
- campus policies and procedures governing my 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.
- failure to maintain (prior to and during my exchange) all of the eligibility requirements of the program and those of my home and host campuses will result in the cancellation of my exchange.
- failure to pay all financial obligations to my home and host campuses will result in the cancellation of my exchange.
- I also understand that until financial obligations are met, my home and host campuses will not release transcripts; and I will not be permitted to re-enroll at, or graduate from, my home campus.

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

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