

UW SICHUAN UNIVERSITY SUMMER 2012 LANGUAGE EXCHANGE APPLICATION INSTRUCTIONS

Application Deadline: February 10, 2012

You must submit a **complete** application consisting of:

- The attached **main application form**
- One **letter of recommendation** from a UW faculty member or instructor in the Asian Languages & Literature Department who is familiar with your Chinese language study. Ideally this should be the instructor of your most recent Chinese language course. Provide the recommender with the attached recommendation guidelines and an envelope. Ask the recommender to return the form **to you** in a sealed envelope with the signature of the recommender on the envelope's back seal.
- An **official UW transcript** listing grades through Autumn 2011 and registered courses for Winter 2012
- Statement of Purpose:**
In no more than two pages (250-500 words), typed and double-spaced, please write a statement indicating your reasons for choosing this exchange, your goals while abroad, your prior experience with study abroad (if any), and your intended level of language study while on the exchange. You may include any other information that you feel is relevant to your application.
- A **brief statement** in your own words of how you plan to finance your foreign study experience. You may attach this to your statement of purpose or provide a separate document.

Please submit all materials in a single large envelope or folder, with your name clearly written on it.

These documents must be submitted together at one time to:

Sichuan Summer 2012 Language Exchange
c/o Nyan-Ping Bi
Dept. of Asian Languages & Literature
Gowen Hall 225

We cannot accept piece-meal applications. Please turn in all the items listed above in one complete packet with your name written on the outside of the envelope.

The Department office hours are Monday - Friday, 8:00 am - noon and 1:00 - 5:00 pm

Timeline:

- **February 10:** Main application due
- **February 21:** Students will be informed whether they have been accepted to the program, and provided with a budget sheet estimating total costs
- **April:** Students who intend to participate must submit a signed payment contract authorizing payment of (a) IPE fee of \$250 and (b) non-refundable exchange fee deposit of \$350.
- **April:** Students should begin the process of purchasing airline tickets; students on financial aid should contact the Office of Student Financial Aid for a revision request form for summer 2012; students should see their doctor or the UW travel clinic to discuss appropriate medial precautions and inoculations. Please refer to the Health, Safety, and Insurance page of the IPE web site.
- **May:** Mandatory pre-departure orientations will be scheduled (exact dates and times to be announced later); students must also complete a mandatory on-line IPE orientation, which can be found at <http://studyabroad.washington.edu/>. Students will apply for Chinese visas.
- **June:** Students are advised to purchase UW Study Abroad Insurance (about \$34/mo) through the IPE web site
- **June 10:** Depart US for arrival June 11 in Chengdu
- **July 10:** Exchange fee (less the \$350 deposit) charged to student account

Important Note: *Students who do not have a valid passport should apply for one immediately!*
For more detailed information on all of the above, visit <http://depts.washington.edu/asianll/sichuan>

UNIVERSITY OF WASHINGTON

Department of Asian Languages & Literature

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Name (Last)	(First)	(Middle)	Student #

<i>(Optional) If you have a Chinese name, write it here in both characters and pinyin:</i> _____			
Current Address: (Street)	(City)	(State)	(ZIP) (Phone)

UW NetID	Preferred E-mail Address (if different from NetID@u.washington.edu)		

Permanent Address	(Street)	(City)	(State) (ZIP) (Phone)

Date of Birth (Month, Day, Year)	Birthplace	Citizenship	Sex:
_____	_____	_____	_____ <input type="checkbox"/> M <input type="checkbox"/> F

Current Academic Standing	
<input type="checkbox"/> Freshman <input type="checkbox"/> Sophomore <input type="checkbox"/> Junior <input type="checkbox"/> Senior <input type="checkbox"/> Fifth Year <input type="checkbox"/> Grad Student	
GPA: _____	(2.75 minimum required)
MAJOR(S): _____	MINOR: _____ Academic Advisor: _____

Current or most recent Chinese language course taken		
Course Number	Quarter and Year	Instructor Name
_____	_____	_____

Name and title of instructor from whom recommendation letter has been requested

I certify that this information is correct and complete. I understand that should I be accepted to a UW sponsored study abroad program or exchange, I am subject to the UW Student Code of Conduct while abroad and the conduct rules of the program or host institution that I am attending. Code of Conduct information is available at: http://www.washington.edu/students/handbook/conduct.html	
Signature _____	Date _____

The University of Washington provides equal opportunity in education without regard to race, color, creed, religion, national origin, sex, sexual orientation, age, marital status, disability, or status as a disabled veteran or Vietnam era veteran in accordance with University of Washington policy and applicable federal and state statutes and regulation.

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RECOMMENDATION GUIDELINES

To the recommender:

The student requesting a letter of recommendation from you is applying to study intensive Chinese language at Sichuan University during summer 2012. As a participant in this program, the student will be required to participate in a full schedule of academic work while abroad; thus, he/she must be highly motivated, emotionally mature and able to easily adapt to people with different social and cultural backgrounds. Your candid appraisal of this student will help us determine the applicant's suitability to participate in the exchange. Thank you for your cooperation, time, and honest evaluation.

Please address, to the degree possible, the following issues in your letter:

1. In what capacity, and for how long, have you know the applicant?
2. Assess the quality and level of the student's academic work and Chinese language ability. List strengths or weaknesses as appropriate.
3. Comment on how the student relates to other people such as faculty members and peers, and provide a judgment of his or her interpersonal maturity.
4. Comment on this student's ability to adjust to new or changing situations and unfamiliar environments.
5. Additional relevant comments are welcome.

Please place your recommendation in a sealed envelope, sign across the back flap, and submit it directly to the student.