

MANDATORY PRE-DEPARTURE ORIENTATIONS:

Please be advised that you will be required to complete attend a mandatory on-line orientation prior to leaving for your study abroad. The orientation can be found at www.ipe.washington.edu

UW PROGRAM/EXCHANGE APPLICATION INSTRUCTIONS:

1. Before completing the attached Program/Exchange Application, please consult the applicable program brochure on the IPE website to confirm that the program or exchange is offered during the term(s) you wish to go abroad and that you meet all eligibility criteria.
2. To be considered for a UW program or exchange abroad, you must submit a **complete** application consisting of:
 - A completed UW Program/Exchange Application Form
 - Two letters of recommendation from **UW faculty or instructors familiar with your academic work**. Some programs may require 3 recommendations. Please consult the program brochure for specific requirements. Recommendations should be submitted to the IPE together with the rest of the complete application packet. The IPE cannot guarantee receipt of recommendations sent in by mail. Please hand-collect them from recommenders. Each recommendation letter should be submitted in a sealed envelope with the signature of the recommender on the envelope's back seal. Recommendation guidelines are available upon request from the IPE office.
 - An official and current UW transcript and official transcripts from all other colleges or universities attended unless otherwise specified.
 - Statement of Purpose:** (Please attach)
In no more than **two pages, typed and double-spaced**, please write a statement indicating your background and qualifications for study and living abroad, your reasons for choosing this program or exchange, and the projected benefits of this experience to your course of study and long-term plans. 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.

These documents must be submitted together at one time to the International Programs & Exchanges office. The IPE does not accept piece-mail applications. Please turn in all application forms, letters of recommendation, transcripts, personal statements, etc. in one complete packet.
IPE office hours are 10am – 4pm, Monday – Friday.

3. Some programs or exchanges may require that a second application or registration form be sent to the sponsoring organization or institution abroad. If this is the case for the program or exchange to which you are applying, either
 - the program's website will contain the application or instructions on how to obtain the application;
 - or the advisor will give you the second application, additional forms, documents or information to complete as further steps in the application process;
 - or for SIT and Council Programs, you should use their program specific application in lieu of this one.
 - Many programs require you to use their own application which can be found on their website. This includes CIEE programs, SIT programs, IE3 internships, UW departmental programs and Exploration Seminars.

UNIVERSITY OF WASHINGTON

International Programs and Exchanges

APPLICATION for: _____
 Fall
 Winter
 Spring
 Summer

Name of Program/Exchange & Country
 Term(s) Abroad 20 – 20

Name (Last)	(First)	(Middle)	Student #		
<hr/>					
Current Address: (Street)		(City)	(State)	(ZIP)	(Phone)
<hr/>					
E-mail Address					
<hr/>					
Permanent Address		(Street)	(City)	(State)	(ZIP) (Phone)
<hr/>					
Date of Birth (Month, Day, Year)		Birthplace	Citizenship	Sex: <input type="checkbox"/> M <input type="checkbox"/> F	
<hr/>					

Anticipated Academic Standing when program begins			GPA:		
<input type="checkbox"/> Sophomore <input type="checkbox"/> Junior <input type="checkbox"/> Senior <input type="checkbox"/> Fifth Year <input type="checkbox"/> Graduate Student					
<hr/>					
MAJOR:		MINOR:		Academic Advisor:	

Please indicate your foreign language ability									
Language	Fair	Good	Excellent	Native	Language	Fair	Good	Excellent	Native
_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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.

PLEASE COMPLETE REVERSE SIDE OF FORM

COLLEGES AND UNIVERSITIES ATTENDED: Include the University of Washington

College or University Name	Dates (From/To)	Major	Degree
1. _____	_____	_____	_____
2. _____	_____	_____	_____
3. _____	_____	_____	_____

PREVIOUS FOREIGN STUDY AND TRAVEL: Please give location, dates and purpose.

--

ACADEMIC RECOMMENDATIONS REQUESTED FROM: (most programs/exchanges require 2 recommendations; consult brochure for details)
Recommendation Guidelines are available upon request.

1.	Name: _____	Institution: _____
	Title: _____	Dept./School: _____
2.	Name: _____	Institution: _____
	Title: _____	Dept./School: _____
3.	Name: _____	Institution: _____
	Title: _____	Dept./School: _____

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

Please return your application to:

University of Washington
International Programs & Exchanges
459 Schmitz Hall
Box 355815
Seattle, WA 98195-5815
206-221-4404

University of Washington
International Programs & Exchanges
459 Schmitz Hall, Box 355815
Seattle, WA 98195-5815
Ph: 206-221-4404
Fax: 206-685-3511
ipe@u.washington.edu

RECOMMENDATION GUIDELINES

To the recommender:

The student requesting a letter of recommendation from you is applying to an international program or exchange sponsored by the University of Washington. As a participant in this program, the student will be required to complete 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 would be greatly appreciated, as it enables us to determine the applicant's suitability for this program or exchange. The following are guidelines to assist you in composing your recommendation letter. We thank you in advance for your cooperation, time and honest evaluation.

1. In what capacity and for how long have you known the applicant?
2. Please assess the quality and level of the student's academic work. List strengths and/or weaknesses as appropriate.
3. Please comment on how the student relates to other people such as faculty members and peers indicating his or her interpersonal maturity.
4. If possible, would you judge this student's ability to adjust easily to new or changing situations/environments?
5. If you are this student's foreign language instructor, please evaluate his or her foreign language ability.
6. Please include any other comments as necessary.

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

University of Washington
International Programs & Exchanges
459 Schmitz Hall, Box 355815
Seattle, WA 98195-5815
Ph: 206-221-4404
Fax: 206-685-3511
ipe@u.washington.edu

RECOMMENDATION GUIDELINES

To the recommender:

The student requesting a letter of recommendation from you is applying to an international program or exchange sponsored by the University of Washington. As a participant in this program, the student will be required to complete 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 would be greatly appreciated, as it enables us to determine the applicant's suitability for this program or exchange. The following are guidelines to assist you in composing your recommendation letter. We thank you in advance for your cooperation, time and honest evaluation.

1. In what capacity and for how long have you known the applicant?
2. Please assess the quality and level of the student's academic work. List strengths and/or weaknesses as appropriate.
3. Please comment on how the student relates to other people such as faculty members and peers indicating his or her interpersonal maturity.
4. If possible, would you judge this student's ability to adjust easily to new or changing situations/environments?
5. If you are this student's foreign language instructor, please evaluate his or her foreign language ability.
6. Please include any other comments as necessary.

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