

Application Form Exchange Students 2011/2012

Please note that unreadable or incomplete forms will considerably slow down the process time.

PERSONAL INFORMATION

Family name	Given name(s)		
Preferred name	Sex <input type="checkbox"/> Female <input type="checkbox"/> Male	Date of birth: dd/ mm/ yy	
Country of citizenship <i>(Include a copy of your passport or ID card)</i>	Country of birth	City of birth	

APPLICATION INFORMATION

I apply for entry in September: <input type="checkbox"/> 2011 <input type="checkbox"/> one semester <input type="checkbox"/> full academic year (two semesters)
I apply for entry in February: <input type="checkbox"/> 2012 (one semester only)
Date of arrival: dd/ mm/ yy Date of departure: dd/ mm/ yy
Please note that the indicated period will be the official period in which you will be entitled to stay in the Netherlands and it will be mentioned on your certificate of enrolment and residence permit.
Where did you learn about this program?

ADDRESSES

Mailing address <i>(this address will be used for correspondence; if you change your address please advise UCM immediately)</i>		
Street name and number		
City	Country	Zip/Postcode
Telephone	Fax	
E-mail address*		

Permanent address (if different from above)		
Street name and number		
City	Country	Zip/Postcode
Telephone	Fax	

Person to notify in case of emergency		
Name and address		
City	Country	Zip/Postcode
Telephone	Fax	E-mail
Do you have any special requirements or any medical conditions we should be aware of (e.g. diabetes, epilepsy)?		

* Please make sure this e-mail address is correct and can be used until your arrival at UCM

CURRENT ENROLMENT DETAILS

UCM needs to know all the courses you will have completed at your home university prior to your studying at UCM. An official academic transcript has to be provided. All courses to be completed that are not listed on your academic transcript must be listed below.

Home institution	Country
Course of study / major/ concentration	
Your level <input type="checkbox"/> 2 nd <input type="checkbox"/> 3 rd <input type="checkbox"/> 4 th <input type="checkbox"/> Other (give details)	
Courses to be completed prior to study at UCM (and not listed on your transcript)	

English language details
<input type="checkbox"/> English is the language of instruction at my home university
<input type="checkbox"/> English is my main/first language
<input type="checkbox"/> The results of my IELTS/TOEFL test are attached
<input type="checkbox"/> Other English proficiency results as per agreement with your home university

HOUSING

Furnished rooms can be arranged through the university's Guest house Maastricht. You are advised to make a booking as soon as you know you are going to University College Maastricht. Rooms are reserved on a first come first served base. You can make an on-line booking at: <http://www.maastrichthousing.com>

LEGAL ASPECTS

Non EU-students will automatically receive an email from our VISA office requesting the documents needed to obtain a residence permit upon arrival. Please note that these documents may not be older than three months!

You can check whether you need a visa and/or residence permit (fee for 2010/11: 433 Euro for non-EU residents; 30 Euro for EU-residents) for your semester at UCM. Please check this well in advance –it can take up to more than 3 months to get a proper entry visa- at:

www.ind.nl or at: www.nuffic.nl/immigration

HEALTH INSURANCE

You should attach a copy of a certificate of health and liability insurance, e.g. E111 form, covering your semester at UCM.

Application Deadlines

Students wishing to come on exchange to UCM during the fall semester of the 2011/2012 academic year (August 29 2011 – February 3 2012) need to submit their applications at the latest by **May 1 2011**. Students wishing to come on exchange to UCM during the spring semester of the 2011/2012 academic year (January 30 2012 – July 6 2012) need to submit their applications at the latest by **November 1 2011**.

This application must be submitted electronically to (as a word document)**

Marieke van Riet
International Relations Office
E-mail: ucm-international@maastrichtuniversity.nl

**Please note that all electronically submitted applications must be submitted by the Universities exchange coordinator, *not* by the individual student. Scans of transcript, picture and passport must be clear and in color or the application will not be accepted.

The following documents should be attached to the nominating email
<input type="checkbox"/> official academic transcript
<input type="checkbox"/> signed student's declaration and home university approval
<input type="checkbox"/> copy of the identifying pages of your passport/ID-card
<input type="checkbox"/> copy of a certificate of health and liability insurance
<input type="checkbox"/> passport photograph in jpg
<input type="checkbox"/> selection of the courses you want to take at UCM (see appendix)

SAMPLE