



Global E³ Application for Study in the United States

(You must be a student at a Global E³ member institution to apply for this program. Please visit our website for a list of current member institutions.)

INSTRUCTIONS

Please complete this application either by typing or printing your answers with black or blue ink. When you have completed the application, please give it to your campus Global E³ contact. He or she will review your application, and send it to the Global E³ program administration in New York. (If you are not sure who your on-campus advisor is, please email: ge3@iie.org.)

In addition to this application form, you **must** also submit hard copies of the following materials to your Global E³ contact:

- A one-page essay written in English, describing the goals to be achieved in the program and including any special areas of research in which you are currently involved or would like to be involved during the program,
- A copy of an official transcript from your home university,
- A faculty recommendation,
- TOEFL scores (these are not required for every school in the program, but are strongly recommended),
- A completed two-page Program of Studies Form (attached below) outlining the courses at your home university for which you must take equivalent courses abroad.
- A syllabus and/or ABET course form for each of those courses listed on your Program of Studies form.
- (OPTIONAL): A passport-sized photograph. Although this is not mandatory, we suggest that you submit a photograph in order to help the host university identify you.

*Your application will not be considered complete until all of these materials have been submitted.

Part 1: Personal Information

1. **Family Name:** _____

2. **Given Name:** _____

3. **Gender:**
 ___ Female
 ___ Male

4. **Date of birth:** Day: _____ Month (please spell): _____ Year: _____

5. **Place of birth:** (City and country) _____

6. **Citizenship:** _____

7. **Passport number:** _____

8. **Passport expiration date:** Day: _____ Month (please spell): _____ Year: _____

9. **Residence during academic year:** (We need this information to contact you while at school.)

9a. **Dates at this address:** (Day, month, year)
 From: _____ To: _____

9b. **Telephone number:** (During academic year): _____

9c. **Fax number:** (During academic year) _____

9d. **Email address:** (During academic year) _____

10. **Permanent (home) address:**

10a. **Dates at this address:** (Day, month, year)

From: _____ To: _____

10b. **Permanent (home) telephone number:** _____

10c. **Other fax number where you can be reached:** _____

Part 2: Program Preferences

11. **Country for which you are applying:** United States

12. Placement preferences:

Please list the top five institutions that you are interested in attending (in order of preference). Please briefly note why you are interested in these institutions. We will make every effort to place you at one of your top choices, but cannot guarantee this due to space limitations and other considerations. Please use the comments section if you need additional space.

Note: For a list of current US member institutions, please refer to:

<http://www.iie.org/pgms/global-e3/usa.htm>

1. _____
2. _____
3. _____
4. _____
5. _____

13. Program duration: (check one)

One semester of academic study

Two semesters of academic study

One semester of academic study and one semester in a practical internship
(maximum duration of internship is four months)

Two semesters of academic study and a practical internship (maximum duration of
internship is nine months)

13a. **Earliest date by which you can leave your home country and begin your program abroad** (Day, month, year): _____

13b. **Latest date by which you must end your program abroad and return to your home country** (Day, month, year): _____

14. Are you planning to take (check one):

all or mostly undergraduate courses

all or mostly graduate courses

(Undergraduate courses in US institutions are courses taken in the first four years of higher education. Completion of the first four years leads to the BA/BS degrees (similar

to completing the Vordiplom in Germany). In many US universities if you are admitted to the undergraduate school, you may not be able to take more than one or two courses in the graduate school.)

Note: Graduate level study through Global E³ does not lead to a graduate degree at the host institution. *The Global E³ program is a non-degree exchange program.* You may be able to transfer graduate level credits into a degree program, but such a decision is made separately by each host institution and is not guaranteed through Global E³. If you wish to apply for a graduate program at the host institution, you must do so completely separately, outside the Global E³ program. Graduate admission is then decided on an individual basis by that institution. Once you are accepted into a degree program, normal tuition fees will be applied as required by the host institution's own policies.

Part 3: Current Program

15. Full name of your home institution: _____

16. Academic major: (Field, specialty) _____

17. Name of academic adviser: _____

18. Academic adviser contact information: _____

Telephone: _____

Fax: _____

Email: _____

19. Years of study in current program: _____

20. Expected date of completion: (Day, month, year) _____

Part 4: Skills

21. First language (s): (Languages spoken at home, in which you can communicate fluently.)

22. Other language(s):

Please assess yourself for any other language you speak using the following scale:

Language: _____

Years of study in high school: _____

Years of study in college/university: _____

Reading/writing

___ 1 = fluent

___ 2 = good communication/comprehension

___ 3 = working knowledge

Oral

___ 1 = fluent

___ 2 = good communication/comprehension

___ 3 = working knowledge

23. **Computer languages:** _____

24. **Software applications:** (WordPerfect, MS Word, Excel, Lotus, etc.):

25. **Other skills, interests, hobbies:** _____

Part 5: Practical Experience

26. **List most recent or most relevant position.** You may list additional experience in the Comments section of the application.

Company name: _____

Dates employed: (day, month, year): _____

Position title: _____

Please describe your position and duties/responsibilities.

Part 6: Other

27. **How did you first learn about the Global E³ program?** _____

28. **Comments:** (Please include here any comments you have that should be taken into consideration in arranging your university placement. You may add additional pages if necessary.)

Global Engineering Education Exchange

PROGRAM OF STUDIES FORM

INSTRUCTIONS

STUDENT:

Please complete all sections marked “STUDENT.” DO NOT complete any sections inside boxes. Then give this form to your Global E³ faculty advisor. He or she will then review the courses you have chosen on this form, and will sign to indicate that these classes represent an appropriate course of study for you. You must then give this form to your campus Global E³ contact, who will send your completed application to IIE.

Global E³ FACULTY ADVISOR AT HOME INSTITUTION:

Please review the courses that your student has chosen, and sign the form ONCE to indicate that you agree with the student’s choice of courses. Please also be sure to PRINT or TYPE your name and contact information. Please then give this form back to the student, so that he or she can include it in the Global E³ application. Once a placement in the host country has been made, the prospective host university will review this form and suggest courses for the student that match his or her choices. This form will then be returned to you. **You must review the suggestions made by the host university contact in order to ensure that the student will receive credit for taking those suggested courses at the host university.** If necessary, please consult with other faculty members at your institution to ensure that the host university courses meet your requirements. When you have determined that the student will receive credit for the host university courses listed on this form, please sign the form AGAIN to indicate this, and return the form to the campus Global E³ contact. If you do NOT agree with the courses suggested by the host institution, please contact the host institution Global E³ faculty DIRECTLY.

GE³ FACULTY AT HOST INSTITUTION:

Please complete all boxes marked “HOST INSTITUTION.” Please review this form and note the courses selected by the student, including the course syllabi or other supporting materials on those courses. You are then asked to suggest corresponding courses that match the student’s choices. If there is no appropriate matching course at your institution, please indicate this on the form. Please then sign this form and PRINT or TYPE your name and contact information. Then, return this form directly to the Global E³ faculty advisor at the student’s home institution. That person will review your suggestions, communicating with you where appropriate, and will determine whether or not the student can receive credit at home for the courses taken at your institution.

Global Engineering Education Exchange



PROGRAM OF STUDIES FORM

STUDENT

Student Name _____
family given middle

Home Institution _____

HOST INSTITUTION
 Host Institution _____

STUDENT

*ON THE LEFT HAND SIDE, please list courses offered at your home institution for which you would like to find corresponding courses at your Global E³ host institution. Please indicate if the course is necessary for your participation in the program (ie, you will not accept a Global E³ placement without an equivalent for this course). **Please attach a course syllabus for each course listed below.***

DESIRED COURSES
(Name and number)

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____

Is this course necessary for your participation in Global E³?

- | | |
|-----|----|
| YES | NO |

HOST INSTITUTION

CORRESPONDING COURSES
(please attach a description or syllabus for each)

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____

Global Engineering Education Exchange



PROGRAM OF STUDIES FORM

STUDENT

Student Name _____

Please describe any additional courses that you would like to take overseas, and which may not be part of your normal engineering curriculum.

HOST INSTITUTION

Please suggest courses which correspond to the optional courses described above.

HOME INSTITUTION GLOBAL E³ FACULTY ADVISOR

(please print)

Name _____ Telephone _____

Email _____ Fax _____

Please sign immediately below when you have reviewed your student's course selections. This confirms that your student has selected appropriate courses for his or her period abroad.

Signature _____ Date _____

Please sign immediately below when you have reviewed the courses selected by the host institution. This confirms that your student will receive credit at home for taking these courses at the host institution.

Signature _____ Date _____

HOST INSTITUTION GLOBAL E³ CONTACT (please print)

Name _____ Telephone _____

Email _____ Fax _____

Please sign immediately below after you complete this form by suggesting corresponding courses to the student's course selections. This confirms that the student will be able to take these courses during his or her period of study at your institution.

Signature _____ Date _____

PROOF OF FINANCIAL SUPPORT

In order to be issued an IAP-66 (required for the J-1 visa) or an I-20 (required for the F-1 visa), you must demonstrate proof of adequate financial support. Although the cost of living varies by region, it is sufficient to prove that you have approximately \$1,200 per month multiplied by the number of months that you will be in the United States. This proof can be in the form of a bank statement or a letter from your bank, certifying that you (or your parents or other family member) have access to that total amount. (This letter must be in English.) If the total amount is not currently available to you, you may offer some other form of proof that you will receive or have access to the amount stated above each month. However, immigration regulations require that we receive some evidence that you will be financially supported while in the United States. This is very important! You cannot receive an IAP-66 or I-20, and therefore a visa without this information. Please include a statement demonstrating proof of financial support with your Global E3 application. (Note, after you have been accepted at a university, the host university may ask for updated proof of financial support.)

PROOF OF HEALTH INSURANCE

Unless you have dealt with US health insurance before, this may be a strange concept to you. *You must have adequate health insurance coverage in order to study in the US according to J-1 and F-1 visa regulations. Socialized national health care systems in European, Asian, and other countries do NOT qualify as this kind of coverage.*

On the following page is a description of the minimum requirements for health insurance as defined by the J-1 visa regulations. Most US universities offer health insurance that meet these minimum requirements. Some universities will **require** you to purchase their health insurance. For the application stage, you do not need (and should not purchase) health insurance to cover your time in the United States. But, you will need to purchase this minimum insurance for the full duration of the time you are in the United States. As part of your application, you must sign the attached form guaranteeing that you will purchase health insurance in compliance with immigration regulations for the full duration of your studies in the United States.

Please read through the requirements carefully and sign at the bottom.

INSURANCE REQUIREMENTS FOR THE J-1 VISA

In order to comply with J-1 regulations, your health insurance policy must comply or exceed the following guidelines.

1. Dates:

Your insurance coverage must extend throughout the full length of time that you are in the United States under the Global E3 program. (If you are applying for academic training, your insurance must cover you for the full duration of the academic training period.)

2. Minimum coverage shall provide:

- a. medical benefits of at least \$50,000 per accident or illness;
- b. repatriation of remains in the amount of \$7,500;
- c. expenses associated with medical evacuation of the exchange visitor to his or her home country in the amount of \$10,000; and
- d. a deductible not to exceed \$500 per accident or illness.

3. An insurance policy secured to fulfill the requirements of this section:

- a. may require a waiting period for pre-existing conditions which is reasonable as determined by current industry standards;
- b. may include provision for co-insurance under the terms of which the exchange visitor may be required to pay up to 25 percent of the covered benefits per accident or illness;

4. Policy must be underwritten by an insurance corporation having an A.M. best rating of "A-" or have; an Insurance Solvency International, Ltd. (ISI) rating of "A-" or above; a Weiss Research, Inc. rating of "B+" or above. It is your responsibility to confirm with the insurance company that they meet this criteria.

I have read the above description in full and in detail describing the regulations concerning the minimum health insurance requirements my insurance must carry in order to be eligible for the J-1 visa. I agree that I will purchase insurance that meets or exceeds these requirements for the full duration of time that I am in the United States under the Global Engineering Education Exchange program including time spent in academic studies and in academic training.

(Print Name)

(Signature)

(Date)