



Application for International Exchange Outgoing St. John's Campus & Grenfell Campus Students

All application packages must include the following:

- Completed application form;
- Current resume (including work and volunteer experience);
- Up-to-date transcript (you may be required to provide an official transcript at a later date);
- Exchange justification essay (detailed in following pages);
- Scenario question responses;
- Two letters of reference (at least one academic).

Applications will not be considered complete until all components are received. Please note, you may be called in for an interview to complete the exchange nomination.

Applicant Information

Name as appears on passport*: _____

Expiry date on passport: _____

Student Number: _____ Email: _____
@mun.ca or @grenfell.mun.ca

Date of birth: _____ *DD/MM/YYYY* Place of birth: _____

Nationality: _____

If you are not a Canadian citizen, please indicate your status: _____

*If you do not have a passport at the moment, this is fine – just please fill in your legal name above and put n/a next to the expiry date of passport.

Memorial University has a commitment to ensuring our international programming is inclusive and accessible. We also acknowledge that students possess multiple identities, some of which may create real barriers to participation in a study abroad experience. Please note, your responses to the following questions are strictly voluntary, will not affect your application, and will be kept confidential.

Identity markers are different features of your overall personal identity. These markers may include ability, culture, race, religion, age, gender, sexual orientation, or any other element that you feel is an important part of your identity. Are there certain identity markers you hold that you fear would create barriers to an experience abroad?

Yes No

If yes, would you like to discuss this with a study abroad advisor?

Yes No N/A

Program of Study

Program of Study: _____

Area of Concentration (if applicable): _____

Are you an iBA student? Yes No

Addresses

***Check the address you would like all communication sent to**

Permanent Address: _____
Street Address Apartment/Unit #

City Province Country Postal Code

Home Phone: _____ Cell Phone: _____

Local Address: _____
Street Address Apartment/Unit #

City Province Country Postal Code

Home Phone: _____ Cell Phone: _____

Next of Kin Information

Name: _____ Relationship: _____

Address: _____
Street Address Apartment/Unit #

City Province Country Postal Code

Home Phone: _____ Cell Phone: _____

Email: _____

Exchange Information

Semester you are applying for: Fall _____ Winter _____ Summer _____

Is your preference to go on exchange with another Memorial student? Yes Does not matter

If yes, please indicate student's name or "no preference": _____

Please note that while every effort is made to accommodate preferences, they cannot be guaranteed.

Exchange Location Preference

Please indicate your exchange location choices below. You must select from the list of partners available (<https://www.mun.ca/international/goglobal/agreements/>).

Option 1		Option 2		Option 3	
Country:		Country:		Country:	
Institution:		Institution:		Institution:	

I have met with the relevant exchange coordinator for my faculty/program/campus before completing this application.

As discussed with my exchange coordinator, I have researched the course offerings as the above institutions and have requested the mandatory *Letter of Permission* to study abroad for transfer credit from the Registrar's Office.

Scenario Questions

Living abroad may present many challenging situations that require you to change the way you do things. Briefly describe how you would deal with the following situations. Include your responses on a separate sheet of paper as part of your application package.

1. You have arranged to meet with some of your fellow exchange students in Scotland. It is late at night, and after a long day of traveling, you finally arrive at Aberdeen airport. The agreed-upon meeting time comes and goes, but there is no one to meet you. After three hours, you decide to give them a call, but you discover that you have lost your contact information, what would you do?
2. You wake up one morning feeling depressed and tired and you do not want to get out of bed. You are also feeling very frustrated by how people do things in your host country and are even questioning why you are there. What would you do?
3. You are traveling on an overnight train through a country in which English is not spoken. When you wake up in the morning, you find all of your belongings strewn all over your cabin. To your dismay, your phone, money and passport have been stolen. What would you do?

Reference Letters

To assist mobility staff in making a decision on the appropriateness of each student's participation in an exchange, we ask that you provide two references letters that speak to your motivation, adaptability, academic skills, and those personal qualities that will give you the ability to benefit fully from the exchange experience. While we appreciate any observations that will assist us in evaluating an applicant, of special interest are qualities such as competence, independence, assertiveness, resourcefulness, quality of academic performance, confidence, social skills, open-mindedness, and integrity. At least one of these two reference letters must be from an academic source (i.e. professor, instructor, etc.).

Important Information and Tips for Review

Course Credit Systems

Credit systems vary across different regions of the world.

- European universities use a system called the European Credit Transfer System. Credits at European institutions are denoted as ECTS. Each Memorial course (three credit hours) is equal to six ECTS; therefore, five Memorial courses (15 credit hours) is equal to 30 ECTS. Since each institution is different, in some schools you may need to take seven courses to obtain 30 ECTS; at others, you may only need to take three courses.
- The credit systems elsewhere (e.g. Australia, Chile, Asia) vary by country.

Tips for Researching Your Region and Writing the Exchange Justification

- Research the country, city and institution thoroughly. Pay special attention to culture, history, customs, cost of living, etc. Use your research to justify your preferences.
- Investigate any visa/study permit/other required documentation that may be necessary to enter and/or study in your preferred region. Gaining these pieces of documentation is critical. Additional time and planning are required to accommodate for the gathering and processing of these documents. Sometimes visa applications must be made in person at the appropriate embassy or consulate outside of Newfoundland and Labrador. Therefore, additional costs may be incurred as well.

I have conducted appropriate research on visa/study permit processes and understand that I may need to travel outside the province to obtain appropriate documentation for studying abroad.

Application Process

- Applications will be reviewed and evaluated in the weeks following the deadline date. You may be contacted for an interview to complete the application process. Your application decision will be communicated with you via your @mun.ca or @grenfell.mun.ca email address.
- Upon acceptance of an exchange offer, your exchange coordinator will communicate with you about the criteria for successful completion of the exchange process. Successful completion of the exchange includes: attending meetings and pre-departure orientations prior to departing for your host country; participating in the exchange semester; completing a debrief meeting upon return to Memorial University; following academic advice from your academic advisor or program manager on exchange course selections; having satisfactory academic performance while abroad; demonstrating appropriate non-academic conduct while abroad; and being a positive ambassador for Memorial University.

- After acceptance of an exchange offer, selected applicants will be nominated to the appropriate partner institution. The partner will contact the student with instructions on applying to that institution, among other important information.

If you have any questions regarding the exchange locations or application process, please contact the appropriate mobility coordinator for your Faculty, School, or campus. Completed applications can be sent electronically to your mobility coordinator. A complete listing of coordinators can be found here:

<https://www.mun.ca/international/goglobal/contact/>

Please adhere to application deadline dates respective to the Memorial semester you are applying for:

For Fall (north2north exchanges) – Feb. 1

For Fall (all other exchanges) – Feb. 15

For Winter – Sept. 15

For Spring & Summer Programs – Rolling Deadline (please confer with your mobility coordinator)

All information requested on this form will be used solely for the administration and management of Memorial University's international programming. Personal information is collected under the authority of the Access to Information and Protection of Privacy Act, 2015 (SNL2015 Chapter A-1.2) and is used for the purposes of academic administration, program planning and human resource management. Questions about this collection and use of personal information may be directed to the Internationalization Office at 709-864-8895.