

RICE UNIVERSITY STUDY ABROAD

<http://abroad.rice.edu> 713-348-5836 abroad@rice.edu

EXCHANGE PROGRAMS

(1) THE NOMINATION PROCESS AND DEADLINES

All prospective exchange students must apply first at their home institution to be nominated for the exchange program. Only nominated students whose eligibility has been verified may access the on-line application.

Eligibility requirements:

- Undergraduate students
- Good academic and judicial standing
- Minimum GPA 3.00 on 4.00 scale (or equivalent)
- Demonstrated language proficiency (The minimum acceptable score on the TOEFL is 600 on the paper-based test, 250 on the computer-based test, and 100 on the Internet-based test. The minimum acceptable score for IELTS is 7.)
- Home school nomination

Nominations by the home institution must be submitted to Ms. Beata Loch by e-mail (bloch@rice.edu) by the following dates:

- | | |
|---------------------|---|
| March 1 | – for Fall and Academic Year applications |
| September 15 | – for Spring applications |

The nomination should contain the following information on the candidate:

- Last name
- First name
- Major
- GPA
- Citizenship
- TOEFL / IELTS score
- Current year of study
- Length of overseas study, specifying semester or academic year

(2) THE APPLICATION PROCESS AND DEADLINES

To be considered for the exchange, all prospective exchange students must apply first at their home institution. Selected candidates must be nominated for the exchange program by their home institution. Only nominated students whose eligibility has been confirmed may access Rice University's on-line exchange application - link will be shared with partner institutions only.

Checklist for complete applications:

- ✓ **Photo** (upload passport-type photo onto online student profile)
- ✓ **Student Information Form** (biographical and contact information)
- ✓ **Personal Statement** (500-word essay explaining motivation)
- ✓ **Preliminary Course Information** (placement in desired courses is NOT guaranteed)
- ✓ **Exchange Program Participation Agreement, including Release of Transcript to Home Institution** (online signature document)
- ✓ **Release of Information** (online signature document)
- ✓ **Official University Transcript** (upload scan of most recent official transcript)
- ✓ **TOEFL or IELTS results** (If the language of instruction in the candidate's country of origin is not English, official scores from the past two years **must be submitted**, even if the language of instruction at the candidate's current university is English. – upload scan of official score report)
- ✓ **CV or Resume** (all years must be accounted for – no time gaps permitted)
- ✓ **Color Copy of Valid Passport Identification Page** (upload scan)
- ✓ **Faculty Recommendation** (attesting to applicant's suitability for program: academic and personal match) **Please note: We cannot accept a letter from a faculty administrator who has not had the candidate in class. Only faculty who has taught the candidate may submit a recommendation letter.**
- ✓ **Home Institution's Program Approval** (to be completed by designated exchange official)

Deadlines for complete applications:

March 15 - for Fall and Academic Year
October 1 - for Spring

Please note:

- The entire application is online; no hard copies need to be submitted.
- Please follow instructions carefully: scans of **OFFICIAL** documents are required.

Only complete applications will be reviewed. Late applications cannot be considered.