

# GLOBAL PERSPECTIVE PROGRAM

## APPLICATION GUIDELINES FOR EXCHANGE PROGRAMS 2008- 2009

### Admission

*The admission process considers the balance of talents and skills, grades, conduct record, evidence of motivation and clear objectives, ability to work with others, evidence of maturity and independence, and language skills to provide accepted students a high quality experience at every exchange site. Placement is not guaranteed. Every effort will be made to honor your first choice, but you should understand that if accepted for participation in the Global Perspective Program, you might be offered a slot in one of your other choices. All applications received before the submission deadline are reviewed on an equal basis. Late applications may not be reviewed. Incomplete applications will not be considered.*

### Eligibility

All applicants must be in good academic standing at the time of application. Sophomores are eligible to apply for exchange programs. First-year students are not eligible to apply for exchange programs.

### Checklist for Application

The following checklist can be used as a guide for submitting a complete application. All applicants must provide the following items:

- π Completed application
- π Signed transcript and judicial record release form
- π Signed Conditions of Application Statement
- π Essay
- π Schedule for interview

### Application Instructions

- A) Before applying, please discuss the program with your parents, academic advisor and the Financial Aid Office and any other party responsible for your funding.
- B) Using a typewriter or black pen, complete all parts of the enclosed form.
- C) Read and sign the enclosed Conditions of Application Statement. Signing the statement indicates an agreement to adhere to the stated policies. You may discuss these obligations by contacting the Interdisciplinary and Global Studies Division.
- D) Sign the enclosed transcript and judicial record release form. If you have extensive academic experience at any other institution, it is **your** responsibility to obtain a transcript and include it with your application. Otherwise your application will not be considered complete.
- E) Complete the essay portion of the application. All essays should be typewritten and approximately 700 words in length. The quality of this essay is a factor in determining your acceptance to the program. Be sure to include your name and student ID number (**not your Social Security Number**) in the upper-right corner of each page.
- F) Upon submission of all application materials to the Interdisciplinary and Global Studies Division, you will be required to schedule an interview with the faculty member responsible for the Exchange Site.
- G) Your application will be considered only after your interview is completed and all other application materials are submitted. Failure to follow through with your interview will result in your application being rejected. The IGSD will provide each applicant with instructions for how to schedule individual interviews at the time of application.

**GLOBAL PERSPECTIVE PROGRAM  
SITES, TERMS, AND RESTRICTIONS  
EXCHANGE PROGRAMS**

The following table lists available Exchange Programs for the 2008/2009 academic year. Exchange programs that have a language requirement will request additional proof of language abilities. In Exchange Programs, the emphasis is on course work, and project availability is dependent upon the accessibility of faculty advisors at WPI and at the host institution.

<i>Exchange Program Site</i>	<b>WPI Faculty Advisor</b>	<b>Host Language</b>	<b>Courses in English Available</b>	<b>Minimum Length of Stay</b>
Ecole Polytechnique, Montréal, Québec, Canada	Prof. Addison Humanities	French	Yes	Semester
Federal Technical Institute, Zurich, Switzerland	Prof. Dollenmayer Humanities	German	No	Year
Technical University of Darmstadt, Darmstadt, Germany	Prof. Dollenmayer Humanities	German	No	Year
Technical College, Munich, Germany	Prof. Dollenmayer Humanities	German	No	Year
Royal Institute of Technology, Stockholm, Sweden	Prof. Ault ME	Swedish	Some	Year
Monterrey Institute of Technology, Monterrey, Mexico	Prof. Furlong-Vazquez Humanities	Spanish	No	Semester

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**Calendar of Deadlines**

<b>DATE</b>	<b>EVENT</b>
11/2/07	Exchange Applications due in the IGSD
11/8 – 11/29/07	Exchange interviews completed
1/8/08	Decision letters mailed to home address
1/31/08	Confirmation due in the IGSD

*The Selection Committee will consider late applications only on a space-available basis after all other decisions have been made.*

*The admission process considers the balance of talents, skills, grades, and other characteristics necessary to provide accepted students a high quality experience at each site. Placement is not guaranteed.*



# 2008-2009 EXCHANGE Application

<b>This box is for office use only.</b>	
Date received: _____	
Interview Date: _____	Time: _____
Interviewer: _____	
Site _____	
Accepted <input type="checkbox"/>	Wait Listed <input type="checkbox"/> not accepted <input type="checkbox"/>
Withdrew <input type="checkbox"/>	Declined <input type="checkbox"/>

Name \_\_\_\_\_ Student ID # (not SS #) \_\_\_\_\_  
first last

Major \_\_\_\_\_ Class of \_\_\_\_\_ WPI e-mail address \_\_\_\_\_@wpi.edu

Date of Birth \_\_\_\_ / \_\_\_\_ / \_\_\_\_ Female Male Citizenship \_\_\_\_\_  
circle one

Transfer Student If you have extensive academic experience at any other institution, be sure to check the box on page 4 so your other transcript can be released to the IGSD. Otherwise your application will not be considered complete.

WPI Box # \_\_\_\_\_

Home Address:

\_\_\_\_\_ street apt. or box no. city state zip code

Local Telephone (\_\_\_\_) \_\_\_\_ - \_\_\_\_ Permanent Telephone (\_\_\_\_) \_\_\_\_ - \_\_\_\_

<b>Exchange Program:</b>
<b>Anticipated length of stay:</b>

**You must submit an AUTOBIOGRAPHICAL ESSAY highlighting your skills relative to your application to participate in the Global Perspective Program.**

(see page 3 for specific instructions)

**DO NOT STAPLE**

## CONDITIONS OF APPLICATION

**NOTE:** Your application is incomplete unless this form is filled out in its entirety and returned to the Interdisciplinary and Global Studies Division by 1:00 pm on November 2, 2007.

***By signing this statement, the student applicant accepts the following conditions of application:***

- The application process is not complete without a personal interview; students are responsible for signing up for the individual interview time and date. Students with incomplete applications will not be interviewed.
- Selection of participants will be made by the WPI Faculty Exchange Advisors or their designates and the Interdisciplinary and Global Studies Division staff. Off-campus experiences are very demanding and the selection is very competitive. The admission process considers the balance of talents and skills, grades, conduct record, evidence of motivation and clear objectives, ability to work with others, evidence of maturity and independence, and language skills to provide accepted students a high quality experience at each site. Placement is not guaranteed.
- Whenever possible, the Program will try to accommodate special needs. In some cases, however, this is not possible. The safety of our students will take priority over all other considerations in the selection of students, site selection, and housing arrangements.
- WPI reserves the right to cancel any program at any time in the event of circumstances beyond our control. Cancellation by WPI would result in refund of recoverable tuition, fees, and housing costs paid by participants before the beginning of a program.
- WPI reserves the right to withdraw an offer of acceptance to any student who voluntarily or involuntarily leaves WPI, violates the WPI Code of Conduct or is found to have falsified the application.
- Applicants submitting applications by the deadline and participating in an interview will be mailed notification of their acceptance status to the address specified on the application by January 8, 2008. Your confirmation of acceptance into the Exchange program will be due by January 31, 2008 by 1:00 p.m.. Late applicants are notified of acceptance or status on a rolling basis.
- Applicants participating in the Program agree to attend all pre-departure and re-entry meetings and/or courses as established by WPI. These preparations may include, but are not limited to, the following: Pre-Qualifying Project (PQP) work; courses; orientation meetings; information sessions and re-entry meetings.
- *Applicants must be in good academic standing at the time of application.* WPI reserves the right to withdraw acceptance to students who are subsequently placed on academic warning. Students placed on academic probation are not eligible to apply or participate.
- Host sponsors may impose additional requirements including but not limited to drug screening and by signing, the student agrees to abide by these requirements.

***I have read and accept the above conditions of application.***

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Applicant Signature

Date

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Printed Name

Date of Birth\*

*\*If participant is under 18 years of age, both parents and/or legal guardians must also read and sign this form.*

We the parents or legal guardians of the above Applicant, have read the foregoing Conditions of Application Form (including such parts as may subject me to personal financial responsibility), and will be legally responsible for the obligations and acts of the Applicant as described in this Conditions of Application Form, and agree, for myself and for the Applicant, to be bound by its terms.

X

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Signature of Parent/Guardian

Date

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**Mandatory Essay:**

Please insert a computer generated copy of your mandatory essay (instructions to follow). The essay should be approximately 700 words and must contain your name and student ID number (**not your Social Security Number**) in the upper-right corner of each page.

**Essay Instructions:**

*Please submit an autobiographical essay that describes you and your interests, talents, and skills as well as all extracurricular activities, work and volunteer experiences. This is your chance to let the selection committee know what you could contribute to the Global Perspective Program, and to the host institution, should you be selected to participate. The quality of your writing in response to this question is a factor in determining your acceptance to the program.*

*You are encouraged to write this essay in the language of the host institution, if appropriate (French, German or Spanish).*

*Please provide the names, phone numbers and email addresses of two WPI references (faculty member or administrator). These people should know you well and may be contacted by the IGSD for a recommendation.*

<b>Name of WPI Reference:</b>
Phone:
Email address:
<b>Name of WPI Reference:</b>
Phone:
Email address:
<i>First language:</i>
<i>Please specify your Humanities and Arts topic and language:</i>
<i>Do you have 2nd language experience or education?    <input type="radio"/> Yes    <input type="radio"/> No</i>
<i>If yes, specify what language(s) and level of study completed (high school or university):</i>

## Transfer Transcript Request Form

To be completed by TRANSFER STUDENTS only

By signing this release form, you authorize the WPI Registrar's Office to provide a transcript from your previous institution to the Interdisciplinary and Global Studies Division. This information will be used expressly for the determination of admission and continued eligibility to the Global Perspective Program. **I authorize the WPI Registrar's Office to release my transcript to the Interdisciplinary and Global Studies Division.**

\_\_\_\_\_  
STUDENT FULL NAME – PLEASE PRINT

\_\_\_\_\_  
STUDENT NUMBER

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
DATE

## Transcript and Judicial Release Form

**NOTE:** Your application is incomplete unless this section is filled out in its entirety and returned to the Interdisciplinary and Global Studies Division.

By signing this release form, you authorize the WPI Registrar's Office to provide a summary of your WPI academic record to the Interdisciplinary and Global Studies Division. This information will be used expressly for the determination of admission and continued eligibility to the Global Perspective Program. You also authorize the Office of Student Life to release any records of judicial proceedings resulting from violation of the WPI campus code of conduct.

**I authorize the WPI Registrar's Office and Student Life Office to release my records to the Interdisciplinary and Global Studies Division and to provide information to monitor my satisfactory academic progress.**

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
DATE

### ***Waiver of Access to Recommendation/Evaluation***

The undersigned understands that as part of his/her application for participation in the Global Perspective Program, he/she will be interviewed and evaluated by one or more faculty members who will provide a written evaluation/recommendation.

**I (  ) waive (  ) do not waive [check one] my right to see the written recommendation/evaluation.**

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
DATE

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