



National Student Exchange
2018-2019
Application Packet

Deadline: Monday, February 26, 2018

Contact: Eden Taylor
NSE Coordinator
Simplot/Micron Building, SMASH Room 227
Global Learning Opportunities
(208) 426-2630



BOISE STATE UNIVERSITY
CENTER FOR GLOBAL EDUCATION

Preferred Deadline for National Student Exchange Applications For the 2018 - 2019 School Year

Monday, February 26, 2018

If you apply by this date you will be given the highest priority possible. All placements will be made the week of March 7 – 10th at the NSE conference. There will be a **mandatory** NSE orientation and you will learn your placement at this meeting. The orientation will be:

Date: March 15, 2018 (Thursday)

Time: 3:00 pm – 4:00 pm

Location: Simplot/Micron ASH 210

It will be to your advantage to submit a neat application. Everyone who turns in an application by the deadline will be treated equally. Therefore, give yourself the necessary time to decide if you really want to exchange. Seriously consider the **costs**, your own adaptability and the locations you choose. **Do not list a school that you would be unwilling to attend; you will be preventing other students from attending that school.** You should be willing to accept a placement at any of the institutions listed on your application.

To be eligible for the NSE program you must:

- ❖ Have a cumulative GPA of 2.5.
- ❖ Have no incomplete grades on your transcript from a previous semester.
- ❖ Be in good standing with Boise State University (no outstanding fees owed, academic probation or disciplinary issues).

If you have questions about the National Student Exchange or the application process, please contact the NSE coordinator.

Eden Taylor, Coordinator
National Student Exchange
Global Learning Opportunities
Simplot Micron Building, SMASH Room 227
edentaylor@boisestate.edu
(208) 426-2630

National Student Exchange Application Instructions

Application Materials

A completed application includes the following:

- ❑ \$275 **non-refundable** placement fee (*Please make check payable to Boise State*).
Please note: Students applying after the February 26th deadline must pay a \$290 non-refundable placement fee.
- ❑ Unofficial transcript (you can obtain this from Bronco Web).
- ❑ Two letters of recommendations (recommendation forms included). References may not be from family members, relatives or family friends. Academic references are preferred.
- ❑ Personal Statement - One page describing why you want to participate in the exchange.
- ❑ Completed application form (see attached).
- ❑ Language Proficiency Form (if applying for a university in Puerto Rico or Quebec) – To obtain this form, contact the NSE Coordinator.

Note: *Your application will not be considered complete until all of the above items have been turned into the NSE Coordinator in the office of Global Learning Opportunities.*

Application Process

Once the office of Global Learning Opportunities has received your materials, you will be required to set up an appointment with the NSE Coordinator. This meeting gives you the opportunity to ask any questions you have about the program or the selection process. It is also an opportunity for the coordinator to ask you any questions relevant to your application. In the event there are two or more students wishing to attend the same campus, those applications will be ranked by individuals selected by the NSE coordinator. In such cases as this, the student with the higher rank number will receive first priority at the placement conference. However, it is still possible that both students may be accepted for exchange.

Program Cost

There are two tuition plans available through the program, Plan A and Plan B.

Plan A - You are required to pay the in-state tuition and fees of your host school. You are enrolled in NSE 400, a "placeholder" class, for 13 credits which will allow you to remain in the Boise State system. Upon return, the NSE 400 class will be posted as a "Pass" and your credits and grades that you received while on exchange will be transferred to your academic record. All course grades will be calculated into your Boise State University GPA. You will pay room and board at your host school as well as any other fees required by your host institution.

Plan B - You are required to pay your usual Boise State tuition and fees. You are enrolled in NSE 401, a "placeholder" class, for 13 credits which will allow you to be assessed Boise State fees and receive financial aid through Boise State. Upon return, the NSE 401 class will be posted as a "Pass" and your credits and grades that you received while on exchange will be transferred to your academic record. All course grades will be calculated into your Boise State University GPA. You will pay room and board and any other special fees at you host institution.

Scholarships – If you receive Boise State University scholarships and anticipate receiving these while on NSE, you may need to exchange on Plan B. Be sure to speak with the NSE Coordinator if you receive scholarships from Boise State. Once you have been accepted on a payment plan, changes cannot be made.

Part of the application asks you to develop a budget for your estimated expenses during your exchange. The NSE website (www.nse.org) provides an estimated cost for tuition, fees, room, and board for every exchange school. Please carefully consider the costs of attending your host school and develop an accurate budget. Failure to do so often results in a student declining their placement at a later date and remaining at Boise State for the term.

* If you are currently an international student attending Boise State you must participate on Plan B.

Financial Aid

You receive your financial aid from the school to which you pay your tuition and fees. Since you will need to apply for financial aid **prior** to your placement at an exchange site, it is extremely important that you **include all possible exchange schools plus Boise State** on your FAFSA. The suggested date that you mail your FAFSA is February 15.

If you are on Plan A, when you are accepted for placement, immediately follow the host institutions' procedures for applying for financial aid. You should have already put this school's code on your FAFSA. Your host school will then send you a Financial Aid Award Letter. The aid described in the letter is the only aid you will be eligible to receive.

If you are on Plan B, follow the regular procedure for filing for and accepting aid. Remember to sign the Financial Aid Release form so that Boise State can send you any excess loan money. It is recommended that you arrange for your extra monies to be direct deposited into a savings or checking account. For information, contact the Financial Aid office. If you receive work-study you must decline it. It is not transferable to other institutions. Ask for an increase in loan amounts if you need more money.

For both payment plans, it is important that you remain a full-time student while on exchange. If you drop to part-time status, Boise State will be notified and severe financial aid and academic repercussions will result.

If, due to your exchange plans, you have considerably more expenses than usual, it is recommended that you talk with a financial aid counselor. They may be able to provide a larger financial aid package for you.

Course Availability

Prior to departing for your exchange, you will register for classes at the host university. However, it is important to note that not all universities conduct registration for NSE students at the same time. Therefore, it is important to be **flexible** in the classes you would like to take while on exchange, because we are **not** to guarantee registration in any specific course. You should work with your academic advisor to create a list of possible courses so that you have flexibility when you register at the host university.

Transfer of Credits

Before leaving on exchange, you will be required to submit a Course Approval Form, available from the Global Learning Opportunities office. In essence, this form is your contract with the university that you will take a specified list of classes, guaranteed to transfer when you return from exchange. You are responsible for obtaining all the necessary signatures to facilitate the transfer of credits. Failure to submit this form may impact the transfer of credit.

Placement

In March of the year prior to your exchange, the NSE Coordinator will attend the NSE National Conference where they will attempt to place all students who have applied to the NSE program. Boise State has a very good track record for placing students. You have at least a 95% chance of being placed on the NSE program and an 85% chance at being placed at your first choice school.

If, for one reason or another, you cannot be placed at the national conference or you turned in your application after the conference, there is a possibility of a post conference placement. The number of available schools is decreased, and it may be more difficult to get Plan B. Do not hesitate to try post conference placement. It cannot hurt.

Resources

For more information regarding the National Student Exchange, please contact the NSE coordinator in the Global Learning Opportunities office. The NSE official website has links to all its member institutions (<http://www.nse.org>). The NSE office would be more than willing to put you in touch with someone who has just returned from exchange or someone who is currently on exchange. Also, you should talk about possibilities with your academic advisors or faculty members in your department; they can be a wealth of knowledge about programs in your area of study.

National Student Exchange Application

(Please type or print clearly using ink)

Contact Information

Name _____
First Name M.I Last Name

Current Address _____

Cell phone _____ E-mail _____ @u.boisestate.edu

Alternate email _____ Home Phone _____

As a reminder, all Boise State students should check their Boise State University email account on a regular basis. All NSE correspondence will be sent this email. We recommend you check this e-mail account weekly.

Permanent Address _____

Permanent Telephone _____

Demographic Information

Date of Birth _____ Gender _____

BSU Student ID # _____

Are you currently living on-campus? Yes/No (circle one)

Are you an Idaho resident? _____ If not, what state? _____

Are you a US citizen? Yes/No (circle one)

Why would you like to participate in the National Student Exchange? (Check all that apply)

- Access different courses/faculty
- Evaluate graduate schools
- Live in a different area
- Personal growth
- Enter host's honors program
- Language student
- Look for future employment
- Other. Please specify _____

Scholastic information

Class standing during exchange: Freshman Sophomore Junior Senior

Cumulative GPA _____ Number of credits earned _____

Major _____ Minor _____

While on exchange do you need to take classes in your major? Yes/No (circle one)

Do you want to live on-campus/off-campus (circle one)

Did you receive financial aid this term? Yes/No (circle one)

Are you applying for financial aid for your NSE participation? Yes/No (circle one)

If you are applying for financial aid, have you listed your possible exchange sites on your FAFSA? Yes/No (circle one). *If your answer is no, you should do this as soon as possible.*

Are you enrolled in Boise State's Honors program? Yes/No (circle one)

List past and current activities, positions, honors, and interests _____

Placement Information

Do you wish to participate in NSE with someone else? Yes/No (circle one)

With whom? _____

When do you want to participate in NSE? Academic Year Fall only Spring only (circle one)

List, in order of preference, the schools you wish to exchange to On which plan(s) (A/B)?

1. _____ Plan A Plan B either
2. _____ Plan A Plan B either
3. _____ Plan A Plan B either

Estimated Income Prior to and During Exchange

Financial Aid	_____
Savings prior to Exchange	_____
Parents Support	_____
Income during Exchange	_____
Other	_____
TOTAL	_____

Estimated Expenses while on Exchange

	School 1	School 2	School 3
Tuition and Fees	_____	_____	_____
Books and Supplies	_____	_____	_____
Housing and Food	_____	_____	_____
Moving Costs	_____	_____	_____
Holiday Travel	_____	_____	_____
Activities	_____	_____	_____
Misc. Expenses	_____	_____	_____
TOTAL	_____	_____	_____

Please read this information and sign below

The collection and retention of your records and information about you is subject to federal regulation under the Family Education Rights and Privacy Act of 1974. This means that you are responsible for specifying the persons and agents who have access to your records. It is therefore necessary for the NSE Program to obtain your permission to release information collected on the application, in your letters of recommendation, and in your transcripts. Please read and sign below.

- I hereby release information contained in my application, letters of recommendation, and transcripts to GLO for review and approval of my application.
- I hereby release information contained in my application and transcripts to the NSE Consortium and coordinators for the purpose of my placement on exchange.
- I hereby release information contained in my application, letters of recommendation, and transcript to the NSE host school where I am placed.
- I hereby give permission to GLO to obtain my transcript at any time during the term of exchange.
- I hereby give the Global Learning Opportunities Office permission to access my Boise State disciplinary and conduct record as part of the application process to study abroad. I also give GLO staff permission to check my conduct and disciplinary record at any other institution I have attended. I understand that the Global Learning Opportunities Office reserves the right to deny or place conditions on student participation in their programs based on this information.
- I understand that the NSE program is a temporary exchange program. I will not be allowed to participate in the exchange longer than one calendar year. I understand that NSE time may not count for residency in the state in which I participate. I am not using NSE as a means to transfer to the host institution.

Applicant's Signature

Date

It is often helpful for other NSE students to have your phone number and e-mail address. Please indicate whether or not you are willing to share this information with future NSE students. Yes/No (circle one)



LETTER OF RECOMMENDATION
National Student Exchange Program
Boise State University
Eden Taylor, NSE Coordinator
Global Learning Opportunities, MS 1145
(208) 426-2630, studyabroad@boisestate.edu

Applicants Should Complete This Section

Applicant's Name Major Class

Name and Address of Person Submitting Reference

The above named student has given your name as a reference to support their application for participation in the National Student Exchange Program. The NSE Program provides Boise State students the opportunity of attending another university without paying out-of-state tuition, thus allowing the students to take specialized courses, experience new lifestyles, and appreciate different cultural perspectives at a minimal extra cost.

In order that we can feel justified in a student's representation of our institution we need to know as much information as possible about the student's adaptability, maturity, and ability to benefit personally and academically from the exchange. Please fill out this form completely and thoroughly. Please supply any information you can about the student and return this form to the above address. Thank you. Your prompt response is appreciated.

1. MATURITY

How mature do you think this student is compared to other individuals of similar age and background?

10 HIGH	9	8	7	6	5	4	3	2	1 LOW
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Explanation: _____

2. ADAPTABILITY

How readily do you think the student will adapt to the exchange school?

10 HIGH	9	8	7	6	5	4	3	2	1 LOW
------------	---	---	---	---	---	---	---	---	----------

Explanation: _____

3. PERSONAL BENEFIT

Please indicate the degree to which you think the student will personally benefit from participation in the exchange program.

10 HIGH	9	8	7	6	5	4	3	2	1 LOW
------------	---	---	---	---	---	---	---	---	----------

Explanation: _____

4. ACADEMIC BENEFIT

Please indicate the degree to which you believe the student will benefit academically from participation in the exchange program.

10 HIGH	9	8	7	6	5	4	3	2	1 LOW
------------	---	---	---	---	---	---	---	---	----------

Explanation: _____

ADDITIONAL COMMENTS:

Please provide any additional information you feel would help us in our task of approving and ranking applicants for exchange. YOUR COMMENTS MAY MAKE THE DIFFERENCE AS TO WHETHER OR WHERE THIS STUDENT IS PLACED ON EXCHANGE.

Name: _____ Relationship to applicant _____

Signature: _____ Date _____



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Applicants Should Complete This Section

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<hr/>		
Applicant's Name	Major	Class
<hr/>		
Name and Address of Person Submitting Reference		

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5. MATURITY

How mature do you think this student is compared to other individuals of similar age and background?

10 HIGH	9	8	7	6	5	4	3	2	1 LOW
------------	---	---	---	---	---	---	---	---	----------

Explanation: _____

6. ADAPTABILITY

How readily do you think the student will adapt to the exchange school?

10 HIGH	9	8	7	6	5	4	3	2	1 LOW
------------	---	---	---	---	---	---	---	---	----------

Explanation: _____

7. PERSONAL BENEFIT

Please indicate the degree to which you think the student will personally benefit from participation in the exchange program.

10 HIGH	9	8	7	6	5	4	3	2	1 LOW
------------	---	---	---	---	---	---	---	---	----------

Explanation: _____

8. ACADEMIC BENEFIT

Please indicate the degree to which you believe the student will benefit academically from participation in the exchange program.

10 HIGH	9	8	7	6	5	4	3	2	1 LOW
------------	---	---	---	---	---	---	---	---	----------

Explanation: _____

ADDITIONAL COMMENTS:

Please provide any additional information you feel would help us in our task of approving and ranking applicants for exchange. YOUR COMMENTS MAY MAKE THE DIFFERENCE AS TO WHETHER OR WHERE THIS STUDENT IS PLACED ON EXCHANGE.

Name: _____ Relationship to applicant _____

Signature: _____ Date _____