



Step-by-Step Guide to Apply for an NSU Exchange Program (NSU bilateral agreements)

STEP 1: Find a program that works for you. Review the NSU bilateral agreements list. Visit the schools' websites, and read what they offer for international students. Choose a school and program that offers classes directly related to your program of study.

STEP 2: Visit the IRSC. Schedule a visit for a general information session with the International Student Resource Center.

STEP 3: Meet with your academic advisor. Schedule a visit with your academic advisor and identify the best courses to choose for your Study Abroad semester. Ask how your participation may impact your expected graduation date.

STEP 4: Complete your application. It should include:

- Study Abroad Application form, with the signature of your advisor.
- Statement of Purpose.
- Letter of recommendation from your advisor or a professor in your department.
- Copy of your transcript.

Bring or send all documentation to the International Student Resource Center, Russell 227.

If accepted, the International Student Resource Center will notify you. ONCE YOU RECEIVE YOUR LETTER OF ACCEPTANCE from the ISRC:

STEP 1: If you do not have one, apply for a **passport** as soon as possible. If yours is about to expire, apply for a new one. Generally, the passport has to be valid for at least six months after the day of your departure (depending on the country).

STEP 2: Complete the **Learning Agreement** form, and bring or send it to the ISRC, Russell 227. The ISRC will submit the Learning Agreement to the host institution.

STEP 3: Complete the application process with the host institution (if applicable). Submit any required materials. You are not to start the application process with the host institution until you receive the notification of your acceptance, and the ISRC instructs you on when and how to proceed.

STEP 4: Start the **Visa** application process.

STEP 5: Register for the designated **Study Abroad class**. The ISRC will notify you the CRN number to add the class.

STEP 6: If you will apply for **Financial Aid**, make sure you complete all the required paperwork to ensure that your award is disbursed on time.

STEP 7: Secure **housing** and **health insurance**.

STEP 8: Review important general student travel and safety information, as well as information specific to your host country.

IMPORTANT: Your application to participate in an exchange program through a NSU Bilateral Agreement will be valid as long as the ISRC submits all requested documentation to the host institution. The host university will return all applications not submitted by the IRSC.