

Prospective Exchange Students

EXCHANGE STUDENT PROCESS

1. Apply to Colorado College's exchange program via your home school's international office.
2. Your home school nominates you to Colorado College by submitting your Nomination form.
3. After your nomination is accepted, you will receive an email from Colorado College with further instructions to complete the application.
4. Complete the application before the deadline date.

REQUIRED MATERIALS

Once you have been nominated, you will receive instructions via email about completing the application. The following application materials will be required:

- ✚ Incoming exchange application form
- ✚ Official transcript (must be in English)
- ✚ Financial support documentation
 - Must be in English
 - Must provide evidence of funds sufficient to cover the duration of your exchange program
- ✚ Copy of your passport biographical page
- ✚ Official TOEFL/IELTS scores (or alternate verification of English Language Proficiency)

All materials must be in English except the passport biographical page. All materials must be submitted by the deadlines below.

Application Deadline (materials received from student)	
Fall Term (August – December)	May 31 st
Spring Term (January – May)	October 15 th

We will not issue your exchange visitor visa paperwork until we have received a completed application from you. Submit your application and all supporting documentation to:

Attn: Donna Beziou, International Student and Scholar Assistant
Office of International Programs
Colorado College
14 E. Cache La Poudre Street
Colorado Springs, CO 80903
USA
ISS@ColoradoCollege.edu
FAX: (719) 227-8283

Exchange Nomination Form

Student Information		
First Name	Middle Name	Last Name
Exchange Term/Dates	Country of Citizenship	Email Address

Statement of Interest

Please write a short statement of interest, answering the following questions, and attach to your Nomination form:

1. Why are you interested in studying at Colorado College?
2. What do you hope to gain or learn from the experience of studying at Colorado College?

University Transcript

Please scan and include a copy of your most recent university transcript. Transcripts in languages other than English should be sent along with an English translation prepared by your school or a certified translator.

Verification of English Language Proficiency

Is English your first language? YES NO

If not, per Department of State federal regulations, an exchange visitor must have “sufficient proficiency in the English language, as determined by an objective measurement of English language proficiency, to successfully participate in his/her program and to function on a day-to-day basis.” [22 CFR 62.10(a)(2)]. Therefore, please include **ONE** of the following with your Nomination form:

- Copy of your score from a recognized English language test (e.g., TOEFL, IELTS)
- Signed documentation from an academic institution or English language school (see attached template letter), issued on letterhead with printed name and signature of school official

Applicant Affidavit

I certify that the information contained in this Nomination form is true and complete. I understand that I am applying to Colorado College as an exchange student. I will inform myself of, and agree to abide by, all appropriate rules and policies pertaining to exchange students at Colorado College.

Student’s signature: _____ Date: _____

Nomination Information (to be completed by your Exchange Coordinator)

Home Institution	Exchange Coordinator Name	Email Address
Attended from (mm/yyyy)	Anticipated Graduation Date (mm/yyyy)	
<p><i>On behalf of the institution, I certify that this student is in good standing and has been selected to attend Colorado College as part of our reciprocal exchange agreement.</i></p> <p>Official Seal / Signature of Home Institution:</p>		

Submission and Deadlines

This form and supporting documents can be scanned and sent by the Exchange Coordinator to:
 Donna Beziou, International Student and Scholar Assistant, Colorado College
 Email: iss@coloradocollege.edu

Deadlines: Fall Term: May 31st/ Spring Term: October 15th

