



International Exchange Student Application 2012-2013

Application Deadlines

- **April 1** Fall semester (late August to late December) or academic year
- **October 15** Spring semester (mid-January to mid-May)

English Language Ability

The exchange program coordinator's signature on this application certifies that the student has sufficient English language ability to participate in the exchange program. So that we can ensure appropriate course placement, we encourage students to submit documentation of English language ability (such as TOEFL or IELTS scores) if available. Although students are not required to take an English language course while at MICA, they may do so if they choose.

Application Process

After the semester application deadline, MICA will forward all complete applications to the appropriate departments for review. MICA will inform students and exchange coordinators of acceptance decisions by email.

Student Visa

MICA will send all accepted students a U.S. immigration document called an I-20, which the student must have to apply for an F-1 visa. MICA will send detailed information about the visa application process, campus housing, meal plans, healthcare, and new student orientation in the envelope with the I-20.

Registering for Classes

Students should list the courses they wish to take (in order of preference) on the exchange application form. MICA will create exchange students' schedules based on a combination of the courses that students request, course recommendations by MICA department chairs, and course availability.

Tuition and Fees

Tuition and fees are waived in accordance with the exchange agreement between MICA and the partner institution.

Room and Board

Information and applications for housing and optional meal plans will be included in the packet with the student's I-20. Students interested in on-campus housing are advised to return the housing application to MICA as early as possible. **Please note that MICA cannot guarantee on-campus housing for exchange students.** However, we make every effort to accommodate students whenever possible. We may also be able to assist students in locating off-campus housing. Please contact MICA's International Affairs office with any questions about housing.

Health Insurance

All exchange students are required to have MICA's student health insurance and will automatically be enrolled in the student health insurance plan. Exchange students will be billed directly for the cost of the insurance. The cost for Fall 2012 is \$534; however, the cost for Spring 2013 has yet to be determined.

Additional Expenses

Students are responsible for all expenses they incur during their study at MICA, including housing, meals, health insurance and care, travel, art supplies, personal expenses, etc. The estimated cost of one semester in Baltimore is \$7500.00. This amount is subject to change.

Official Transcripts

Upon completion of the student's exchange period at MICA, the International Affairs office will send an official transcript to the exchange program coordinator at the student's home institution.



International Exchange Student Application 2012-2013

APPLICATION PACKET

All items must be included in order to process your application.

- _____ Exchange student application form (this document)
- _____ Statement of interest
- _____ Official or certified university transcript showing all past and current courses and grades (in English)
- _____ Portfolio of artwork: 12-15 images on CD (please include descriptions)
- _____ Official financial documents indicating sufficient funds (equivalent to at least \$7500 USD)
- _____ Evidence of English language proficiency (signature of the home institution exchange coordinator on this form is sufficient, but applicants may submit additional documentation if available)
- _____ Copy of the biographical page of your passport
- _____ Any additional information you wish to include (for example, CV, letter of reference, etc.)

Please mail exchange applications to:

International Affairs
Maryland Institute College of Art
1300 Mount Royal Avenue
Baltimore, MD 21217 USA

Exchange application deadlines:

**April 1 for fall semester or academic year study
October 15 for spring semester study**

BASIC INFORMATION

Home Institution: _____ City, Country: _____

Desired Period of Exchange at MICA: _____ fall semester 20_____
_____ spring semester 20_____
_____ academic year 20___ / 20___ (note: may not always be available)

STUDENT INFORMATION

Name: _____
Last (family) name First (given) name Middle name

*Please print your name **exactly** as it is spelled in your passport, with your last name in capital letters.
Example: PICASSO, Pablo Ruiz*

Date of Birth: _____ Sex: ___ Male ___ Female
Example: July 28, 1986

Country of Citizenship: _____ Country of Birth: _____

Phone Number (with country code): _____ E-mail Address: _____

VISA STATUS

_____ I am outside the U.S. and need to obtain an F-1 student visa.

_____ I have an F-1 student visa because I currently study or recently studied (within five months) at a U.S. institution.

Name and location of the U.S. school you most recently attended: _____

Dates of attendance: _____

Please submit a copy of your current I-20 and F-1 visa and request a "release form" from MICA's International Affairs Office. The U.S. government requires this procedure for the transfer of your I-20 to a new institution. You must follow this procedure in order to keep all of your F-1 benefits.

_____ I am in the U.S. on another visa, and I wish to change to an F-1 student visa. Current visa: _____

_____ I am in the U.S. on a _____ visa. I plan to study on this visa and will not need immigration documents from MICA.

_____ I am a U.S. citizen or a permanent resident of the U.S. (Check one: _____ U.S. citizen _____ U.S. P.R.)

ADDRESS

Permanent address in your country of citizenship:

Mailing address for the delivery of your I-20 (if different):

Person/Company Name: _____

Address: _____

Address Valid Until (date): _____

Telephone number in case of FedEx delivery problems: _____

Special instructions for delivery: _____

HEALTH AND EMERGENCY INFORMATION

Do you have any medical conditions that might affect your stay at MICA? (Choose one: _____ Yes _____ No)

If yes, please explain: _____

EMERGENCY CONTACT PERSON:

Name: _____ Relationship: _____

Telephone Number (with country code): _____

Address: _____

HOUSING

Are you interested in on-campus housing at MICA? (Choose one: ___Yes ___No)

HOME INSTITUTION APPROVAL

(Name of student) _____
is nominated to study at MICA according to the terms of our bilateral student exchange agreement.

Signature of Approval from Exchange Coordinator: _____

Name: _____ Title/Position: _____

Institution: _____

Phone: _____ Fax: _____ E-mail: _____

PROPOSED STUDIES AT MICA

Primary field of study (please choose one):

Animation	Fiber	Interdisciplinary Sculpture
Art History, Theory & Criticism	General Fine Arts	Painting
Ceramics	Graphic Design	Photography
Drawing	Illustration	Printmaking
Environmental Design	Interaction Design & Art	Video & Film Arts

Please list below the courses you would like to take at MICA. You may choose courses from any department, as long as you meet any course-specific prerequisites. Go to http://www.mica.edu/Programs_of_Study.html to find the course titles and descriptions for each department.

Exchange students are responsible for fulfilling the requirements of their home schools, so we recommend that you discuss your academic plans in advance with your advisor, dean or head of department.

We will consider your desired courses as much as possible, but please note that courses listed on the website may not be offered every semester and that final schedules will depend upon MICA department chairs' recommendations and course availability.

Proposed Courses (in order of preference):

Alternate Choices (in order of preference):

- | | |
|----------|-------|
| 1. _____ | _____ |
| 2. _____ | _____ |
| 3. _____ | _____ |
| 4. _____ | _____ |
| 5. _____ | _____ |

STATEMENT OF PURPOSE

Please write a one-page statement of purpose and attach it to this application form. The statement should explain your goals and reasons for seeking study in the exchange program. It should discuss how your proposed course of study at MICA relates to your educational and career goals.

FINANCIAL DOCUMENTS

Please attach documentation of funds equivalent to at least \$7500 if you wish to spend one semester on exchange at MICA. This amount is subject to change. This is a U.S. government requirement to show that you are able to cover the estimated cost of living in Baltimore and studying at MICA as an exchange student in the fall 2012 or spring 2013 semester.

You may document the required amount of funds in one of two ways (or a combination):

1. A recent, original bank statement (in English), in your name or a sponsor's name. The bank statement must be on official bank letterhead and must specify the currency, the amount of money in the account, and the type of account. If the bank statement is not in your name, the account owner (your sponsor) must complete and sign the "sponsor" section on the following page.
2. An official, original scholarship letter from an organization/university/government in your home country that awards you a scholarship or loan. The letter must specify your name, the amount of funding, and the duration of the award (including dates).

Note: You will also need to take financial documents to your visa interview, so we recommend that you obtain two original sets of financial documents – one to send to MICA and one to take to your visa interview.

SPONSOR'S STATEMENT:

If your financial documents are not in your name, the account owner (your sponsor) must complete the section below.

This will certify that the attached financial document(s) are complete and accurate to the best of my knowledge. I pledge financial support to meet the educational and living expenses of this student in the amount of \$7500 per semester for the duration of her/his studies at MICA.

Sponsor's Name: _____

Relationship to Student (for example, "mother"): _____

Sponsor's Address: _____

Sponsor's Signature: _____ Date: _____

DEPENDENTS

If you wish to bring a spouse or child(ren) with you during your period of exchange at MICA, please contact the International Affairs office for information about immigration and funding requirements for dependents.

Dependents you wish to bring with you to MICA: _____ spouse _____ child (number of children _____)

SIGNATURE

I certify that the information I have provided on this application form is true and accurate. If admitted, I understand that I will be responsible for all expenses not specifically covered by the terms of the Exchange Agreement between MICA and my home institution. I hereby authorize MICA's Office of International Affairs to request my MICA transcript from the Office of Enrollment Services and to send it to my home institution's exchange coordinator upon my completion of the exchange program.

Student's Signature

Date

Please contact MICA's International Affairs office with any questions:
Office of International Affairs Tel. +1 410-225-2243
Maryland Institute College of Art Fax +1 410-225-2548
1300 Mount Royal Avenue internationalaffairs@mica.edu
Baltimore, MD 21217 USA www.mica.edu/internationalaffairs