International Exchange Student Application
2016-2017

Application Deadlines
- April 1 Fall semester (Early September to late December) or academic year
- October 1 Spring semester (mid-January to mid-May)

English Language Ability
In accordance with new J-1 visa regulations, MICA now requires proof of English language proficiency (if your native language is not English). MICA requires a score result on The Test of English as a Foreign Language (TOEFL) of at least 550 PBT (paper based test), or equivalent 213 CBT (computer-based test), or 80 IBT (internet based test). MICA also accepts a band score of at least 6.5 on the International English Language Testing System (IELTS).

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 as soon as possible. 
After approval, students will have to confirm their participation by email by the following deadlines:

November 15 for spring semester
May 15 for fall semester

Please note that if students withdraw after the deadline, they will be responsible for any fees incurred by MICA on their behalf. These fees can include health insurance and student life/technology fees.

Exchange Visitor J-1 Visa
MICA will send all accepted students a U.S. immigration document called a DS-2019, which the student must have to apply for an J-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 DS-2019.

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. Available space cannot be guaranteed; therefore, students will need to be flexible. Please note that students must take three studio courses and two academic (or text based) courses.

Tuition and Fees
Tuition is waived in accordance with the exchange agreement between MICA and the partner institution. Students will be charged for the following fees:

Student Life Fee - $495
Technology Fee - $300

These are the spring 2016 fees. Fees have yet to be set for fall 2016 and could change.

Room and Board
Information and applications for housing will be included in the packet with the student’s DS-2019. Students interested in on-campus housing are advised to return the housing application by the appropriate deadline or they will not be considered for housing. Please note that MICA cannot guarantee on-campus housing for exchange students. However, we make every effort to accommodate students whenever possible. In addition, please note that if you live on campus, a meal plan will be required.
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 Spring 2016 was approximately $1,200. The fees for fall 2016 have not been set yet.

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 $10,200.00. 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. MICA cannot release transcripts if students have an outstanding balance on their student accounts.
APPLICATION PACKET

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

____ Exchange student application form (this document)
____ Statement of interest
____ Letter of Recommendation from a faculty member.
____ Official or certified university transcript showing all past and current courses and grades (in English)
____ Portfolio of artwork: 12-15 images, website only (please include descriptions)
____ Official financial documents indicating sufficient funds (equivalent to at least $10,200 USD)
____ Evidence of English language proficiency (MICA requires a score result on The Test of English as a Foreign Language (TOEFL) of at least 550 PBT (paper based test), or equivalent 213 CBT (computer-based test), or 80 IBT (internet based test). MICA also accepts a band score of at least 6.5 on the International English Language Testing System (IELTS).)
____ Copy of the biographical page of your passport
____ Any additional information you wish to include (for example, CV, 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 1 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 Legal Permanent Residence __________________________
City of Birth: ____________________________

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

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### VISA STATUS

____ I am outside the U.S. and need to obtain an J-1 Exchange Visitor visa.

____ I have a US J-1 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 DS-2019 and J-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 DS-2019 to a new institution. You must follow this procedure in order to keep all of your J-1 benefits.*

____ I am in the U.S. on another visa, and I wish to change to a J-1 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.)

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### ADDRESS

**Permanent address in your country of citizenship:** __________

**Mailing address for the delivery of your DS-2019 (if different):**

Person/Company Name: __________

Address: __________

Address Valid Until (date): __________

Telephone number in case of FedEx delivery problems: __________

Special instructions for delivery: __________

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### 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: __________

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### 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 Architectural Design Art History, Theory & Criticism Ceramics Drawing Fiber General Fine Arts Graphic Design Illustration Interaction Design & Art Interdisciplinary Sculpture Painting Photography Printmaking 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): ____________________________

1. ____________________________________________

2. ____________________________________________

3. ____________________________________________

4. ____________________________________________

5. ____________________________________________

Alternate Choices (in order of preference):

__________________________________________

__________________________________________

__________________________________________

__________________________________________

__________________________________________

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 proof of funds equivalent to at least $10,200 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.

Proof of funds may include a combination of the following sources of funding:

- 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.
- An official, original scholarship letter from an organization/university/government in your home country that awards you a scholarship. The letter must specify your name, the amount of funding, and the duration of the award (including dates). NOTE: Student loan confirmation letters are not sufficient

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.

Please refer to the J-1 Visa Key Concepts handout for information about the implications of using government funding for your term as a J-1 visitor.

FINANCES WORKSHEET:

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<thead>
<tr>
<th>SOURCE</th>
<th>NAME OF FUNDER</th>
<th>AMOUNT IN USD</th>
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<tbody>
<tr>
<td>PERSONAL FUNDS</td>
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<td>US GOVERNMENT</td>
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<td>FOREIGN GOVERNMENT</td>
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<td>TOTAL: (MUST BE AT LEAST $10,200)</td>
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SPONSOR’S STATEMENT:

SPONSOR’S STATEMENT / AFFIDAVIT OF SUPPORT:
If your financial documents are not in your name, the account owner (your sponsor) must complete the section below. If you have multiple sponsors, please copy this form and have each sponsor sign a separate statement with supporting bank letters.

I 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

Student name: ________________________________ in the amount of $____________________________

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