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 a 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 Office of International Education 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:
Office of International Education
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: __________________________

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 Office of International Education. 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.)

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: ______________________________________

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)

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**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: ___________________________

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**PROPOSED STUDIES AT MICA**

Primary field of study (please choose one):

<table>
<thead>
<tr>
<th>Animation</th>
<th>Fiber</th>
<th>Painting</th>
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<tbody>
<tr>
<td>Architectural Design</td>
<td>General Fine Arts</td>
<td>Photography</td>
</tr>
<tr>
<td>Art History, Theory &amp; Criticism</td>
<td>Graphic Design</td>
<td>Printmaking</td>
</tr>
<tr>
<td>Ceramics</td>
<td>Illustration</td>
<td>Video &amp; Film Arts</td>
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<tr>
<td>Drawing</td>
<td>Interactive Arts</td>
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<tr>
<td></td>
<td>Interdisciplinary Sculpture</td>
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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](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. | ______________________________________________ |

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**STATEMENT OF INTEREST**

Please write a one-page statement of interest 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:

<table>
<thead>
<tr>
<th>SOURCE</th>
<th>NAME OF FUNDER</th>
<th>AMOUNT IN USD</th>
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</thead>
<tbody>
<tr>
<td>PERSONAL FUNDS</td>
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<tr>
<td>FOREIGN INSTITUTION</td>
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<td>US GOVERNMENT</td>
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<tr>
<td>FOREIGN GOVERNMENT</td>
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<td><strong>TOTAL:</strong> (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 Office of International Education 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 Education 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 Office of International Education with any questions:
Office of International Education Tel. +1 410-225-2243
Maryland Institute College of Art Fax +1 410-225-2548
1300 Mount Royal Avenue internationaleducation@mica.edu
Baltimore, MD 21217 USA www.mica.edu/internationaleducation