



Dear Student:

Do you have an interest to study away from home, but aren't quite ready for the commitment of a study abroad experience? Do you have time to study away for a semester but not for a full year? Are you looking to meet new people, experience a new environment, but can't afford out of state tuition? NSE is the program for you!

NSE locations encompass nearly 200 colleges and universities in the United States, Canada, Guam, Puerto Rico and U. S Virgin Islands!

MSU is a **Plan B** school which means your tuition and fee payments will be paid directly to MSU. Therefore, when reading the Directory, it is important that you note what plan the host institution allows for Plan B. For example, if an institution is 1:1 on Plan B, it will be more difficult for you to be placed there. Those that identify themselves as *open* or *uneven* will offer you the best chance for placement. NSE placements nationwide will occur in March and students will be notified of their acceptance by March 31st, 2012. With placement rates of 97 percent, our students can generally find a location to meet both their academic and personal objectives.

Think about it. Talk with your parents, advisor, and professors about this exciting opportunity! Many of our returning students describe NSE as a life-changing experience which has made them more independent, self-confident and resourceful; expanded their risk-taking capabilities; and helped them better define their academic and career objectives. I hope that you too, will be able to take advantage of this exciting opportunity!

Sincerely,

Briana Threatt

NSE Student Coordinator

Wigley Administration Center 228

Phone: 507-389-1459

Email: briana.threatt@mnsu.edu

More info →



Application



Application Deadline for Fall 2012-Spring 2013: **February 4th, 2011**

Application Fee: \$250.00 (Non-Refundable)

The application is not considered complete until the fee has been paid. Fee can be paid to the MSU Cashiers Office or can be paid in person via cash, or money order.

****Should you pay the MSU Cashiers Office, please inform them it is for National Student Exchange.**

Prior to completing this application please read the NSE eligibility requirements, policies, and procedures in the NSE Directory.

RETURN APPLICATION ALONG WITH SUPPORTING DOCUMENTATION:

Briana Threatt
National Student Exchange
228 Wigley Administration Center
Mankato, MN 56001

**NSE Coordinator Contact
Information**
nse@mnsu.edu
Phone: 507-389-1459

CONTACT INFORMATION

Name: First _____ Middle _____ Last _____

Current Address:

_____ Street/Room# _____ City _____ State _____ Zip _____

Permanent Address (if different than above):

_____ Street/Room# _____ City _____ State _____ Zip _____

Permanent Phone: ____/____/____ Cell Phone: ____/____/____

Tech ID: _____

E-mail: _____ Alternate E-mail: _____

DEMOGRAPHIC INFORMATION

Date of Birth (MM/DD/YYYY): _____ Gender: Female Male

Are you currently living in on-campus housing? Yes No

Are you a resident of the state/province in which your home campus is located? Yes No

Country of Citizenship: United States Other _____
 Non-resident alien, visa type _____ Resident alien

DEMOGRAPHIC INFORMATION, continued

Primary reason(s) for exchange - check all applicable

- access different courses/faculty
- evaluate graduate schools
- live in a different area
- personal growth
- participate in host campus international program
- enter host campus honors program
- exchange as a resident assistant
- language study
- look for future employment
- other: _____

SCHOLASTIC AND OTHER INFORMATION

Current Class Level: Fr So Jr Sr Cumulative grade point average: _____

Major: _____ Minor: _____

Will you need courses in your major while on exchange? Yes No

Are you currently receiving financial aid? Yes No

Are you currently enrolled in the honors program? Yes No

Marital Status: Single Married

Will you be accompanied on exchange by: spouse Yes No Children Yes No

Do you wish to go on exchange with another student(s): Yes No

If yes, name of the student(s): _____

Name of campus at which the student is enrolled: _____

EXCHANGE REQUESTS

Period of requested exchange: Fall Semester 20____ Spring Semester 20____
 Fall Quarter 20____ Winter Quarter 20____ Spring Quarter 20____
 Summer 20____

List in priority order the institutions you wish to attend. (Use an additional sheet if more than five institutions are requested.)

Name of Institution

1. _____
2. _____
3. _____
4. _____
5. _____

Where would you reside at the exchange school?

- Residence Hall
- Sorority/Fraternity
- Off-Campus

EDUCATIONAL BACKGROUND

Number of credits completed to date: _____ Number of credits enrolled in current term: _____

Expected graduation date: _____

Do you have any incomplete grades, missing grades, or other deficiencies (e.g. failure to complete required proficiency tests)? Yes No

If yes, please explain: _____

SPECIAL NEEDS OR CIRCUMSTANCES

If you have a physical condition for which accessible, on-campus housing or classroom accommodation might be needed; a documented disability which may require academic accommodation (e.g., note takers, taped texts); a medical condition which might require immediate attention during exchange; or a condition which might affect emotional or mental well-being during exchange, you are encouraged to identify your needs by attaching a separate page indicating the nature and extent of your circumstances and arrangements which are currently being made for you on this campus. Also indicate whether or not we may contact your requested host campus at this time. NSE does not discriminate on the basis of special needs. Rather, your disclosure at this stage of the application process is invited in order to assist you in identifying a placement site which can provide reasonable accommodation of your needs. Following placement, it is your responsibility to consult the host campus coordinator and ADA Officer to determine the deadlines by which you must submit written, current, and professionally documented information as required by your host campus.

OTHER CONSIDERATIONS

Have you ever been convicted of a felony? Yes No

Are you on probation, parole, or have any legal judgments pending against you either inside or outside campus?

Yes No If yes, please explain:

Are you currently under any campus disciplinary action for violation of codes of academic or student conduct?

Yes No If yes, please explain:

Do you have any outstanding indebtedness to the campus (Student Loan debt does not apply)? Yes No

LANGUAGE PROFICIENCY

What is your native language? English Spanish Other: _____

If you plan to exchange to a campus in Puerto Rico, you must be certified for proficiency in Spanish. If English is not your first language, for all other NSE locations you must demonstrate proficiency in English. Language proficiency must be determined prior to placement.

RECOMMENDATIONS/REFERENCES

List the Individuals who are writing references for you. One reference letter must come from an MSU advisor/faculty/staff member, and one other person who will recommend you for exchange.

1.

Advisor/Faculty/Staff Department/Office Phone

Name Relationship to applicant Phone

2.

Advisor/Faculty/Staff Department/Office Phone

Name Relationship to applicant Phone

EMERGENCY CONTACT

Name: _____ Relationship: _____

Street: _____

City, State/Province, and Zip/Postal Code: _____

Phone: _____ E-mail: _____

RELEASE OF INFORMATION and OFF-CAMPUS STUDY ARRANGEMENTS

The collection, retention, and dissemination of your records, and information about you are subject to federal regulation under the Family Educational Rights and Privacy Act of 1974. You are responsible for specifying the persons or agents who have access to your records. Therefore, it is necessary that we obtain your permission to request and release information pertinent to your exchange. Please read the following statements and sign below:

- I understand that it will be necessary for my campus to obtain certain information about my academic and non-academic record in order to: 1) ascertain my eligibility and suitability for an exchange through NSE, and 2) facilitate my exchange after it is arranged. I hereby grant permission to the NSE coordinator and/or designee to obtain information that is appropriate to my application and participation in the exchange including, but not limited to, letters of recommendation, permanent academic records and transcripts, conduct, fiscal records, medical records, all for the purposes of exchange placement and participation, continuation, or termination.
- I give permission to the NSE coordinator and/or designee to contact appropriate personnel in order to verify that I am under no disciplinary action for violation of codes of academic and student conduct and/or that I have no judicial cases pending which would invalidate my eligibility for exchange.
- I hereby release information contained in my application, letters of recommendation, transcripts, and other information required as part of the NSE application process to my home NSE Coordinator, designee, and those individuals/committees responsible for reviewing and approving my application for exchange participation.
- I hereby release information contained in my application, letters of recommendation, transcripts, and other information required as part of the NSE application process to the National Student Exchange Central Office and to the NSE host institution at which I am placed.
- I understand that should I fail to make full payment for all required fees charged by my host institution and or home institution, prior to my return to Minnesota State University, Mankato– a hold will be placed on my MSU Student Account, which will prohibit me from future registration.
- I understand Minnesota State University, Mankato assists its students in making off-campus study arrangements only as a service to its students. It is acting solely as an agent for its students and, therefore, does not make any warranties of any kind, express or implied, regarding any off-campus program in which a student may participate. Minnesota State University, Mankato assumes no responsibility and disclaims any liability for any damages or injury suffered by a student by reason of negligent, wrongful acts or failure to act by any person or an institution with whom the university may make arrangements for the promotion, facilitation and/or operation of any off-campus study program. The term Minnesota State University, Mankato as used above includes the Board of Governors for Education for the State of Minnesota, its successors and its agents, servants, and employees.

Signature: _____ Date: _____

PLEASE READ AND INITIAL THE FOLLOWING FIVE ITEMS

Grade Point Average: I understand that in order to participate or remain in the NSE exchange program I must maintain a 2.50 cumulative GPA minimum (on a 4.0 scale), be a full-time student at my home campus, and remain a full-time student while on exchange. _____

I understand that if I fail to pre-approve my courses I plan to take at my host institution, prior to leaving for my host university, my host university courses may not transfer back to MSU. _____

I grant permission to the NSE Coordinator to give my e-mail address to future NSE students who are exchanging to the same college I am exchanging to. _____

I understand I must pay all fees and charges to my host and home campus, prior to returning to MSU. Should I fail to do so; a hold will be placed on my MSU Student Account and my transcripts will not be sent from my host campus. _____

CHECKLIST: Make sure that you have included:

- REFERENCE/RECOMMENDATION LETTERS: Two recommendations are required (standard forms are attached). Your references may also use their own form or letter. Remember, **one recommendation needs to be submitted by an MSU Employee (this may include Residence Life Student or Professional Staff)**.
- APPLICANTS PROGRAM OF STUDY STATEMENT/LETTER OF INTEREST: A concise statement of how your proposed exchange will contribute to your academic and personal development here at MSU.
- APPLICATION FEE: \$250.00.
- COMPLETED APPLICATION, with a copy of my UNOFFICIAL TRANSCRIPT.

SIGNATURE

I have read and fully understand:

- information on eligibility, policy, and procedures presented in the *NSE Directory* (pages 11 - 18)
- campus policies and procedures governing my exchange participation

I further understand that:

- participating in the National Student Exchange is a privilege and not a right
- submitting an application is not a guarantee of application acceptance or placement
- at all times prior to and during my exchange, I must meet the eligibility requirements (academic, behavioral, and financial) of the program and those of my home and host campuses, and that failure to do so will result in the cancellation of my exchange
- I may not use my time spent on exchange to establish my residency at my host university

If accepted for participation in the National Student Exchange, I agree to adhere to all the rules and regulations of both my home and host institutions. Failure to do so will result in the cancellation of my exchange.

I affirm that all information is complete, accurate, and true to the best of my knowledge. I acknowledge that I am signing freely, voluntarily, and under no compulsion.

Signature: _____ Date: _____

NATIONAL STUDENT EXCHANGE REFERENCE
PLEASE PRINT OR TYPE

Applicant's Name: _____

Evaluator: Please check the appropriate space and complete this section.

_____ Faculty _____ Advisor _____ Parent _____ Other: _____

1. How well do you know the applicant? (Check the most appropriate response.)

- _____ Extensive contact in a variety of settings
 _____ Well acquainted in classroom or campus environment
 _____ Limited contact in classroom or campus environment
 _____ Other: _____

2. In comparison with other students whom you have known at comparable stages of their careers, please rate the applicant in these areas. (Circle the most appropriate response.)

	Excellent	Very Good	Average	Below Average	Unable to Judge
Academic Ability	4	3	2	1	N/A
Maturity	4	3	2	1	N/A
Cooperative & Adaptability	4	3	2	1	N/A
Initiative & Motivation	4	3	2	1	N/A
Social Skills	4	3	2	1	N/A
Open-mindedness	4	3	2	1	N/A
Integrity	4	3	2	1	N/A

3. Exchange to another campus would be appropriate for the applicant:

_____ Yes _____ No

4. **REMARKS:** Base on your knowledge of the applicant, please comment on his/her chances for success and what would be gained from an exchange experience. (Please use the back of this page to comment or a separate sheet of paper.)

Signature: _____ Printed Name: _____

Position: _____ Phone: _____ Date: _____

NATIONAL STUDENT EXCHANGE REFERENCE
PLEASE PRINT OR TYPE

Applicant's Name: _____

Evaluator: Please check the appropriate space and complete this section.

_____ Faculty _____ Advisor _____ Parent _____ Other: _____

5. How well do you know the applicant? (Check the most appropriate response.)

- _____ Extensive contact in a variety of settings
 _____ Well acquainted in classroom or campus environment
 _____ Limited contact in classroom or campus environment
 _____ Other: _____

6. In comparison with other students whom you have known at comparable stages of their careers, please rate the applicant in these areas. (Circle the most appropriate response.)

	Excellent	Very Good	Average	Below Average	Unable to Judge
Academic Ability	4	3	2	1	N/A
Maturity	4	3	2	1	N/A
Cooperative & Adaptability	4	3	2	1	N/A
Initiative & Motivation	4	3	2	1	N/A
Social Skills	4	3	2	1	N/A
Open-mindedness	4	3	2	1	N/A
Integrity	4	3	2	1	N/A

7. Exchange to another campus would be appropriate for the applicant:

_____ Yes _____ No

8. **REMARKS:** Base on your knowledge of the applicant, please comment on his/her chances for success and what would be gained from an exchange experience. (Please use the back of this page to comment or a separate sheet of paper.)

Signature: _____ Printed Name: _____

Position: _____ Phone: _____ Date: _____