

**APPLICATION FORM**  
**Incoming Exchange Students**  
**2018/2019**

This registration form should be returned to the ICHEC International Office either by email, or by regular mail, **together with** the 3 following documents:

- 1 copy of your passport or ID card
- 1 ID photo (color, with a plain background)
- 1 copy of your international medical insurance (valid during your stay)

Your application file should be sent at the latest on the 1<sup>st</sup> of June 2018 (*fall semester & whole academic year*) or on the 15<sup>th</sup> of November 2018 (*spring semester*).

Beware; if you fill in the form by hand, make sure to use **capital letters**.

**1. Personal information**

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**Family Name** ..... : \_\_\_\_\_

**First name** ..... : \_\_\_\_\_

**Middle name (optional)** ..... : \_\_\_\_\_

**Date of birth (dd/mm/yyyy)** ..... : \_\_\_\_\_

**Place of birth (city, country)**..... : \_\_\_\_\_

**Nationality** ..... : \_\_\_\_\_

**Gender** ..... :  F  M

**Home address**                      **Street** ..... : \_\_\_\_\_

**ZIP-Code (optional)** . : \_\_\_\_\_

**City** ..... : \_\_\_\_\_

**State (optional)** .... : \_\_\_\_\_

**Country** ..... : \_\_\_\_\_

**Email address** ..... : \_\_\_\_\_

**Phone number** ..... : + \_\_\_\_\_

**2. Academic profile**

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**Name of your home university** ..... : \_\_\_\_\_

**Field of study** ..... : \_\_\_\_\_

**During your stay at ICHEC, in which programme will you be registered in your home university?**

Undergraduate programme (Bachelor)

Post-graduate programme (Master)

**Mother tongue** ..... : \_\_\_\_\_

Other languages spoken ..... :

Language	Level					
	<input type="checkbox"/>	Basic	Intermediate	Advanced		
_____	<input type="checkbox"/>	Basic	<input type="checkbox"/>	Intermediate	<input type="checkbox"/>	Advanced
_____	<input type="checkbox"/>	Basic	<input type="checkbox"/>	Intermediate	<input type="checkbox"/>	Advanced
_____	<input type="checkbox"/>	Basic	<input type="checkbox"/>	Intermediate	<input type="checkbox"/>	Advanced
_____	<input type="checkbox"/>	Basic	<input type="checkbox"/>	Intermediate	<input type="checkbox"/>	Advanced
_____	<input type="checkbox"/>	Basic	<input type="checkbox"/>	Intermediate	<input type="checkbox"/>	Advanced

### 3. Home coordinator

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Your home coordinator is the person in charge of you in your home university. If we have any question or any problem, the home coordinator is the person we will contact. It is also the person to whom we will send your acceptance letter (if you request one) and your final transcript of records.

Title..... :  Ms.  Mr.

Name ..... : \_\_\_\_\_

Function ..... : \_\_\_\_\_

Email address..... : \_\_\_\_\_

Phone number ..... : \_\_\_\_\_

Address Street ..... : \_\_\_\_\_

ZIP-Code (optional) : \_\_\_\_\_

City ..... : \_\_\_\_\_

State (optional) .... : \_\_\_\_\_

Country ..... : \_\_\_\_\_

### 4. Exchange programme

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Stay at ICHEC..... :  Fall semester (September - January)  
 Spring semester (February - June)  
 Academic Year (September - June)

Would you like to have a buddy/mentor?  Yes  No

Do you need an acceptance letter?

Yes, to apply for a visa (digital version + hard copy)

Yes, it is requested by my home university (only digital version)

No