

Semester Exchange Application Information:

Please attach a passport-sized photo in the top right hand of application where indicated.

In your letter of intent addressed to Acting Associate Dean Delagrammatikas include: A brief statement about yourself, your academic work thus far, your career intentions, the goals you hope to achieve and how you expect the semester exchange program to complement your studies at Cooper.

Students must be in good academic standing, act as ambassadors at host institutions, and be responsible in facilitating their housing and other arrangements that come up.

Students are not allowed to apply if they are currently on probation. The Dean's office will obtain grade reports from the Registrar's office and have the right to terminate any student's application at any stage should they not cooperate in a timely fashion.

Students must purchase travel health insurance if their health plan does not cover overseas travel.

Include in your Résumé/Curriculum Vitae:

1. Any language you may speak in addition to English.
2. Your technical skills - expertise with computers, office machines, etc.
3. Community service - other activities as a volunteer in and outside the Cooper Union.
4. Membership in professional societies and honor societies.
5. Work experience and extracurricular activities - sports, clubs, etc.
6. **Important: Include the phrase "I certify that I have no chronic health problems that would prohibit my participation in this program."**

Two letters of recommendation required from Cooper faculty. One must be from your dept head approving your plan of study & nominating you for the exchange program. Please write names below:

Passport- You must include in this application a copy of your passport. *NOTE: If you do not have a passport it is advised that you immediately begin that process as you will need a physical passport in order to get a visa to go to India. Applying for a visa to India is required

Planned Course of Study- A document detailing which courses you wish to take at IIT-Bombay

Visa- Visa requirements will be discussed once you are selected.

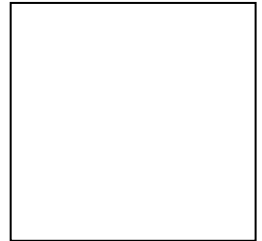
You are responsible for all your expenses: airfare, travel, food, and rent. You are to make your own travel arrangements.

The components of your application should be compiled into one PDF document and once completed, applications should be emailed to Jennifer Margherito NO LATER THAN APRIL 15th

***If you have any questions or need any help with the application please feel free to contact: Jennifer Margherito, Administrative Associate (jmargher@cooper.edu), Rm. 204 Dean's Office**

THE COOPER UNION- SCHOOL OF ENGINEERING
SEMESTER EXCHANGE APPLICATION

Photo



Last Name

First

Middle

Sex

Date of birth

Place of birth

Citizen of

Address and Telephone number

E-mail address

Person to contact in emergency

Relationship

Home and Business Telephone number

Major/Year of Study

Program

Two letters of recommendation from Cooper Union faculty. One must be from your dept head approving your plan of study & nominating you for the exchange program. Please write names below:

1. _____ 2. _____

Please attach to completed application:

- a) Letter of intent- why you want to participate in this semester exchange and how it would benefit your collegiate experience
- b) Your Résumé/Curriculum Vitae
- c) A Copy of your Transcript from WebAdvisor
- d) A Copy of your Passport

***NOTE:** The program is competitive and there are a limited number of students we can accept. If you are accepted, and decide not to go, there is a cancellation fee of \$500.

*Please email your completed application to
Jennifer Margherito, Administrative Associate at (jmargher@cooper.edu)