IITB Spring 2017 Semester Exchange Application Information:

Goal: The College of Engineering is looking to select and support Cooper engineering students with a record of exceptional academic performance to participate in the Semester Exchange program. This application is for students to study at IIT-Bombay, India for **one** semester (Spring 2017).

Partial Funding available: Economy class flight costs to and from India for the first **two** students selected to participate in this exchange program will be covered by a generous donation to Cooper Union for this program.

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 have the right to terminate any student's application at any stage should they not cooperate in a timely fashion.

Application Process:
Step 1: Look at the following url for International students attending IITB and discuss the course options for Spring 2017 with your Department Chair: http://www.ir.iitb.ac.in/?page_id=26.
Step 2: Email Associate Dean Raja at araja@cooper.edu indicating you are interested in applying to this program.
Step 3: Complete attached application and include in your Résumé/Curriculum Vitae:
   - Any language you may speak in addition to English.
   - Your technical skills - expertise with computers, office machines, etc.
   - Community service - other activities as a volunteer in and outside the Cooper Union.
   - Membership in professional societies and honor societies.
   - Work experience and extracurricular activities - sports, clubs, etc.
   - <u>Important:</u> **Include the phrase "I certify that I have no chronic health problems that would prohibit my participation in this program."**
Step 3a: Attach a planned Course of Study- A document detailing which courses you wish to take at IIT-Bombay in Spring 2017 with the name and signature of your Department Chair.
Step 3b: Attach a current small photo in the top right hand of application where indicated.
Step 3c: In your letter of intent addressed to Associate Dean Raja 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 study abroad program to complement your studies at Cooper.
Step 3d: Two letters of recommendation required from Cooper faculty. One must be from a faculty member in your department.
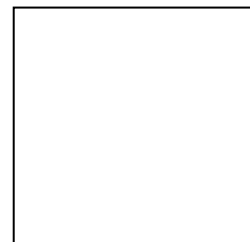**Step 3e: Passport**: You must include in this application a copy of your passport. ***NOTE**: If you do not have a passport it is advised that you immediately begin that process as you will need a physical passport in order to get a visa to go to India. <u>Applying for a visa to India is required.</u> **Visa-** Visa requirements will be discussed once you are selected

You are responsible for all your expenses: flight, travel, food, rent, and health insurance. You are to make your own flight arrangements. Note: Flight expenses for the first **two** students selected will be covered by a donor as described above.

Once completed, the components of your application should be compiled into **one PDF document** and emailed to Beth Slack at bslack@cooper.edu **NO LATER THAN September 26ʰ, 2016**. If you have any questions or need any help with the application, please feel free to contact: Prof. Raja, araja@cooper.edu, Dean's office.

THE COOPER UNION- SCHOOL OF ENGINEERING
IITB SPRING SEMESTER EXCHANGE APPLICATION   **Photo**

Last Name   **First**   **Middle**   **Sex**

_____

Date of birth   **Place of birth**   **Citizen of**

_____

Address   **E-mail address**

_____

Person to contact in emergency   **Relationship**

_____

Home phone   **Mobile phone**   **Business phone**

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Major/Year of Study

_____

Program

_____

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

1._____   2._____

Please follow Steps 1-3E as listed above and submit the following:
a) Completed application form
b) Letter of intent- why you want to participate in this semester exchange and how it would benefit your collegiate experience
c) Your Résumé/Curriculum Vitae
d) Document listing List of courses you plan to take at IITB with the Department Chair's signature.
e) A Copy of your Transcript from WebAdvisor
f) A Copy of your Passport

The application is due no later than **September 26th, 2016**,
and must be submitted as a single PDF document to araja@cooper.edu.
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*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.