

APPLICATION FOR THE  
2014  
GLOBAL UNDERGRADUATE EXCHANGE  
PROGRAM  
(GLOBAL UGRAD)

APPLICATION DEADLINE:

November 29, 2013

Please submit your applications and  
supporting documentation to the  
U.S. Embassy at  
Calle F con calle Suapure, Colinas de Valle Arriba,  
Oficina de Asuntos Publicos (PAS)  
Caracas. Estado Miranda  
[caracasexchanges@state.gov](mailto:caracasexchanges@state.gov)



A program of the  
Bureau of Educational and Cultural Affairs  
U.S. Department of State



# Global Undergraduate Exchange Program (Global UGRAD) 2014 Application Form

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Please provide all answers in English. Please use a paper/binder clip to hold application materials together. Do not staple.

## NAME

Please print your name clearly **exactly** as it appears on your passport.

\_\_\_\_\_ *Last* *First* *Middle*

Please indicate any other spelling(s) or name(s) you use:  
\_\_\_\_\_  
\_\_\_\_\_

**Please affix two photocopies of a Passport-size (2 x 2 inches) photograph here. Please use photocopies, not original pictures.**

## HOME COUNTRY CONTACT INFORMATION

Permanent mailing address in your home country:

Street: \_\_\_\_\_

Mailing: (if different, e.g. PO Box) \_\_\_\_\_

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

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

E-mail address: \_\_\_\_\_

Home telephone: \_\_\_\_\_ Mobile telephone: \_\_\_\_\_

**If your street address (e.g. 200 meters from...) is different from your mailing address (e.g. PO Box), please provide both.**

## PERSONAL DATA AND PASSPORT MATERIALS

Sex:  Male  Female Date of Birth: \_\_\_\_\_ Place: \_\_\_\_\_  
*Month/Day/Year* *City* *Country*

Country of permanent legal residence: \_\_\_\_\_ Country of citizenship: \_\_\_\_\_

**Please provide a clear photocopy of the photo/data info page of your current Passport.**

## EMERGENCY CONTACT INFORMATION

Please provide the names and contact information of individuals who should be notified in case of an emergency.

In the United States : \_\_\_\_\_  
*Name* *Relationship to you* *Street Address*

\_\_\_\_\_  
*City* *State* *ZIP Code* *Telephone Number* *E-mail address*

In your home country: \_\_\_\_\_  
*Name* *Relationship to you* *Street Address*

\_\_\_\_\_  
*City* *State and/or Country* *Telephone Number* *E-mail address*



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NAME (Please print your name here): \_\_\_\_\_

## FIELD OF STUDY

Academic Major: \_\_\_\_\_

Other Fields of Academic Interests: \_\_\_\_\_

If selected to participate in the Global UGRAD Program, what courses would you like to take in your major field of study?

\_\_\_\_\_  
\_\_\_\_\_

What courses would you like to take outside your major field of study?

\_\_\_\_\_  
\_\_\_\_\_

If you are currently enrolled as a university student, name your university: \_\_\_\_\_

How many full academic years of university study you have completed (please check one below):

1 year     2 years     3 years     Other \_\_\_\_\_

Your academic calendar (e.g. March 2012 – December 2012, August 2012 – May 2013)? \_\_\_\_\_

## REFERENCES/RECOMMENDATION LETTERS

Please identify the three (3) individuals who will be writing letters of recommendation on your behalf. At least one should be from your current institution. Make sure these are people who know your academic and personal qualities well.

1. Name: \_\_\_\_\_ Title: \_\_\_\_\_

Mailing address: \_\_\_\_\_

Telephone number: \_\_\_\_\_ E-mail address: \_\_\_\_\_

2. Name: \_\_\_\_\_ Title: \_\_\_\_\_

Mailing address: \_\_\_\_\_

Telephone number: \_\_\_\_\_ E-mail address: \_\_\_\_\_

3. Name: \_\_\_\_\_ Title: \_\_\_\_\_

Mailing address: \_\_\_\_\_

Telephone number: \_\_\_\_\_ E-mail address: \_\_\_\_\_



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NAME (Please print your name here):

## PREVIOUS ACADEMIC SCHOLARSHIPS

Please indicate any scholarships, academic awards or honors that you have received and the year received:

## EDUCATIONAL BACKGROUND

Please provide complete information about all the educational institutions that you have attended and, if applicable, information about the institution(s) at which you are presently enrolled. **You must attach official transcripts for undergraduate study (with English Translations) and official results of the general secondary school leaving exam.**

Institution Name (No abbreviations)	Institution Location (City, Country)	Dates Attended MM/YY – MM/YY		Major Field of Study	Degree Received and Date Received*	Grade Point Average**
		From:	To:			
Primary School:						
Secondary School:						
Post-Secondary Education: (University)						

\* Please identify the name of your degree by the word used at the institution that awarded you the degree. Do *not* provide the name of the U.S. educational system's equivalent. If you have not yet received the degree, please indicate the date (month and year) you expect to receive it.

\*\* Please indicate your Grade Point Average (GPA) according to the system used at the institution at which you studied. Do *not* convert your GPA to the U.S. educational system's equivalent.

Please explain any gaps in your education: \_\_\_\_\_

Have you ever been dismissed from a school or university?  No  Yes If yes, please explain why?:



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NAME (Please print your name here): \_\_\_\_\_

## LANGUAGE PROFICIENCY

Native language(s): \_\_\_\_\_

Number of years of English study: \_\_\_\_\_ Where studied: \_\_\_\_\_

Knowledge of foreign languages, including English (Rate your abilities as Excellent, Good, or Fair):

Language Name	Reading Ability	Writing Ability	Speaking Ability

## STANDARDIZED ENGLISH TEST SCORES

If you have a TOEFL®, ITP, or other standardized English test score, please report it below. Also please include a copy of the official score report or other documentation authenticating the score.

Test Name	Date taken or to be taken	Score
TOEFL®		
ITP		
OTHER		

## NON-ACADEMIC ACTIVITIES

Please list other community service, internships/jobs, sports or cultural activities in which you have participated regularly in the past two years. If you were a team leader, council member or other officer in any institution or activity, please note that as well.

Location/Institution and Contact	Type of Activity	Dates of Participation MM/YY – MM/YY	
		From:	To:



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NAME (Please print your name here): \_\_\_\_\_

### PHYSICAL CHALLENGES/DISABILITIES

Please describe any physical disabilities you might have. If you require any special equipment or medical treatment as a result of the physical disabilities, please describe it. This information is gathered for statistical purposes and to ensure appropriate placement. The Global UGRAD Program does not discriminate on the basis of race, color, religion, sex, national origin, and/or physical disabilities.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### FAMILY BACKGROUND

Please complete the following regarding your family:

Father's Name: \_\_\_\_\_

Occupation: \_\_\_\_\_ Employer: \_\_\_\_\_

Highest level of education attained:

None       Number of primary school years \_\_\_\_\_       Number of secondary school years \_\_\_\_\_

Secondary Diploma       Bachelor Degree       Master Degree       Ph.D.

Father's Employment:     Employed       Retired \_\_\_\_\_ Year       Deceased \_\_\_\_\_ Year

Mother's Name: \_\_\_\_\_

Occupation: \_\_\_\_\_ Employer: \_\_\_\_\_

Highest level of education attained:

None       Number of primary school years \_\_\_\_\_       Number of secondary school years \_\_\_\_\_

Secondary Diploma       Bachelor Degree       Master Degree       Ph.D.

Mother's Employment:     Employed       Retired \_\_\_\_\_ Year       Deceased \_\_\_\_\_ Year

Number of siblings in your immediate family: Number of Brothers: \_\_\_\_\_ Number of Sisters: \_\_\_\_\_

**How did you find out about the Global UGRAD Program?** Please check all that apply.

The American Embassy Advising Office or other Embassy contact     The Fulbright Commission

From a friend       From a relative       From a teacher or professor

From an advertisement or notice (Please specify the location): \_\_\_\_\_

Other (Please specify how): \_\_\_\_\_



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**ESSAYS:** If you are completing a computer application, please insert your essay responses below the appropriate essay question. If you are completing a paper application, please type your essay responses on separate sheets of paper and attach them to your application.

**ESSAY 1: Personal Statement—350 – 500 words, typed.**

Please describe yourself and write a clear and detailed description of your academic objectives and the reasons why you wish to pursue them in the USA. Discuss your goals both in terms of your field of study and your own personal development. Describe the type of program you wish to pursue in the USA and how it relates to your academic background and interests and your objectives for the future. The essay is an essential part of the selection process and of your application for placement into an appropriate program. Be sure to include any details that highlight your personality and individuality.

**ESSAY 2: Exchange Preparedness—250 – 350 words, typed.**

What are your expectations for the UGRAD program? What are your greatest goals for and fears about living in the United States? How will your personal characteristics help you achieve and/or combat these expectations?

**ESSAY 3: Please select and answer *one* of the three questions below – 250 – 350 words, typed.**

- a. What can contribute to this program, university life in the United States, and to your community after you return?
- b. In your opinion what is the greatest challenge that your generation will face? What ideas do you have for dealing with this issue?
- c. How do you think community service benefits local communities? Please describe any experience you have volunteering.

**PLACEMENT INFORMATION:**

The following information will not be considered in the evaluation of your application. It will only assist in the university placement process should you be selected for the UGRAD program.

Do you smoke?  No  Yes      Are you willing to live with a roommate who smokes?  No  Yes

What time do you prefer to go to bed? \_\_\_\_\_ What time do you prefer to wake up? \_\_\_\_\_

How would you describe your preferred living environment (organized, quiet, lively, clean, cluttered, etc.)?  
\_\_\_\_\_

How would you describe your preferred study environment (silent, loud, little noise, does not matter, etc.)?  
\_\_\_\_\_

Are you willing to live on a co-ed floor (a floor that includes both men and women) or do you prefer a single-gender floor?  
\_\_\_\_\_

What university clubs or extracurricular activities would you like to participate in while in the United States?  
\_\_\_\_\_

Do you have any allergies?  No  Yes    If yes, please list them: \_\_\_\_\_

Do you have any dietary restrictions?  No  Yes    If yes, please describe: \_\_\_\_\_

Have you ever been convicted of a felony or other crime?  No  Yes

Have you ever travelled to the United States? If so, please describe the dates, location, and reason for travel.  
\_\_\_\_\_



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## GRANT SUSPENSION/TERMINATION/REVOCAION

A grant may be revoked, terminated, or suspended.

Grounds for revocation or termination include, but are not limited to: (1) violation of any law of the United States or the host country; (2) any act likely to give offense to the host country; (3) failure to observe satisfactory academic or professional standards; (4) physical or mental incapacitation; (5) engaging in any unauthorized income-producing activity; (6) failure to comply with the grant's terms and conditions; (7) material misrepresentation made by any grantee in the application form or grant document.

A grant may be suspended if: (1) the grantee ceases to carry out the project or academic program during the grant period; (2) the grantee leaves the host country without authorization of the Commission/post or supervising agency; (3) conditions in the host country require the departure of the grantee for reasons of personal safety or security.

## SIGNATURE

By my signature, I certify that, to the best of my knowledge, the information provided in my application is accurate and complete, and that I intend to return to my home country upon completion of my studies in the United States. I also authorize any school or university which I have attended or will attend to release my transcripts and any report to the designated placement agency.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## CHECKLIST FOR COMPLETE APPLICATION DOSSIER:

Before submitting your application to the address on the front page, please be sure you have included all of the following REQUIRED components:

- Completed, signed Global Undergraduate Exchange Program application form.
- Personal statement in English, 350-500 words, typed.\*
- If you have a passport, please submit a copy of the data/photo page.
- Official transcripts for years of university study (with English translations). Please provide grade equivalences to U.S. University grading system.\*
- Official results of the national general secondary school leaving exam.\*
- Three letters of recommendation from teachers/professors, including one from the candidate's secondary level institution (with English translations).\*
- TOEFL®, ITP®, or other standardized English test score report, minimum 450, 500 or higher preferred.
- Two photocopies of passport-size photo.

\*All documents should be submitted in plain, letter-sized (8 ½ x 11 inch) paper.