

University of Wisconsin – Madison Exchange Partner Guide
International Academic Programs

2019-2020

University of Wisconsin - Madison

www.wisc.edu

International Academic Programs (IAP)

University of Wisconsin - Madison

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IAP Exchange Program Information

www.studyabroad.wisc.edu/exchange



Application Process

Our entire application process is now online! The deadlines are as follows:

Fall semester or academic year: **Application deadline is February 15**

Spring semester or calendar year: **Application deadline is August 15**

Exchange coordinators are welcome to create their own account in order to view the application materials. In addition to filling out the online application, students will be uploading a number of documents as attachments. We have listed the necessary additional documents students must obtain below.

- Students will be required to upload a copy of their **official transcript/student record**.
- The application also requires a scan of the student's **passport information/photo page**.
- Most students will need to upload **certification of English proficiency**. This is waived for some of our international partners based on their language of instruction. The options are:
 - TOEFL score report (minimum score of 95; 587 on the paper-based test)
 - IELTS score report (minimum score of 6.5)
 - Recommendation letter from college/university English instructor or International Office staff. English instructor/professor is preferred over International Office staff.
- Students will need to provide **documents indicating sufficient funds** to qualify for the visa. A help document on the needed documents is provided in the online application. This can come in the form of a bank statement, bank letter, or completed IAP Certification of Financial Support form.
 - All forms of documentation need to show a specific currency amount and indicate that the student will have access to these funds. Missing either of these elements will prevent documents from being processed.
 - Financial support evaluation is based on exchange rates of currency to USD. As this rate regularly fluctuates, it is recommended that proof of financial support includes funds over the minimum.
 - Documentation needs to show clearly that funds are available at the time of application. If submitting a bank statement, there needs to be a total account balance and a *recent* date noting that the balance is valid.
 - Documentation for funding from parents/guardians must also clearly state that the student will have access to the parent/guardian's funds.
 - Documentation must include bank employee signatures and stamps where appropriate.
- Students are also required to complete a **University Special Student Application**, so we can admit students with non-degree status. This is in addition to our exchange application. The IAP exchange application provides the following link for students:

Our online application has a checklist system that will not allow an application to be submitted until all parts are complete. **Your student will receive a confirmation email when they have successfully submitted their application. IAP will not review incomplete applications.** The application will ask for "Home University Exchange Coordinator" information. This contact will be copied on both the application submission and official acceptance emails. Ask your student to enter the most appropriate contact at your university to ensure you are notified of the student's application and acceptance.

All other relevant information about our exchange is posted to our incoming exchange website, at:

www.studyabroad.wisc.edu/exchange