Exchange Applicants for UNC Chapel Hill

Please advise your students that all exchange applicants for The University of North Carolina at Chapel Hill (UNC-CH) are required to complete an application directly with UNC-CH. Let them know that applications open for summer, fall, and year long study on December 1 and for spring study on July 1. All required application materials must be received by the Study Abroad Office at UNC-CH by the deadlines below. To apply, direct your students to:

studyabroad.unc.edu/incoming/apply.cfm

All required UNC-CH application materials must be received by UNC-CH by:

March 15 for fall and year long study
October 15 for spring study

Incomplete, late, or delayed applications will not be considered

Application materials should be sent to:

Study Abroad Office
CB 3130, 2009 FedEx Global Education Center
The University of North Carolina at Chapel Hill
Chapel Hill, North Carolina USA 27599-3130

Applicants must be approved by you, have the equivalent grade point average of 3.0 on a 4.0 scale, and have a high level of English language proficiency. Advise your students that all exchange students at UNC-CH are admitted as undergraduate students, regardless of their class standing at your university, and that they can only pre-register for undergraduate courses (courses numbered 100-699) in the School of Arts and Sciences. Exchange students are not permitted to take classes at UNC’s professional schools, which include the Business School, the School of Journalism, the School of Law, the School of Nursing, the School of Medicine, the School of Dentistry, the School of Social Work, and the School of Public Health. A complete list of the departments and curricula that make up the School of Arts and Sciences can be found below:

- Aerospace Studies (Air Force ROTC)
- African and Afro-American Studies
- American Studies
- Anthropology
- Applied Sciences and Engineering
- Archaeology
- Art
- Asian Studies
- Biology
- Chemistry
- City and Regional Planning
- Classics
- Communication Studies
- Computer Science
- Dramatic Art
- Economics
- English and Comparative Literature
- Environment & Ecology
- Exercise and Sport Science
- European Studies, Contemporary
- Geography
- Geological Sciences
- Germanic Languages and Literatures
- History
- International and Area Studies
- Latin American Studies
- Linguistics
- Marine Sciences
- Mathematics
- Music
- Peace, War, and Defense
- Philosophy
- Physics and Astronomy
- Political Science
- Psychology
- Public Policy
- Religious Studies
- Romance Languages and Literatures
- Russian and East European Studies
- Slavic Languages and Literatures
- Sociology
- Statistics and Operations Research
- Women's Studies
Application Procedures

Your students begin their applications online at http://studyabroad.unc.edu/incoming/apply.cfm
There are three parts to our new application system: Required Items to be Completed Online, Required Items to Submit in Hardcopy, and Additional Hardcopy Materials. Other than the Additional Hardcopy Materials, all items must be checked off on the student’s application by the deadline (March 15 and October 15) LATE APPLICATIONS WILL NOT BE ACCEPTED.

1. Required Items to be Completed Online:
   a. Personal Data Sheet
   b. Essay: Your students will compose a one to two page essay that summarizes their academic reasons for wanting to attend UNC-CH. This essay must be written in grammatically correct English.
   c. Course Request Form: To be considered full-time, your students must take between 12 and 17 UNC credit hours, typically four to five courses, each semester. On the course request form, your students will list at least five first choices and three alternate courses. If you normally pre-approve these course selections, please understand that the Study Abroad Office cannot guarantee any course placements, and that your students are restricted to courses as outlined on the first page of this document.
   d. Housing Preference: Students indicate their preference for UNC Housing, Granville Towers, or finding alternate off-campus accommodations. Advise your students that UNC Housing is limited and preference will be given to year long students. For more information on the different types of housing options, direct your students to: http://studyabroad.unc.edu/incoming/housing_options.cfm

2. Required Items to Submit in Hardcopy:
   a. Honor Code/Community Standards Form
   b. Home College Approval Form: It is not necessary for you to officially nominate your students before they apply. Your approval will be conveyed by this form, which you can download at http://studyabroad.unc.edu/incoming_app_parts/homecollege.pdf
      Students will complete the top portion of this form before giving it to you to complete the bottom portion. Your signature attests that you approve the student’s participation and that the student meets the criteria listed. Please seal this approval in an envelope, with your signature across the seal.
   c. Current Official College Transcript: If, for some reason, transcripts are not available, we will require you to submit a letter to that effect.
   d. TOEFL Score: Your students must demonstrate English language proficiency by achieving a minimum score of 100 on the Internet Based Score. This is preferred but also acceptable are:
      i. TOEFL: (600 paper test or 250 computer score
      ii. APIEL: 5
      iii. IELTS: 7.5

3. Additional Hardcopy Materials:
   a. Affidavit of Financial Support: We encourage your students to submit this form and its accompanying supporting documentation along with the rest of their application materials, but since it can take a while to assemble all of the supporting documents, this item and the one below can be submitted later if it would delay the other application materials from being received by the application deadlines. Please advise your students to begin gathering documents early in the application process.
   b. Passport Photocopy: A clear copy of the credentials page of your student’s passport.