

## APPLICATION FOR EXCHANGE PARTICIPANTS TO RU

The following information is required for your participation in an exchange program at Radford University. This information is needed for RU's issuance of Form DS-2019, Certificate of Eligibility for Exchange Program. The DS-2019 form is used by students to apply through the U.S. Embassy or Consulate for a J-1 Student Exchange Visa to enroll at Radford University for one semester or one academic year.

### Student's Personal Data

(Please print or type)

Name: \_\_\_\_\_  
Family/Last/Surname                      First                      Middle

Home Institution: \_\_\_\_\_

Date of Birth: \_\_\_\_\_  
MONTH                      DAY                      YEAR

City of Birth: \_\_\_\_\_ Country of Birth: \_\_\_\_\_

Country of Citizenship: \_\_\_\_\_

Country of Permanent Residency: \_\_\_\_\_

Gender: \_\_\_\_ Female    \_\_\_\_ Male (please  $\checkmark$ )

Mailing Address (for correspondence and receipt of immigration and admissions documents):

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

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

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

Duration of Study at RU:  
(Please  $\checkmark$ )

Fall semester (late August- mid December)

Spring semester (early January – early May)

Academic Year (late August- early May)

RU primary field of study desired: \_\_\_\_\_

Field of Study at Home Institution: \_\_\_\_\_

TOEFL score: Paper-based \_\_\_\_\_ ibt \_\_\_\_\_ OR IELTS score \_\_\_\_\_

Do you request on-campus housing? \_\_\_\_\_ Yes \_\_\_\_\_ No

How will you finance your studies/living expenses at RU : Sponsor(s) Self

Indicate sources (family, personal, sponsors) of funds and the amount of funds you will have available for your period of studies:

\_\_\_\_\_ \$ \_\_\_\_\_  
(Source) (Amount)

Please submit an official bank statement(s) dated no more than 9 months prior to enrollment and a dated, signed letter of support from your financial sponsor(s). (see attached form). U.S. immigration requires these documents to be collected by host institutions, and for the student to apply for J-1 Exchange Visa. You are advised to request two original documents of each – one to send to RU, one to keep for your visa application.

The official **estimate** of expenses based on the current 2019-2020 Exchange Program Participations is \$7786 for one semester or \$15,572 for an academic year. Estimates include university fees for room and board, and an estimate of costs for health insurance, books, and personal expenses. These are estimates only; personal expense estimates vary widely among students depending on their life-style. These estimates do not include summer courses. The current 2019-20 expected amount payable to RU immediately upon arrival for room/board only is approximately \$4,886 per semester (depending on the meal plan chosen, this amount may increase or decrease). Please note that all fees are subject to change each academic year, with increases determined by the Radford University Board of Visitors.

Applicants Signature: \_\_\_\_\_

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

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By my signature, I understand the application procedures (attached) and expected costs to enroll at Radford University as an exchange student. I also have read and understand the enclosed Honor Code Statement of Radford University, and I agree to abide by the Honor Code and the rules and regulations of the University. All information supplied is correct and complete to my knowledge. I understand that falsification on this application may result in termination of my enrollment.

THIS FORM SHOULD BE RETURNED TO:

RADFORD UNIVERSITY, Attn: Teresa D. King, Associate Director;  
Center for Global Education and Engagement, P.O. Box 7002,  
Radford, Virginia 24142

RADFORD UNIVERSITY EXCHANGE PROGRAM  
APPLICATION PROCEDURES

Congratulations on being nominated by your home institution to participate in our reciprocal exchange program! Radford University looks forward to your enrollment as a non-degree seeking international exchange student for one semester or one academic year.

Your completed application package must include the following:

1. APPLICATION for exchange participants to RU.
2. OFFICIAL BANK DOCUMENT(S), in original form, from sponsors or student showing a minimum of \$77786 per semester (\$15,572 for academic year)
3. LETTER OF SUPPORT – if the account is in other than the student’s account, a brief letter of support is required, which also indicates the name of the student, signature of sponsor, and disclosed amount to be provided by the sponsor. The attached Confidential Statement of Financial Support may be accepted as letter of support.
4. OFFICIAL DOCUMENTATION OF COURSEWORK taken to date at the home institution (and those courses to be completed before arrival to RU), including transcripts, diploma supplements, and/or any other representation of academic records with official seal/signature from your home institution.
5. COPIES OF COURSE DESCRIPTIONS and/or curricula, as well as any url for the home institution’s course catalog where Radford University Academic Advisors may find information about the nature of the students’ completed coursework.
6. A SHORT STATEMENT OF PURPOSE, outlining your academic goal to be achieved at RU.
7. REQUESTED RU COURSES list for the initial semester Course descriptions are posted on RU’s website at <http://www.radford.edu/content/registrar/home/course-descriptions.html>. Courses will be posted early March for fall semester courses; mid-October for spring semester. General registration information, including course schedules, may be found at <http://www.radford.edu/content/registrar/home/registration-information.html>.
8. CONTACT INFORMATION for the months preceding your enrollment for university mailings, emails or phone calls.
9. LANGUAGE PROFICIENCY DOCUMENTATION (TOEFL, IELTS, ETC)

### **Exchange Student Estimated Costs (per Semester / per Year)**

Room and Board \* - \$4,692/\$9384  
Health Insurance - \$525/\$1,100  
Books - \$550 / \$1,100  
Personal Expenses - \$1,650/3,300

**TOTAL - \$7,417 semester/\$14,834 year**

**APPLICATION DEADLINES: MARCH 15 – Fall; NOVEMBER 1 – Spring**

### **Acceptance Notification**

Upon acceptance, you will receive an acceptance package including residence hall information and your DS-2019 for J-1 visa application, as well as other materials to begin planning for your arrival and enrollment. All applicants must submit a room reservation form and housing contract from the package, and a health record form completed by a physician familiar with your immunizations and health history. A room deposit is not required for exchange students; the deposit amount is included in your room and board cost. **Please make a note on your room reservation form that you are an exchange student.** Because room assignments are prioritized by the date on which the housing reservation form is received, it is to your advantage to confirm your acceptance as quickly as possible. Information about on-campus housing is found at <http://www.radford.edu/~res-life/>. Please send all forms on the checklist that will be included with your acceptance package directly to Teresa King in the International Education Center at the address provided.

Radford University looks forward to your exchange semester or year on our beautiful campus. Our primary website address is <http://www.radford.edu/>. From this site, you can find videos and information about student life, academic programs, and the New River Valley area where we are located. I encourage you to browse through the website frequently.

Please send all items on this application checklist to Teresa King at the address provided below. Please contact Radford University Center for Global Education and Engagement if you have any questions or concerns as you prepare your application and plan for your enrollment.

Radford University  
Center for Global Education and Engagement  
Cook Hall, Room 105  
P.O. Box 7002  
Radford, Virginia, USA 24142  
Phone: 540-831-6200  
Fax: 540-831-6588  
Email: [tking54@radford.edu](mailto:tking54@radford.edu)  
Teresa D. King, Assistant Director

**RADFORD UNIVERSITY**  
**CONFIDENTIAL STATEMENT OF FINANCIAL SUPPORT**

The form below is provided for your convenience. No photocopies will be accepted. The form must bear original signatures and stamps. If you have more than one sponsor, please make copies of this form before completing it. Please note that this form cannot be dated more than 12 months prior to your requested term of entry. Please keep an official copy of all financial documents to present to U.S. Consular Officials. Students can substitute an attested bank statement and letter of support for this form if they wish.

**RADFORD UNIVERSITY**  
**FINANCIAL STATEMENT**

PLEASE TYPE OR PRINT CLEARLY

***Statement of Student:***

I certify that I have the amount of \$ \_\_, in U.S. dollars available from the following source:  
self: \_\_\_\_\_ family sponsor: \_\_\_\_\_ other sponsor and relationship: \_\_\_\_\_

***Statement of Sponsor:***

I will provide the amount of \$ \_\_ in U.S. dollars for the educational and living expenses in the U.S. of the following student: \_\_\_\_\_

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

***Statement of Bank:***

I certify that the student or sponsor shown above currently has \$ \_\_\_\_\_ (in U.S. dollar amounts) on deposit to meet the above expenses.

Name of Student or Sponsor: \_\_\_\_\_

Name and Title of Bank Official: \_\_\_\_\_

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

I herewith certify that the above information is accurate. I understand that any intentional falsification of the information submitted in this application and the attached financial certificate is grounds for dismissal from Radford University.

Signature of Student: \_\_\_\_\_ Date: \_\_\_\_\_

Bank Seal/Stamp:

**RADFORD UNIVERSITY**  
**J-1 EXCHANGE VISITOR**  
**INSURANCE COMPLIANCE CERTIFICATION**

I, \_\_\_\_\_, certify that I am in compliance with the  
(name)

insurance requirements as specified in section 514.4 of the Exchange Visitor Regulations, and I understand that it is my responsibility to maintain my status and continue health insurance coverage for myself and my J-1 dependents within the United States, throughout my J-1 program at Radford University. Failure to continue required health insurance may result in termination of my J-1 status.

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J-1 Exchange Visitor Signature

RU ID#

Date

Dependent Name \_\_\_\_\_ Date of Birth \_\_\_\_\_

Dependent Name \_\_\_\_\_ Date of Birth \_\_\_\_\_

Dependent Name \_\_\_\_\_ Date of Birth \_\_\_\_\_

**RU IEC use:**

Date received:

RO/ARO:

(06/2009)