

Name _____

Partner School _____

Major _____

Cal Poly College of Engineering International Exchange Program

Check list

1. Go to the CENG International Exchange Programs website and research which school(s) you may be interested in applying to. Each partner school has a website for international students (most likely in English) in which they list tentative course offerings: <http://www.eadvise.calpoly.edu/iep/partner-universities.php>

Things to consider when choosing a school:

- Find a school that has your major and/or offers courses that would apply to your degree. Here is a [spreadsheet](#) with majors offered by each partner school.
 - Are there courses for your major available in English (for example, you may not be ready to take upper division courses in German or Swedish)?
 - What time of the year do you want to be abroad: Fall, Winter or Spring? Please take climate and holidays into account. See university-specific semester dates and corresponding application deadlines: <http://www.eadvise.calpoly.edu/iep/applications.php>
 - You may also want to review the [FAQ's](#) to make sure that all of your questions are answered.
2. Once you know which school you want to apply to start completing your IEP application by:
 - Ordering your [Official Cal Poly University Transcripts](#)
 - Ask a faculty for a **Letter of Recommendation** (at least 1 month in advance).
 - Complete the university-specific **Application** (download & print from the IEP website under [applications](#))
 - Work on your **Proposed Course of Study**. Please go to the University website and search for courses abroad that are similar to the courses you would take at Cal Poly (pay attention to prerequisites). Also, ask the IEP advisor for a list of courses that have been previously approved by former exchange students. (Please note: that this list is available to help you plan, but does not guarantee transfer credit, all courses taken abroad must be petitioned and approved for course credit before you take the course).
 - Work on your **Statement of Purpose** listing your reasons and motivation for participating in our exchange program with the University of interest.
 - Read and complete the: [Risk and Release Agreement](#), [Medical Information](#) and [Student Participation Agreement](#) (download and print from the IEP website under [required forms](#)).
 3. After all items are completed, please submit your application to the IEP Advisor in the CENG Advising Center (building 40, room 115).
 4. For questions please contact the CENG Advising Center at eadvise@calpoly.edu (805) 756-1461.