

**APPLY
ONLINE**
AND YOU CAN WIN
\$500!

Application

Apply Online

The easiest way to apply to an API program is to apply online. Not only will it save students time in getting the application to API (it is received immediately upon submission), but API can also process the application faster! Students can send any additional application documents that may be necessary for their program separately. Other benefits of applying online include paying the application deposit of \$150 with a credit card and being entered into a drawing to receive a \$500 award.

GRENOBLE

UNIVERSITÉ STENDHAL - GRENOBLE III

PARIS

COURS DE CIVILISATION FRANÇAISE DE LA SORBONNE
INSTITUT CATHOLIQUE DE PARIS

○ Signed API Application.

○ Official Transcript

Students may have their registrar send this directly to API or include it with the application.

○ Minimum G.P.A. Requirement

The minimum G.P.A. requirement is 2.75. Students who apply with a low G.P.A. are considered on a case-by-case basis. All applicants with a low G.P.A. are required to submit two letters of recommendation and a statement of explanation.

○ Letter of Recommendation

The recommendation must be from a professor or assistant instructor. It does not have to be from a language professor.

○ \$150 Deposit

Include a check or money order made payable to Academic Programs International with the paper application. If a student is applying online, they will pay by credit card. The deposit is refunded if the student is denied acceptance into the program. Students who withdraw do not receive a refund of the deposit, in accordance with the Admission and Cancellation Policy outlined on the application. The \$150 application deposit is applied to the cost of the program and is not an additional fee.



GRENOBLE

GRENOBLE ÉCOLE DE MANAGEMENT

○ Signed API Application

○ Official Transcript

Students may have their registrar send this directly to API or include it with the application.

○ Minimum G.P.A. Requirement

The minimum G.P.A. requirement is 2.75. Students who apply with a low G.P.A. are considered on a case-by-case basis. All applicants with a low G.P.A. are required to submit two letters of recommendation and a statement of explanation.

○ Resume/CV

**LETTER OF RECOMMENDATION NOT
REQUIRED FOR GEM PROGRAMS.**

PARIS

UNIVERSITÉ PARIS DIDEROT • UNIVERSITÉ PARIS DAUPHINE

○ Signed API Application

○ Official Transcript

Students may have their registrar send this directly to API or include it with the application.

○ Minimum G.P.A. Requirement

The minimum G.P.A. requirement is 2.75. Students who apply with a low G.P.A. are considered on a case-by-case basis. All applicants with a low G.P.A. are required to submit two letters of recommendation and a statement of explanation.

○ Two Letters of Recommendation

One of the letters must come from a French language professor. The second may come from any current or former professor.

○ Statement of Purpose

This statement should detail the student's rationale for applying to the program and outline his/her academic and cultural objectives and goals for the session. It should be approximately one page, double-spaced.

○ Interview and Written Exam

Applicants will generally be required to participate in a brief interview and a written French language exam with the UMASS Amherst review committee. Students will be contacted directly to set up a time if it is necessary.

○ \$150 Deposit

Include a check or money order made payable to Academic Programs International with the paper application. If a student is applying online, they will pay by credit card. The deposit is refunded if the student is denied acceptance into the program. Students who withdraw do not receive a refund of the deposit, in accordance with the Admission and Cancellation Policy outlined on the application. The \$150 application deposit is applied to the cost of the program and is not an additional fee.

○ GEM Supplemental Application Form

Students must list their course selections, two references and their activities and international experience.

○ GEM Supplemental Essays

After API receives a completed application, students are required to submit three 500 word essays to API.

○ \$150 Deposit

Include a check or money order made payable to Academic Programs International with the paper application. If a student is applying online, they will pay by credit card. The deposit is refunded if the student is denied acceptance into the program. Students who withdraw do not receive a refund of the deposit, in accordance with the Admission and Cancellation Policy outlined on the application. The \$150 application deposit is applied to the cost of the program and is not an additional fee.



IF APPLYING BY MAIL, SEND YOUR APPLICATION TO:
ACADEMIC PROGRAMS INTERNATIONAL • 301 CAMP CRAFT ROAD, SUITE 100 • AUSTIN, TEXAS 78746
PLEASE TYPE OR PRINT CLEARLY IN CAPITAL LETTERS WITH BLACK OR BLUE INK.

Program Information

PROGRAM LOCATION & UNIVERSITY

- GRENOBLE** UNIVERSITÉ STENDHAL - GRENOBLE III GRENOBLE ÉCOLE DE MANAGEMENT
PARIS INSTITUT CATHOLIQUE DE PARIS COURS DE CIVILISATION FRANÇAISE DE LA SORBONNE
 UNIVERSITÉ PARIS DAUPHINE UNIVERSITÉ PARIS DIDEROT

PROGRAM NAME

- Direct Enrollment Intensive Language Studies for Beginners International Studies
 French Language and Culture Intensive Month Language and Culture Studies
 Intensive Language Studies International Business and Business Studies

SESSION

- Spring 2010 Spring Extended 2010 Summer 1 2010 Summer 2 2010 Summer 1 & 2 Combined
 Intensive Month 2010 Fall Quarter 2010 Fall Early Start Semester 2010 Fall Semester 2010 Fall Extended 2010
 Academic Year Early Start 2010/2011 Academic Year 2010/2011 Spring 2011 Spring Extended 2011 Intensive Month 2011

Applicant Information

NAME FIRST _____ MIDDLE _____ LAST _____

NAME YOU PREFER TO BE CALLED _____ **DATE OF BIRTH** _____ **GENDER** Male Female
Month/Day/Year

U.S. SOCIAL SECURITY # _____ **HOME SCHOOL I.D. #** _____

CITY/STATE OF BIRTH _____ **COUNTRY OF CITIZENSHIP** _____

PASSPORT # _____

Current Contact Information

CURRENT ADDRESS _____

CITY _____ **STATE** _____ **ZIP** _____

CURRENT TELEPHONE (_____) _____ **MOBILE TELEPHONE** (_____) _____
Area Code Area Code

E-MAIL _____ **CURRENT INFORMATION IS VALID UNTIL** _____

Permanent Contact Information PARENT/GUARDIAN/ETC.

NAME _____ **RELATIONSHIP** _____
First Last

MAILING ADDRESS _____

CITY _____ **STATE** _____ **ZIP** _____

E-MAIL _____ **TELEPHONE** (_____) _____
Area Code

BUSINESS TELEPHONE (_____) _____ **MOBILE TELEPHONE** (_____) _____
Area Code Area Code

Billing Information

API offers both need and merit based scholarships. Academic Programs International is also happy to accept institutional and federal financial aid that is processed by your home university. API signs consortium agreements as necessary to ensure that your federal financial aid can be applied to the API program cost. All students, even those who are not currently receiving financial aid, are encouraged to meet with financial aid representatives at their home university to determine eligibility for scholarships, grants, or loans available during the study abroad semester. Visit the API website for more information about our financial aid and payment policies or to download a scholarship application.

ARE YOU PLANNING TO USE FINANCIAL AID FROM YOUR HOME INSTITUTION TOWARD THE API PROGRAM? Yes No

WHO SHOULD RECEIVE INVOICES AND PAYMENT INFORMATION?

NAME _____ **RELATIONSHIP TO YOU** _____
First Last

MAILING ADDRESS _____

CITY _____ **STATE** _____ **ZIP** _____

E-MAIL _____ **TELEPHONE** (_____) _____
Area Code

Academic Information

COLLEGE/UNIVERSITY _____

CURRENT CLASSIFICATION Undergraduate Student Graduate Student Professional Other

CLASS STANDING Freshman Sophomore Junior Senior

MAJOR _____ **MINOR** _____

CUMULATIVE G.P.A. _____ **ANTICIPATED DATE OF GRADUATION** _____

COURSES YOU ANTICIPATE TAKING BEFORE GOING ABROAD THAT ARE NOT LISTED ON YOUR CURRENT TRANSCRIPT

API reserves the right to request an updated transcript from students who apply more than one semester in advance of their API program.

PROFICIENCY IN FRENCH

SPOKEN: No Background Elementary Intermediate Advanced Superior

WRITTEN: No Background Elementary Intermediate Advanced Superior

LIST COURSES TAKEN IN HOST COUNTRY LANGUAGE

HAVE YOU EVER BEEN ON ACADEMIC PROBATION? Yes No

IF YES, PLEASE LIST DATES HERE _____

HAVE YOU EVER BEEN ON DISCIPLINARY PROBATION? Yes No

IF YES, PLEASE LIST DATES HERE _____

Students who have been on academic or disciplinary probation are also asked to submit a statement detailing the circumstances of their probationary status and discuss their preparedness for study abroad. API may choose to follow up with a representative of the home university to confirm the details of a student's probationary status.

University Contact Information

To be completed by student's study abroad advisor.

STUDY ABROAD ADVISOR OR DIRECTOR _____
Full Name and Title

INSTITUTION _____

MAILING ADDRESS _____

CITY _____ **STATE** _____ **ZIP** _____

E-MAIL _____ **OFFICE TELEPHONE** (_____) _____
Area Code

I hereby certify that the applicant is in good standing at his/her home college/university and has been approved to study abroad. I further certify that the student is not currently on academic or disciplinary probation, nor has been involved in any serious disciplinary action while attending the home institution. If the student is on probation, I have included my assessment of the applicant's readiness for study abroad on a separate page.

SIGNATURE OF ADVISOR OR DIRECTOR _____ **DATE** _____

Additional Information

HOW DID YOU HEAR ABOUT API? Campus Visit by API Representative Study Abroad Officer/Director Professor

Student - Name of individual who referred you: _____ Magazine/Newspaper _____

API Website StudyAbroad.com GoAbroad.com IIEPassport.org StudyAbroadLinks.com GulliverGo.com

Facebook Twitter Peterson's Guide Other - please list _____

WHY DID YOU CHOOSE API? What's Included Price Recommendation Courses Other - please explain _____

DO YOU PLAN TO APPLY TO OTHER STUDY ABROAD PROGRAMS? Yes No

IF YES, PLEASE LIST _____

API Admission Policy

- Applications are reviewed on a rolling basis. In some cases, this may mean that certain courses or housing options may fill prior to the official application deadline. Late applications are considered on a space-available basis and incur an additional \$180 late application fee.
- The minimum G.P.A. for API programs is generally 2.75, unless otherwise noted on the program page. Students who apply with a low G.P.A. are considered on a case-by-case basis. Preference is given to those students who have an upward trend in their G.P.A., demonstrate considerable dedication to studying the language of the host country, or whose G.P.A. was negatively affected by one or two particularly difficult courses. All applicants with low G.P.A.s are required to submit two letters of recommendation and a statement of explanation.

Schedule of Program Fees

API advises students to carefully review the following payment policies. In certain instances, a student's home university may assume some or all of the program fees, including the application deposit and/or the confirmation payment. API urges all students to discuss the following payment policies with their home university before applying to study abroad.

APPLICATION DEPOSIT

A non-refundable \$150 deposit must accompany an application. Applications are accepted on a rolling basis and no application is processed without the deposit. The deposit is applied to the program cost and is not an additional fee. All fees, including the \$150 application deposit, are refunded to students who are not accepted into an API program.

INTENT TO ENROLL AND CONFIRMATION PAYMENT

Upon acceptance into an API program, students have 10 business days to confirm their participation in the program by submitting an Intent to Enroll (ITE) form and a \$400 confirmation payment. Students are not responsible for any program fees beyond the initial application deposit if they do not confirm their participation in the API program. API cannot make any accommodations or on-site reservations on behalf of a student until the ITE form and confirmation payment have been received. The confirmation payment is applied to the program cost and is not an additional fee.

PROGRAM BALANCE

The balance of the program cost is due by the Payment Deadline (approximately 3 weeks after the Application Deadline - see the API website or catalog program pages for exact dates). A student who does not meet this deadline may incur a \$180 late penalty and will not be registered for classes abroad until the balance is paid in full.

SECURITY DEPOSIT

A \$250 security deposit is due by final payment deadline for all programs. This deposit is not included in the program cost. It is refundable as long as no fees are owed to API, including any additional fees assessed on-site for incidentals or damages. Refunds are generally issued 12 weeks after the program end date.

ADDITIONAL PAYMENT INFORMATION

- Exceptions to the API payment policy will be made for students on financial aid or those who establish an individual API payment plan. Information on these options is available post-acceptance.
- A \$30 fee will be assessed on all returned checks

Cancellation Policy

Once a student has officially confirmed his/her participation in an API program by submitting an Intent to Enroll form, students become subject to the standard cancellation policy as follows:

- Program cancellations and requests for refunds must be made **in writing**.
- Refunds and cost liability are determined based on the date when written cancellation notice is received from the student.
 - WITHDRAWAL 61 OR MORE DAYS PRIOR TO PROGRAM START DATE:** the student is responsible for the application and confirmation deposits.
 - WITHDRAWAL 1 – 60 DAYS PRIOR TO THE PROGRAM START DATE:** the student is responsible for 50% of the program cost plus the application and confirmation deposits.
 - WITHDRAWAL ON THE PROGRAM START DATE OR AFTER THE PROGRAM HAS BEGUN:** the student is responsible for 100% of program cost.
- The application deposit is non-refundable unless a student is not admitted into the API program or the API program is cancelled.
- The confirmation payment is not refundable for any reason.
- No refund is given if a student is removed from a program as a result of a violation of API's Study Abroad Agreement, which is included in the acceptance packet.
- No housing refunds are granted if students are removed from housing due to failure to abide by housing regulations.
- Students are responsible for program fees according to the above schedule. Should a student withdraw within the time frame listed above, having not paid the due portion of the program fee, (s)he is invoiced for the portion due and held responsible for paying that amount.

Post Acceptance

Upon being accepted to an API program, students receive access to post-acceptance forms that must be completed by the payment deadline dates (listed in each catalog). Late forms are subject to a \$30 late charge per form.

Release of Information

Please answer the following questions, sign and date.

- 1 Prior to departure, API sends a list of program participants to all students on his/her program. I agree to the release of my name and contact information to my fellow program participants and the study abroad office at my home institution. Yes No
- 2 I have been in contact with my home institution's study abroad office (or the appropriate office on campus, if there is no study abroad office), and I am aware of all relevant policies and procedures concerning credit transfer, financial aid, withdrawal and/or re-admission and required pre-departure or re-entry workshops where applicable. Yes No
- 3 I authorize API to send pre-departure and program materials to my permanent contact listed on page one of this application. Yes No
- 4 I acknowledge that my transcript will not be released to me or to the designated contact at my home institution upon completion of the program abroad until all API fees have been paid in full. Yes No
- 5 I have read and understand the information on this application and I certify that all information that I have provided is accurate. Yes No
- 6 I authorize API to use photographs and videos in which I appear during its orientation sessions and/or in its marketing materials. Yes No

NAME OF STUDENT (PLEASE PRINT) _____

SIGNATURE OF STUDENT _____ DATE _____

RETURN THIS APPLICATION AND ALL OF THE REQUIRED MATERIALS TO:

ACADEMIC PROGRAMS INTERNATIONAL • 301 CAMP CRAFT ROAD, SUITE 100 • AUSTIN, TEXAS 78746

IF YOU HAVE QUESTIONS, VISIT THE API WEBSITE AT WWW.ACADEMICINTL.COM, E-MAIL US AT API@ACADEMICINTL.COM OR CALL 800/844-4124.





**THANK YOU FOR YOUR TIME. RETURN THIS FORM TO:
ACADEMIC PROGRAMS INTERNATIONAL • 301 CAMP CRAFT ROAD, SUITE 100 • AUSTIN, TEXAS 78746**

PLEASE TYPE OR PRINT CLEARLY WITH BLACK OR BLUE INK. UNIVERSITÉ PARIS DIDEROT AND UNIVERSITÉ PARIS DAUPHINE STUDENTS MUST HAVE TWO LETTERS OF RECOMMENDATION, ONE OF WHICH MUST BE FROM A FRENCH INSTRUCTOR. STUDENTS MAY DOWNLOAD ANOTHER COPY FROM THE API WEBSITE.

To be completed by applicant:

NAME OF APPLICANT _____ **TELEPHONE** (_____) _____
Area Code

LOCATION, TERM & SESSION YOU ARE APPLYING FOR (e.g., CATHOLIQUE PARIS, FALL 2010) _____

REFERENCE REQUESTED FROM (PLEASE PRINT): _____
Name of Professor

All rights of access to information and materials of any kind received by Academic Programs International or by the host institution overseas from any source in connection with this recommendation are hereby voluntarily waived.

SIGNATURE OF APPLICANT _____ **DATE** _____

To be completed by professor or assistant professor:

NAME AND TITLE _____

INSTITUTION _____

MAILING ADDRESS _____

CITY _____ **STATE** _____ **ZIP** _____

E-MAIL _____ **OFFICE TELEPHONE** (_____) _____
Area Code

How long and in what capacity have you known the applicant? _____

Living overseas requires discipline, self-confidence and the ability to be flexible to new living and learning environments. Based on your knowledge of the applicant, please give us your opinion of the student's ability to successfully make the necessary adjustments.

Comment on the following topics regarding this applicant: 1) Interest and sensitivity to cultures other than his/her own; 2) Intellectual qualities and promise for the future; 3) Ability to handle challenges and adapt to new situations; 4) Suitability for chosen course of study; 5) Artistic, athletic, social, and other interests or achievements. You may attach an additional sheet if necessary.

We encourage you to use the following space to make additional comments concerning the applicant and/or their qualifications for the program. You may attach an additional sheet if necessary.

Please indicate one of the following statements that most accurately represents your opinion of the student's qualifications for studying abroad.

- I recommend this student to participate in a study abroad program.
- I cannot recommend this student for this program.
- I have some reservations, but am willing to recommend the student with the following qualifications:

SIGNATURE _____ **DATE** _____



NAME FIRST _____ MIDDLE _____ LAST _____

The GEM program is selective. Students are asked to apply as soon as possible because courses may fill and some additional application materials are necessary. Only applications for students who meet the API requirements for the Grenoble École de Management program will be forwarded to the GEM for final review. After the initial screening of the application materials by the France Program Manager at API, an online application will be completed on the student's behalf. At this time, the student will be asked by their API Program Manager to submit 2-3 essays, of 500 words or less. The essays are likely to concentrate on the student's international exposure, their professional and academic experiences, and their rationale for selecting the GEM program. Additional materials may also be requested at this time.

Program of Study and Course Selection

Refer to the API website for the most up-to-date course offerings when completing this form.

SELECT GEM PROGRAM

CIB -Certificate in International Business CBS - Certificate in Business Studies BIB - Bachelor in International Business (academic year only)

If applying for the CIB program, list which option class you would like to take. See program page for more details.

International Exposure

ACTIVITY TRAVEL, STUDY, ETC.	COUNTRY/REGION	DURATION

Extracurricular Activities and Interests

ACTIVITY CLUBS, SPORTS, HOBBIES, VOLUNTEERING, ETC.	DURATION	POSITION HELD

Work Experience (if any)

DATE	DURATION	EMPLOYER	CONTACT DETAILS	FUNCTION(S)/POSITION	FULL/PART TIME

References

Please list two professional or academic references below. Before listing them here, please verify that they are willing to complete an electronic "Referee Form" that will be sent to them at a later date by GEM. Acceptance at GEM cannot be fully granted until references have submitted the "Referee Form" to GEM.

REFERENCE ONE

NAME AND TITLE _____

INSTITUTION/COMPANY _____

MAILING ADDRESS _____

CITY _____ **STATE** _____ **ZIP** _____

E-MAIL _____ **TELEPHONE** (_____) _____
Area Code

REFERENCE TWO

NAME AND TITLE _____

INSTITUTION/COMPANY _____

MAILING ADDRESS _____

CITY _____ **STATE** _____ **ZIP** _____

E-MAIL _____ **TELEPHONE** (_____) _____
Area Code

