

AN EXCHANGE WITH A U.S. UNIVERSITY: THINGS TO KEEP IN MIND

Congratulations on your nomination to a U.S. university! You have been pre-selected by Sciences Po for this experience ; however, please remember that it is the partner university that has the final word on your acceptance. It is for this reason that we ask you to undertake this process with the seriousness required to guarantee your success.

- In no case should you be in direct contact with the host university before being contacted directly by them. If you have any questions, contact Agnès Charpentier at the Center for the Americas (agnes.charpentier@sciencespo.fr). She is your contact and the intermediary for all communication with your host university until we tell you otherwise.
- Agnès Charpentier will send you the official exchange application of your host university according to the urgency of the deadline. Thank you for respecting the deadlines that the Center sets for you! Do not worry if she has not sent you anything yet and please do not email her !
- Some universities will contact you directly after we have nominated you ; in this case, follow their instructions and put Agnès Charpentier in copy of all correspondence. Agnès needs to follow the entire process to ensure all is going well.
- As you await Agnès's email launching the process, you should start working on the following elements for your application file :

-Sciences Po first-year transcript in English, without ECTS letter grades and without red stars. For Paris campus double majors: first-year transcript from Paris I, IV, or VI, translated by you in a Word document and later certified by the Center for the Americas. If the exchange application is online, no need for translation certification by our center.

-Photocopy of passport valid 6 months beyond the end of your exchange ending date; if your passport expires before this or is in the process of being renewed, photocopy your current passport and upload a Word document explaining the situation.

-Scan or copy of TOEFL or IELTS

- Personal statement in English explaining why you wish to study on exchange at the host university

-Letter(s) of recommendation in English (for some universities)

-CV in English (for some universities)

In short, all documents need to be in English or translated into English by you.

Finances

There are two elements to this : 1) a section in the exchange application (but not necessarily in all exchange applications) ; 2) supplementary financial certification documents (letter from the bank + letter from the person whose account is concerned ; templates can be sent to you by Agnès Charpentier if needed).

Complete 1) as instructed.

For 2), do not prepare these until the partner university has instructed you to do so and has given you the monetary amount, because these documents are date-sensitive for the Consulate.

Note : if the bank refuses to give you a letter in English, you may translate the French version and the Center for the Americas will validate your translation.

- If you are instructed to send documents by email to the host university, please copy Agnès Charpentier on all email.
 - Obtaining a U.S. student visa will be the second part of this process and will be the topic of another meeting. **Due to the current health crisis, the U.S. Embassy has not resumed regular visa processing. Most travel from the Schengen area to the US remains suspended at this time. Please check the US Embassy in Paris website for updates : <https://fr.usembassy.gov/visas/>**
All information below is conditioned on the resumption of regular visa processing.
 - Please note that **you cannot make a visa appointment at the U.S. Consulate until you have received your official acceptance and your DS-2019 or I-20 from the partner university !**
 - Attention: the official letter of acceptance and the DS-2019 or I-20 may arrive as late as mid-July, which means that your appointment at the U.S. Consulate could take place in late July or early August. If you find yourself in this situation, do not go abroad (or do not be far away from the U.S. Consulate which is delivering your student visa) over the summer!
- Be careful : do not leave for your exchange in the U.S.A. on a tourist visa earlier than the visa starting date, expecting to stay in the country and to be switched to a student visa while remaining in the U.S.A. You will be asked to return to France to effect the switch before starting your exchange !
- Do not buy your plane ticket for the U.S. until you have received your visa. Since you are expected to participate in the host university's Welcome Program, make sure your departure date takes this into account.
 - Health insurance : many universities require exchange students to pay for the host university student health insurance coverage. Read the *rapports de séjour* and visit host university websites for details. Note: no coverage will be as complete as U.S. university health insurance, so we very strongly advise you to purchase this type of insurance. If you do so, make sure to determine whether such insurance will cover you if you travel outside the U.S. during your exchange. A possible alternative health insurance : *Europusa*. It is your responsibility to determine if it is accepted by your host university.
 - Reminder: you have committed to studying on exchange. Doing an internship simultaneously with your studies is strongly discouraged because an internship could compromise the quality of your academic results. If you have any questions about this, please email Matthew Thomas.
 - Reminder: you are **not** required to pay host university tuition fee (frais de scolarité)! Please remind your parents of this! If you or your parents receive a tuition bill, please tell Agnès Charpentier immediately !

GOOD LUCK AND SEE YOU SOON TO DISCUSS THE U.S. STUDENT VISA!