

## University of Idaho ALCP Exchange Student Application Checklist

Forms may be downloaded from:

<http://www.uidaho.edu/academic-affairs/ipo/current-international-students/immigration-advising/j-1-students/j-1-exchange-students>

Name: \_\_\_\_\_ Home School: \_\_\_\_\_

1. University of Idaho ALCP Exchange Student Verification form (Original preferred.)
2. Official transcript(s) from each college or university attended (Original preferred)
  - The transcript(s) must be in English or be accompanied by a certified English translation.
3. ALCP Exchange Certificate of Financial Responsibility Form (Original **required**)
  - **Top section** - Print your name and **sign** and **date** the form.
  - **Middle section**
    - Choose your home university name abbreviation and exchange program length from the drop-down box.
    - Covered amounts will auto-fill in the table below for “UI Department” and “TOTAL”.
    - You must show funding for the difference between the “TOTAL” and what the “UI Department” will cover for your exchange.
    - Your funding can come from one of, or a combination of, the other categories listed (Self-Support, Parents or Individual Sponsors, Your Government or Other Sponsoring Agency, or Other).
    - Enter the funding you have from one or various sources on the appropriate lines on the form.
  - **Bottom section** - If you have funding coming from a parent, parents, or individual sponsor(s), they must complete the bottom of the form.
4. Supporting Financial Documents listed on Certificate of Financial Responsibility Form (Originals **required**) To be accepted the documents must:
  - State actual amounts (in numbers) available in account(s)
  - Be in English or be accompanied by a certified English translation
  - Be original and have a signature, official seal, or be on letterhead from an official agency
  - Be no older than 6 months
5. Copy of Passport
6. Once you have submitted the above documents to the appropriate office at your home university, complete the **online ALCP application**. Information for the application:



- There are 2 ALCP sessions each semester and 4 ALCP sessions each academic year.
- You are not expected to pay the ALCP application fee but you must click “pay by check” under Method of Payment in order to submit the application.

Please submit all application items to the International or other designated office at your home university.

Application Deadlines

**May 15** for fall semester of the academic year

**October 15** for spring semester

**February 15** for summer

**If you have any questions, please contact:**

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