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Nominations, Exchanges Partner/Student Questions,  
Exchange Availability, Exchange Application Questions

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Nominations, Exchange Partner/Student Questions,  
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Exchange Agreement questions
Dates and Deadlines

Semester Dates

Fall Semester 2015:
❖ August 17th through December 12th

Spring Semester 2016:
❖ January 4th - May 7th

Semester Application Periods
❖ Fall 2015: February 1st - April 15th
❖ Spring 2016: August 15th - October 1st

Arrival on Campus
Accepted students should arrive at Georgia Tech at least 1 week before the beginning of the term for FASET orientation.
Exchange partners must email a nomination letter to exchange advisors at incomingexchange@oie.gatech.edu before students will be allowed to apply.

What to include in the nomination email:
Student’s:
• Name
• Date of Birth
• Program of Study
• Level of Study (Bachelor’s, Master’s)
• Email address
• Address to mail DS-2019- Exchange office or student’s residence.

Georgia Tech will send nominated students a password to access the J-1 Student Information form.

Complete application instructions can be found at oie.gatech.edu/exchange/apply
The Exchange Application consists of 3 parts. All application items must be received by the appropriate deadline.

1. **J-1 Student Information Form**
   - Submitted Online at [oie.gatech.edu/exchange/apply](http://oie.gatech.edu/exchange/apply)
   - *Nomination Password Required*

2. **Transient Student Application** and online application fee*
   - Submitted Online- please check [oie.gatech.edu/exchange/apply](http://oie.gatech.edu/exchange/apply) for application availability dates.

3. **Original Documents** - Must be sent by post, with tracking information, to OIE
   - Academic Documents
   - Official Transcript (in English)
   - GT Non-Degree Applicant Form
   - Financial Documents
   - GT Financial Certification form
   - Bank Statement (in English)
   - Sponsorship Letter (if applicable)
   - Language Certification (if applicable)
   - TOEFL ibt Score- 95 or higher
   - Portfolio (Arch and Ind. Design only)
Once accepted into the Exchange Program, Georgia Tech will mail the DS-2019 and Acceptance letter to the address indicated in the Nomination Letter.

Student must then:
• Pay I-901 SEVIS fee at fmjfee.com
• Apply for a J-1 Visa
  • Please visit travel.state.gov and j1visa.state.gov for visa application information

Please note: Visas can take several weeks to process. Students should apply for the J-1 Visa as soon as possible.

When traveling to the United States, student’s passport must be valid at least 6 months into the future.
Exchange students have the following housing options:

- **I-House-** Georgia Tech’s international-themed dorm
  - Please see [oie.gatech.edu/exchange/apply](http://oie.gatech.edu/exchange/apply) Housing tab.
  - Students should apply *before* admittance to Tech.
  - Available to any undergraduate exchange student.

- **Other On-Campus housing**
  - Fall or Spring semester students email incomingexchange@oie.gatech.edu for options.
  - Full Academic Year students apply at housing.gatech.edu after admission to Georgia Tech

- **Off-Campus Housing**
  - Please see [oie.gatech.edu/exchange/apply](http://oie.gatech.edu/exchange/apply) Housing tab.

* Please note: on-campus housing is not guaranteed.
Orientation (FASET)
- Exchange FASET is strongly recommended for all Undergraduate exchange students
- Best opportunity to register for courses and learn about GT!
- 4-5 days before the beginning of term
- http://nssp.gatech.edu/faset/
- Grad Student Orientation at http://www.gradadmiss.gatech.edu/orientation/

Insurance
- Requirement of J-1 Visa regulations
- Students will be automatically enrolled in GT Student plan
- http://www.health.gatech.edu Finance & Insurance tab

Immunizations
- All students must have up-to-date immunization records
- http://www.health.gatech.edu Immunization Requirements tab