

# 2007-2008 APPLICATION

## New England/Québec Student Exchange Program

*Established by the New England Board of Higher Education  
and the Québec Government Delegation of New England*

### A. 2007-2008 APPLICATION FORM:

*(Please type.)*

Name of Applicant \_\_\_\_\_

Home Institution \_\_\_\_\_

Campus Address \_\_\_\_\_

Permanent Address \_\_\_\_\_

Campus Telephone \_\_\_\_\_ Permanent Telephone \_\_\_\_\_

Campus e-mail \_\_\_\_\_ Campus Fax \_\_\_\_\_

Name of Parent/Guardian \_\_\_\_\_

Parent's Address \_\_\_\_\_

Parent's Telephone \_\_\_\_\_

Parent's e-mail \_\_\_\_\_ Parent's Fax \_\_\_\_\_

Sex: Male Female Social Security Number \_\_\_\_\_

Citizenship \_\_\_\_\_ Date of Birth\*: Month \_\_\_ Day \_\_\_ Year \_\_\_  
(\*Attach copy of birth certificate or other official proof.)

Student Identification Number \_\_\_\_\_ GPA \_\_\_\_\_

Department & Major \_\_\_\_\_ Minor (if applicable) \_\_\_\_\_

Faculty Advisor \_\_\_\_\_

### Choice of University in Québec

*Note: Applicants to Université McGill must provide SAT scores, have a minimum GPA of 3.25, and complete an additional McGill application (a different deadline may apply to the McGill application).*

1st Choice \_\_\_\_\_

2nd Choice \_\_\_\_\_

3rd Choice \_\_\_\_\_

4th Choice \_\_\_\_\_

Major Course of Study \_\_\_\_\_

Length of Stay (check one):  Fall only  Spring only  Second Spring Term (Summer)  Entire Year

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Home Institution \_\_\_\_\_

**Proposed Course of Study in Québec**

Be as specific as possible about the subjects/courses you need to cover. Attach a separate sheet to list specific Québec institution course number or titles of courses.

1st Choice \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

2nd Choice \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

3rd Choice \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

4th Choice \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Signature of Applicant \_\_\_\_\_ Date \_\_\_\_\_

**B. Letter of Application**

Please discuss your reasons for wishing to participate in the New England/Québec Student Exchange Program on a separate sheet of paper and attach it to this application.

Note: If you are applying to a French-speaking institution, this letter must be written in French.

**C. Official Transcript of Grades**

**Please attach official transcript(s) of your academic record to this application.**

List below any courses in which you are currently enrolled which do not appear on your transcript(s).

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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Home Institution \_\_\_\_\_

**D. Recommendation from Applicant's Academic Dean,  
Academic Advisor, Director of Studies or Other Appropriate Faculty**

*Attach additional sheets if necessary.*

Signature \_\_\_\_\_ Date \_\_\_\_\_

Name \_\_\_\_\_ Title \_\_\_\_\_

Institution \_\_\_\_\_ Telephone \_\_\_\_\_

Name of Applicant \_\_\_\_\_

Home Institution \_\_\_\_\_

**E. Evaluation of Applicant's Proficiency in French**

*Applicable for French-speaking Institutions only .*

**To be completed by an appropriate campus official.**

Please address the following questions (attach an additional sheet if necessary):

1. What level of French has the applicant completed?

\_\_\_\_\_  
\_\_\_\_\_

2. What is the applicant's GPA in those courses?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

3. Could the applicant live, speak and study successfully in a totally francophone environment?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

Name \_\_\_\_\_ Title \_\_\_\_\_

Institution \_\_\_\_\_ Telephone \_\_\_\_\_

Name of Applicant \_\_\_\_\_

Home Institution \_\_\_\_\_

**F. Proof of Health/Hospitalization Insurance Coverage**

NOTE:

Several Québec institutions require that a U.S. student purchase foreign student health insurance, even if that student is already covered by U.S. health insurance: **Bishop's, Ecole des Hautes Etudes Commerciales (HEC), Ecole Polytechnique, McGill, Université Laval, Université de Montréal, and campuses of Université du Québec.**

**Université de Sherbrooke** strongly recommends that U.S. students purchase health insurance in Canada, although it is not compulsory to do so. If not purchasing insurance in Canada, students must provide proof of U.S. health coverage. (Students should carry insurance policies and proof of health coverage with them when going to Québec.)

**Concordia University** strongly recommends that U.S. students purchase their health insurance plan. This plan is semi-compulsory; students must formally apply for an exemption and provide proof of health insurance if they have other coverage. (Students should carry insurance policies and proof of health coverage with them when going to Québec.)

**Other Québec institutions** require proof of health/hospitalization insurance coverage. (Students should carry insurance policies and proof of health coverage with them when going to Québec.)

I am currently insured by:

Name of Insurance Company \_\_\_\_\_

Policy Number \_\_\_\_\_

Check one:

- If I require hospitalization while on student exchange in the Province of Québec, Canada, the above-named company **will cover** the costs incurred. Please attach a signed statement to that effect from the appropriate insurance company official.
  
- If I require hospitalization while on student exchange in the Province of Québec, Canada, the above-named company **will not cover** the costs incurred.

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Home Institution \_\_\_\_\_

**G. Financial Affidavits** *(two original documents)*

**Two Financial Affidavits are required.**

The first financial affidavit must accompany the Application for Certificate of Acceptance (CAQ).

The second must be retained by the student for presentation when crossing the border.

**Both financial affidavits must be notarized originals.**

Any of the following documents is acceptable as a statement of financial responsibility. It is understood that the candidate should have access to \$2,400 U.S. for each academic semester, in addition to tuition for the home institution, so that he/she will not be considered a burden to the Canadian government.

1. Statement from a bank officer.
2. Statement from a financial aid officer.
3. Notarized statement from a parent or guardian.

**SAMPLE**

**Notarized Statement from Parent/Guardian**

I, the parent or guardian of \_\_\_\_\_, do hereby guarantee that he/she will have access to \$2,400 U.S. per academic semester for his/her living expenses in Québec so that he/she will not be considered a financial burden to the Canadian government.

Signature \_\_\_\_\_ Date \_\_\_\_\_

Relationship to Applicant \_\_\_\_\_

[Seal] Subscribed and sworn to before me, a Notary Public, in and for the County of \_\_\_\_\_, and the State of \_\_\_\_\_ this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

Notary Public \_\_\_\_\_

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Name of Applicant \_\_\_\_\_

Home Institution \_\_\_\_\_

**H. *Application for Certificate of Acceptance (CAQ)***

**This application is required by the Québec government.**

Obtain the *Application for Certificate of Acceptance (CAQ)* form from your New England Campus Representative.

The original copy of the completed *Application for Certificate of Acceptance (CAQ)* will be sent with other required documentation, including an original notarized Financial Affidavit, to the appropriate regional Québec government immigration office. That regional office, after approving the application, will mail the Certificate of Acceptance (CAQ) directly to you before you go on Exchange. The CAQ must be presented at the border crossing.

The following notes will help you complete the Application for the CAQ. If you have any questions, please do not hesitate to contact your Campus Representative.

\* \* \* \*

#15 Insert "Student" and skip #16-18.

#19 List colleges and universities you have attended, and dates of attendance.

#20 (A) Indicate if you are a Fall-semester 2007 applicant,  
— or an earlier date, if you intend to go to Québec for the 2007 summer program.

Indicate 1/2008 if you are a Spring-semester 2008 applicant.

(B) Indicate 5/2008 — or a later date if you intend to remain after the end of  
academic year 2007-2008.

#21 Be sure to indicate that you will bring \$500-\$600 as start-up money.

Skip Part B. Go to Part C.

#28 Name the Québec college or university where you have been accepted as an exchange student.

#29 List your major and other subjects you wish to study at the Québec campus.

#30 Clearly indicate the academic year for which you are applying (Example: 2007-2008).  
Adjust accordingly if you are a one-semester applicant.

#31 Tuition: Exchanged.

Living Expenses and Miscellaneous: Insert amount listed on the notarized Financial Affidavit -  
Part E of this application packet.

**Remember to sign and date the Application for Certificate of Acceptance (CAQ) form!**