



# STUDENT APPLICATION FOR INTERNATIONAL EXCHANGE

School of Business  
3700 Willingdon Avenue  
Burnaby, BC V5G 3H2

We are pleased that you are interested in participating in BCIT School of Business' exchange program as a current BCIT student. Please fill out this form completely; incomplete forms will not be accepted. Go to [bcit.ca/exchange/partners.shtml](http://bcit.ca/exchange/partners.shtml) for a complete list of institutes and classes accepted by BCIT. Please indicate how many general studies credits you have left to graduate so that you will receive the necessary credits.

Complete applications, including letters of intent and list of references, should be emailed to [sobiep@bcit.ca](mailto:sobiep@bcit.ca) by the appropriate deadline.

BCIT collects your personal information, including your citizenship and academic history to process your application for the international exchange program.

## STUDENT INFORMATION

Name		Date of Birth	
Citizenship(s)		Preferred Email	
Phone (Home)	Phone (Cell)	Phone (Work)	
Mailing Address			
Student Number		Program of Study	
Program Set	Program Year	GS Credits Remaining	

## EXCHANGE PREFERENCES

Preferred Term of Study	<input type="radio"/> Fall Term (Sept – Dec)	<input type="radio"/> Winter Term (Jan - May)	<input type="radio"/> Summer School
Preferred Partner Institute	1.		
	2.		
	3.		

## REFERENCE 1

Name	Relationship to you
Organization and Role	Email
Phone ( <input type="radio"/> Home / <input type="radio"/> Cell)	Phone (Work)

## REFERENCE 2

Name	Relationship to you
Organization and Role	Email
Phone ( <input type="radio"/> Home / <input type="radio"/> Cell)	Phone (Work)

**PLEASE NOTE: ONE REFERENCE SHOULD BE FROM YOUR BCIT INSTRUCTOR.**

## OTHER INFORMATION

Rate the following from 1 – 9: one being the most influential in your decision to apply for this particular program, nine being the least influential.

<input type="checkbox"/>	Degree requirements	<input type="checkbox"/>	Education goals	<input type="checkbox"/>	Faculty/staff members
<input type="checkbox"/>	Foreign language study	<input type="checkbox"/>	Affordability	<input type="checkbox"/>	Career enhancement
<input type="checkbox"/>	Family or friends	<input type="checkbox"/>	Academic challenges	<input type="checkbox"/>	Personal growth

Have you travelled outside of Canada for more than a week? If yes, where? (Check all that apply)

<input type="checkbox"/>	USA	<input type="checkbox"/>	UK / Ireland	<input type="checkbox"/>	Western Continental Europe
<input type="checkbox"/>	Eastern Contential Europe	<input type="checkbox"/>	Mexico	<input type="checkbox"/>	Latin America
<input type="checkbox"/>	Caribbean Islands	<input type="checkbox"/>	Middle / Near East	<input type="checkbox"/>	Africa
<input type="checkbox"/>	Asia	<input type="checkbox"/>	Oceania	<input type="checkbox"/>	Other

When you travelled, what was the purpose of your trip? (Check all that apply)

<input type="checkbox"/>	Pleasure	<input type="checkbox"/>	Business	<input type="checkbox"/>	Volunteerism / Aid
<input type="checkbox"/>	Study	<input type="checkbox"/>	Visiting family	<input type="checkbox"/>	Other

## RELEASE OF STUDENT INFORMATION

During the course of your participation in the International Exchange Program, the Office of International Programs may wish to provide relevant information from your educational records to your parents, guardians, or other third parties. Depending on the circumstances, information to be released might include your student account information, information about the program in which you are enrolled, or non-emergency information related to your health or safety.

Please choose one:

- I authorize International Programs Office to provide relevant information from my educational records as described above.
- I authorize International Programs Office to provide relevant information from my educational records as described above as well as the following individuals:
- 
- I do not authorize International Programs Office to provide relevant information from my educational records as described above.

Signature	Date
-----------	------

## LETTER OF INTENT REQUIREMENT

Along with this application form you must also submit a letter of intent. Letters of intent must:

- Be no longer than one page in length
- Include your name, student number, and current program of study
- Why you want to study abroad and with which program(s)
- How studying abroad will help you meet your academic, professional and personal goals
- What personal strengths and experiences you have that will assist you in this program
- If a PTS student, which core courses you have left before graduation

Letters should be submitted at the same time as your application by the appropriate deadline.

## DEADLINES

Winter/Spring Semester: September 16th  
Summer School: December 1st  
Fall Semester: April 1st