

## CapU Student Exchange Program Application 2025/2026

APPLICATION PART 1/2

1. Personal and Contact Details	
Last Name:	First Name:
Date of Birth (Month, Day, Year):	
Citizenship (list all that apply):	If you are not a Canadian citizen, please specify if you are a permanent resident of Canada? <input type="checkbox"/> Y <input type="checkbox"/> N
Student ID Number:	
Program of study:	Expected Completion Date (Term/Year):
Cumulative GPA:	Cumulative Credits Earned:
CapU email address:	Phone number:
Address:	
City:	Province:
Postal Code:	Country:

2. Application Checklist
<p><input type="checkbox"/> 1. Completed CapU Exchange Application (this document)</p> <p><input type="checkbox"/> 2. Letter of Intent (450-500 words), which explains:</p> <ul style="list-style-type: none"> <li>▪ the relationship of international/intercultural education to your career goals</li> <li>▪ why and how this particular student exchange will be of value to you</li> <li>▪ what you believe you can contribute to CapU as a study abroad ambassador</li> </ul> <p><input type="checkbox"/> 3. Current resume</p> <p><input type="checkbox"/> 4. Photocopy of the identification page of your passport. If your passport needs to be renewed, please submit a copy of your current passport and indicate "in process of renewal."</p> <p><input type="checkbox"/> 5. <a href="#">Program Planner</a> based on your Academic Advising. Talk to your <a href="#">Academic Advisor</a> about your degree requirements in order to understand which courses you still need to complete. <b>Important:</b> For most full term exchange programs, you are able to transfer back a maximum of four (4) 300-Level (Upper) Electives (Unassigned) in your <i>specific</i> area of study. <b>Be sure you save these electives for your study abroad experience.</b> Some exceptions apply in terms of the type and number of courses students are able to transfer back as CapU credits. These exceptions include but are not limited to exchange programs for MOPA and IDEA students as well as Special Programs such as Disney International Program and Aichi Gakusen College Exchange. If you have any questions about courses you will be transferring back by completing a full term exchange program, please consult <a href="mailto:studyabroad@capilanou.ca">studyabroad@capilanou.ca</a>.</p> <p><input type="checkbox"/> 6. A mini-portfolio of work (for applicants in the IDEA program only)</p> <p><input type="checkbox"/> 7. Two Faculty references (from any program area). The reference forms are found under <a href="#">How to Apply</a>. <b>Note:</b> Please advise your Faculty references to email completed reference forms directly to <a href="mailto:studyabroad@capilanou.ca">studyabroad@capilanou.ca</a> before the application deadline.</p> <p>Please send your complete application package (items 1-6 on the list above) as a single PDF file and in a single email (with your full name and CapU Student ID in the subject line) to <a href="mailto:studyabroad@capilanou.ca">studyabroad@capilanou.ca</a>. Good luck!</p>

3. Interview: Our Study Abroad team will email you details regarding your interview time.
<p>Please list your weekday (8 a.m. to 4 p.m. PT) availability for an interview:</p> <p>Monday _____</p> <p>Tuesday _____</p> <p>Wednesday _____</p> <p>Thursday _____</p> <p>Friday _____</p>

4. Exchange Partner University Expression of Interest	
First Choice:	<input type="checkbox"/> Fall 20____ <input type="checkbox"/> Spring 20____
Second Choice:	<input type="checkbox"/> Fall 20____ <input type="checkbox"/> Spring 20____
Third Choice:	<input type="checkbox"/> Fall 20____ <input type="checkbox"/> Spring 20____

5. References	
Faculty Member 1:	Department:
Faculty Member 2:	Department:

6. Requirements:
<p>I understand that my eligibility for the Capilano University's Exchange Program requires me to:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> have a cumulative grade point average of 2.67 at time of application</li> <li><input type="checkbox"/> be enrolled as a full time student (9 credits) at Capilano University at time of application</li> <li><input type="checkbox"/> have good academic standing and no history of <i>relevant</i> academic or non-academic misconduct (those students with a history may still apply)</li> <li><input type="checkbox"/> completed a minimum of 60 credits prior to departure (24 credits for the Disney International Program)</li> <li><input type="checkbox"/> plan to return for at least one major semester (fall or spring) as a full time student at CapU</li> </ul>

7. Declaration
<p>I, the undersigned, certify that all statements on this application are true and complete and that no information has been withheld. I understand that any misrepresentation of this may result in the cancellation of my nomination and that falsifying documents or information on the application may result in immediate dismissal from the program. Completion of this signed application permits Capilano University to request and/or confirm any information necessary to support my application. I understand that a review of my academic and non-academic conduct records with Student Affairs will be conducted and I consent to this exchange of information for the purposes of ascertaining my qualifications for the Study Abroad program. If I have any question about what will be shared, I can contact Study Affairs directly.</p>
Applicant Full Name (PRINT):
Applicant Signature:
Date:

Application Deadlines for Full-term Exchanges*
<p><b>Fall 2025 and Spring 2026 Full Term Exchanges Deadlines:</b></p> <p>Jan. 31, 2025 (early)   Sept. 30, 2025 (late) or until filled</p> <p><b>Summer 2026 exchanges:</b> Jan. 31, 2025 (early)   Sept. 30, 2025 (late) or until filled <a href="https://capilano.ca/studyabroad">capilano.ca/studyabroad</a></p>