# UW-EAU CLAIRE ONLINE APPLICATION

**Step-by-Step Instructions for International Exchange and Grant Students** 

Dear Exchange and Grant Students,

Thank you for considering UW-Eau Claire!

This packet will help you complete your exchange student application at UW-Eau Claire. We have provided notes and explanations about each part of the application process.

Work with your school to submit all application documents.

Application questions? Contact the Center for International Education at <a href="mailto:international@uwec.edu">international@uwec.edu</a>.

We look forward to welcoming you to the UW-Eau Claire campus!

Sincerely,

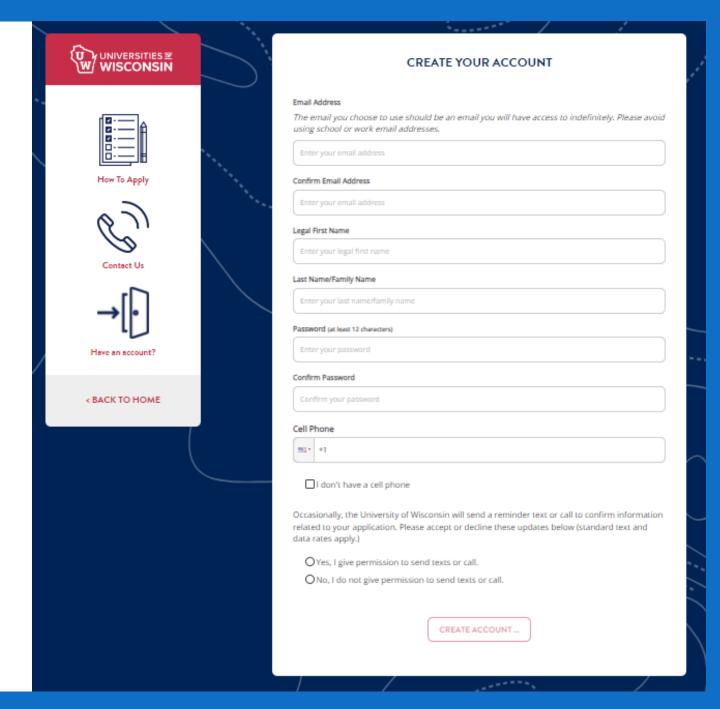
Center for International Education (CIE) University of Wisconsin-Eau Claire

# STEP 1: CREATE AN ACCOUNT

# Create an online account at:

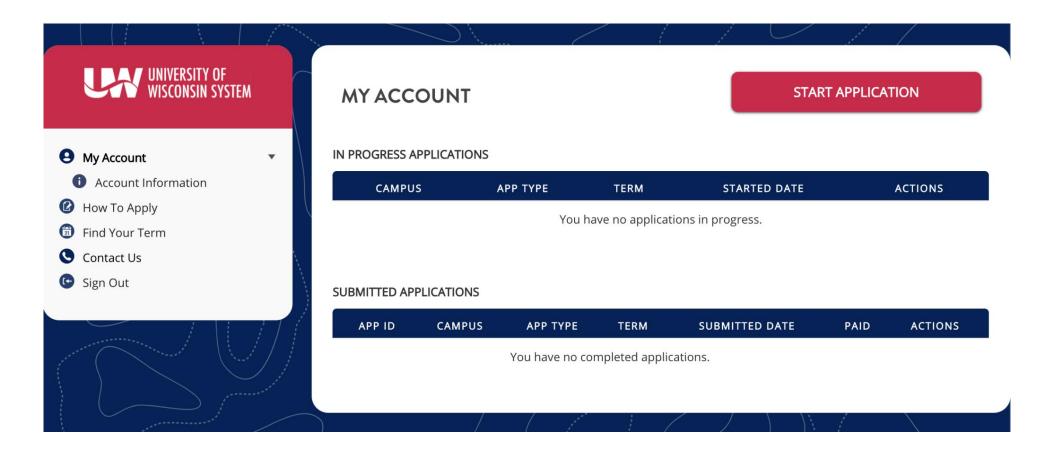
https://apply.wisconsin.edu/

Once you have confirmed that the information is correct, continue to the next section of the application.



# STEP 2: CREATE AN APPLICATION

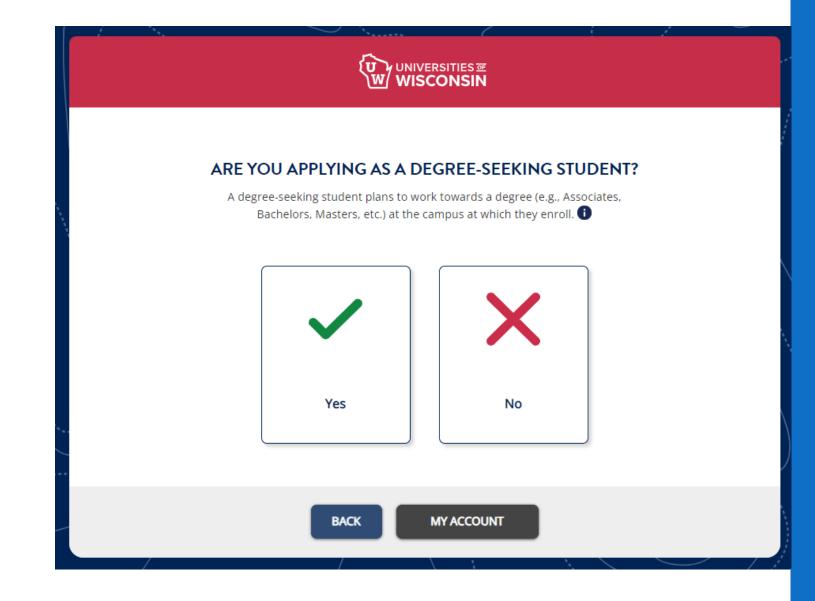
# Select **Start Application** to begin the application.



# Make the following selections:

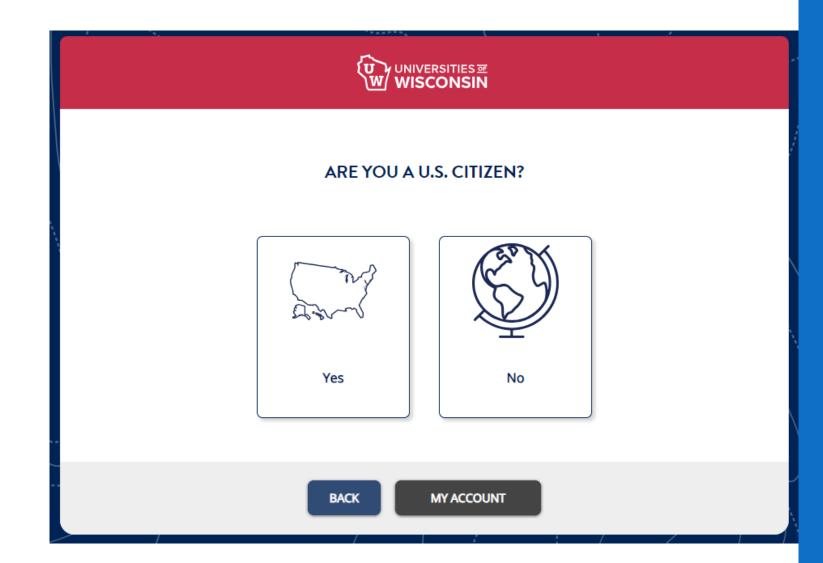
Are you applying as a degreeseeking student?

Click **No** 



Are you a U.S. Citizen?

Click No



# What is your current status?

# Click Need to Apply for Student Visa (not residing in U.S.)



### **U.S. RESIDENCY STATUS**

What is your current status?

U.S. Refugee/Granted Political Asylum

U.S. Permanent Resident

Applied/Applying for U.S. Permanent Resident Status

Current Visa Holder (residing in U.S.)

Need to Apply for Student Visa (not residing in U.S.)

International Student Applying to an Online Program

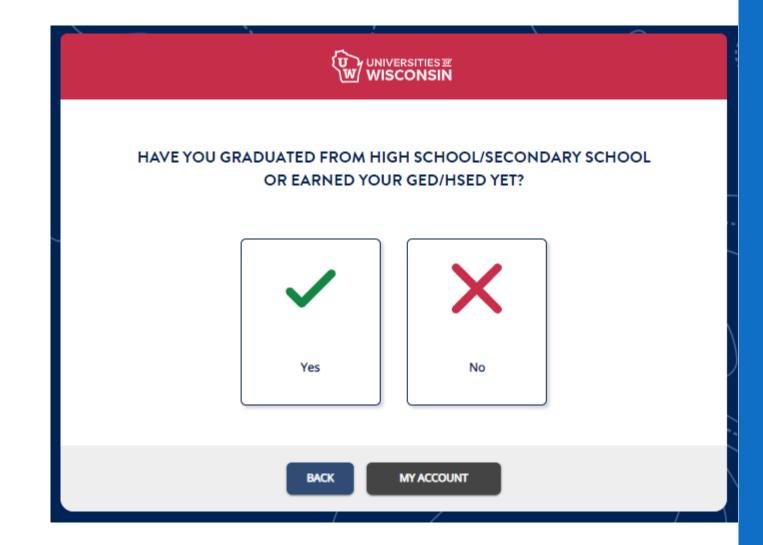
Other

BACK

MY ACCOUNT

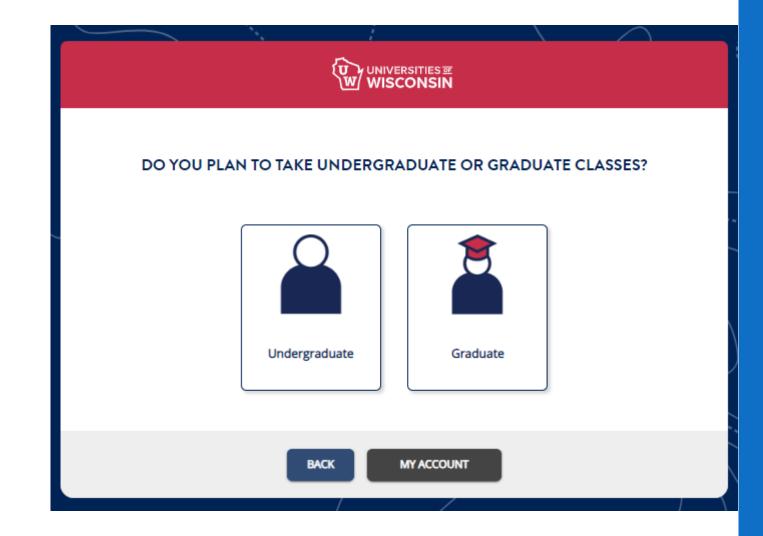
Have you graduated from high school/secondary school or earned your GED/HSED yet?

Click **Yes** 



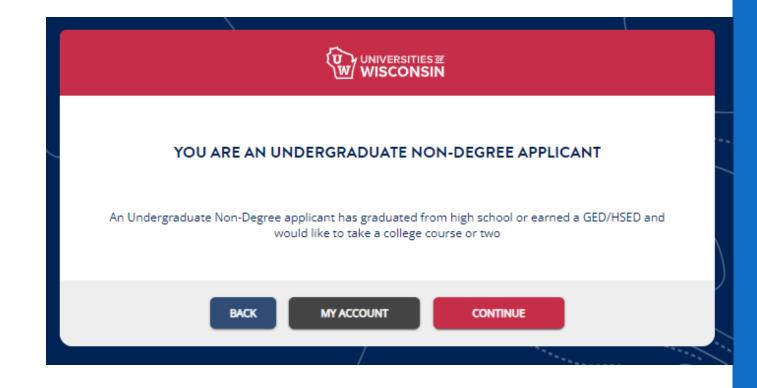
Do you plan to take undergraduate or graduate classes?

Click **Undergraduate** 



You are an undergraduate non-degree applicant. An Undergraduate Non-Degree applicant has graduated from high school or earned a GED/HSED and would like to take a college course or two.

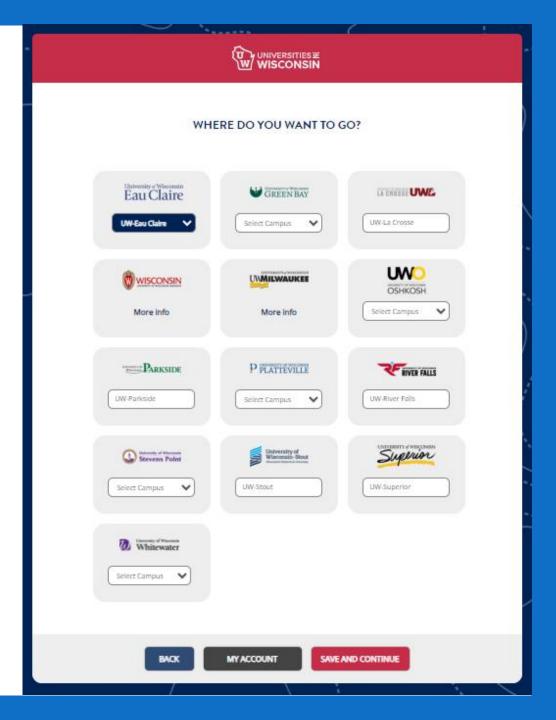
Click Continue



# Where do you want to go?

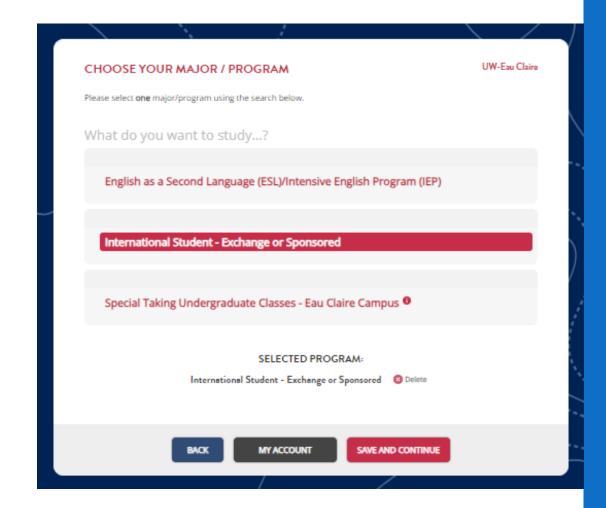
(Select the drop-down menu under the University of Wisconsin Eau Claire logo)

Click **UW-Eau Claire** 



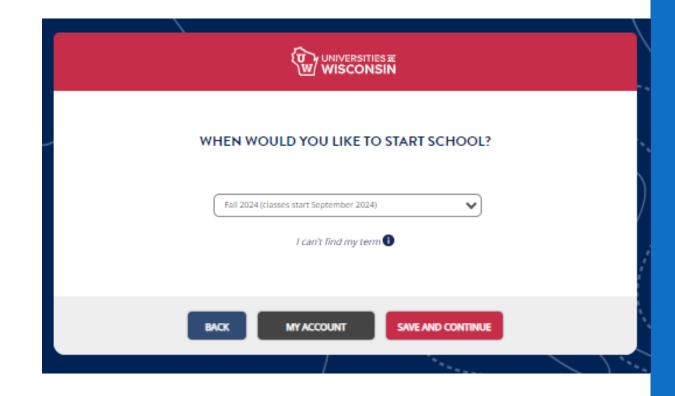
What do you want to study?

Click International Student – Exchange or Sponsored



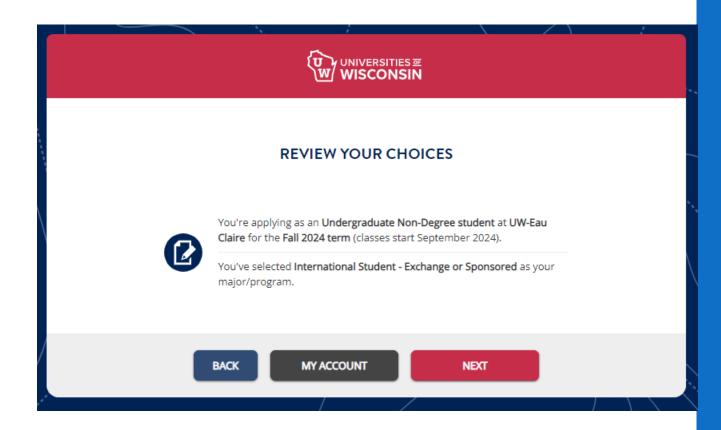
# When would you like to start school?

Use the dropdown menu to select the **correct term and year** that you plan to attend.



# **Review Your Choices**

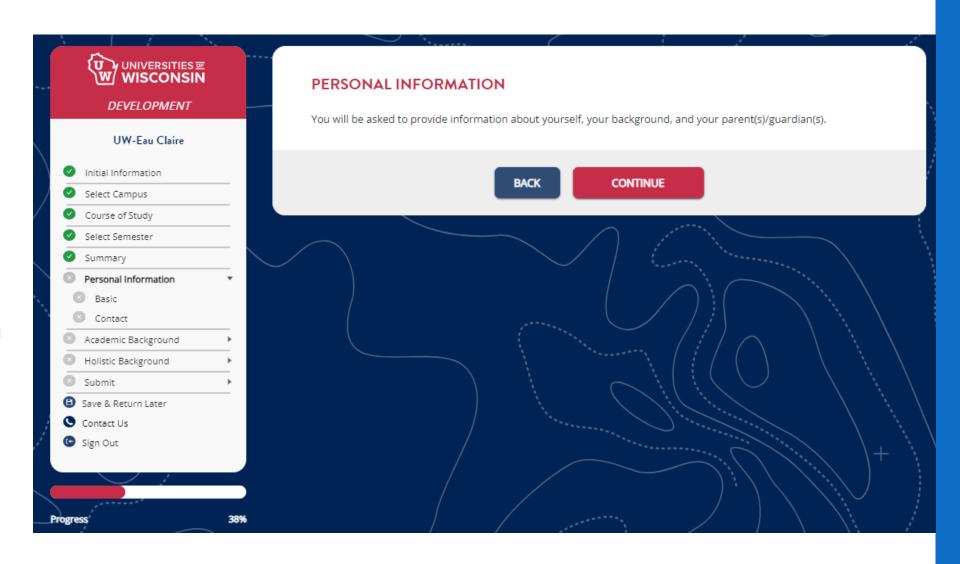
# Click **Next**



## **Personal Information**

## Click Continue

Note: Once you reach the Personal Information, you can save your application at any point, and continue later.

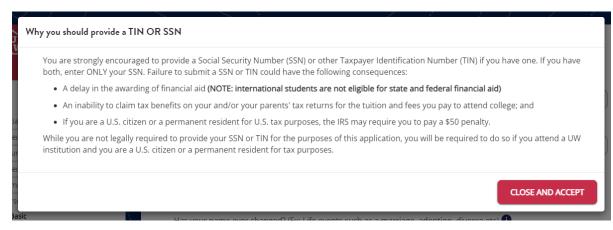


# **Basic Information**

Provide the **required information**. You may only skip portions that are (Optional).

# Which form of identification can you provide?

Click **Do Not Have/Do Not Want to Provide** (Pop up will appear)



**Click Close and Accept** 

# **Click Save and Continue**

### BASIC INFORMATION Legal First Name Last Name/Family Name Samantha Preferred Name/Name in Use (Optional) Middle Name (Optional) Suffix (Jr, Sr, etc) (Optional) Select Suffix Has your name ever changed? (Ex: Life events such as a marriage, adoption, divorce etc) OYes ONo Legal Sex 🕕 Gender (Optional) Select Legal Sex Select Gender Date of Birth Select Month ✓ Da ✓ YYYY Which form of identification can you provide? O US Social Security Number O US Tax Identification Number O Do Not Have/Do Not Want to Provide Country of Citizenship Select Country Country of Birth Select Country City of Birth State of Birth Select State Have either of your parents and/or guardians earned a four-year college/university degree? O Yes O No

SAVE AND CONTINUE

# **Contact Information**

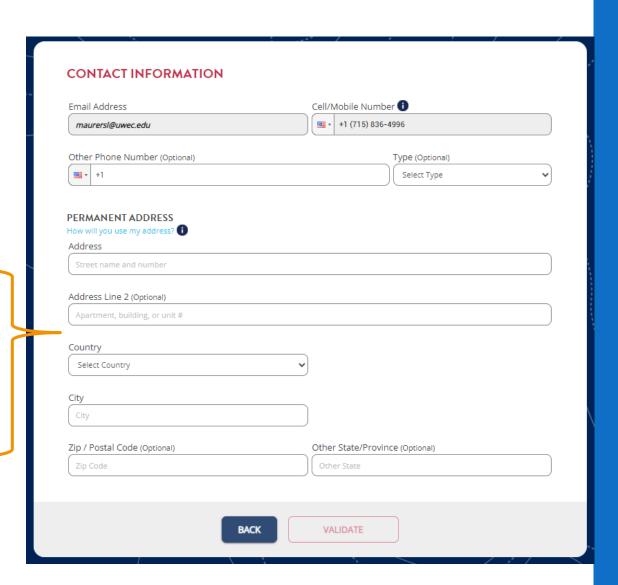
Provide the **required information**.

You may only skip portions that are (Optional).

### **Permanent Address**

Provide the address you live at in your home country.

Click Validate

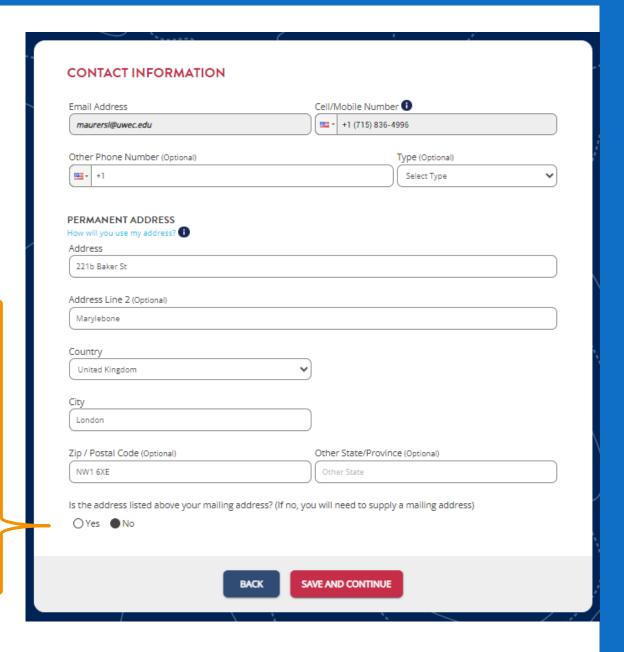


# **Contact Information (Continued)**

Provide the **required information**. You may only skip portions that are (Optional).

Is the address listed above your mailing address? (If no, you will need to supply a mailing address)

Your mailing address is **an address you can** readily receive mail before you arrive to UW-Eau Claire. Answer Yes or No.



# **Contact Information (Continued)**

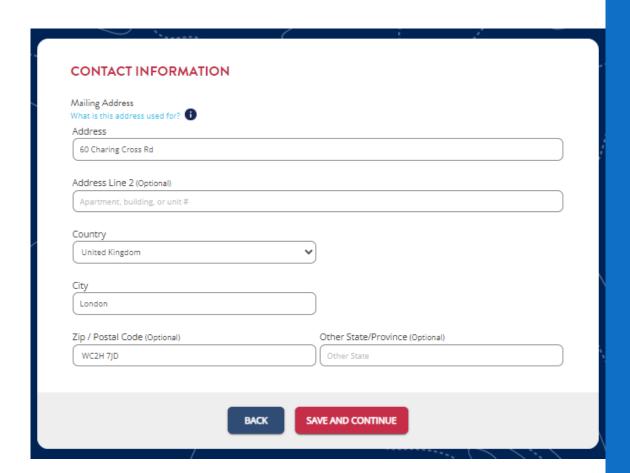
Provide the **required information**. You may only skip portions that are (Optional).

# Mailing Address

This page will **only** appear if you selected "No" to the question "Is the address listed above your mailing address?" from the previous page.

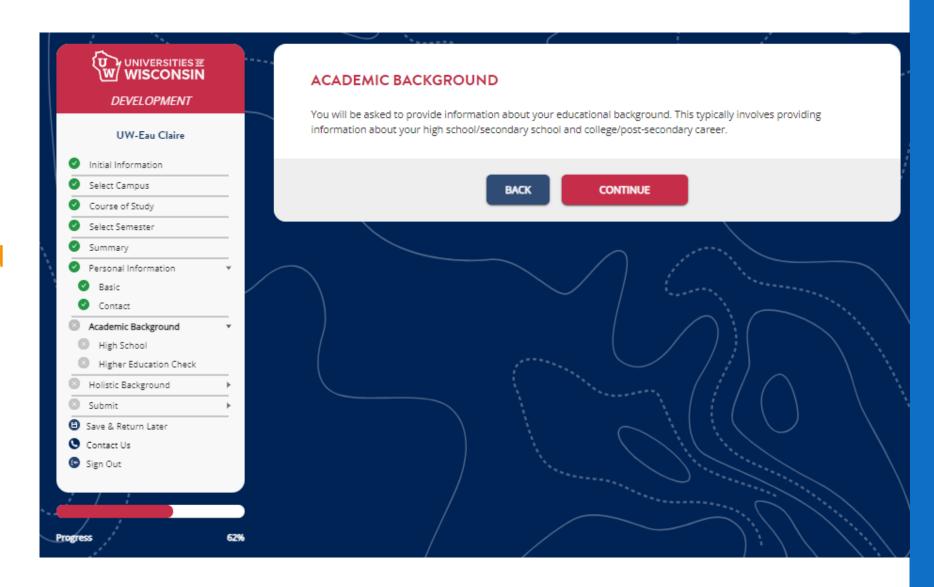
Type the address you will receive mail at before you arrive to UW-Eau Claire.

Validate
Save and Continue



# **Academic Background**

# Click Continue



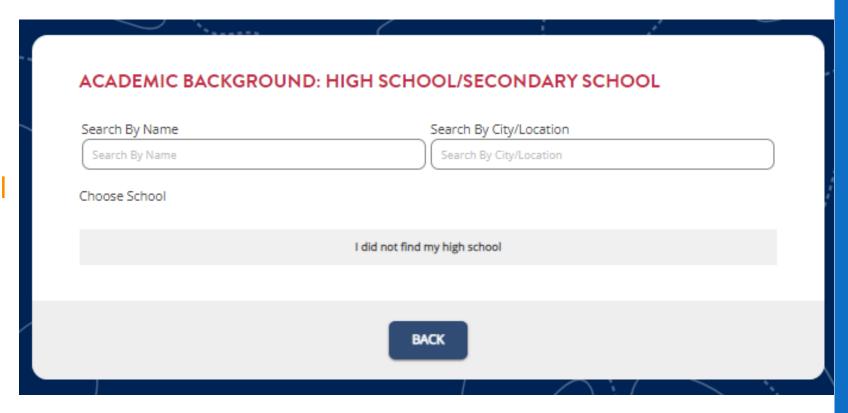
# Academic Background: High School/Secondary School

# Click Add High School

# ACADEMIC BACKGROUND: HIGH SCHOOL/SECONDARY SCHOOL In this next section you will need to supply the following pieces of information about all of your High School/Secondary Schools attended: Full name of your high school/secondary school High school/secondary school attendance dates High school/secondary school graduation date Optional: unofficial high school/secondary school transcript, if still currently in high school ADD HIGH SCHOOL BACK SAVE AND CONTINUE

Academic Background:
High School/Secondary School

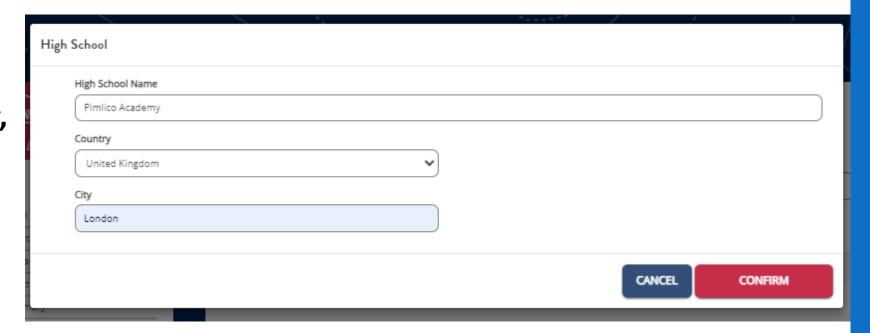
Click I did not find my high school



# **High School**

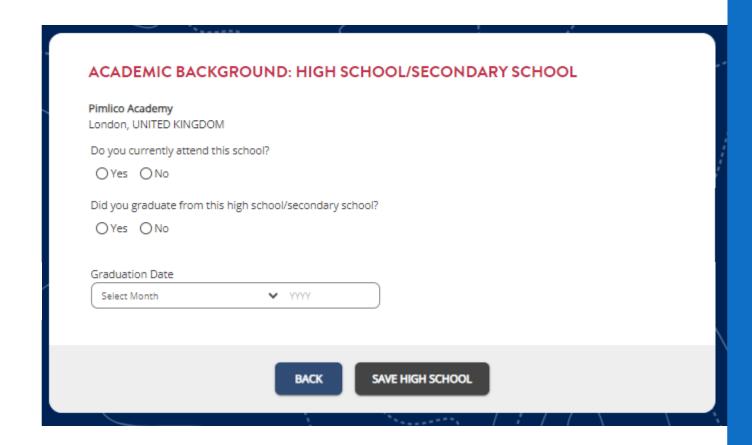
Type in the Name, Country, and City of the high school/secondary school you attended.

Click Confirm



# **High School**

Provide the **required information**.



# Academic Background: High School/Secondary School

# **Click Save and Continue**

### ACADEMIC BACKGROUND: HIGH SCHOOL/SECONDARY SCHOOL

In this next section you will need to supply the following pieces of information about all of your High School/Secondary Schools attended:

- · Full name of your high school/secondary school
- · High school/secondary school attendance dates
- · High school/secondary school graduation date
- . Optional: unofficial high school/secondary school transcript, if still currently in high school

TITLE	GRADUATION DATE	TRANSCRIPT	ACTIONS
Pimlico Academy	05/2021	No	
			Add High School
	BACK S/	AVE AND CONTINUE	

Academic Background: College/Post-Secondary Check

Have you ever taken any college level courses?

Provide the **required information**.

**Click Save and Continue** 

# ACADEMIC BACKGROUND: COLLEGE/POST-SECONDARY CHECK It's important for your potential campus to know if you are TAKING or have previously taken college courses. Please select yes below if:

- · You are currently taking college courses while in high school.
- . You took at least one course at the college level, while in high school, that you could request a transcript for.
- · You are currently a college student.

Have you ever taken any college level courses?

OYes ONo

Do **NOT** select Yes if you have taken or will be taking Advanced Placement (AP), International Baccalaureate (IB), or Project Lead the Way Courses.

BACK

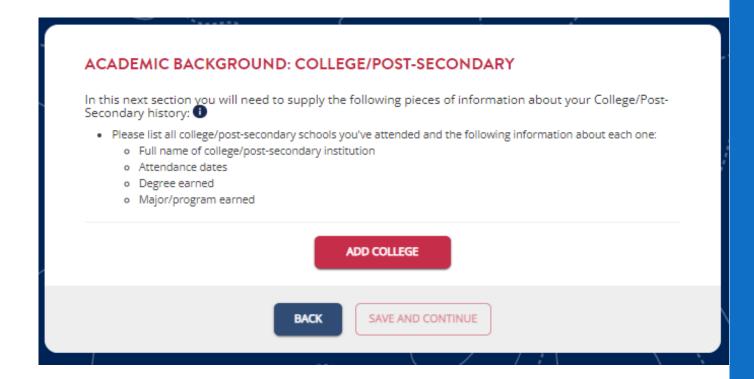
SAVE AND CONTINUE

# Academic Background: College/Post-Secondary Check

This page will **only** appear if you selected "Yes" to the question "Have you ever taken any college level courses?" from the previous page. If you selected "No" you'll continue to the next section of the application.

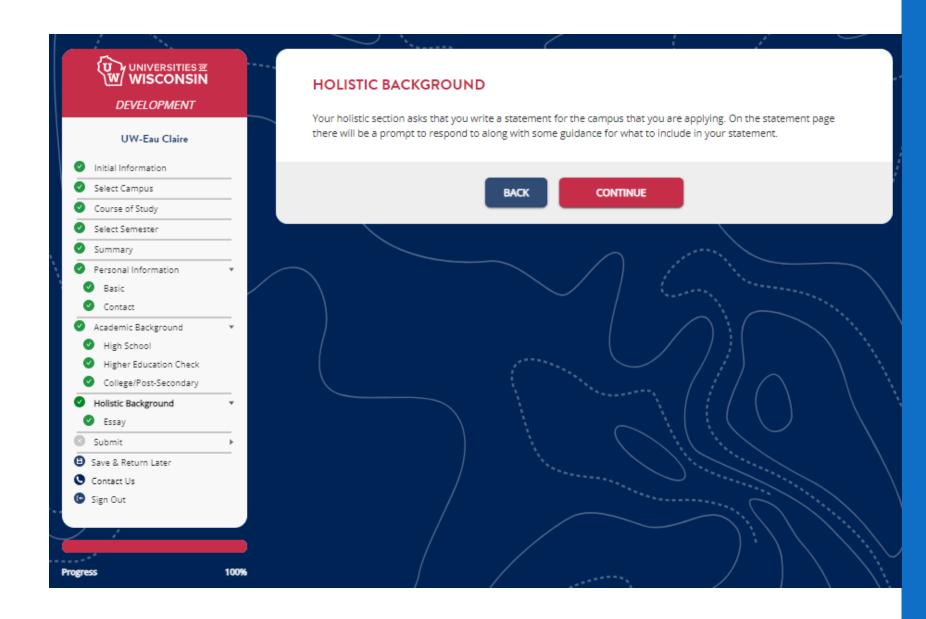
Follow the same procedure as adding your high school/secondary school information, but this time input your college/university's information.

Provide the **required information**.



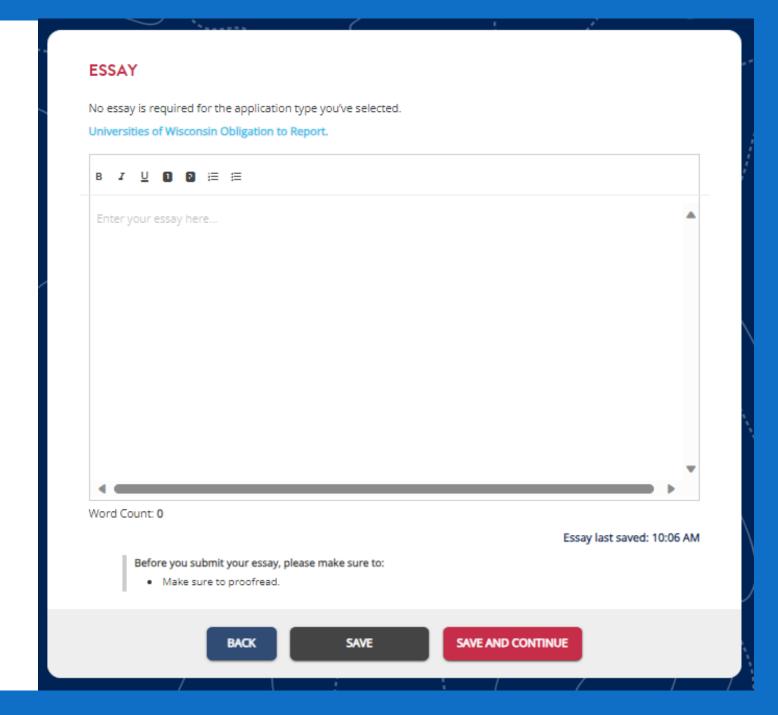
# **Holistic Background**

# Click Continue



# Essay

You are not required to write an essay. Skip this section.

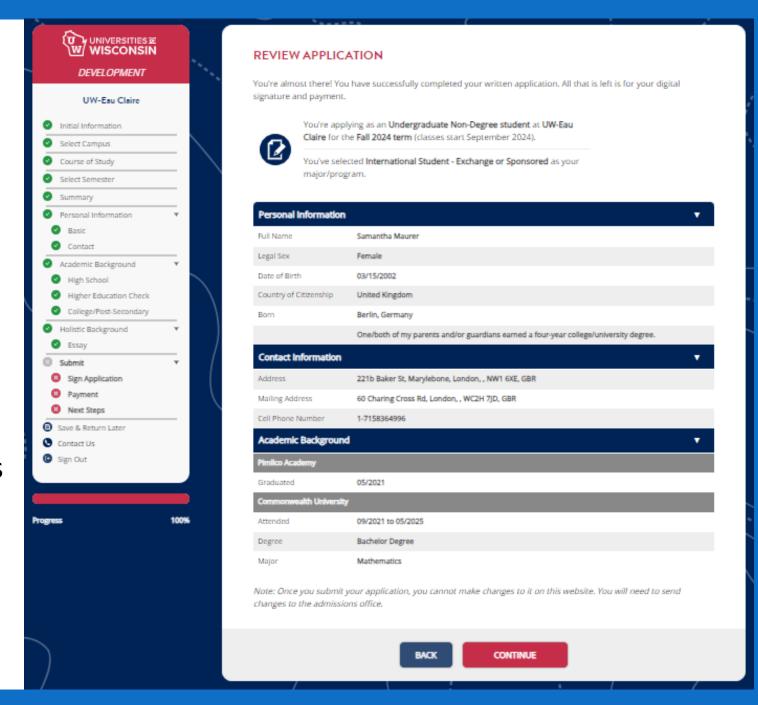


# **Review Application**

Carefully read all the information you provided including Personal Information, Contact Information, and Academic Background.

If you need to change something, use the menu to access the section that needs correction. Return to this page once everything is correct.

### Click Continue



# STEP 3: REVIEW APPLICATION

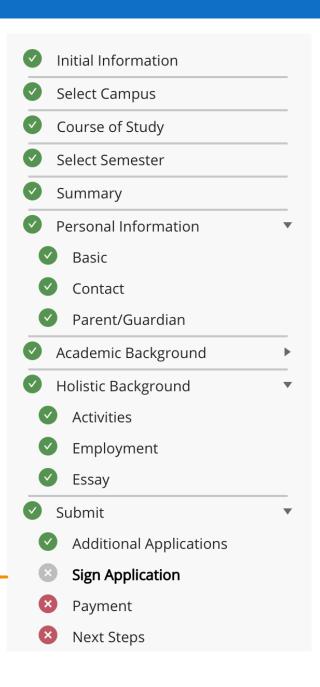
# Review the progress of your application

Each of the categories should have a green check mark next to them to indicate you have finished the section.

Finish any that still need to be completed before you proceed.

Sign Application, Payment, and Next Steps tabs will be checked later.

For now, everything above it needs to be completed.



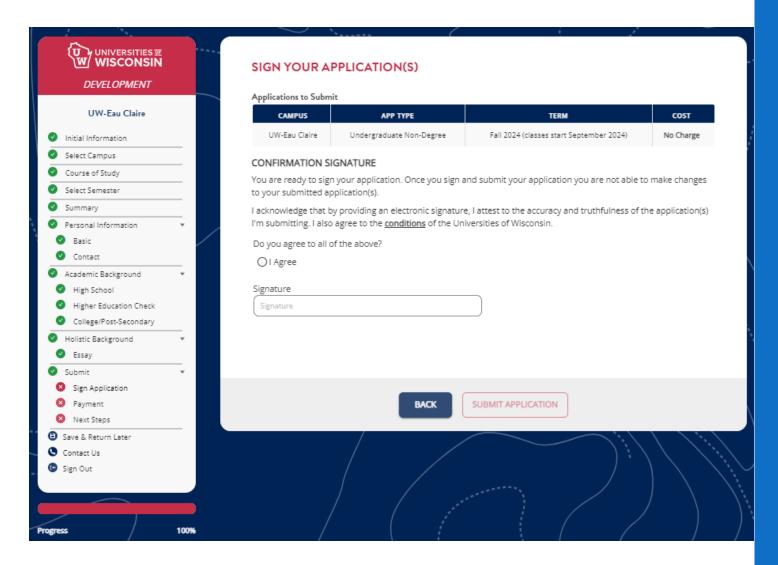
# Sign Your Application(s)

Once you complete this step your application is turned in. No changes can be made after clicking the submit button. When you are ready, read the Confirmation Signature agreement

# Click I Agree

Type your **full name** in the Signature box

Click **Submit Application** 



# STEP 4: KEEP TURNING IN MATERIALS!

You're not done yet!

After you have completed your UW-system application, there are still steps you must take to complete your international exchange application.

# Next steps include sending in your:

- Evidence of English Proficiency
- Financial Verification Form
- Certified Financial Supporting Documents
- University Academic Records
- Passport Copy
- Ensure your home university sends the CIE your official transcript

Questions? Contact the Center for International Education at <a href="mailto:international@uwec.edu">international@uwec.edu</a>.

We look forward to welcoming you to the UW-Eau Claire campus!