Mission Statement

NSE membership provides domestic exchange opportunities to qualified and committed students to enhance and expand their academic program, along with providing avenues for personal growth. NSE membership brings diversification to the Cal Poly campus with a sharing of new ideas, cultures, and customs. Specific goals and objectives related to fulfilling this mission include the following:

- To provide access to qualified students
- To assist students with accomplishing their academic and personal goals for exchange
- To select committed students who will serve as good ambassadors for Cal Poly
- To successfully place students at an NSE partner university
- To encourage a multicultural experience and cultural awareness
- To offer opportunities for academic diversification
- To promote personal growth and development
- To assist with campus with recruitment and retention efforts
- To open up avenues of cooperation between Cal Poly and other NSE member campuses

NSE Application and Placement Procedures

Eligibility Requirements:

- 2.5 Cal Poly cumulative GPA
- Sophomore standing at the beginning of the exchange and have completed at least one term at Cal Poly
- Full-time enrollment at time of application and term prior to exchange (excluding Summer)
- Maintaining good academic, disciplinary, and financial standing at Cal Poly

The following application procedures will help you through the process that is used at Cal Poly to ensure that NSE is both appropriate and beneficial for you.

1) Visit the International Center, Bldg.52, Rm. E32 to obtain information on the NSE program. This information should include: the NSE Student Guide, which describes NSE, provides a thumbnail sketch of each of the member institutions and lists the majors offered at those schools along with the special opportunities available to incoming NSE students.
2) Read *NSE Student Guide* paying particular attention to the beginning sections which describe the overall process of exchange and how to get the most out of the directory. As you read, you should think in terms of your personal and academic goals and objectives.

3) Research campuses you are considering for an exchange. Visit the NSE website: www.nse.org

4) Discuss your plans with your academic advisor, parents, friends, and the NSE coordinators at Cal Poly.

5) Carefully complete the online application that is provided on the Cal Poly NSE Outgoing Students webpage.

   a) You are asked to indicate the type of financial aid you are receiving. This will assist us in suggesting the appropriate payment plan (A or B) and how it may impact your financial aid eligibility.

   b) You are asked about the period of exchange you desire. If there is a possibility that you will stay for the full academic year, you should indicate that. It is often impossible to extend an exchange into another term if it was not requested at the time of placement.

   c) You have been given five lines on which to list possible exchange sites in priority order. We highly recommend listing more than one institution. Feel free to email additional choices, but DO NOT list any campus that you would not attend if placed there. While we have a good placement record and will try to place you at your first choice campus, we cannot guarantee that and may have to place you at a second or third choice. Discuss your school choices with the NSE Coordinator and review the NSE placement statistics reports to best determine your probability of successful placement.

   d) Be sure that you take care to be specific and thorough when completing the study statement. It is your chance to tell us exactly what you want to accomplish on exchange both academically and personally. Notice that it requires the signature of your advisor.

   e) Please download and print thge Assumption of Risk and Release of Claims. Sign the release form and upload to the "Outbound Application."

   f) Print out and complete the Program of Study Statement; submit the statement to your Department Chair or Academic Advisor for approval.
g) Print out two copies of the Academic Recommendation Form and have two professors/advisors/etc provide recommendations of your behalf.

h) Provide a Language Proficiency Report if you have requested to be placed at a university in Puerto Rico, the Universite du Quebeck a'Montreal, Universite de Montreal, or the Universite de Sherbrooke in Quebec.

i) Provide an unofficial transcript to the Cal Poly International Center.

j) Pay the $200 NSE application fee at the University Cashier office 01-131E. Please keep your receipt to show the NSE Coordinator proof of payment.

k) Priority status will be considered to those who apply by the January 15th priority placement deadline. Since several NSE schools are quite competitive for placements, you may need this priority status. Those students who apply after February 22nd will risk having lower ranking priority for placements. All applicants will have individual interviews beginning in early December. The selection committee ranking of applicants will take place after the interviews are completed, and at least 5 days prior to the NSE Placement Conference. NSE applicants who are competing for their 1st choice schools will be ranked. The selection criteria will consist of both academic and personal information, including (but not limited to): quality of the application, the interview, references, compatibility with host schools, knowledge of host campus offerings, maturity, flexibility, adaptability, GPA, personal reason/special circumstances, and if relevant language proficiency.

6) The processing of your application and decision on your participation in NSE are the responsibility of Cal Poly. Once it is determined that you are eligible to participate, the potential exchange campuses consider you based only on space availability. Most placement decisions are made at the national NSE conference held during early March.

7) Immediately following the placement conference, we will hold a placement information meeting. We will announce placements at the meeting and have you sign a Placement Acceptance Form, which will then be mailed to your host.

Once your placement is confirmed, the non-refundable $400 International Center Fee will be charged on your Cal Poly student account.

8) You will then receive information from the host school regarding housing, meal plans, tuition, registration and any other information you will need to know.
9) You will complete an advising agreement with the help of your academic advisor. It will be your agreement of how the courses you take while on exchange will fit into your Cal Poly academic program. You will receive transfer credit for courses taken on NSE. Seniors should keep in mind that the last 30 of 40 units (typically the last two quarters) prior to graduation must be taken at Cal Poly. If you are intending to take distance education (online courses) courses, they must be credits over and above a full-time classroom load. NSE discourages the use of distance education courses in lieu of a full-time enrollment status on the host campus.

10) Soon you will be attending your new campus, making new friends and seeing new places. When you arrive, we ask that you send a postcard to us with your address and telephone number. It is important that we know how to contact you in an emergency situation.

11) At the end of your exchange you must request a transcript to be sent from the host transcript/records office directly to the Cal Poly Admissions Office, 1 Grand Ave., San Luis Obispo, CA 93407.