

Center for International Education
Instructions and
Application for International Visiting Scholars and Visiting Graduate Students

Thank you for your interest in the University of Northern Colorado (UNC). Collecting all required materials and submitting them in one packet to the Center for International Education will speed processing of your application. **PLEASE SUBMIT APPLICATION AND DOCUMENTS AT LEAST 90 DAYS PRIOR TO THE DATE YOU WOULD LIKE TO BEGIN YOUR PROGRAM.**

Visiting Scholar Checklist: Check off each item as you complete it. (We are unable to process incomplete applications.)

1. Submit:
 - a. Your completed Application for International Visiting Scholars
 - b. US\$60 as your processing fee. Applications cannot be processed before the fee is received
 - c. Your curriculum vitae
 - d. Your proposal for your time at the University of Northern Colorado
 - e. Financial documents verifying funding to support your stay at UNC. (The US government requires this before we can issue form DS-2019 required for your visa application.)
 - f. A copy of the biopage of your passport and of your current visa (if you have one)

2. **Visiting Professor Applicants** (with teaching responsibilities) **only:** Document your English proficiency by submitting one of these:
 - a. Your TOEFL score submitted directly to UNC from testing agency (UNC code is **4074**)

• Internet-based	80
• Computer-Based	213
• Paper-Based	550
 - b. Your minimum IELTS score 7

3. **Graduate Student Applicants:** If you wish to enroll in courses and transfer credit back to your home institution, you must:
 - Document your English proficiency as in #2 above
 - Submit transcripts of your university studies, showing undergraduate and graduate courses
 - Pay tuition for courses in which you enroll

You may either **scan or e-mail** your application to CIE@unco.edu (preferred) or fax it to [970-351-1947](tel:970-351-1947). Send the originals by airmail to: *Center for International Education, Campus box 52, Greeley, CO 80639*

ALL APPLICATION MATERIALS MUST BE RECEIVED NO LATER THAN 90 DAYS PRIOR TO THE DATE YOU WISH TO BEGIN YOUR PROGRAM AT UNC.





Application for International Visiting Scholars and Visiting Graduate Students

Type or print all answers in black ink

\$60 non-refundable application fee required

Dates of your program at the University of Northern Colorado: From _____ to _____
Mm/dd/yyyy Mm/dd/yyyy

Full Legal Name _____
Last (Surname) Given (First) Middle Maiden or other names used

Have you applied to or enrolled at UNC before? _____ Yes _____ No If yes, when? _____

If yes, UNC Student Number _____ Position at home university _____
(University Professor, Researcher, Graduate Student, etc.)

United States Mailing Address

(If applicable) Street (Rural Route, P.O. Box) City State Zip Code + 4

Present Phone (_____) _____ E-Mail Address _____
Area Code

Permanent (Foreign) Mailing Address _____
Street City Province Country Postal Code

Permanent (Foreign) Phone (_____) (_____) _____
Country Code City Code

PLEASE NOTIFY THE CENTER FOR INTERNATIONAL EDUCATION IMMEDIATELY OF ANY CHANGE IN MAILING OR EMAIL ADDRESS

Work/Teaching Experience:

Employer/School _____ Grade or Subject(s) Taught _____ From _____ To _____
Dates
Employer/School _____ Grade or Subject(s) Taught _____ From _____ To _____
Dates
Present Employer/School _____ Grade or Subject(s) Taught _____ From _____ To _____
Dates

Proposed Objective:

Requested Faculty Sponsors (if appropriate):

1) _____
2) _____

Signature of Applicant Printed Name Date

Return application to the Center for International Education, (not Admissions), University of Northern Colorado, Campus Box 52 Greeley, CO 80639, with your nonrefundable application fee of US\$60.00 (payable by check, money order, or credit card).

ALL APPLICATION MATERIALS MUST BE RECEIVED NO LATER THAN 90 DAYS PRIOR TO THE DATE YOUR PROGRAM WILL BEGIN AT UNC.

The University of Northern Colorado is a fully committed Affirmative Action and Equal Opportunity Employer

