



OFFICE OF GLOBAL ENGAGEMENT

# International Student Exchange Program

## Beginning Steps for TAMUK Students

Texas A&M University-Kingsville (TAMUK) has cultivated relationships with numerous international universities to establish partnership programs such as the reciprocal student exchange program.

The benefits of attending a student exchange program are those that can only be gained through this unique educational experience.

In this type of program, students receive nomination by their home university to attend classes and earn academic credit with the partnered institution for either one semester or an academic year.

If interested in attending the student exchange program through the Office of Global Engagement, it is recommended to begin the application process at least 1 year prior to the semester you are wanting to travel. Allowing for plenty of time to submit your program applications by the scheduled deadlines, complete any required documentation (medical, financial, etc.) to secure the appropriate visas and/or travel documents.

This handout is to help students of Texas A&M University-Kingsville initiate the beginning steps to participate in an international exchange program.

## Beginning Steps

Current TAMUK students interested in attending a student exchange program with one of the international universities that hold an active MOU with the university can initiate the application process through the steps below:

1. Meet with your academic advisor to inform them of your interest in attending a student exchange program with OISP and to discuss the following:
  - Review your current degree plan to see what semester works best for you to attend an exchange program. TAMUK policy requires that the last 24 credit hours prior to graduation must be completed at our university and no transfer credit will be accepted.
  - Check which academic courses on your degree plan can be replaced by the academic credit earned through the partnered institution. You can review the university's policy regarding transfer credit [here](#).
  - Review any requirements your department or college may have regarding attendance to a student exchange program. As example, students in the College of Business can only attend exchange programs with partnered international institutions that hold an active AACSB accreditation. Talk with your advisor to see if there are any requirements that our office will need to take into consideration when matching you to a program.
2. Set-up a meeting with OISP to initiate your interest in attending an exchange program. To complete this step, you will need to log into JNET and select Starfish under the "Campus Resources" tab. Once in Starfish, you will go to the "My Success Network" page and select the profile of our program coordinator, Nicolette Dacke to schedule the appointment. During your meeting, you will discuss the following items:
  - Discuss what you want to gain from attending the student exchange program. Is there a specific country you are interested in? Would you want to attend for just one semester or for the full academic year? Besides academics, are there any specific cultural experiences you are looking to gain while abroad? These are just some of the items you will discuss that will help match you to the best program option available.
  - Review the academic criteria received from your academic advisor. This information is important, as there may be certain academic requirements

our office will need to be aware of when working with you during the program selection process.

- Provide a detailed review of the available international universities that have an active partnership with our university. You can always initiate this step ahead of the scheduled meeting by visiting the international agreements webpage: <https://www.tamuk.edu/globalprograms/campus-resources/mou.html>.
- Reviewing the steps required to apply for the exchange program with your selected international university and TAMUK. Most partnered universities require that students first receive nomination from OISP to initiate the application process. Our office will review with you all the requirements and deadlines for your selected international institution. We will also go over the steps involved in registering with our university for the student exchange program, which, is typically started after your nomination has been accepted by your selected international partnered university.
- Provide a financial overview and breakdown for attending a student exchange program. One of the main benefits of attending the exchange program is that students pay their tuition and fees for the academic course credit to be earned abroad directly to their host institution. What this means is if you are accepted into the exchange program, and register for 12 hrs. with the partnered university, you will pay the tuition and fees associated to those credit hours directly to TAMUK.

In addition, if you are eligible for any financial assistance, tuition assistance and/or veterans' benefits, those funds should still be able to apply towards your balance with the Business Office for the semester. You will still be responsible for expenses such as registration fees, passport/visa applications, airfare, housing, meals and any other expenses associate with your attendance in the program.

3. If you receive financial assistance, it is recommended to set-up a meeting with your financial aid advisor to discuss your attendance to the student exchange program and your eligibility for assistance to support your efforts.
4. Apply for scholarships. A list of internal, national and international scholarships with deadlines will be given to you during your meeting with OISP. It is recommended to start the application process prior to your admittance into the student exchange program to avoid missing any deadlines. For a list detailed list

of outside scholarships visit the [U.S. Government Scholarships and Programs](#) for a detailed list of outside scholarships available for studying abroad.

Students will continue to work with OISP after beginning these initial steps to ensure that all processes associated with attending a student exchange program are completed within a timely manner. International institutions run on various timelines and schedules that are not necessarily aligned with our university. Each partner will have their own application requirements and deadlines that will have to be monitored to ensure proper completion.