



Faculty of Graduate & Postdoctoral Studies
2-29 TRIFFO HALL

Phone: 780.492.3499 Fax: 780.492.0692
ualberta.ca/graduate-studies/

Instructions for use of this form

This form must be completed AND fully endorsed in the appropriate areas. Complete application packages for an exchange student must be sent directly to the University of Alberta exchange administrator responsible for administering the exchange.

Exchange applications with incomplete forms or missing documents will experience delays in processing. Completed exchange applications require approximately 6-8 weeks to process for admission at the University of Alberta.

A complete Exchange Student Application MUST INCLUDE:

1. A completed Faculty of Graduate & Postdoctoral Studies Application for Visiting Graduate Students form.
2. An official record of all post-secondary work completed and/or presently being taken by the student. Official records must contain an official seal or signature.
3. Documentation to demonstrate English Language Proficiency as stipulated in the Exchange Agreement.
4. A completed Incoming Graduate Exchange Student Permission to Participate Form.
5. A photocopy of the personal information page on the passport.

If you have any questions contact Michal Guzowski (michal.guzowski@ualberta.ca).

Surname (as it appears on your passport)		Given Name (as it appears on your passport)	
Name of host institution		As a visiting student for the period of (MMYYYY to MMYYYY) to	
PERMISSION FROM:			
Name of Home Institution		Faculty/School	
Degree Program	Year of Study	Specialization or Concentration	
PROPOSED PROGRAM OF STUDY - Completion of this form does not guarantee registration in the courses below at the University of Alberta. Please list courses in order of preference, starting with the first choice. (Graduate level courses are numbered 500 or higher)			
University of Alberta course (Course abbreviation and #)		Home institution equivalency course for transfer credit (Course abbreviation and #)	
APPROVALS OF HOME INSTITUTION			
Name	Position	Signature	Date (MMM DD,YYYY)
Name	Position	Signature	Date (MMM DD,YYYY)
NOMINATION BY EXCHANGE ADMINISTRATORS AT BOTH INSTITUTIONS			
This student has been nominated to participate in this Study Abroad Program. This nomination does not guarantee admission or registration in the courses listed above. The student is responsible for ensuring the accuracy and completeness of their registration.			
Name of Home Institution Liaison Officer		Signature	Date (MMM DD,YYYY)
Name of University of Alberta Liaison Officer		Signature	Date (MMM DD,YYYY)

Protection of Privacy - Personal information provided is collected in accordance with Section 4(c) of the Alberta Protection of Privacy Act (POPA) and will be protected in accordance with section 10 and used and disclosed in accordance with sections 12 and 13 of the Act. It will be used and disclosed for the purpose of admission and registration; administration of records, scholarships and awards, student services; and university planning and research. The University of Alberta uses automated systems to generate content and to make decisions, recommendations, and predictions. The personal information collected may be included in these automated systems. Should you require further information about collection, use and disclosure of personal information, please contact Faculty of Graduate & Postdoctoral Studies at 780-492-3499 or refer to <https://www.ualberta.ca/en/privacy.html>