

## Study Abroad & Exchange

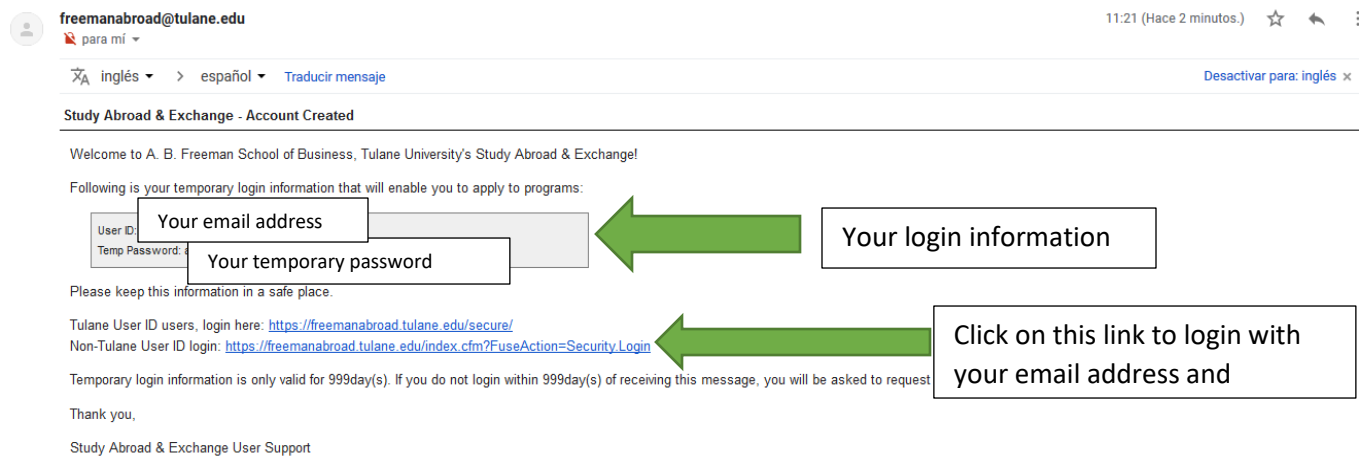
### *Incoming Exchange Student Application*

### Application Login (First Time Users)

#### Step 1:

You will receive an email from our office, Study Abroad & Exchange (freemanabroad@tulane.edu), with the subject “Tulane Study Abroad & Exchange Website: Login Information” Please click the link that corresponds to “Non-Tulane User ID login.”

Tulane Study Abroad & Exchange Website: Login Information

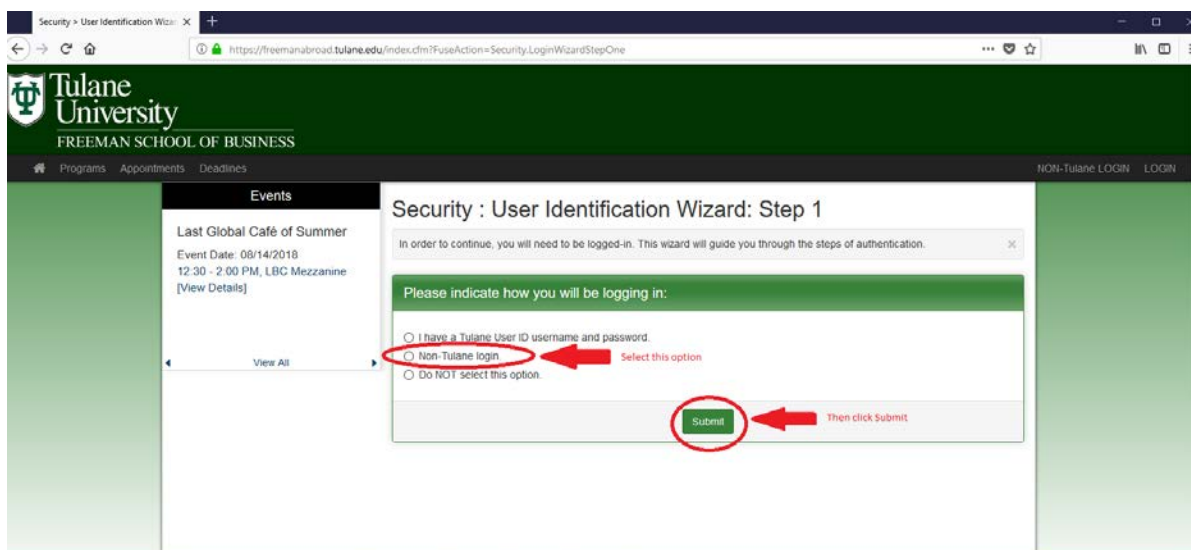


The screenshot shows an email from freemanabroad@tulane.edu with the subject "Study Abroad & Exchange - Account Created". The email content includes a welcome message and login information. Annotations with green arrows point to specific parts of the email:

- A box labeled "Your email address" points to the "User ID:" field.
- A box labeled "Your login information" points to the "Temp Password:" field.
- A box labeled "Click on this link to login with your email address and" points to the "Non-Tulane User ID login:" link.

#### Step 2:

You will be led to our login page. Select “Non-Tulane login” and click “Submit.”



The screenshot shows the "Security: User Identification Wizard: Step 1" page. The page has a green header with the Tulane University logo and "FREEMAN SCHOOL OF BUSINESS". The main content area has a white background with a green border. The text reads: "In order to continue, you will need to be logged-in. This wizard will guide you through the steps of authentication." Below this, there is a section titled "Please indicate how you will be logging in:" with three radio button options:

- I have a Tulane User ID username and password.
- Non-Tulane login. (This option is circled in red, with a red arrow pointing to it and the text "Select this option".)
- Do NOT select this option.

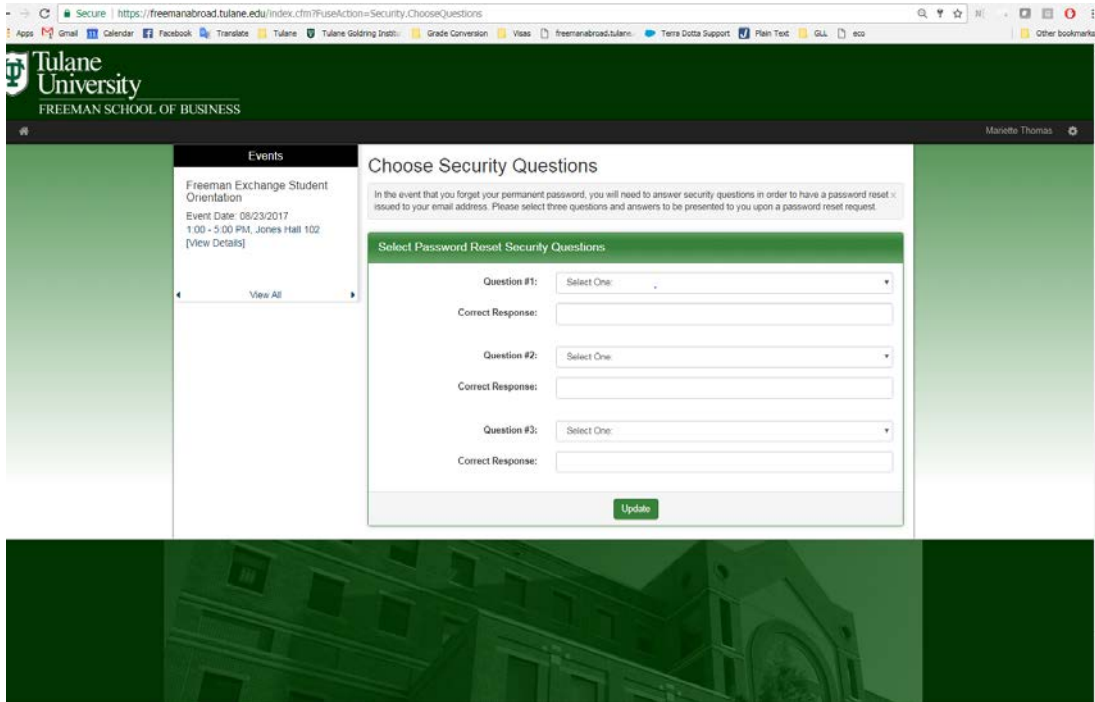
At the bottom of the form, there is a green "Submit" button, which is also circled in red, with a red arrow pointing to it and the text "Then click Submit".

**Step 3:**

Log in with your email address as the username and the password provided in the initial email.

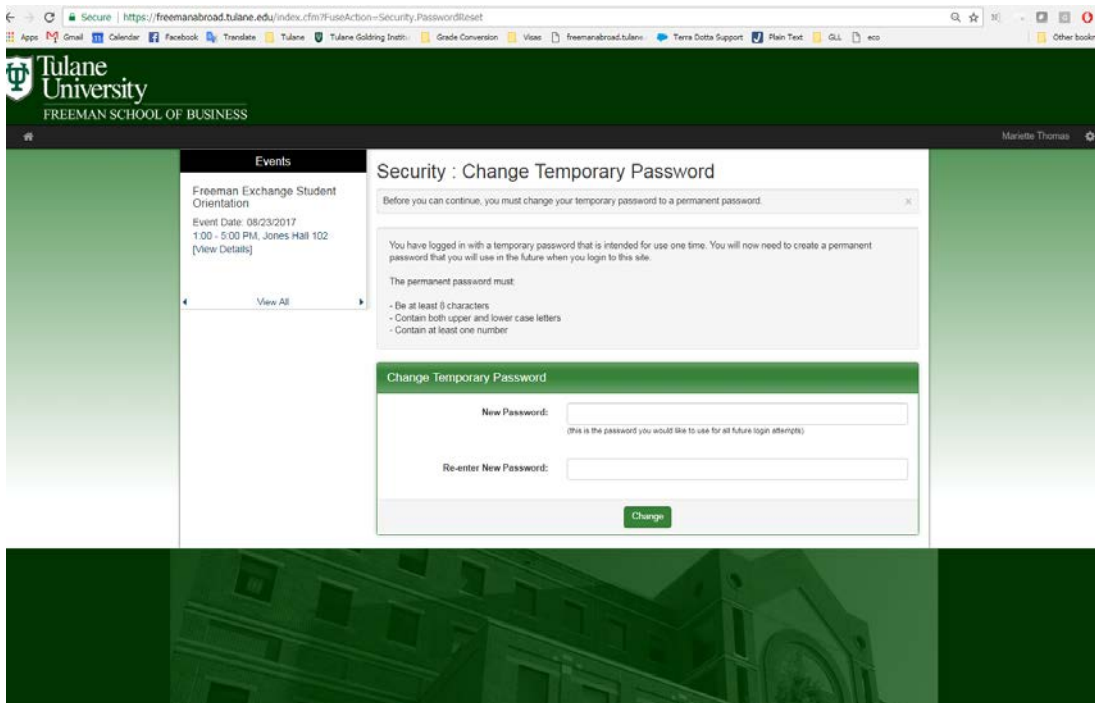
**Step 4:**

Set your security questions.

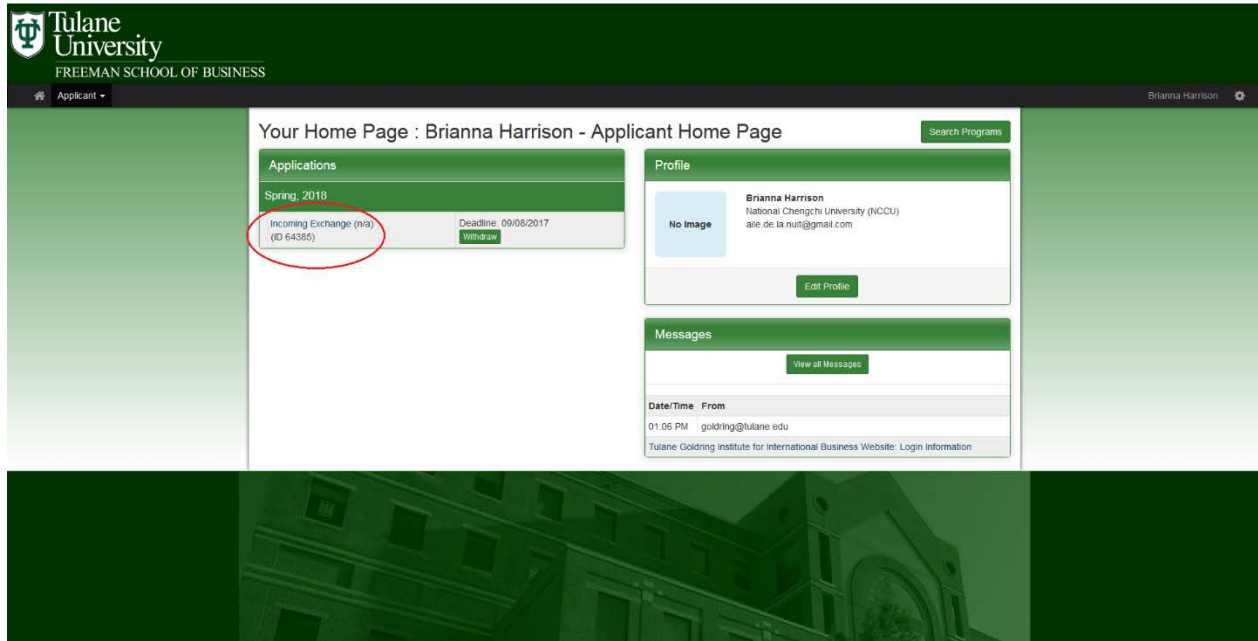


**Step 5:**

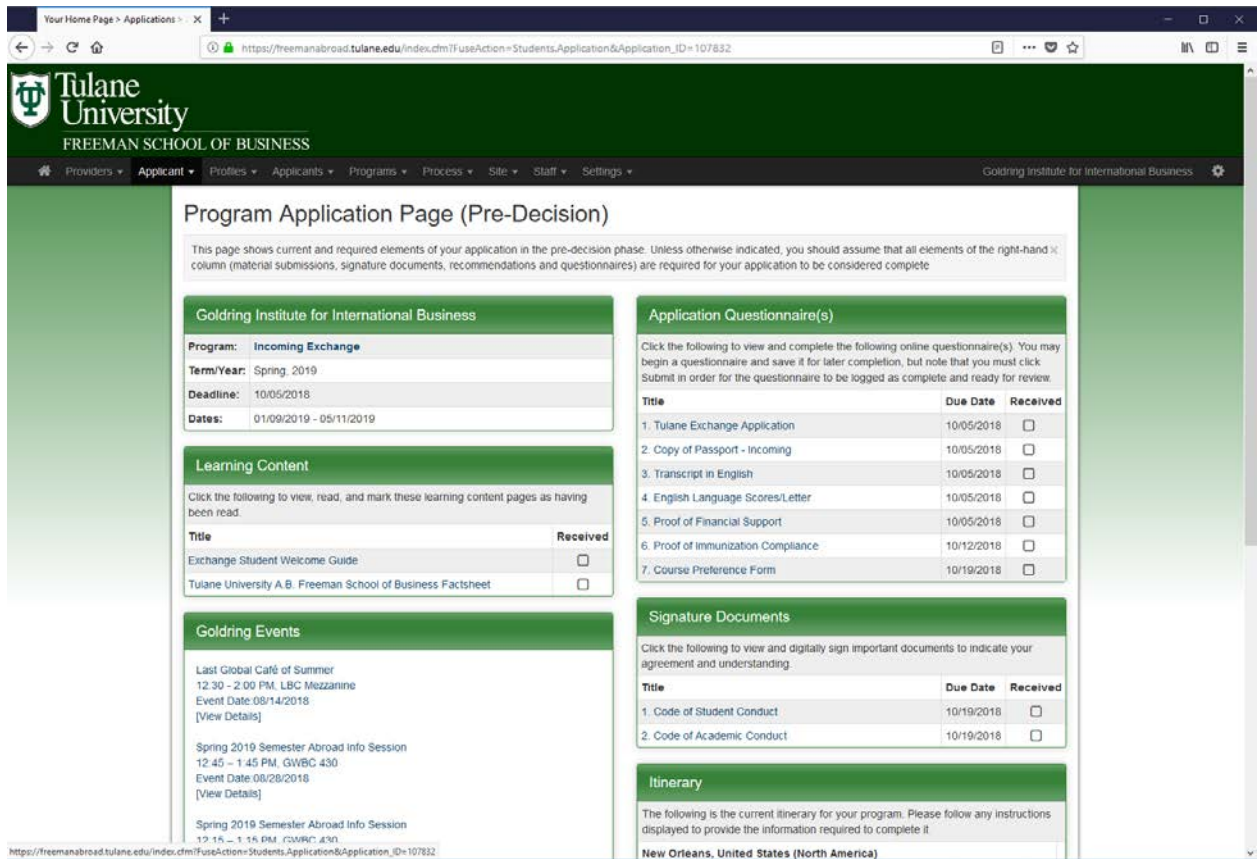
Change your password.



**Step 6:**  
Click on your incoming exchange application

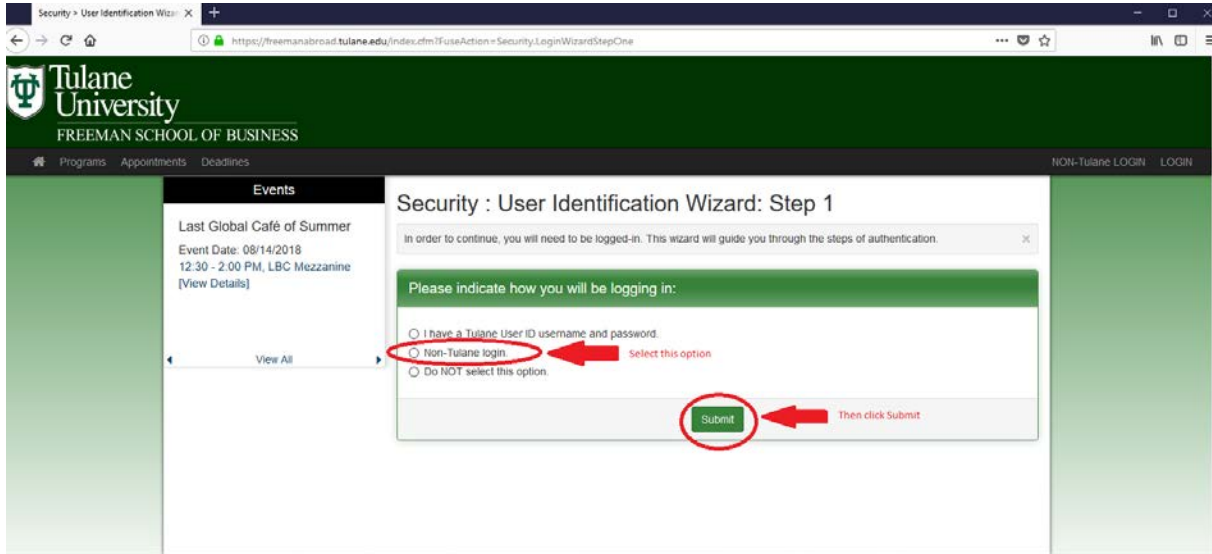


This will take you to your application.



## Application Login (Existing Users)

After you create your account, you can login to your application as many times as you need to complete the requirements. To login, visit <https://freemanabroad.tulane.edu> and click on “Non-Tulane login.”



## Application Requirements

There are three phases of the application.

### Phase I

Submit the following documents in your online application:

1. Application form
2. Academic objective form
3. A copy of your passport – must be valid
4. A copy of your English language scores (TOEFL, IELTS, etc.) or a letter from your university stating that the language of instruction in your classes is English if you are not a native English-speaker
5. A copy of your university transcript(s) in English
6. Proof of financial support (at least US\$10,000 per semester at Tulane)

\*\*\*Be sure to hit “Submit” once you finish each section.\*\*\*

### Phase II

After you have submitted the Phase I requirements, you will receive your Tulane username and password, which you will need to complete the following as part of Phase II of the application:

7. Proof of Immunization Compliance
8. Course Preference Form
9. Code of Student Conduct
10. Code of Academic Conduct

\*\*\*Be sure to hit “Submit” once you finish each section.\*\*\*

### Phase III

When you arrive at Tulane, complete the following requirement:

Mandatory Freeman Orientation (Note: This will be marked as “received” after you attend the mandatory business orientation)

There are detailed instructions for each requirement in the online application system.

### Deadlines

Application requirements are due on the following dates:

	Fall Semester	Spring Semester
<b>Phase I</b> Application form Copy of passport Transcript(s) in English English language scores/letter Proof of financial support	October 5	March 5
<b>Phase II</b> Proof of immunization compliance Course preference form Code of student conduct Code of academic conduct	October 19	March 19
<b>Phase III</b> Mandatory Freeman orientation	TBD (Check online application)	TBD (Check online application)

If you have any questions or issues with the online application, please contact us at [freemanabroad@tulane.edu](mailto:freemanabroad@tulane.edu).