



All correspondence should be routed through the D'Amore-McKim School of Business. At no time should you or your parents contact other departments independently, this includes: Office of Global Services, Student Financial Services or Housing. Due to the specific nature of this exchange, information that applies to the general student body may not apply to you. You will receive timely and accurate information from the BSIB Program directly.

Action Item	Due Dates	Notes PLEASE READ CAREFULLY
NU Opens On-Line Application Procedure	Last week in March/first week in April	All documents should be submitted as specified on the application website. Semester exchanges: semester exchange website Dual Degree exchanges: dual degree website All documents should be typed to ensure that information is accurate & legible.
Housing Application	Approximately first week in April	Exchange students are not required to live on campus. Spaces for on-campus housing are extremely limited. <u>If</u> housing is available, it will be offered to those students who will be going out on co-op placement first. Housing applications are submitted online and require activation of the myNEU account at least 72 hours prior to being able to access the application form. A deposit is required at time of application – credit cards are accepted for this deposit.
Housing Assignments	Approximately end of July/early August	This information will be sent out directly to the student via your NEU email, please be sure to check it. <u>Please do not call housing to request information.</u>
English Proficiency Results TOEFL or IELTS Only	By April 15 th	Test results must be submitted by the deadline and cannot be taken after arrival in the USA. TOEFL: Scores below 600 pBT/250 cBT/100 iBT will require additional English classes at NU. Scores below 550 pBT/213 iBT/79 iBT will not be accepted IELTS: Scores below 7.0 will require additional English classes at NU. Scores below 6.0 will not be accepted.
University Transcript	First one due with application, final due as soon as grades are posted	A scanned copy is accepted as long as it is clearly readable. Should include all courses you have previously taken at any university levels.
Current Course Enrollment	Due at time of Application	A list of all courses that you are currently enrolled in including any electives.
J-1 Visa Application	Opens: March 30 th Closes: April 22 nd <i>Note: dates are subject to change pending release of student ID numbers</i>	Visa application materials must be uploaded to the myOGS portal. Instructions to access that system are posted on the incoming application websites. WEBSITES HERE Required documentation includes: 1. Scanned copy of photo page of passport (<u>Must be valid for the entire time of your stay here in the USA and six months after</u>) 2. Scanned copies of original financial documents proving the required amount of funding is available for the duration of your studies. (see website for

		<p>specific amounts and document requirements). incomplete, incorrect or illegible submissions will be rejected. This is the first step in the visa process and will allow NU's Office of Global Services to generate the DS2019 (visa eligibility) form, which you will need to bring to the US Embassy/Consulate for your visa appointment.</p>
Health Report (Dual Degree Only)	July 31st	Please see the application website for specific instructions regarding this form. Incomplete or missing forms will result in a hold on your account that prevents registration for the next semester.
Concentration Selection (Dual Degree Only)	At time of Application	Prior to making this selection you should review the descriptions on the DMSB website. Check with home institution for any restrictions.
Course Request (Semester Exchange Only)	March 20, 2020	Dual Degree Candidates: You will be placed in all required classes for your first term but may need to select an elective Exchange Students: Please refer to the course list on the application website. Read the course descriptions and pay attention to necessary prerequisites.
Notification of Acceptance & Receipt of Visa Documentation (by mail to your university coordinator)	Approximately 3 rd week in June	DO NOT make your appointment at the US Embassy/Consulate before you have received the DS 2019 form.
Arrival in US	<u>Not more than 30 days before the program start date.</u>	This is in accordance with the J-1 visa requirements, If you enter before 30 days, you will need to leave the country and re-enter. You may not enter the US on a tourist visa!
Residence Hall move-in for International Students	August 31, 2020	Suggested arrival date for students living in the residence halls. Exact dates will be given as soon as available
DMSB Orientation- Attendance is required	September 5, 2020 (tentative)	This orientation is separate from the general university orientation which you do not have to attend. <u>Your attendance to this orientation is mandatory, no excuses as it is not repeated.</u>
Classes	September 9, 2020	Classes Begin on this day.