

WVU Office of International Programs and University of Guanajuato (Mexico)
Faculty/Staff Language Exchange Application 2008

Please print clearly in ink or type responses. Return this form to:
 West Virginia University – Office of International Programs,
 Room G 17 White Hall, P.O. Box 6214. Morgantown, WV 26506
 Tel. (304) 293 – 6955. Fax: (304) 293 – 6957. Email: George.Lies@mail.wvu.edu

- 1) Last Name, First: _____ () Female () Male
- 2) University Position and Dept.: _____
- 3) Professional Interests: _____
- 4) Passport required. Please attach a photocopy of the picture page. If you do not have a passport, please apply for one as soon as possible. Submit a photocopy of passport with this application.
- 5) Name on Your Passport: _____
- 6) Where Was Passport Issued?: _____ Passport Number: _____
- 7) Date of Birth : _____
- 8) Current Home Address: _____

Home Phone _____ Cell Phone (if applicable) _____
 Fax # _____ University Dept. Telephone: _____
 E-Mail Address: _____

- 6) Would you feel comfortable in a home . . . (please mark Yes or No):
 With children? ____ With pets? ____ Do you smoke? ____
 Specify dietary restrictions, chronic health problems, allergies, or physical challenges (e.g., hills, etc.): _____

To help us place you, in a host family, please describe your personality and special interests:

You will have a private room. Specify: I prefer: single family occupancy () family w/ children occupancy ().
 Knowledge of Spanish: none () poor () fair () good (). Taking classes now: Yes _____ No _____

- 7) Name and contact information for two persons (with different addresses) to contact in case of an emergency:

Name:		Name:	
Relationship to You:		Relationship to You:	
Address:		Address:	
Phone #:	Alt. Phone #:	Phone #:	Alt. Phone #:
Email:		Email:	

In case of an emergency, I hereby grant permission for the WVU Office of International Programs to contact the individuals listed above.

 Signature

 Date

WVU Office of International Programs and University of Guanajuato
Faculty/Staff Language Exchange Application 2008

PAGE TWO

Please provide the following information:

Personal:

Write a Brief Paragraph on Why You Wish to Participate in the Exchange, for example, how might this cultural and language exchange help you in your current or future endeavors: a) at the university, b) professionally, and/or c) within the community. *Only a few sentences, please.*

Professional:

List People That You Wish to Contact During Your Exchange, for example, if you are a doctor, would you want to meet other doctors? If you are a history professor, do you want to connect with colleagues in history? If you are a researcher or staff employee, what would you like to do in terms of future collaboration?. List types of activities, such as, collaborative activities, research, grants, or future exchanges.

Exchange Program Provides:

The Exchange Program agreement allows WVU-UGTO to provide:

1. Administrative services for coordination and orientation for the exchange program.
2. Host Family in Mexico for 4 weeks (i.e., private room, 3 meals, a \$400 value)
3. Waiver of Registration Fees at Guanajuato's Centro de Idiomas (a \$600 value)
4. Ground shuttle from Leon airport to Guanajuato (\$35 value, one-way), orientation, reception, etc.

Note: On your own, please schedule health appointments, air flight, U.S. airport shuttles.

Exchange Participant's Expenses:

Your responsibility for the Exchange Program requires you to cover the costs of:

1. West Virginia University Program fee: \$325. Make checks payable to "WVU" by April 15.
2. U.S.-Mexico roundtrip airfare costs. Rates vary depending on carrier (approx. \$600)
3. Required "additional" health insurance at WVU "group rate" with CMI Ace Insurance (\$52)
4. Immunizations, if necessary. See U.S. Travel guidelines. Contact University Health Services.
5. Costs of local Guanajuato tours and transportation are extras to be paid in Mexico.
6. Incidental expenses may be study books, audio tapes, personal items, restaurant meals, gifts, etc.

Note: Down payment of \$150 is required by March 15.

I agree to be an exchange participant, subject to all Program Exchange conditions:

SIGNATURE

DATE

Revised January 2008