

IES Application Instructions

You can apply to an IES program in one of the following ways:

1. Apply online through the IES website. Keep in mind that there are also required paper application pieces, e.g. an official transcript. Some programs require supplemental application pieces.
2. Download and complete all of the application pieces and submit them to the Center for Study Abroad; we will forward them to IES.
3. Direct admission, which is faster and the most convenient. The application deadline is earlier (and you will be admitted automatically if you have a minimum of a 3.0 GPA and meet program eligibility standards. Click here for a list of eligible programs.

UR participates in the Direct Admission Program for the following sites:

Barcelona	Milan
Beijing	Nantes
Berlin	Paris (except NEGOCIA Certificate Program)
Buenos Aires (except Advanced Honors)	Quito (except USFQ direct enrollment)
Dublin (Irish General Studies)	Rome
European Union	Salamanca
Freiburg	Santiago
Granada	Siena
London (Study London)	Tokyo
Madrid (except engineering)	Vienna

If you wish to be considered for Direct Admission, all application materials must be submitted to the Center for Study Abroad in Lattimore 206 by the deadline:

Fall 2012	March 15, 2012 (Southern Hemisphere fall programs)
	April 15 (all other fall programs)
Spring 2013	October 15, 2012

You must have at least a 3.0 GPA to be considered for Direct Admission. Limitations on Direct Admission include enrollment at conservatories, local universities, and internships.

Admission Criteria

Some IES programs and associated universities have strict admission criteria. These can be found at the program websites by clicking on “apply now” and then on “admission requirements”.

Application Deadlines:

The dates shown on the IES application are those by which all materials must reach the IES Chicago office. Out internal application deadlines are one week earlier than those listed. Therefore, all materials must reach Lattimore 206 *at least* one week before the deadlines listed on the IES website.

Applications for options such as music courses, conservatories, internships, special university courses, and direct enrollment have earlier deadlines.

IES Application Checklist

Check the IES website for updates. Be sure to keep a copy of your application for your records.

- **Student Information:** “Program” is for those sites where there is more than one course of study available (e.g. Granada “Intermediate” or “Advanced”). Note that if you have a second choice, IES will not consider you for it unless your first choice program is unavailable.
- **Authorization and Evaluation:** You do not need to download this form from the IES website. Your study abroad advisor can approve you directly on the IES website, after you have submitted the online IES application. Under “Credit Information,” check the box “My institution will accept credit directly from IES.” If you are applying for direct admission, check the box “My institution participates in the Direct Admit program.”
- **Transcript:** Sign-in to Access or go to the College Center for Academic Support in Lattimore 312, and request that one (two for Nagoya) official transcript be sent to the Center for Study Abroad, Lattimore 206, ATTN: IES. Allow *at least* one week for processing.
- **Application fee:** No application fee is required.
- **Professor Recommendation and Personal Essay:** Required if your GPA is below a 3.0. Download from the IES website. See additional materials below.
- **Foreign Language Assessment:** See IES website for requirements. Download from the IES website.
- **IES Scholarships:** You are required to apply for any IES scholarships for which you are eligible (merit and/or need-based). Information and applications are available at the IES website. Note that even if your GPA is below the IES requirement, you should still apply. Application deadlines are November 1 (October 25 for merit-based) and May 3.
- **Additional materials:** If you are applying to the Buenos Aires UTDT, Nagoya-Nanzan, Dublin or direct enrollment programs, University of Sydney, La Trobe University, University of Cape Town, or internship programs, download additional application materials from the [IES website](#). The Center for Study Abroad will send any supplemental materials, e.g. audition tapes, portfolios. Note that GPA requirements may vary by Program or university.
- **Intent to Enroll form:** IES will notify you of their decision within three to four weeks of receiving your application. If admitted, you will need to submit the online “Intent to Enroll” form within three weeks of the acceptance date. If you subsequently do not study on an IES program, you will be responsible for the \$500 deposit.

Questions??? Call 275-7532 or stop by the Center for Study Abroad in Lattimore 206
<http://www.rochester.edu/college/abroad/students/>