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| LogoGroupe_BDef | **Checklist for application** **as an exchange student*****Academic year 2013-2014*** |

Last name:

First name:

Please check that you have enclosed all the following documents (***including this checklist***) before submitting your application.

* Letter of introduction from the home institution International Office
* Application form
* Learning agreement
* CV
* Cover letter (make sure to justify your selection of courses)
* Transcripts of records from 1st year of higher education to present
* Program of courses of current semester (if transcript not yet available)
* Official certificate of French proficiency (level required is B2) if applying for courses taught in French
* 3 photographs (can be submitted on arrival if application is sent by email)
* Copy of passport

Name of the international officer:

Date:

Signature and official stamp: