This proforma is intended for applicants to be able to draft their applications, prior to entering the answers in the online portal. Please ensure you leave sufficient time to enter the details into the online form. A full Overseas Exchange application guide may be found here: <https://www.durham.ac.uk/media/durham-university/global/global-opportunities/study/Non-European-Exchange-Application-Guide-For-Students.pdf>

|  |  |  |  |
| --- | --- | --- | --- |
| Personal Information | | | |
| Student ID | Enter text | | |
| Family Name: | Enter text | | |
| First Name | Enter text | | |
| **Durham** Email Address: | Enter text | | |
| Permanent Address: | Enter text | | |
| Telephone/Mobile: | Enter text | | |
| Nationality | Enter text | | |
| College | Enter text | | |
| Year of study | Enter text | | |
| Disability declared? | Enter text | | |
| Widening Participation | Enter text | | |
| Department | Enter text | | |
| Full Degree Title: | Enter text | | |
| Additional or Replacement Year? | Enter text | | |
| Joint honours: ‘leading department’? | Enter text | | |
| Placement Choices | | | |
| First choice university. | Enter text | | |
| Second choice university | Enter text if appropriate | | |
| Third choice university | Enter text if appropriate | | |
| Proposed learning agreement | | | |
| Proposed module choices for a full course load\*. You **must** enter the choices in the following format: [Module / Course Code (if known)]: [Module/Course Title]: [Number of host Credits]. E.g.  Pol 007: Introduction to the politics of James Bond: 10 credits  Econ 007: The Economics of Moneypenney: 20 credits  Phy 007: The gravity of Skyfall: 20 credits. | | | |
| Module choices for first choice university | Enter text [Module / Course Code (if known)]: [Module/Course Title]: [Number of host Credits]. | | |
| Module choices for second choice university | Enter text if appropriate [Module / Course Code (if known)]: [Module/Course Title]: [Number of host Credits]. | | |
| Module choices for third choice university | Enter text if appropriate [Module / Course Code (if known)]: [Module/Course Title]: [Number of host Credits]. | | |
| Host University Research Table | | | |
|  | First Choice | Second Choice | Third Choice |
| What accommodation is available? | Enter text | Enter text if appropriate | Enter text if appropriate |
| What will accommodation cost? | Enter text | Enter text if appropriate | Enter text if appropriate |
| Will I need to pay for a meal plan? | Enter text | Enter text if appropriate | Enter text if appropriate |
| What are the term dates? | Enter text | Enter text if appropriate | Enter text if appropriate |
| What is the name of the closest city? | Enter text | Enter text if appropriate | Enter text if appropriate |
| To which airport would I fly? | Enter text | Enter text if appropriate | Enter text if appropriate |
| Do I need a visa? If so, what does this cost? | Enter text | Enter text if appropriate | Enter text if appropriate |
| Can I work with my visa? | Enter text | Enter text if appropriate | Enter text if appropriate |
| Personal Statement\* | | | |
| Part A | Please describe in no more than 500 words how the proposed study placement(s) will benefit you academically personally and professionally, how you will maximise the benefits of your placement, and how it will enhance your long term career goals (75%) | | |
| Enter text | | |
| Part B | Please outline in no more than 200 words what qualities, skills and experience you can bring to the proposed placement(s) and how you would act as an ambassador for Durham University (25%) | | |
| Enter text | | |
| Statement of Previous Year’s Marks | | | |
| Upload document of your previous years marks | Check:  - Have you obtained your statement of marks from DUO? Log in and use Banner Self-Service, linked on the right of your home page.  - Have you saved it as: SurnameForename.pdf (e.g. BloggsJoe.pdf) | | |