

The Global E³ Online Application and Placement Process

How to Leverage the Online Application System

May 22, 2015

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INSTITUTE OF
INTERNATIONAL
EDUCATION

GLOBAL E³
GLOBAL ENGINEERING EDUCATION EXCHANGE



MICHIGAN ENGINEERING
UNIVERSITY OF MICHIGAN

Agenda

- Roles of IIE and advisors in application and placement process
- Process
- Deadlines and notes
- Online application (StudioAbroad)
- Engineering Profile
- Tips for managing a two-tiered application systems

Functions of IIE in Student Placement Process

■ Role of IIE

- Management of online application process
 - Familiarizing advisers with the online system (training materials, etc)
 - Inputting university brochure information online
 - Updating university information
 - Opening of the application / Setting deadlines
 - Collecting information on placement (slot) availability
- Reviewing applications for completeness, and following up for materials and/or clarification
- Deciding where to send student applications and forwarding applications to potential host institutions
- Communicating final placement decisions to students and home institution advisors
- Following up with host institution advisors regarding application status
- Following up with students/advisors regarding acceptance/decline status

Functions of the Member Institution Advisers in Student Placement Process

■ Role of Institution Advisors

- Providing updates for university brochure information and slot availability information
- Recruiting and nominating students for the program
- Reviewing, approving and forwarding outgoing applications to IIE
- Reviewing and accepting/rejecting incoming applications
- Communicating with incoming students about next steps - institutional applications, course selection, timetable for course registration, visa requirements, housing issues, etc.

Process

- **Student:** Contacts the home campus Global E³ administrator. Researches potential host institutions and completes the online application.
- **Home Campus Advisor:** Advises student in the application process. Reviews and forwards completed and approved student application to IIE.
- **IIE:** Reviews application, along with all student applications from Global E³ member universities, and determines potential host placements overseas. Forwards student application to potential host for review.
- **Potential Host Campus:** Reviews student file and required courses, and either agrees to accept the student or determines that the student is not a good fit.
- **IIE:** Relays the admissions decision to the home campus advisor and student.
- **Home Campus Advisor:** Advises student on placement decision.
- **Student:** Accepts or declines placement offer.
- **Potential Host Campus:** If student accepts placement, the host coordinates directly with student to finalize paperwork.

Program Deadlines and Notes

- **Deadlines for IIE to receive the student applications are:**

Spring Competition: October 1

Fall/Academic Year Competition: March 1

- **Internal university deadline for OUTGOING students:**

A deadline prior to the above IIE deadline would allow advisors to review and forward student applications to IIE by IIE's deadline.

- **Administrative Process:**

- **Student Placement**

Students are placed by IIE based on several factors, including: student and advisor preferences; space availability; TOEFL scores when applicable; field of study; and general "fit".

- **Selecting a host university**

Students can list their preferences, but IIE may not be able to honor them due to the aforementioned factors.

- **Review of incoming student applications**

If application decisions cannot be made within two weeks, we ask for an update on the application status.

It may take up to 8 weeks to finalize placement but placement is generally completed within 6 weeks of the deadline, if host institution advisors complete reviews on time.

Questions?

Contact IIE Global E³ Staff at:

ge3@iie.org

Online application website:

<https://globale3.studioabroad.com>

IIE Global E³ website:

<http://www.globale3.org>

Working with Global E3 Applicants



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Engineers: Who are they?

- **Busy!**
 - Highly involved in multiple student orgs and activities
 - Little free time
- Planning to enroll in upper level technical courses
- Pressured to graduate on time

Engineers: What do they want?

- They need specific technical courses
- They need verification that they can enroll in these courses
- They want data and information

How do you attract high performing students to your program?

- **Share information!!**

- The more easily students can find information, the more likely they'll pursue your program
- Courses are most important but other details are valuable too
 - Housing, cost of living, proximity to major cities and local attractions

Tips for managing a two-tiered application process

Build Global E3 into your home system to ensure accountability on the part of students and advisors

The screenshot shows the M-Compass website, which is supported by Information and Technology Services. The navigation bar includes links for Getting Started, Finances, Register Experience, Parents/Family, Diversity Abroad, and Logout | Admin Home. The main content area features a large image of three students in front of Machu Picchu, with the text "Experience the World!" and a description of the program. Below this, there are three sections: "ANNOUNCEMENTS >>" with a link to "M-Compass Help", "STORIES:" with a video player for "Study Abroad - Michigan Engineerin...", and "FIND A PROGRAM >>" which is circled in red and contains the text "Check out your opportunities to study abroad! Here you will find programs offered by U-M." The footer includes "UM GATEWAY | GLOBAL MICHIGAN" and copyright information for 2011.

M-Compass
Supported by Information and Technology Services

Getting Started | Finances | Register Experience | Parents/Family | Diversity Abroad | Logout | Admin Home

Experience the World!
Participate in a life-changing program. Explore programs offered through the University of Michigan. Go for a few weeks or a full year. Begin by clicking on the **Getting Started** option or **Find a Program** box.

ANNOUNCEMENTS >>
M-Compass Help
Need help with M-Compass? Click here for assistance. [View Details]
[View All](#)

STORIES:
Study Abroad - Michigan Engineerin...
Full version

FIND A PROGRAM >>
Check out your opportunities to study abroad! Here you will find programs offered by U-M.

UM GATEWAY | GLOBAL MICHIGAN
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Global E3 and the advisor

- Put detailed information up front
- Use photos to highlight the country, school and program specific details!
- Clean hyperlinks
- Put important information in bold
- Use a menu or navigation tool to ensure information is easily accessible

<http://ise.engin.unsw.edu.au/studyabroad/courses/>

INTERNATIONAL PROGRAMS IN ENGINEERING

University of New South Wales (UNSW)

Eligibility
This program is open to current University of Michigan College of Engineering students in good academic standing who meet the GPA and class standing requirement listed above. Class standing for IPE programs determined by year of study, regardless of credit hours earned. Applicants must have completed the required year(s) of college study by the program start date.
There is no foreign language requirement for this program.

Overview
The University of New South Wales (UNSW) was incorporated in 1949 but its character and idea can be traced back to the formation of the Sydney Mechanics Institute in 1843. It is one of the largest universities in Australia, consisting of over 70 schools and 52,000 students, of which 14,000 are international students. UNSW is considered one of the best engineering schools in the country. UNSW offers over 900 undergraduate and postgraduate coursework and research programs in the faculties of: Arts and Social Sciences; The Built Environment; College of Fine Arts; Art Design Media, Commerce and Economics; the Australian School of Business; Engineering, Law, Management and MBA; Medicine, Science and University College at the Australian Defense Force Academy. There are more than 200 student clubs and societies on campus covering sporting, cultural, social, intellectual and hobby interests.
The University of New South Wales (UNSW) is a member of the Global Engineering Educational Exchange (GEE), along with the U-M CoE. This agreement allows the IPE office to offer both study abroad and exchange opportunities to CoE students. **Study Abroad students** will pay tuition to the University of Michigan, but instead they will pay tuition to UNSW. **Exchange students**, in contrast, will pay regular U-M tuition, and will not pay UNSW tuition. Both Study Abroad and Exchange students will pay on-site for housing, food and other academic expenses as listed on the budget sheet (see link below). Both Study Abroad and Exchange students are considered full-time students at University of Michigan during the duration of their program. All U-M CoE students (study abroad or exchange) are fully integrated into the academic and social life of UNSW and follow the same courses as degree seeking students enrolled at UNSW.

IMPORTANT:
Link:
Exchange student deadline: October 1, 2014
Study Abroad student deadline: October 15, 2014

2014 and Academic Year:
Exchange student deadline: March 3, 2014
Study Abroad student deadline: March 24, 2014

Courses and Credits
Students studying at the University of New South Wales can enroll in a broad range of courses including Engineering, Business and Humanities/Social Sciences courses. UNSW requires study abroad and exchange students to enroll in 24 credits per semester. Please visit the course catalog for up-to-date information on course offerings. Students must have all courses pre-approved for U-M credit through the IPE office.
NSW Course Catalog:
U-M CoE Course Equivalency Database - UNSW
IPE Course Approval Process

Courses and Credits

Students studying abroad at the University of Melbourne can enroll in a broad range of courses available to undergraduate students including Engineering and Humanities/Social Sciences courses. Please visit the course catalog for up-to-date information on course offerings.

When searching for classes, please note the semester the course is offered in. At the University of Melbourne, **Semester 1** corresponds to the Michigan Winter semester, while **Semester 2** corresponds to the Fall semester at UM.

[Melbourne Course Catalog](#)

[UM CoE Course Equivalency Database - Melbourne](#)

[IPE Course Approval Process](#)



Housing

Students studying abroad at the University of Melbourne have many options for housing while abroad. Students can choose to live on campus in one of the residential colleges; however on-campus housing is not guaranteed. In addition, students can choose from living in a new apartment complex across the street from the university, other apartment complexes that offer study abroad packages and some other non-university affiliated housing options. Students should apply for housing after they have been admitted to the university.

For detailed information, [click here](#).



Costs

UM Tuition: The University of Melbourne is a University of Michigan College of Engineering partner. Therefore, students studying abroad at the University of Melbourne pay University of Michigan tuition as if they were on campus. Tuition is determined by a student's in-state/out-of-state and lower/upper division status. Students are responsible for maintaining full-time student status and registering for 12+ credits of study abroad at registration time. Please visit the Office of the Registrar [Tuition & Fees](#) website for more information.

Note: Study abroad tuition and program fees will be billed directly to UM student accounts.

Budget Sheets

Winter Semester



Passport and Visa

Students going on an IPE Program are required to have a passport which is valid for six months beyond the end date of their program.

Study abroad, exchange, and students who are US passport holders not seeking a degree from an Australian university have to apply for a Non-Award Sector Student Visa.

Please see the following [website](#) for detailed information about costs and how to apply.

If you are a non-US passport holder, please see: <http://www.immi.gov.au/students/> to determine your Australian visa requirements.

Build Global E3 into your home system




































Engineering - [University of New South Wales] (University of New South Wales) (University of New South Wales)
Winter, 2015
Status: Confirmation (Complete)
Outgoing Applicant

Viewed by Applicant: 03/01/2015
ID# 32903-Ge3 (Edit)
Start Date: 09/29/2014
End Date: 06/29/2015
















Overview | Comments | Status | Reviews | Profile | History Log | Email | Itinerary
Questionnaires | Materials | Learning Content | Assessments | Documents
Recommendations | Journal | Credit Transfer

-- Add tag to application --

Pre-decision (Application)

Questionnaire Name	Actions
Engineering - IPE: Internal Application Review (submitted 12/03/2014) (internal-use) (Version #11)	    
Engineering - IPE: UNSW Application Form (submitted 09/29/2014) (Version #1)	    
Engineering - IPE: UNSW GE3 Exchange Application (submitted 09/29/2014) (Version #1)	    
Engineering - IPE: Internal Health Form Review (submitted 12/18/2014) (internal-use) (Version #1)	    
_Conduct questionnaire (internal-use) (Version #4)	    
_Passport Information (submitted 09/15/2014) (Version #37)	    
_UM Undergraduate Study Abroad Application (submitted 09/16/2014) (Version #23)	    

Post-decision

Questionnaire Name	Actions
_Arrival Information for Host Country (submitted 12/09/2014) (Version #19)	    
_Emergency Contact Information (Version #6)	    
_UM Participation Health Form (submitted 10/30/2014) (Version #9)	    

While Abroad

Questionnaire Name	Actions
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Link to the online application

Winter, 2015
Status: Confirmation (Complete)
Outgoing Applicant

Last Viewed by Applicant: 03/01/2015
ID# 32903:Ge3 (Edit)
Start Date: 02/26/2015
End Date: 06/29/2015

Overview | Comments | Status | Reviews | Profile | History Log | Email | Itinerary
Questionnaires | Materials | Learning Content | Assessments | Documents
Recommendations | Journal | Credit Transfer

— Add tag to application —

Responses for "Engineering - IPE: UNSW GE3 Exchange Application"

Instructions:

GE3 ONLINE APPLICATION FORM: <http://globale3.studioabroad.com>

- Complete the form online, using the link above.
 - Click on "APPLY" from the left menu bar.
 - Click on "Apply Now" from the drop-down menu.
 - Choose "Global E3 US - Applying to Study Abroad"
- Print/save the completed application as a pdf. Name the file using the format LASTNAME_FIRSTNAME_application.pdf
- Upload the file as indicated below.

There are known problems when using Safari to submit this questionnaire. The recommended browsers are Firefox and Internet Explorer.

1. Application Upload
Name your file using the following format: LASTNAME_FIRSTNAME_application.pdf.

To upload your file:

- Place your cursor in the web editor below.
- Click on the yellow folder icon to insert the document.
- Select your file following the pop-up window instructions and select "Submit".
- Confirm that your filename is displayed in the web editor below.

Click "Submit" at bottom of this page to complete the submission.

University of New South Wales		
Spring, 2015		
Status: Committed		
Outgoing		
Application Type		
Applicant Information		
Gender:	M	
Date of Birth:	06/10/1993	
Confidentiality Flag:		
Email Address:	gpf006@unich.edu	
UN Email Address:		
Home Institution:	UNIVERSITY OF MICHIGAN	
Additional Applicant Information		
City, Country of Birth:	Hindale, Illinois, USA	
City/Country:	United States	
Passport Country:	United States	
Passport Number:		
Academic Major (Field, Specialty):	Chemical Engineering	
Level During Term Abroad:	3rd Year	
Number of Semesters Completed:	5	
Expected Graduation Date:	05/02/2016	
Addresses on File:		
Home Address:		
1021 Carter Ln		
St. Joseph, MI 49085		
United States		
2697594608		
2697594608 (mobile)		
Address at University:		
Address not on file.		
Parent/Guardian Address (If Different from Home):		
Address not on file.		
Program & Term		
Program/Host:	University of New South Wales (Sydney)	
Term:	Spring, 2015	
Application Status		
Status:	Committed	
	07/01/2014	
Application Comments		
Commenter	Date	Comments
Diana Longo	10/23/2014	Enrollment in specific courses is not guaranteed.
Responses for "A. Current Program & Basic Information"		
1. Home University		
In order to apply to the Global EP Program, you <u>must</u> currently attend a participating institution. Select your current home institution below.		
• University of Michigan		
2. Global EP Advisor Name		
Emily Kasper		
3. Global EP Advisor Email		
ekasper@unich.edu		
4. Academic Advisor Name		
Susan Montgomery		

[illegible]

Update student status in Ge3

Global E³ Applicant (UNIVERSITY OF MICHIGAN, ANN ARBOR, MI)
University of New South Wales
Spring, 2015
Status: Committed
Outgoing

Last Updated: 10/26/2014 @ 03:59:28 PM
Last Viewed by Applicant: 10/26/2014
ID# 20765: no label [\[Edit\]](#)

SummaryCommentsStatusN/AProvideHistory LogEmailN/A
Application SectionsMaterialsLearning ContentAssessmentsDocuments
RecommendationsJournalCredit Transfer

-- Add tag to application --

Print Application

Application Summary:

Item:	Received					Total
	Advising	Pre-Decision	Post-Decision	While Abroad	Returnee	
Signature Documents	n/a	1/1	0/0	0/0	0/0	1/1
Material Submissions	n/a	2/3	0/0	0/0	0/0	2/3
Application Sections	n/a	4/5	0/0	0/0	0/0	4/5
N/A	n/a	0/0	0/0	0/0	0/0	0/0
N/A	n/a	0/0	0/0	0/0	0/0	0/0
Recommendations						1/1
N/A						0

Tips

- Avoid time consuming updates. What links will be the same from year to year?
- Develop a system for tracking advising notes
- Store information (ex: syllabi)

Internal Reference Sheets

IPE INTERNAL REFERENCE SHEET	
Program Name:	
Program Location (City/Country):	
Application Info Partner Application Form/Link:	
Application Processing Details (required documents, sample forms):	
Visa Information (Is a visa required for US citizens? If so, what type?)	
What materials are needed for visa application?--	
What is the processing time?	
Timeline & Deadlines Partner application deadline:	
Admission Decision Timeline:	
Post Decision Materials Deadline:	
Course/Credit Info	
Course Numbering System:	
---Credit Hour Conversion:	
Term Information: (# of weeks per term)	
Where to Find Syllabi:	
Contacts for Finding Syllabi:	
Additional Syllabi Hints:	
M-Compass Process Elements List all M-Compass process elements that are unique to this program (all phases/all types):	
Notes	
Correspondence/Agreements Special Agreements with Partner (details & date, number of spaces, etc.):	
Additional Information/Advisor Notes	

Course Equivalency Database

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Course Equivalencies | Michigan Engineering

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Course Equivalencies

Know where you are going?

University of New South Wales
 Need transfer credit for a particular UM course?

Looking for a particular course by title?

Check equivalencies for courses that...

Check equivalencies for courses from...

Contact Us

College of Engineering - Recruitment and Admissions
 153 Chrysler Center
 2121 Bonisteel Boulevard
 Ann Arbor, MI 48109-2092
 (734) 647-7101
engincredit@umich.edu

Additional resources

[OUA/LA Course Equivalencies](#)
[Engineering Transfer Credit Approval Form](#)

COURSE	COURSE	COURSE	COURSE	COURSE	COURSE
ECON 1401	ECON 1401	ECON 1401	ECON 1401	ECON 1401	ECON 1401
ECON 2104	ECON 2104	ECON 2104	ECON 2104	ECON 2104	ECON 2104
ECON 2107	ECON 2107	ECON 2107	ECON 2107	ECON 2107	ECON 2107
ECON 2112	ECON 2112	ECON 2112	ECON 2112	ECON 2112	ECON 2112
ECON 2127	ECON 2127	ECON 2127	ECON 2127	ECON 2127	ECON 2127
ECON 2128	ECON 2128	ECON 2128	ECON 2128	ECON 2128	ECON 2128
ECON 2206	ECON 2206	ECON 2206	ECON 2206	ECON 2206	ECON 2206
ECON 2209	ECON 2209	ECON 2209	ECON 2209	ECON 2209	ECON 2209
ECON 2292	ECON 2292	ECON 2292	ECON 2292	ECON 2292	ECON 2292
ECON 3109	ECON 3109	ECON 3109	ECON 3109	ECON 3109	ECON 3109
ECON 3114	ECON 3114	ECON 3114	ECON 3114	ECON 3114	ECON 3114
ECON 3123	ECON 3123	ECON 3123	ECON 3123	ECON 3123	ECON 3123
ELEC 0390	ELEC 0390	ELEC 0390	ELEC 0390	ELEC 0390	ELEC 0390
ELEC 1111	ELEC 1111	ELEC 1111	ELEC 1111	ELEC 1111	ELEC 1111
ELEC 1112	ELEC 1112	ELEC 1112	ELEC 1112	ELEC 1112	ELEC 1112
ELEC 1112	ELEC 1112	ELEC 1112	ELEC 1112	ELEC 1112	ELEC 1112
ELEC 2117	ELEC 2117	ELEC 2117	ELEC 2117	ELEC 2117	ELEC 2117
ELEC 3114	ELEC 3114	ELEC 3114	ELEC 3114	ELEC 3114	ELEC 3114

Questions?