



Global UGRAD Program 2017-2018

Country: Global

Duration: November 2016 to April 2019

Funder: U.S. Department of State

Global UGRAD Program 2017-2018

The Global Undergraduate Exchange Program (Global UGRAD) provides scholarships for talented students from around the world to attend U.S. universities and colleges for one semester of undergraduate, non-degree study. The Global UGRAD program, sponsored by the U.S. Department of State's Bureau of Educational and Cultural Affairs, is supported by the people of the United States. The program is administered through the joint efforts of the U.S. Department of State's Bureau of Educational and Cultural Affairs, the U.S. Embassies, and World Learning.

Global UGRAD Program 2017-2018

PROGRAM GOAL

To promote mutual understanding between people of the United States and other countries.

PROGRAM OBJECTIVES

Provide a fulfilling exchange experience to drive academic, cross-cultural, and leadership competencies for students from Global UGRAD countries.

Enhance students' academic knowledge and professional skills needed to pursue long-term academic and career goals.

Cultivate students' comprehensive and nuanced understanding of the United States.

Facilitate opportunities for students to establish social networks with U.S. host institutions and local communities.

Empower students to engage constructively in the civic life of their local and global communities.

Program Eligibility

Global UGRAD is open to all academic fields of study and does not discriminate on the basis of race, color, gender, sexual orientation, religion, ethnicity, or disability. Competition for the program is highly competitive and merit based. Finalists will be selected on the basis of academic excellence, leadership potential, and their preparedness for study in the United States.

The Global UGRAD Program is open to anyone who is/has:

- over 18 years of age;
- a citizen of a Global UGRAD participating country, currently residing in that country;
- enrolled as an undergraduate in good standing at any accredited university, public or private, and has at least one semester remaining at their home university at the conclusion of the Global UGRAD program;
- completed secondary education in their home country;
- a solid command of written and spoken English (English Language training for some finalists is possible);
- able to begin studies in the United States in August 2017 or January 2018 (selected participants may not defer to a later date);
- eligible to receive and maintain the U.S. student exchange visa (J-1) required for the program;
- cleared by a physician to participate in the program;
- committed to returning to their home country after the completion of the program.

Individuals in the following circumstances are not eligible for the Global UGRAD Program:

- U.S. citizens and permanent residents of the United States;
- Individuals currently studying, residing, or working outside of their home country;
- Local employees of the U.S. missions abroad who work for the U.S. Department of State and/or the U.S. Agency for International Development (USAID); employees are also ineligible for one year following the termination of employment;
- Immediate family members (i.e. spouses and children) of U.S. Department of State and USAID employees; family members are also ineligible for one year following the termination of employment;
- Current World Learning employees and their immediate family members.

Application Instructions for Global UGRAD 2017-2018 Portal Step-by-Step

I. REGISTERING FOR THE PROGRAM

Google Chrome and Mozilla Firefox work best when completing the UGRAD application. We do NOT recommend using Internet Explorer.

Register for the program using this link:

<http://exchangeprograms.worldlearning.org/?go=globalUGRAD1718>

Select the Global UGRAD 2017 Application and click 'register'.

Apply Now 2017Global UGRAD

Global UGRAD

Please create only one application. If you forget your password or have difficulty logging in, email exchangeprograms@worldlearning.org for assistance. Please review the options below and register based on your status:

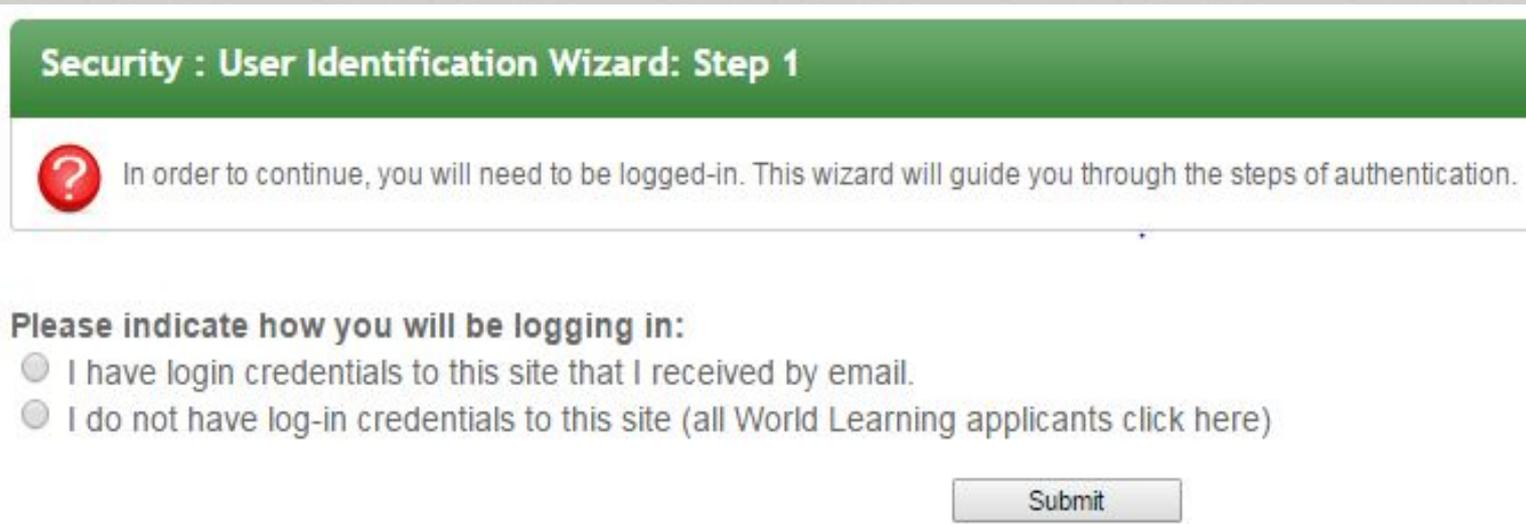
Global UGRAD 2017 Application

Register

The site will then ask if you already have login information for the portal.

If you applied for UGRAD in the past, select the first option: “I have login credentials to this site that I received by email”.

If this is your first time, select the 2nd option: “I do not have log-in



Security : User Identification Wizard: Step 1

 In order to continue, you will need to be logged-in. This wizard will guide you through the steps of authentication.

Please indicate how you will be logging in:

I have login credentials to this site that I received by email.

I do not have log-in credentials to this site (all World Learning applicants click here)

If you have a login from last year, please sign in using your existing credentials. Once you do this, select “Academic Year 2017-2018” to begin your new application, and skip to pages 6-8 in this guide for more application tips. **DO NOT** create a new account if you cannot remember your password. (*Note: your username is your email address.*) If you cannot remember your password, request a new password by clicking “Forgot password?”.

If you are a new applicant, after selecting the 2nd option, you will fill out the “New User Form” to register. The email address you use to sign up will be your registration email and user name. Filling in the “New User Form” will generate temporary login credentials for t

New User Form:

First Name:	<input type="text" value="Hannah"/>
Middle Name:	<input type="text"/>
Last Name:	<input type="text" value="Brown"/>
Email:	<input type="text" value="test@gmail.com"/>
Date of Birth:	<input type="text" value="Sep"/> <input type="text" value="9"/> <input type="text" value="1990"/>
Gender:	<input type="radio"/> Male <input checked="" type="radio"/> Female <input type="radio"/> Other

NOTE: An email will be sent to you with your login and password information.

After completing the form and clicking “create account,” check your email for your temporary password, and follow the link to sign in.

You MUST follow the link in your email to correctly access the application site for the first time!

World Learning Portal - Account Created

Welcome to World Learning's World Learning Portal!

Following is your temporary login information that will enable you to apply to programs:

User ID: lcperrino@yahoo.com

Temp Password: alr565woRld

Please keep this information in a safe place.

To login, use the following link:

<https://exchangeprograms.worldlearning.org/index.cfm?FuseAction=Security.Login&urc=250481&sig=46C7097A5D674E5C227C5F6A70E7A25A2F13A12F488A2E28371475D3830D767E>

Temporary login information is only valid for 3 day(s). If you do not login within 3 day(s) of receiving this message, you will be asked to request a new temporary password.

Thank you,

World Learning Portal User Support

After following the link, you will see the following message. Click “I have login credentials to this site that I received by email” and

Security : User Identification Wizard: Step 1



In order to continue, you will need to be logged-in. This wizard will guide you through the steps of authentication.

Please indicate how you will be logging in:

- I have login credentials to this site that I received by email.
- I do not have login credentials to this site.

Submit

Type your user ID (email) into the Username field and use your temporary password to sign in.

Please log in to the World Learning Student Portal:	
Username:	<input type="text" value="test@worldlearning.org"/>
Password:	<input type="password" value="....."/>
<input type="button" value="Login"/>	
Forgot your password?	

Security Questions

Next you will choose security questions and change your password. Once you have done so, be sure to write down both the answers to your security questions and your new password and keep them somewhere safe for future reference.

Select Password Reset Security Questions	
Question #1:	<input type="text" value="Select One:"/>
Correct Response:	<input type="text"/>
Question #2:	<input type="text" value="Select One:"/>
Correct Response:	<input type="text"/>
Question #3:	<input type="text" value="Select One:"/>
Correct Response:	<input type="text"/>

Change Password

Create a new password you will remember and press “Change”.

Security : Change Temporary Password

Hide Tips



Before you can continue, you must change your temporary password to a permanent password.

You have logged in with a temporary password that is intended for use one time. You will now need to create a permanent password that you will use in the future when you login to this site.

The permanent password must:

- Be at least 8 characters
- Contain both upper and lower case letters

Change Temporary Password

New Password:

.....

(this is the password you would like to use for all future login attempts)

Password meets strength criteria and is acceptable

Re-enter New Password:

.....|

Change

Next, choose Academic Year 2017-2018 and press “Apply”.

The screenshot shows a web browser window with the URL https://exchangeprograms.worldlearning.org/index.cfm?FuseAction=Students.Apply&Program_ID=33162. The page title is "World Learning Portal" and the user is logged in as "Ayan Kenes". The main heading is "Your Home Page : Available Program Terms". A message box states: "To create your application, Select the term and year to which you are applying. When you are ready to create the application, click on the 'Apply' button at the bottom of the page." Below this, under the "Available Terms" section, the "Terms" are set to "Academic Year, 2017-2018". At the bottom of the form, there are two buttons: "Apply" and "Cancel". The "Apply" button is highlighted with a red circle.

Fill in your Applicant Information and press “Save”.

Global Undergraduate E x Global UGRAD - World L x Global UGRAD - World L x Your Home Page > My P x

https://exchangeprograms.worldlearning.org/index.cfm?FuseAction=Students.RequiredData

Applicant Ayan Kenes

Applicant Parameters:

Required Parameters:

Country of Citizenship *

Country of Birth *

Country of Residence *

Optional Parameters:

Email Address (Optional)

* Required

Required Addresses:

✔ All required addresses have been provided.

After answering and saving this information, you will be taken directly to your Participant Homepage and may begin to complete your application.

Participant : (Pre-Decision)

Hide Tips



This page shows current and required elements of your application in the pre-decision phase. Unless otherwise indicated, you should assume that all elements of the right-hand column (material submissions, signature documents, recommendations, forms and questionnaires) are required for your application to be considered complete

Progress Meter

Test Tester

Program:	Global Undergraduate Exchange Program-2017-2018
Term/Year:	Academic Year,2017-2018
Admin System Date:	01/01/2016
Program Open Dates:	

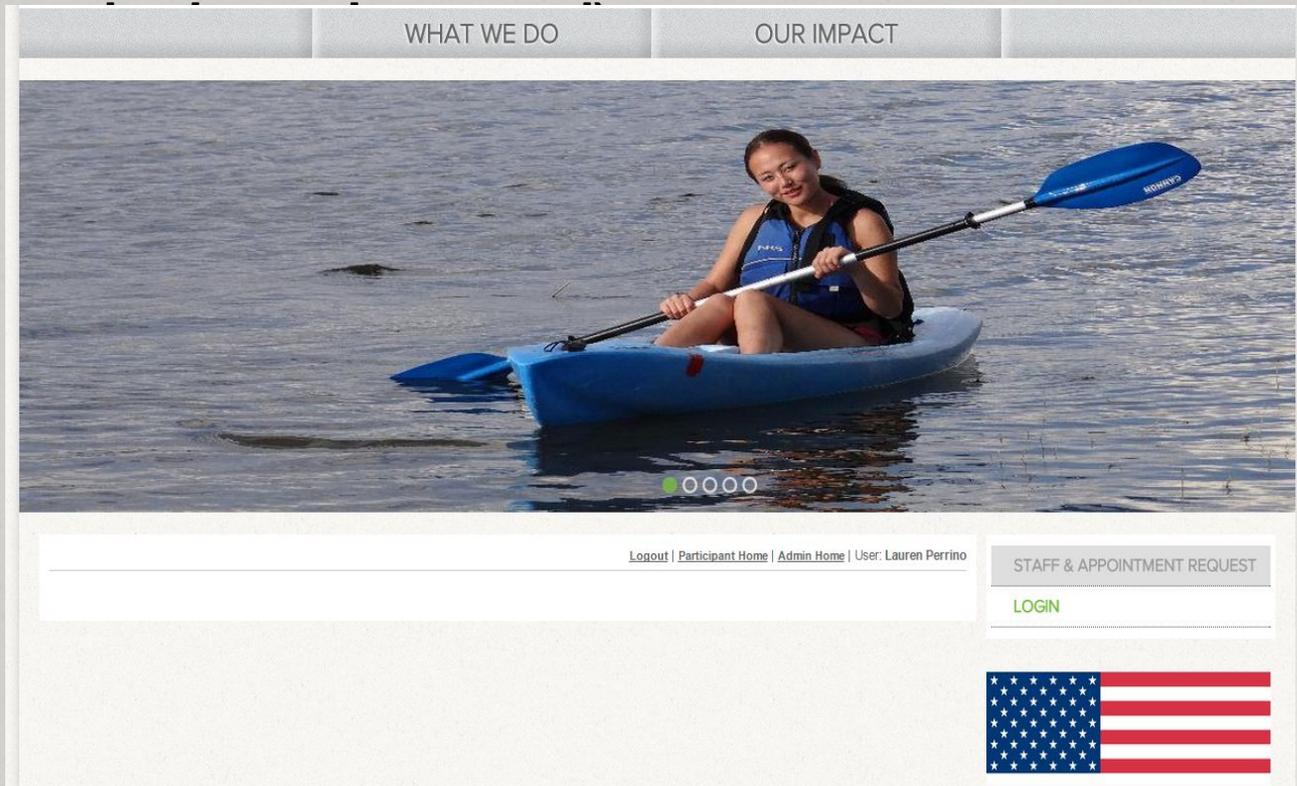
Program Applications, Forms and, Questionnaires

Click the following to view and complete the online applications, forms and, questionnaires. You may start a form and save it for later completion, but note that you must click the submit button in order for the application/form/questionnaire to be marked as submitted and ready for review.

Title	Submitted
Global UGRAD Application 2017-2018	<input type="checkbox"/>
Global UGRAD: Essay	<input type="checkbox"/>
Global UGRAD: Letter of Recommendation 1	<input type="checkbox"/>
Global UGRAD: Letter of Recommendation 2	<input type="checkbox"/>
Global UGRAD: Official Transcripts	<input type="checkbox"/>
Global UGRAD: Please upload a copy of either your international Passport or national Identification.	<input type="checkbox"/>
Global UGRAD: Portfolio Upload	<input type="checkbox"/>

II. LOGGING IN

Now that you have set up your account and changed your password, you may regularly access the **Portal** at <http://exchangeprograms.worldlearning.org/> using your permanent login credentials (registration email and



The screenshot displays the top navigation menu with 'WHAT WE DO' and 'OUR IMPACT' visible. Below the menu is a large image of a woman in a blue kayak on water. Underneath the image is a progress indicator with four circles, the first of which is filled. In the bottom right corner, there is a navigation area with links for 'Logout', 'Participant Home', and 'Admin Home', followed by 'User: Lauren Perrino'. To the right of these links is a 'STAFF & APPOINTMENT REQUEST' button and a 'LOGIN' button. Below the 'LOGIN' button is a small image of the United States flag.

III. FORGOTTEN PASSWORD

Please log in to the World Learning Student Portal:

Username:	lauren.perrino@worldlearning.c
Password:	••••••
	<input type="button" value="Login"/> Forgot your password?

if you forget your password, on the login screen, click “Forgot your password?” and follow the instructions on the next page.

World Learning will send you an email with temporary login credentials (similar to what you received when you initially registered your account) so that you can regain access to the site and reset your password.

IV. PARTICIPANT HOMEPAGE

Your Participant Homepage will list all of your required forms. All program forms and upload spots are shown here:

Participant : (Pre-Decision) Hide Tips

 This page shows current and required elements of your application in the pre-decision phase. Unless otherwise indicated, you should assume that all elements of the right-hand column (material submissions, signature documents, recommendations, forms and questionnaires) are required for your application to be considered complete

Progress Meter

Test Tester

Program: [Global Undergraduate Exchange Program-2017-2018](#)

Term/Year: Academic Year, 2017-2018

Admin System Date: 01/01/2016

Program Open Dates: .

Program Applications, Forms and, Questionnaires

Click the following to view and complete the online applications, forms and, questionnaires. You may start a form and save it for later completion, but note that you must click the submit button in order for the application/form/questionnaire to be marked as submitted and ready for review.

Title	Submitted
Global UGRAD Application 2017-2018	<input type="checkbox"/>
Global UGRAD: Essay	<input type="checkbox"/>
Global UGRAD: Letter of Recommendation 1	<input type="checkbox"/>
Global UGRAD: Letter of Recommendation 2	<input type="checkbox"/>
Global UGRAD: Official Transcripts	<input type="checkbox"/>
Global UGRAD: Please upload a copy of either your international Passport or national Identification.	<input type="checkbox"/>
Global UGRAD: Portfolio Upload	<input type="checkbox"/>

Click on the name of a form (in green) to begin answering questions or to upload a document.

Program Applications, Forms and, Questionnaires

Click the following to view and complete the online applications, forms and, questionnaires. You may start a form and save it for later completion, but note that you must click the submit button in order for the application/form/questionnaire to be marked as submitted and ready for review.

Title	Submitted
Global UGRAD Application 2017-2018	<input checked="" type="checkbox"/>
Global UGRAD: Essay	<input checked="" type="checkbox"/>
Global UGRAD: Letter of Recommendation 1	<input checked="" type="checkbox"/>
Global UGRAD: Letter of Recommendation 2	<input checked="" type="checkbox"/>
Global UGRAD: Official Transcripts	<input checked="" type="checkbox"/>
Global UGRAD: Please upload a copy of either your international Passport or national Identification.	<input checked="" type="checkbox"/>
Global UGRAD: Portfolio Upload	N/A

After you have submitted a form, the corresponding box will be marked with a check.

All forms that have not been submitted will be blank.

Once you have responded to all required questions (marked with *), you must “submit” the form in order for it to be considered complete and ready for review.

Global UGRAD Application 2017-2018

Instructions

Please provide all answers in English.

The Global Undergraduate Exchange Program is a program of the Bureau of Educational and Cultural Affairs, U.S. Department of State. To learn more about this program, please visit the Department of State's webpage at <http://exchanges.state.gov/non-us/program/global-undergraduate-exchange-program-global-ugrad>

IMPORTANT: Please press "submit" at the bottom of this page when you have completed the form. Your form will not be marked as received until you submit it. You may use "save" to save your work and return to edit it later.

(*) Indicates the question is required.

1. Family Name (*)

2. First Name (*)

3. Middle Name

4. Gender (*)

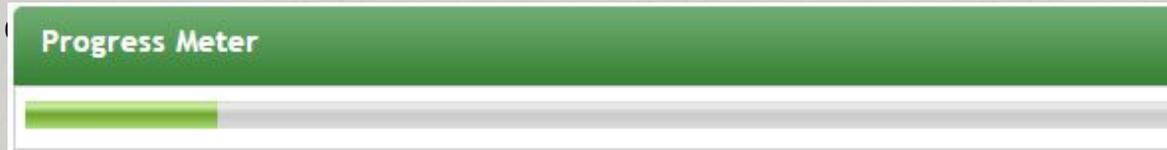
Please select one ▾



You may press “Save” to save your work and come back later to edit. “Submit” your form when it is complete. You will not be able to edit it after you submit the form.

V. PROGRESS METER

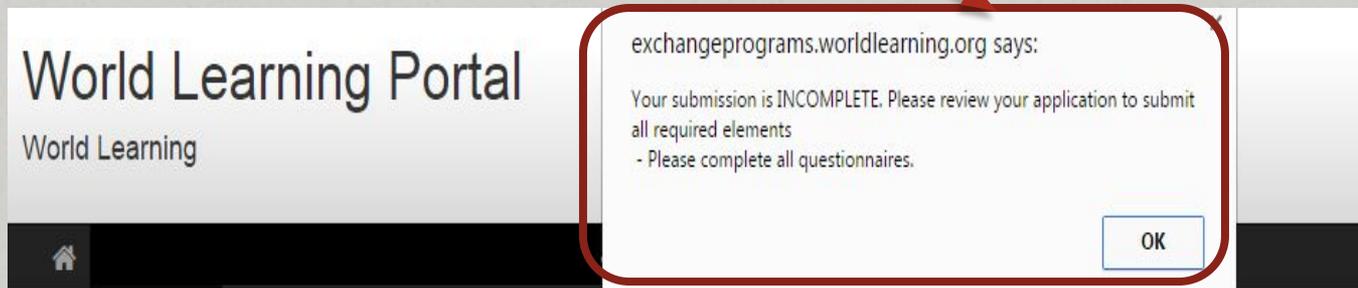
The **Progress Meter** is located toward the top of your home page and will help you gauge the completeness of your application. Once you have **completed** and **submitted** all required parts of your application, the meter will display a message that your application is



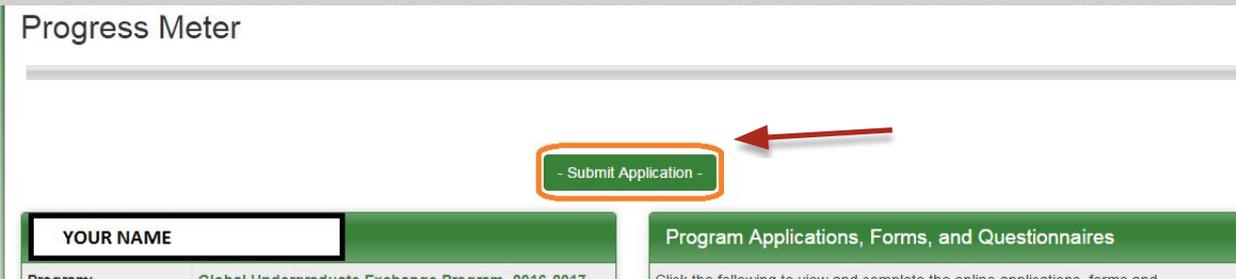
VI. SUBMIT APPLICATION

The **“Submit Application”** button at the top of the page is your **final submission button**.

If the progress meter is complete and all forms have a check mark, then your application is finished. If you click the **Submit Application** button, an error message will appear if there are missing components to your application.



Once you have completed and submitted all required parts of your application, click on the “Submit Application” button. You will receive an immediate confirmation message.



The screenshot displays a web application interface. At the top, there is a section titled "Progress Meter" with a horizontal progress bar below it. In the center of the page, a green button with the text "- Submit Application -" is highlighted with an orange border, and a red arrow points to it from the right. Below the button, there is a green navigation bar with two sections: "YOUR NAME" and "Program Applications, Forms, and Questionnaires".

You will also receive an automated email within 24 hours after submitting all your forms to confirm that your application is complete.

Global UGRAD 2017-2018: ESSAYS

- 1. Why would you be a great participant in the Global UGRAD Program?**

Please answer in 400-600 words.

Global UGRAD 2017-2018: ESSAYS

Please choose one of the following essay and write a response in 400-600 words.

Essay Choice A: Helen Keller once said "Character cannot be developed in ease and quiet. Only through experience of trial and suffering can the soul be strengthened, ambition inspired, and success achieved." Describe a time that you had to overcome a challenge or difficulty in your life. How did you resolve the situation? What did you learn from the experience and how did it change

you?

Global UGRAD 2017-2018: ESSAYS

Essay Choice B: According to Ronald Reagan, "The greatest leader is not necessarily the one who does the greatest things. He is the one that gets the people to do the greatest things." Describe an instance where you had to be a leader in your community. What did you learn about yourself, your leadership style, and your capacity to create change?

Global UGRAD 2017-2018: ESSAYS

Essay Choice C: Martin Luther King Jr. said “Everybody can be great...because anybody can serve. You don't have to have a college degree to serve. You don't have to make your subject and verb agree to serve. You only need a heart full of grace. A soul generated by love.” Describe an instance where you gave back to your community. How will the Global UGRAD program help you continue to serve your community?

Global UGRAD 2017-2018: Letters of Recommendation

You can upload Letters of Recommendation in pdf or jpeg file. Do not fill in any other text into the box provided. If your letter of recommendation was not written in English please upload the translation of the letter. If you do not have a translation, know that it is not required at this point and will not affect your acceptance to the program. Please be prepared to submit translations quickly, should you be selected for the Program. *(Preferably, letters of recommendation should be in English).*

Global UGRAD 2017-2018: Letter of Recommendation #1

To be completed by a University Professor familiar with the student's work in his or her major field of study. Recommendations should not be from family members or friends.

Instructions: *Letters of recommendation should be complete, detailed, as well as include candid evaluation of your ability to participate in such an exchange program by indicating:*

- a) in what context the individual knows you;
- b) how this person would describe your mentality and adaptability to difficult situations;
- c) the qualities that would make you a successful exchange student including your interaction with others

Global UGRAD 2017-2018: Letter of Recommendation #2

To be completed by a Professor familiar with the student's work in his or her major field of study, OR from an employer, former exchange program coordinator or host family, coach, or any supervisor or authority familiar with the student's extra curricular activities. Recommendations should not be from family members or friends.

Instructions: *Letters of recommendation should be complete, detailed, as well as include candid evaluation of your ability to participate in such an exchange program by indicating:*

- a) in what context the individual knows you;
- b) how this person would describe your mentality and adaptability to difficult situations;
- c) the qualities that would make you a successful exchange student including your interaction with others

Global UGRAD 2017-2018: Official Transcripts

Please upload your most recent transcript as a .pdf or .jpeg file. Your transcripts are an official statement of your grades.

If your transcripts are not in English, please upload an official English translation of your transcripts.

If your transcripts are already in English, please simply upload them again.

Global UGRAD 2017-2018: International Passport or National Identification

Please upload your document as a .pdf or .jpeg file.

1. Upload a photocopy of the face page of your passport or national government-issued Identification. (*)

Please use the passport you use to travel internationally (international passport). Please upload a copy of your national, government-issued Identification Card if you do not have a passport.

2. Do you currently have an international passport? (*)

If you do not currently have an international passport, please explain. Are you applying for one? At what point are you in the application process?

Global UGRAD 2017-2018: For arts and architecture students

The Portfolio is intended for arts and architecture students to upload a portfolio of their work. You can upload a portfolio you created as part of your academic program (examples: art, architecture, etc.) as .pdf or .jpeg files. This is an optional component of the UGRAD application, even if you have a

portfolio you are not required to upload it

Program Applications, Forms, and Questionnaires

Click the following to view and complete the online applications, forms and, questionnaires. You may start a form and save it for later completion, but note that you must click the submit button in order for the application/form/questionnaire to be marked as submitted and ready for review.

Title	Submitted
Global UGRAD Application 2017-2018	<input type="checkbox"/>
Global UGRAD: Essay	<input type="checkbox"/>
Global UGRAD: International Passport or National Identification	<input type="checkbox"/>
Global UGRAD: Letter of Recommendation 1	<input type="checkbox"/>
Global UGRAD: Letter of Recommendation 2	<input type="checkbox"/>
Global UGRAD: Official Transcripts	<input type="checkbox"/>
Global UGRAD: Portfolio Upload	<input type="checkbox"/>

Global UGRAD 2017-2018

The application deadline is
December 31, 2016, 5pm EST

Individuals selected for an interview will be contacted by U.S. Embassy Astana approximately by the end of January – February.

After Interview, certain number of applicants will be invited to pass TOEFL IBT **free of charge**. Those who pass TOEFL IBT successfully, will be confirmed as GLOBAL UGRAD program participants.