

INTERNATIONAL UNDERGRADUATE STUDENT PROGRAMS U.S. ACADEMIC HOST INSTITUTION APPLICATION 2019-2020 PROGRAM OVERVIEW

DEADLINE: March 1, 2019

IREX, a global development and education organization striving for a more just, prosperous, and inclusive world where individuals reach their full potential, governments serve their people, and communities thrive, seeks accredited institutions of higher education to host undergraduate students for various programs, including:

- Global Undergraduate Exchange Program in Pakistan
- Tunisia Community College Scholarship Program
- Tunisia Undergraduate Scholarship Program



Global Undergraduate Exchange Program in Pakistan

The Global Undergraduate Exchange Program in Pakistan (Global UGRAD-Pakistan) provides fellowships for outstanding undergraduate students from Pakistan for **one semester** of full-time, non-degree study in the United States.

Global UGRAD-Pakistan students will participate in 20 hours of community service at local organizations during their semester in the U.S. and complete an academic skills building class. These activities will help students engage in their host communities as well as gain skills and experience they can apply in their home communities when they return to Pakistan. Global UGRAD-Pakistan is sponsored by the U.S. Department of State with funding provided by the U.S. Government and administered by IREX.

Tunisia Community College Scholarship Program

The Thomas Jefferson Scholarship Program's **Tunisia Community College Scholarship Program (TCCSP)** provides scholarships for students from across all regions of Tunisia for **one academic year** to pursue one-year certificate programs in the eligible fields of study at U.S. community colleges.

Scholars will participate in service-learning activities at local organizations in their first term. Students will also hold unpaid, part-time internships related to their field of study in their spring term. These activities will help students engage in their host communities as well as gain the skills needed to contribute to the development of Tunisia. TCCSP is sponsored by the U.S. Department of State with funding provided by the U.S. Government and administered by IREX.

Tunisia Undergraduate Scholarship Program

The Thomas Jefferson Scholarship Program's **Tunisia Undergraduate Scholarship Program (Tunisia UGRAD)** provides scholarships for youth leaders from across Tunisia for **one academic year** of full-time, non-degree study in the United States in any academic field.

Scholars will participate in 20 hours of community service at local organizations in their first term. Students will also hold unpaid, part-time internships related to their field of study in their spring term. These activities will help students gain globally applicable skills and expertise to help them contribute to the development of Tunisia. Tunisia UGRAD is sponsored by the U.S. Department of State with funding provided by the U.S. Government and administered by IREX.

All programs provide the following support to students:

- J-1 visa support;
 - Round-trip travel from student's home city to host institution in the United States;
 - Accident and sickness coverage;
 - Tuition and mandatory university fees;
 - Room and board (housing and meals);
 - A small incidentals allowance;
 - A limited allowance for books;
 - A limited allowance for cultural enrichment activities; and
 - Alumni networking opportunities.
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Expectations of Host Institutions

The U.S. academic host institutions are critical partners for the programs. Host institutions will be selected based on:

- their demonstrated ability to provide a well-rounded program experience (with strong academic and cultural components)
 - their ability to provide personalized care
 - the institution's experience and ability to work with students from the targeted regions;
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- the institution's ability to engage students in the local community
- the proposed cost-share and per student cost

Host institutions will be responsible for providing each student with: a) academic support; b) cultural and community support; and c) logistical support. Responsibilities are explained in more detail below:

Academic Support

Within the sphere of *academic support*, host institutions are asked to:

- Admit participants as non-degree full-time students with the ability to take classes on campus for academic credit.
- Designate an academic advisor who will guide the student's studies and interaction with faculty at the host institution.
- Offer sufficient on-campus courses in disciplines for which students apply.
- Assist students in selecting appropriate courses, taking into consideration the student's field of study, program requirements, and the host institution's financial agreement for the program.
- Direct students to academic support services, such as peer tutors and the campus writing center.
- Work with students, the IREX advisor/mentor, and professors to monitor academic progress and to develop a plan to improve academic performance, if necessary.
- If the host institution has English as a Second Language, Intensive English, or Summer English programs, coordinate student placement in these courses when necessary.

Cultural and Community Support

Within the sphere of *cultural and community support*, host institutions are asked to:

- Ensure students participate in on-campus orientation programs assisting them with their adjustment to campus and U.S. life. The orientation should acquaint students with the host institution, campus culture, campus resources, and academic expectations. The orientation should also reinforce program policies, with guidance from IREX. IREX recommends that the orientation also include a skills-building session to help prepare students academically, such as academic research & writing, critical thinking, time management, note-taking, and studying for and taking tests.

- Engage Global UGRAD-Pakistan students in at least one academic skills building course or training, and engage Tunisia UGRAD students in an academic skills building course during the fall term.
- Inform students of cultural activities and local events (e.g. town meetings, concerts, political rallies, etc.) they can participate in as part of the Digital Cultural Passport program:
 - To complement the academic program and ensure that students receive a well-rounded introduction to U.S. values, institutions, and people, all students will participate in the *Digital Cultural Passport* program. The Digital Cultural Passport program allows students to record exploration of various aspects of U.S. culture which fall under the categories of arts and music, holiday and diversity celebrations, sports and leisure, youth concerns, local pride, and community leadership in action.
- Provide guidance/assistance in locating appropriate community service activities.
- Provide guidance/assistance/support in locating appropriate internships for Tunisia UGRAD and TCCSP students which are in the student's field of study and provide substantive experience to advance the student's personal and professional goals. Hosts are asked to share other opportunities for professional development as they become available.
- Suggest appropriate locations for the students' country presentations (e.g. local schools, libraries, rotary clubs, retirement homes, etc.)
- Identify "friendship families" to share U.S. family life, take students on cultural outings and/or host students for holidays.
- Be available to discuss strategies for dealing with roommate issues or cultural adjustment situations with students on a one-on-one basis.

Logistical Support

Within the sphere of *logistical support* host institutions are asked to:

- Correspond with students prior to arrival providing information about the host institution and answering student questions.
- Arrange airport pick-up for arriving students.

- Secure temporary housing in the dormitory or with a host family before the start of classes and during breaks, as necessary.
- Coordinate with the housing office to ensure appropriate housing assignment with a U.S. roommate. Tunisia UGRAD and Global UGRAD-Pakistan students are required to live with a U.S. roommate. It is recommended for TCCSP students.
- Sign students up for a comprehensive meal plan (if applicable).
- Assist students with any dietary needs and locating requested religious services.
- Provide access to email and internet facilities.
- Work with the appropriate office on campus to enroll students in campus insurance for Global UGRAD-Pakistan and Tunisia UGRAD.
- Assist students in filing for a Social Security Number.
- Help locate appropriate doctors in the area when students are sick and assist students in finding transportation to their office.
- Keep IREX informed of student progress and any adjustment or behavioral issues.
- Introducing participants to the institution's policies on academic integrity and sexual respect.

***Please note: Placing students with a U.S. roommate is a requirement of the Global UGRAD-Pakistan and Tunisia UGRAD programs; it is preferred for the TCCSP program.*

***Please note: For the Global UGRAD-Pakistan and Tunisia UGRAD programs, institutions that cannot provide on-campus housing with U.S. peers will not be considered.*

Financial Support

Due to funding limitations, most institutions selected offer cost-share contribution of **at least 50 percent** of costs. Cost-share can be in the form of full or partial tuition or room and board waivers, scholarships, or other contributions. While this request should not deter applicants, it should be noted that financial arrangements are determinants of eventual placement of students.

Thomas Jefferson Scholarship Program (TCCSP and Tunisia UGRAD) have the following additional expectations and opportunity for their university/college host partners:

Mid Program Leadership Workshop in January 2020

In January of 2020, all participants and host partners from both programs will attend a Mid Program Leadership Workshop. This 2-day workshop will be in Washington D.C. hosted by IREX and will be an opportunity for professional development and capacity building to support not only TJSP programming but the broader international student community.

TCCSP has the following additional expectations and opportunities for its community college partners:

TCCSP Collaborative Institute for Internationalization (CII)

The TCCSP Collaborative Institute for Internationalization provides a space and structure for community college host partners to connect with each other and IREX virtually to develop their institution's capacity to not only support TCCSP programming but also the broader international student community.

Within the sphere of the ***Collaborative Institute for Internationalization***, host colleges are asked to:

- Attend a virtual orientation in the summer prior to the start of the hosting year.
- Participate in an online community throughout the program, sharing stories, highlights, challenges, successes, resources, and questions.
- Complete a self-assessment which will guide partners in reviewing and discussing their institutional capacity goals, whether they were met, and how they can be refined and improved as continuing goals.

Academic Support

Within the sphere of developing and providing *academic support*, host colleges are asked to:

- Admit participants as non-degree full-time students in a one-year certificate program in their field of study and assist in selecting an appropriate one-year certificate that offers sufficient on-campus classes.

Cultural and Community Support

Within the sphere of developing and providing *cultural and community support*, host colleges are asked to:

- Implement 2 Service Learning Days during the fall term.

Work Skills Support

Within the sphere of developing and providing *work skills support*, campus advisors are asked to:

- Assist IREX in facilitating the Global Skills Learning Series by drawing on campus and community resources and facilitate at least 1 site visits to a local business or organization within the students' field of study during the first term.
- Providing guidance/assistance/support in locating appropriate internships for TCCSP participants which are in the participant's field of study and provide substantive experience to advance the participant's personal and professional goals.
- Provide guidance to TCCSP participants' completion of the Individual Development Plan.

Logistical Support

Within the sphere of developing and providing *logistical support* host colleges are asked to:

- Coordinate with the housing office to ensure appropriate housing assignment with a U.S. roommate or other non-TCCSP international student where possible.
- Find appropriate off-campus housing if residence halls are not available. If off-campus housing, coordinate leases and other agreements where applicable with IREX.
- Sign participants up for a comprehensive meal plan (if applicable).

J-1 Visa Regulations

Program participants are subject to the two-year home-residency requirement and required to depart the United States on the flight provided to them by IREX, immediately following the completion of their program requirement (i.e. final exams).

Prior to beginning his/her program, each student will sign a document agreeing to this two-year home residency requirement. Students are required to return home immediately upon the completion of the program. The United States government has invested a generous amount of money and time into students' professional development with the firm expectation that they will apply their newfound knowledge and skills in their home community upon their return.

No exceptions to this rule are possible. In addition, due to the fact that the programs are non-degree programs, IREX also cannot consider requests to prolong students' stay in the United States in order to complete an academic degree. IREX is not permitted under any circumstances to transfer the sponsorship of the student's DS-2019 to the host institution.

Organization Descriptions

Bureau of Educational and Cultural Affairs, U.S. Department of State

The Bureau of Educational and Cultural Affairs' (ECA) mission is to increase mutual understanding between the people of the United States and the people of other countries by means of educational and cultural exchange that assist in the development of peaceful relations.

As mandated by the Mutual Educational and Cultural Exchange Act of 1961, the U.S. Department of State's Bureau of Educational and Cultural Affairs (ECA) works to build friendly, peaceful relations between the people of the United States and the people of other countries through academic, cultural, sports, and professional exchanges, as well as public-private partnerships.

In an effort to reflect the diversity of the United States and global society, ECA programs, funding, and other activities encourage the involvement of American and international participants from traditionally underrepresented groups, including women, racial and ethnic minorities, and people with disabilities. Artists, educators, athletes, students, youth, and rising leaders in the United States and more than 160 countries around the globe participate in academic, cultural, sports, and professional exchanges.

IREX (International Research & Exchanges Board)

IREX is a global development and education organization striving for a more just, prosperous, and inclusive world where individuals reach their full potential, governments serve their people, and communities thrive. We support individuals and institutions to create change in their own communities and to create person-to-person bridges between nations. Our decades of on-the-ground experience help us create greater impact, practical recommendations, and lasting partnerships. With an annual portfolio of \$80 million and 400 staff worldwide, IREX works with partners in more than 100 countries in four areas essential to progress: cultivating leaders, empowering youth, strengthening institutions, and increasing access to quality education and information.

How These Organizations Work Together on These Programs

The Bureau of Educational and Cultural Affairs (ECA) and IREX work in partnership on the Thomas Jefferson Scholarship Program's Tunisia Undergraduate Scholarship Program, the Thomas Jefferson Scholarship Program's Tunisia Community College Scholarship Program, and the Global Undergraduate Exchange Program in Pakistan. As

a program of the U.S. Department of State, ECA develops, funds, and oversees the program, and IREX is a grantee that administers all aspects of the program.

Submission Guidelines

Please read all instructions and information on the online application carefully before filling out each section of the application form. We recommend that you print a final copy of all pages of the online host application and attachments for your records and reference.

To apply to host for any of the programs please submit all application materials through the online application system found on the IREX website.

Selection of host institutions and placement of students is contingent upon the availability of U.S. Government funding and approval and receipt of J-1 visas by program participants.

Please direct all questions to IREX via email at ugradhosts@irex.org or phone at 202-628-8188.

DEADLINE FOR ALL HOST INSTITUTION APPLICATIONS: MARCH 1, 2019