



INTERNATIONAL UNDERGRADUATE STUDENT PROGRAMS U.S. ACADEMIC HOST INSTITUTION APPLICATION 2017-2018 PROGRAM OVERVIEW



DEADLINE: February 28, 2017

IREX, an independent nonprofit organization dedicated to building a more just, prosperous, and inclusive world, seeks accredited institutions of higher education to host undergraduate students for various programs, including:

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

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 semester. Students will also hold unpaid, part-time internships related to their field of study in their second semester. These activities will help students gain globally applicable skills and expertise to help them contribute to the economic growth and development of Tunisia. Tunisia UGRAD is a program of the Bureau of Educational and Cultural Affairs of the U.S. Department of State.

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 component. 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 a program of the Bureau of Educational and Cultural Affairs of the U.S. Department of State.

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 semester. Students will also hold unpaid, part-time internships related to their field of study in their second semester. These activities will help students engage in their host communities as well as gain the skills needed to contribute to economic development in Tunisia. TCCSP is a program of the Bureau of Educational and Cultural Affairs of the U.S. Department of State.

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;
- the institution's ability to engage students in the local community; and
- 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 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 classes in disciplines for which students apply.
- Assist students in selecting appropriate courses, taking into consideration the student's field of study, program requirements, one-year certificate enrollment requirements (TCCSP only), 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, 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 and Tunisia UGRAD students in at least one academic skills building course or training each semester.
- Inform students of cultural activities and local events (e.g. town meetings, concerts, political rallies, etc.) they can participate in as part of the Cultural Passport program:
 - To complement the academic program and ensure that students receive a well-rounded introduction to American values, institutions, and people, all students will participate in the Digital Cultural Passport program. The Passport program allows students to record exploration of various aspects of American culture which fall under the categories of arts and music, holiday celebrations, sports and leisure, daily life, youth concerns, local interest and community life.

- 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 American 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 (students may NOT room with other international 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 e-mail and Internet facilities.
- Work with the appropriate office on campus to enroll students in campus insurance or waive institutional insurance fees, as relevant per program and institution.
- 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.

***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 dormitory-like living situations 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.

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 Pre-Program Meeting in the summer prior to the start of the hosting year.
- Participant in an online community throughout the program, sharing stories, highlights, challenges, successes, resources, and questions.
- Complete a self-assessment 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 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:

- Assign a staff member to serve as the campus advisor. The campus advisor will be responsible for the participants and assist them with their adjustment to campus and U.S. life.
- Organize monthly cultural activities for the participants as part of the Global Citizens Passport to America program (see below).
- Implement 3-4 Service Learning Days throughout the academic year.

Work Skills Support

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

- Assist IREX in facilitating the Workplace Excellence Learning Series by drawing on campus and community resources and facilitate site visits to local organizations to complement the learning series.
- 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

The two year home-residency requirement ***immediately following*** the completion of the program is a key requirement of the programs. This requirement is strictly enforced by IREX and the U.S. Department of State.

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. IREX will be unable to place students at, and may request a tuition refund from, host institutions that do not comply with these program rules.

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 an independent nonprofit organization dedicated to building a more just, prosperous, and inclusive world by empowering youth, cultivating leaders, strengthening institutions, and extending access to quality education and information. Founded in 1968, IREX has an annual portfolio of over \$80 million, offices in 20 countries, and a global staff of 400. We work in 100 countries worldwide.

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 implements all aspects of the program.

Submission Guidelines

Please read all instructions and information carefully before filling out the entire online 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: FEBRUARY 28, 2017