

Bond University International Exchange Response to Nomination Form



1 Student Details

Student name

Student ID number

Nomination for exchange at

Semester abroad

2 Terms and Conditions

Your nomination is contingent on accepting and meeting the following conditions.

- I accept this offer for
- I understand that I must abide by the academic requirements outlined by my Academic Adviser in order to transfer credits from the Host Institution to my Bond University degree.
- I understand that the Host Institution reserves the right to accept or reject any submitted applications, regardless of this nomination.
- I understand that I must maintain an average of 65 per cent or law students 70 per cent GPA to be able to participate in the Exchange Program.
- I understand that I must complete a minimum of 30 Bond credit points and that 40 Bond credit points is the standard semester enrolment*.
- I have read through the Important Information for Outbound Exchange Students (below) and agree to abide by the requirements outlined in this document
- I understand that Bond University reserves the right to withdraw a place that and / or withdraw the Exchange Grant on the basis of incomplete information, incorrect information, or failure to meet deadlines.

*International students should check with DIAC regarding full time enrolment requirements for their student visa.

Declaration: I hereby agree to abide by the terms and conditions of this policy.

Day

Month

Year

Signature of applicant

3 Important Information for Outbound Exchange Students

Communication of Information

Most correspondence between Bond University, the host university and students will be conducted via your Bond email account. It is important that students check this account on a regular basis.

Tuition Fees

Under the terms of Exchange Agreements, tuition fees at the host university will be waived, and students will be invoiced for Bond University tuition fees for their semester abroad. Scholarship students will be invoiced the same scholarship rate as if studying on-campus at Bond University.

Course Cancellation by Student

Bond University International Exchange Program students who cancel their course after the commencement of the semester will attract the same financial penalties as if they were studying on-campus. Financial penalties may be confirmed with the Cashiers Office. Certain penalties will not apply where a student has cancelled their course due to serious illness or personal misadventure, as deemed by the Registrar. Documentary evidence must be submitted in these cases.

Accommodation at the Host University

The Exchange and Study Abroad Office will provide assistance in facilitating communication with the host university regarding accommodation. It is however, the student's responsibility to research and confirm accommodation options and complete the necessary paperwork by the deadlines. Exchange Program students are required to pay the host university's accommodation fees directly to the host university.

Expulsion

The host university reserves the right to accept or reject any submitted applications. Once abroad, students excluded from the host university for disciplinary reasons, or deported from the country for contravening visa requirements should expect that all fees, including the exchange grant, may be forfeited and the indiscretion to be noted at Bond University as well.

Subject Approval and Credit Transfer from the Host University

Students must abide by the academic requirements outlined by his / her faculty in order to transfer credits from the host university to his / her Bond University degree. Subject Approval forms must be signed by the relevant faculty member and changes of subject enrolment, either before semester commencement abroad or while abroad, must be communicated back to faculty immediately.

Transcripts

Transcripts from the host university will be sent to Exchange Office and then an email will be sent to you to collect your transcript and take to your faculty and Student Business Centre for graduation purposes. Please note: students are to make sure this has been organised at their host university as some require the student to sign a form of release prior to their departure back to Australia.

International Exchange Program Process

All students need to follow the Bond University International Exchange Program Process. Any breach of deadlines may result in delays relating to the issuance of host university documentation, visas, the Exchange Grant and / or complete withdrawal from the International Exchange Program.

Pre-Registration

You will need to make contact with your Academic Advisor whilst on exchange during the pre-registration period to ensure enrolment for returning semester.

Working and Travel whilst on exchange

The primary objective for students going on exchange is to be academically immersed in another culture. You may choose to take up part time work to help finance your studies; however this work must be undertaken legally, following the host country's labour requirements. Additionally, your work is secondary to your studies, and it is not acceptable to miss class due to work or personal travel. For any additional travel ensure that you have the required visas for the respective countries and this is undertaken outside of class and assessment periods.