SPRING 2011
EXCHANGE TO-DO LIST

To successfully complete your exchange program:

- Research exchange opportunities
- Attend optional exchange information session – 04Sep10 (pizza lunch provided) OR 08Sept10
- Apply for exchange through online survey – 08Sep10 to 12Sep10
- Submit exchange application materials to IPO – 08Sep10 to 16Sep10
- Research visa and immunization requirements
- Submit Course Plan form to IPO via email by 23Nov10
- Attend MANDATORY predeparture session – 01Dec10 or 10Dec10
- Arrange for submission of Course Certificate form with host school coordinator, after start of exchange classes
- Arrange for transmission of transcripts to IPO, after end of exchange classes
- Complete reentry survey with minimum of two START stories, 25Apr11
- Meet with CMC counselors with reentry resume

Research Incentive Program available to first five student submissions for select exchange programs:

CUHK
RSM
UBC Sauder
SSE
St. Gallen
Wits

Up to US $2,000.00 for exchange expenses (Can include course materials, accommodations, meals, etc. Please keep all receipts and transaction records.)

Please email Ms. Candice Aldrich ca49@duke.edu for more information.

“A truly transformative experience”