UW-EAU CLAIRE ONLINE APPLICATION

Step-by-Step Instructions for International Exchange and Grant Students

Dear International Exchange and Grant Students,

Thank you for considering UW-Eau Claire!

The following instructions will help you complete your application for UW-Eau Claire. We have provided notes and explanations about each part of the application process.

If you have questions about the application, contact the Center for International Education at international@uwec.edu. We look forward to welcoming you to the UW-Eau Claire campus!

Sincerely,

Center for International Education (CIE)
University of Wisconsin-Eau Claire

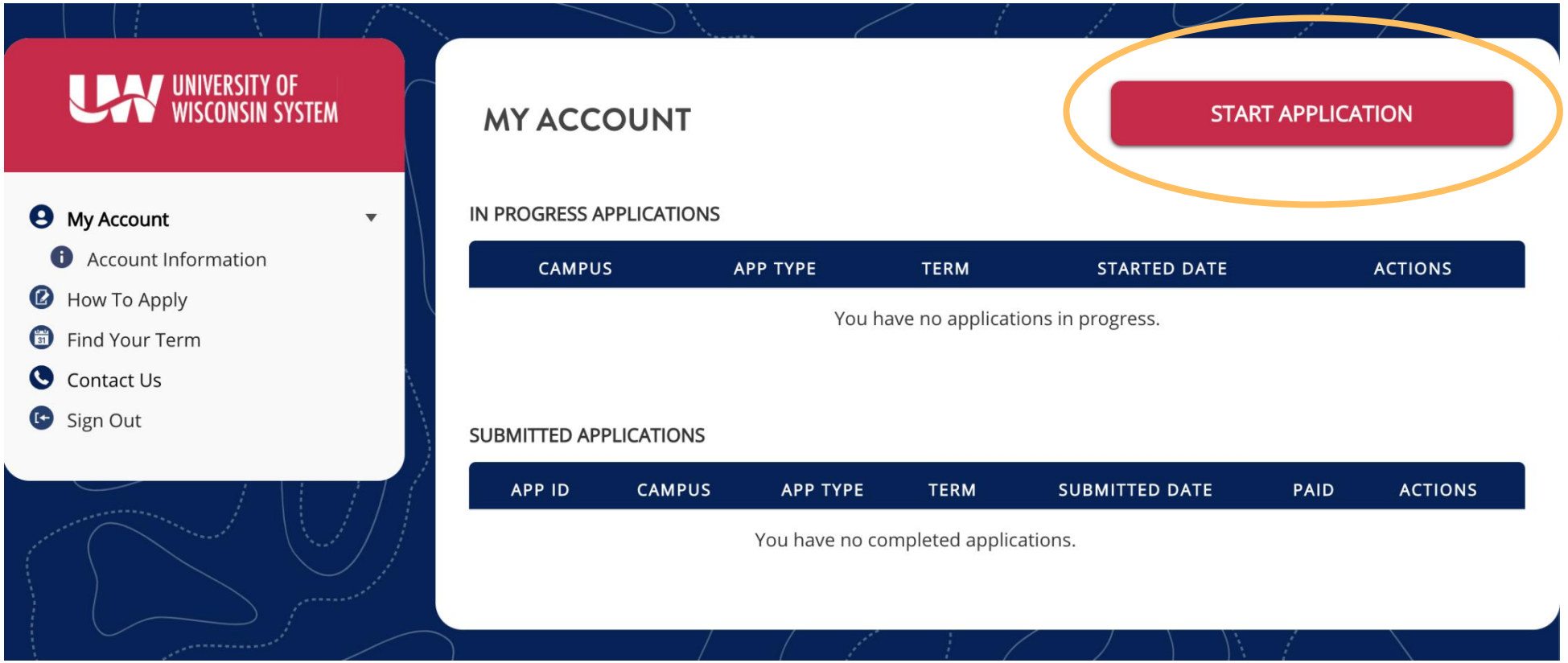
STEP 1: CREATE AN ACCOUNT

Create an online account at: https://apply.wisconsin.edu/

Once you have confirmed that the information is correct, continue to the next section of the application.

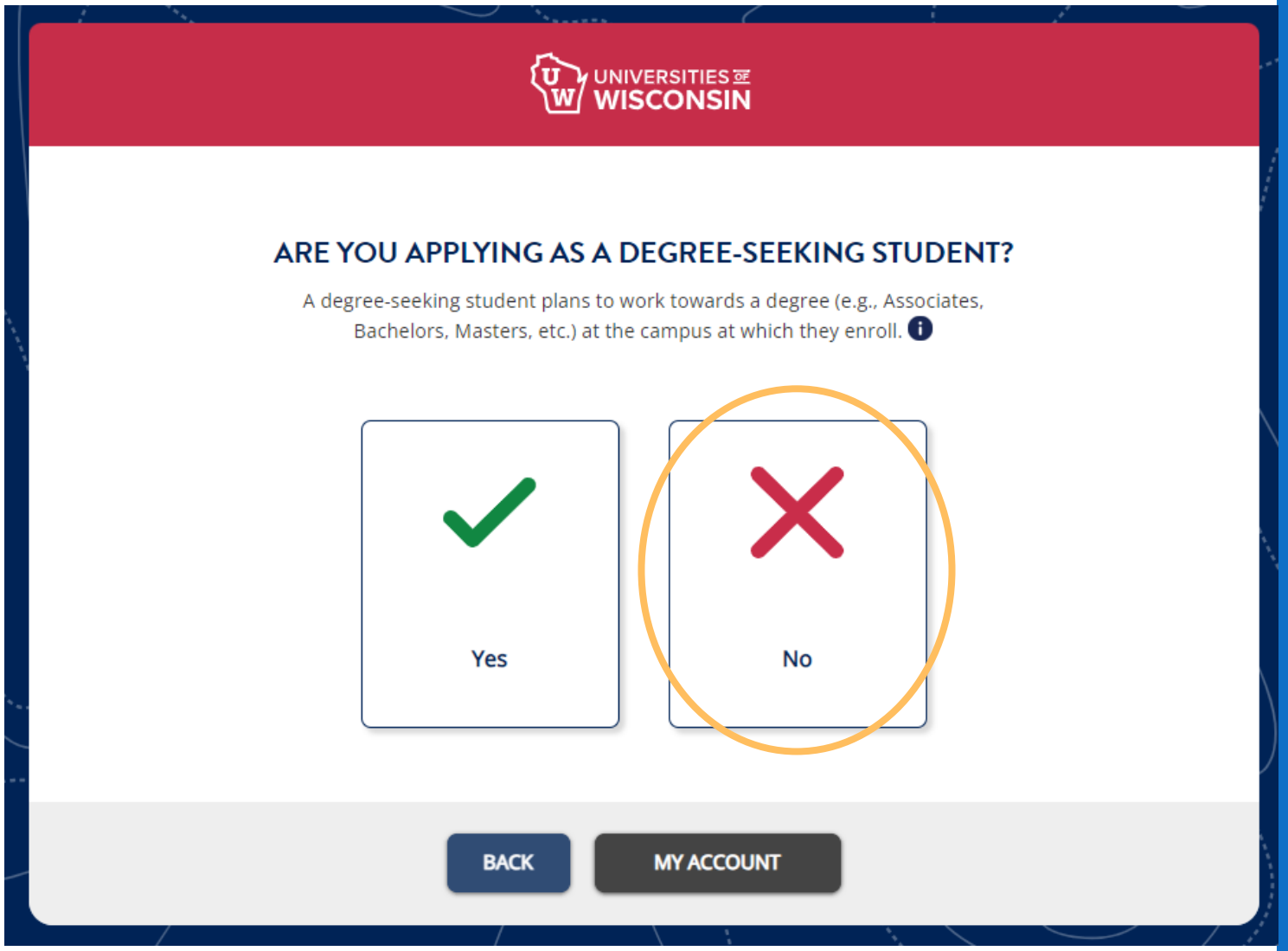
STEP 2: CREATE AN APPLICATION

Select **Start Application** to begin the application.



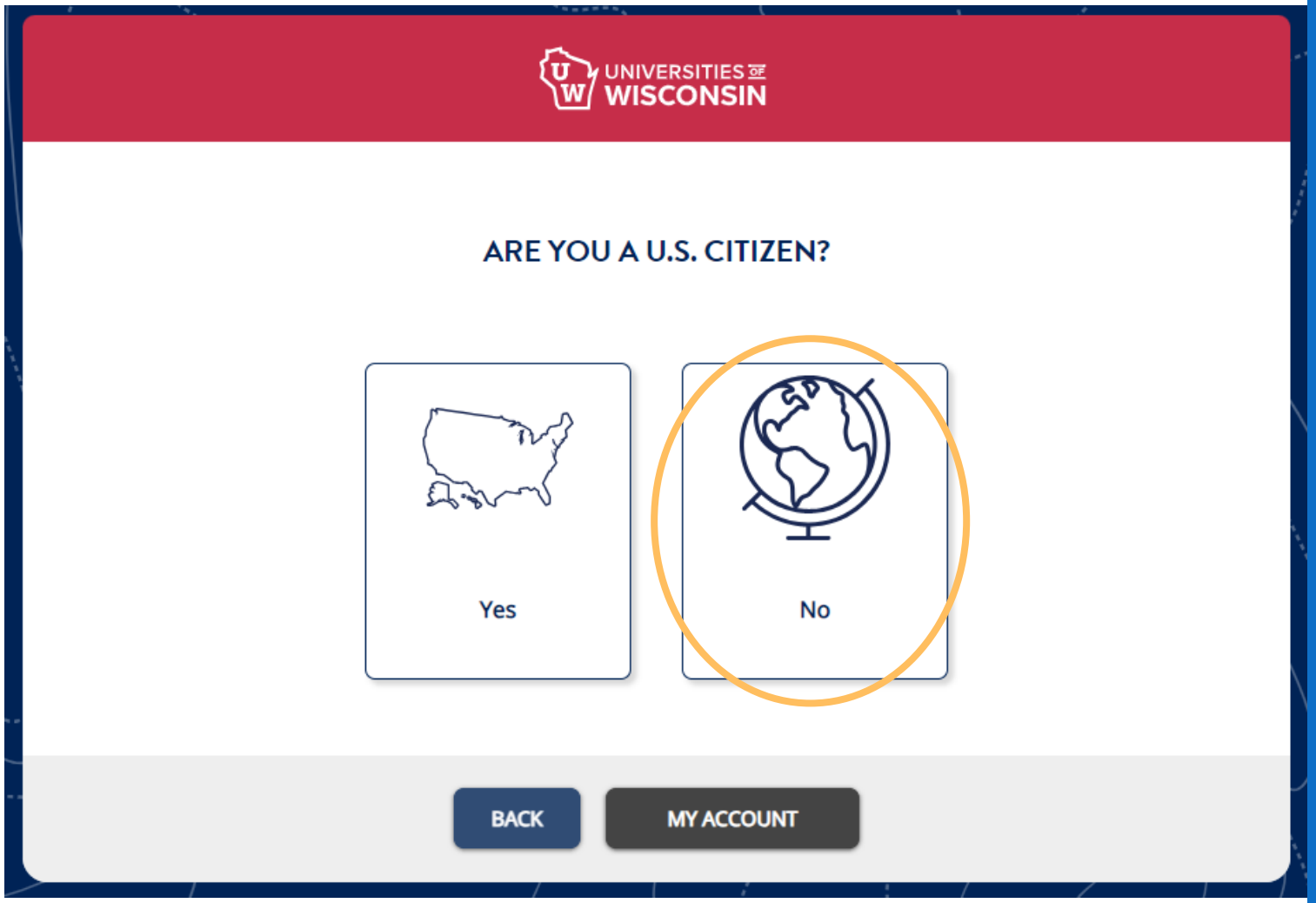
Are you applying as a degree-seeking student?

Click **No**



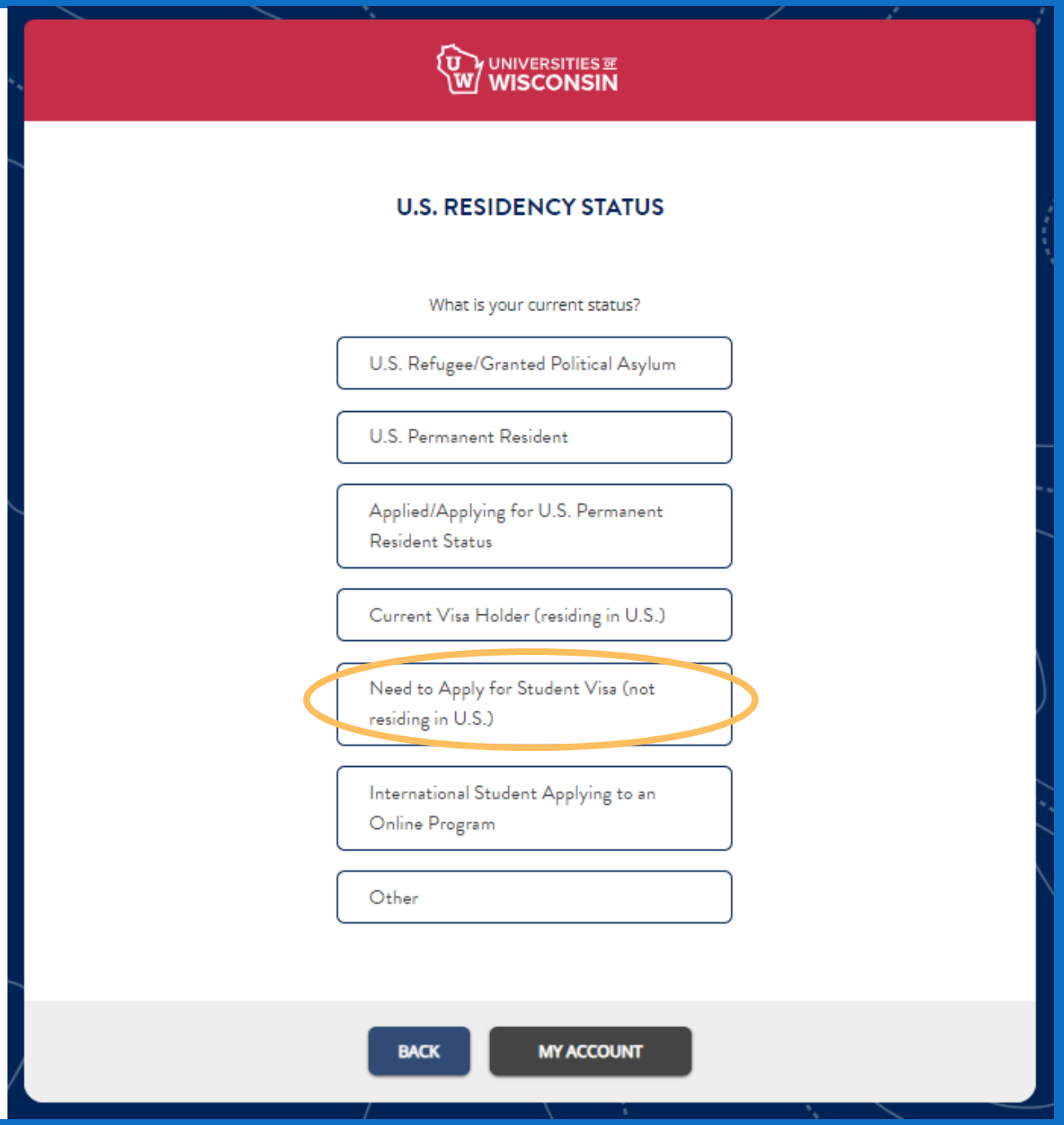
Are you a U.S. Citizen?

Click **No**



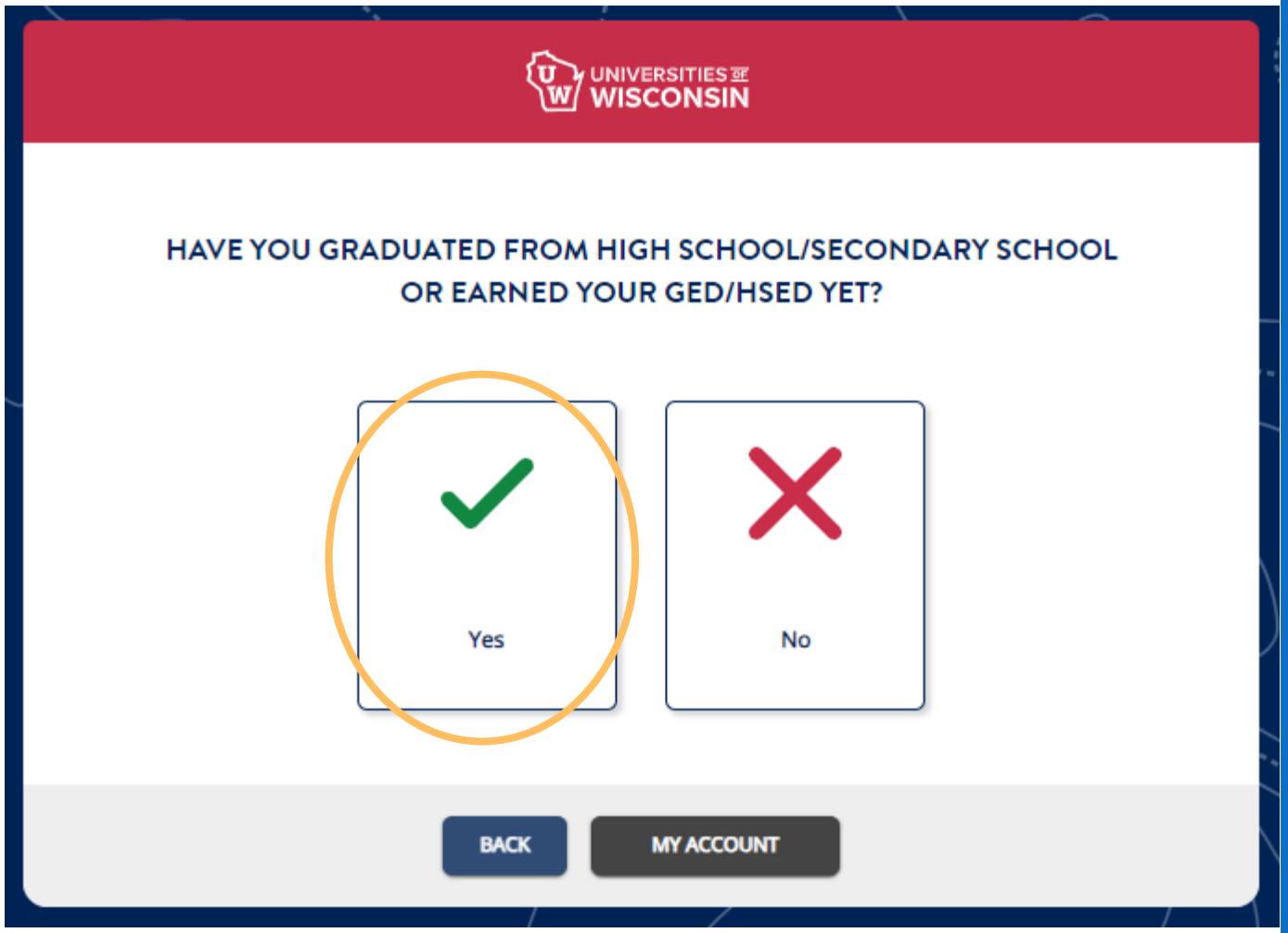
What is your current status?

Click **Need to Apply for Student Visa (not residing in U.S.)**



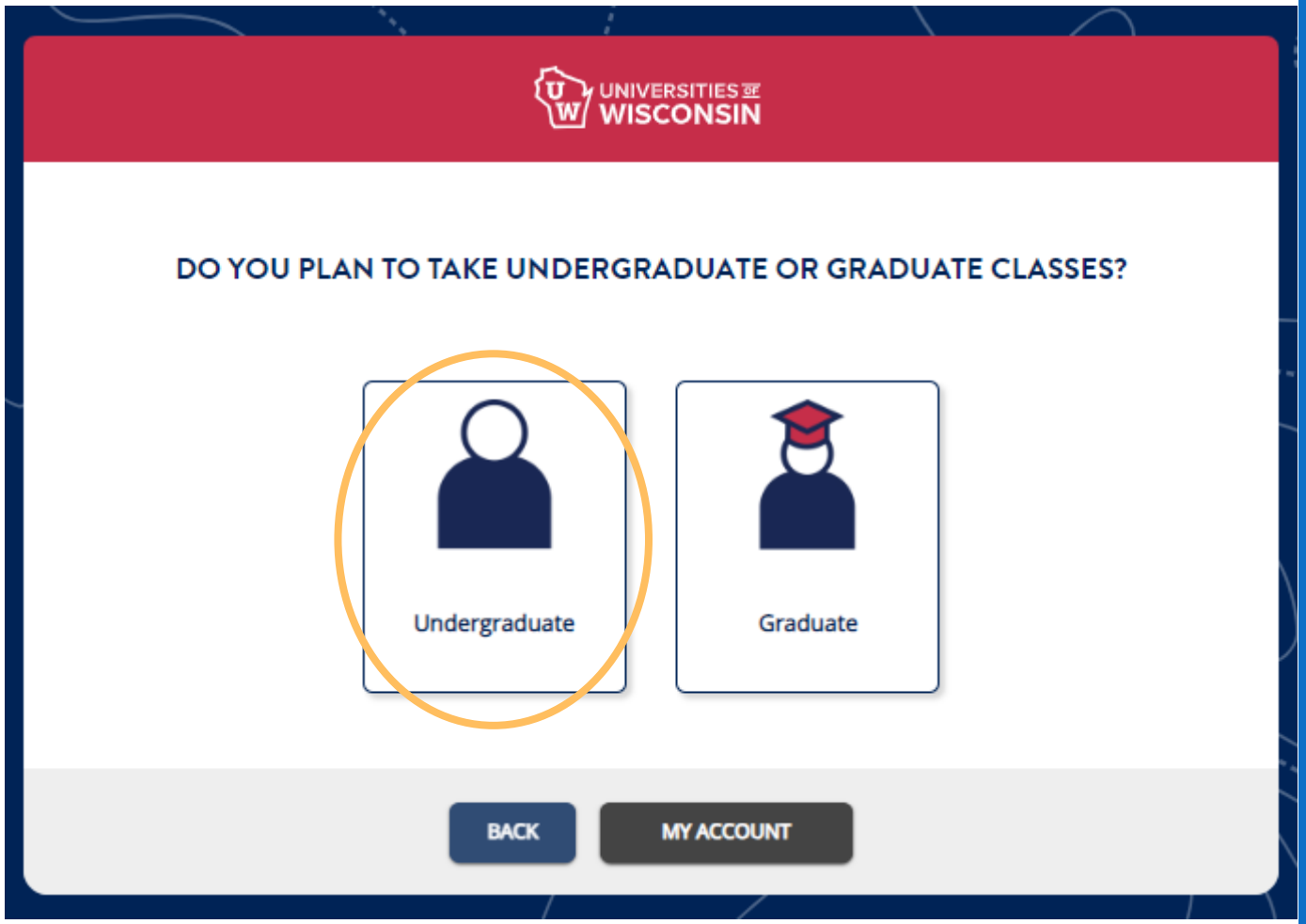
Have you graduated from high school/secondary school or earned your GED/HSED yet?

Click **Yes**



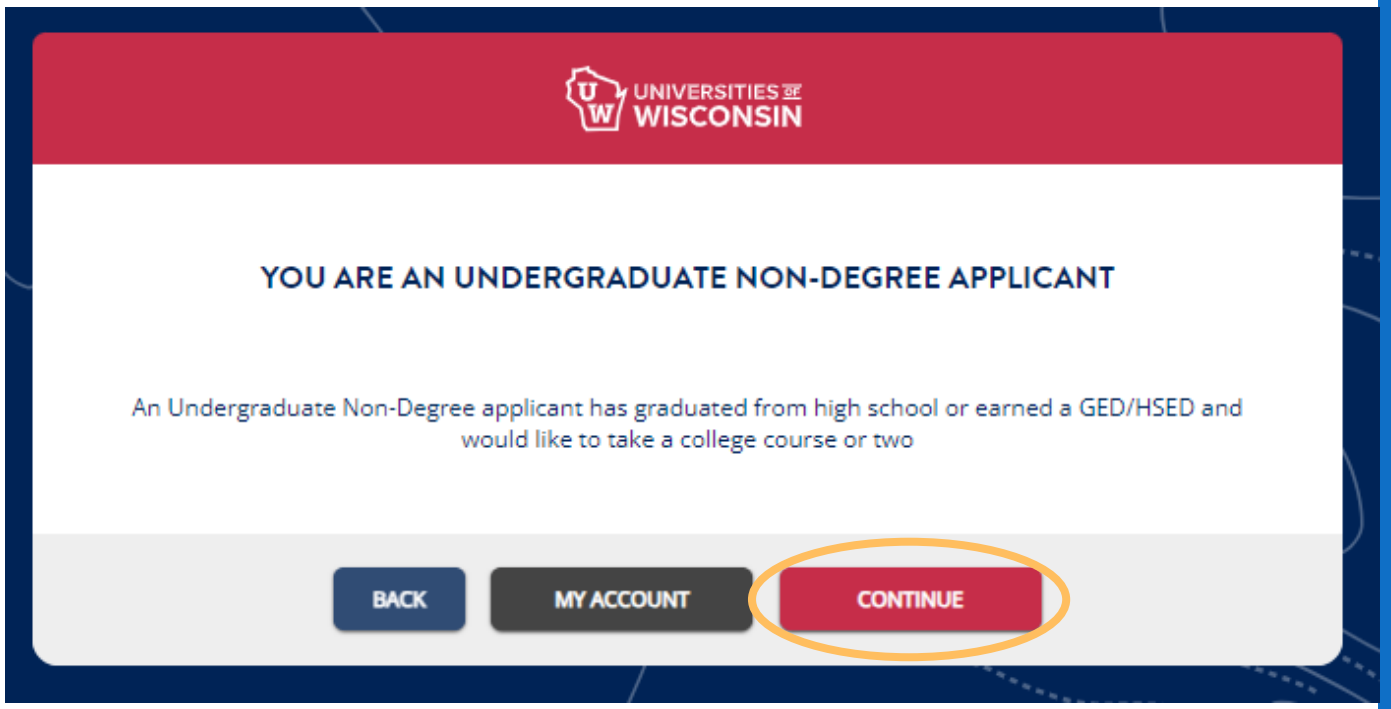
Do you plan to take undergraduate or graduate classes?

Click **Undergraduate**



You are an undergraduate non-degree applicant.

Click **Continue**

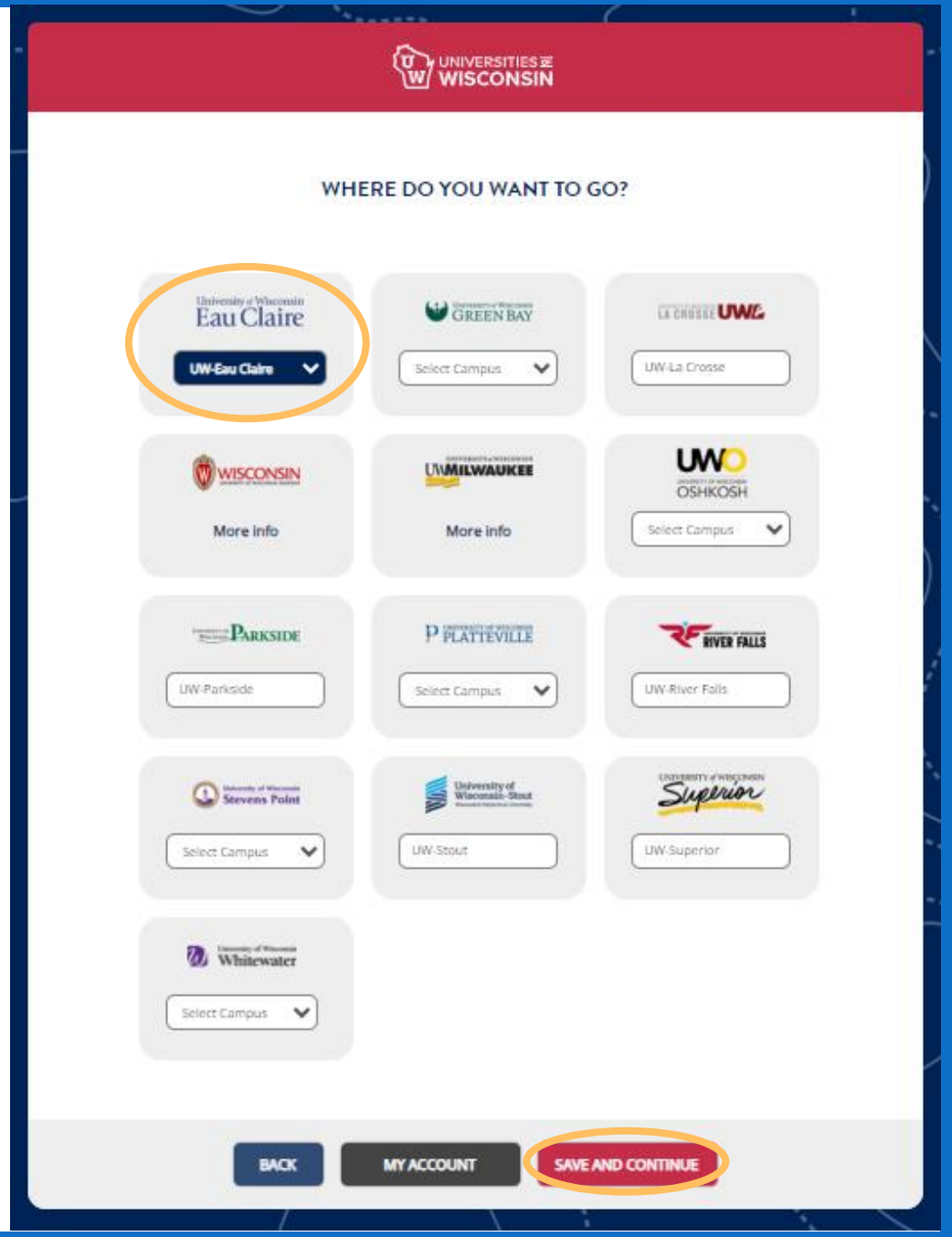


Where do you want to go?

(Select the drop-down menu under the University of Wisconsin Eau Claire logo)

Click **UW-Eau Claire**

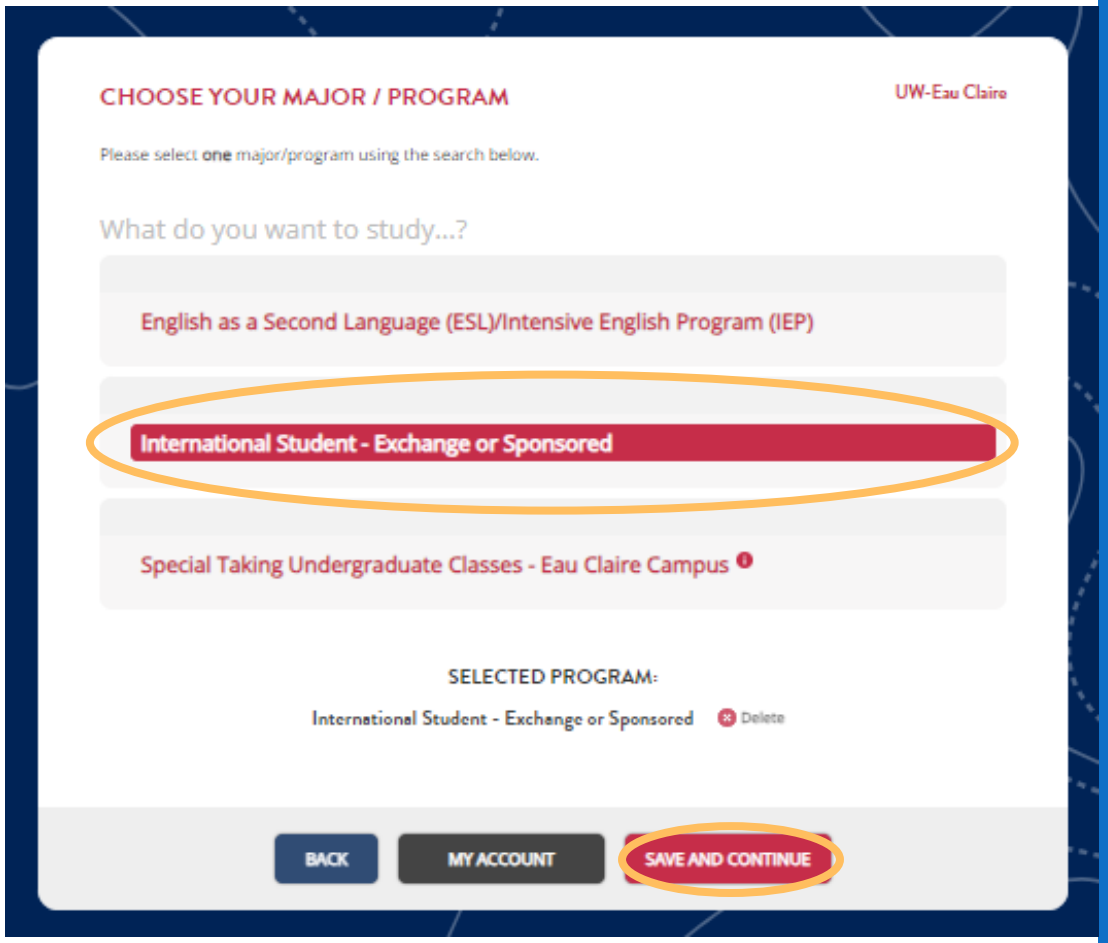
Click **Save and Continue**



What do you want to study?

Click **International Student – Exchange or Sponsored**

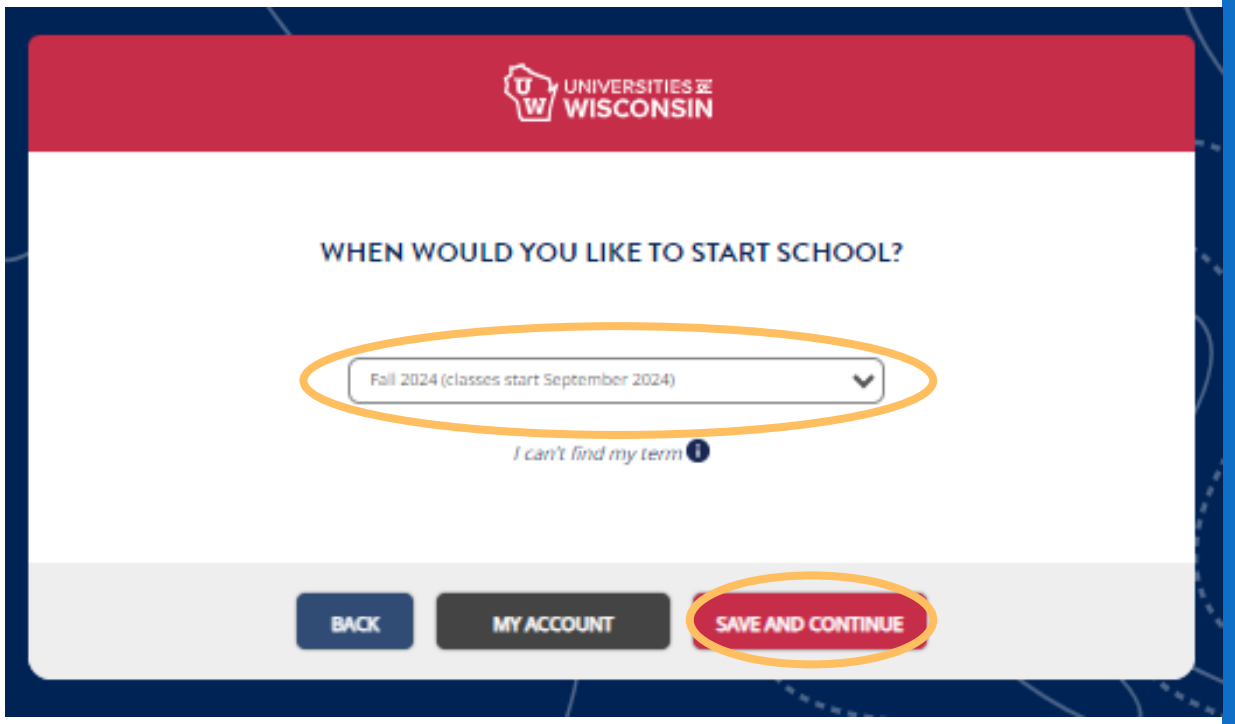
Click **Save and Continue**



When would you like to start school?

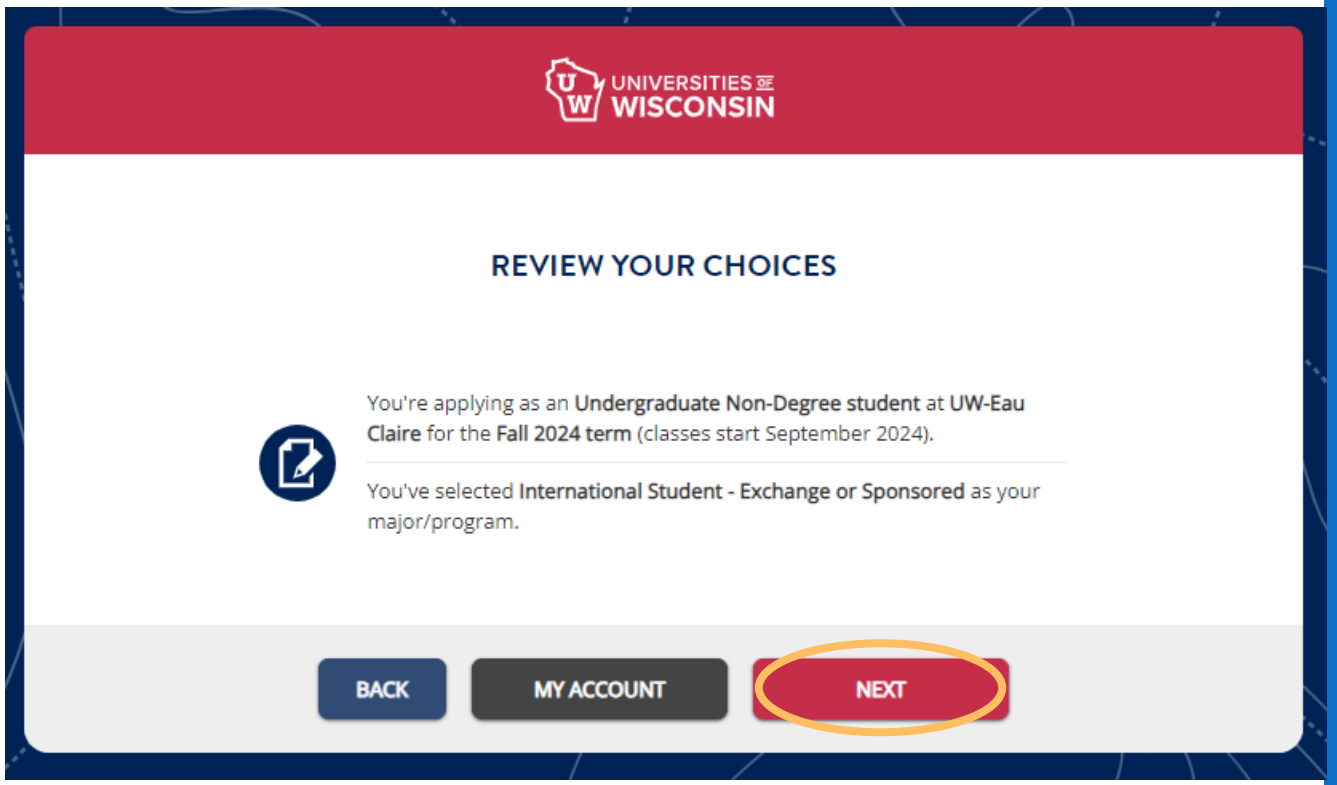
Use the dropdown menu to select the **correct term and year** that you plan to attend.

Click **Save and Continue**



Review Your Choices

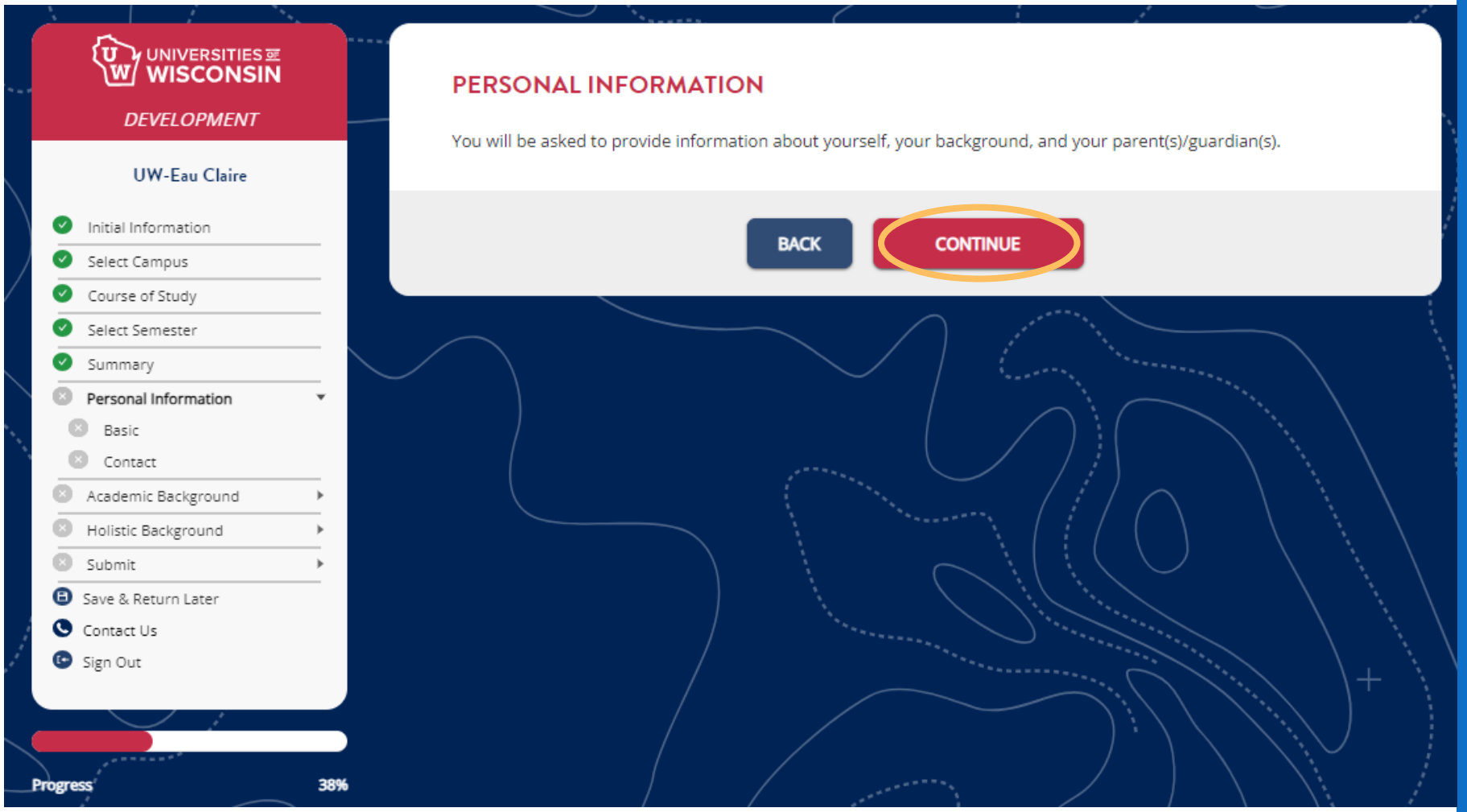
Click **Next**



Personal Information

Click **Continue**

Once you get to this stage in the application you can save your application at any time and continue later.



Basic Information

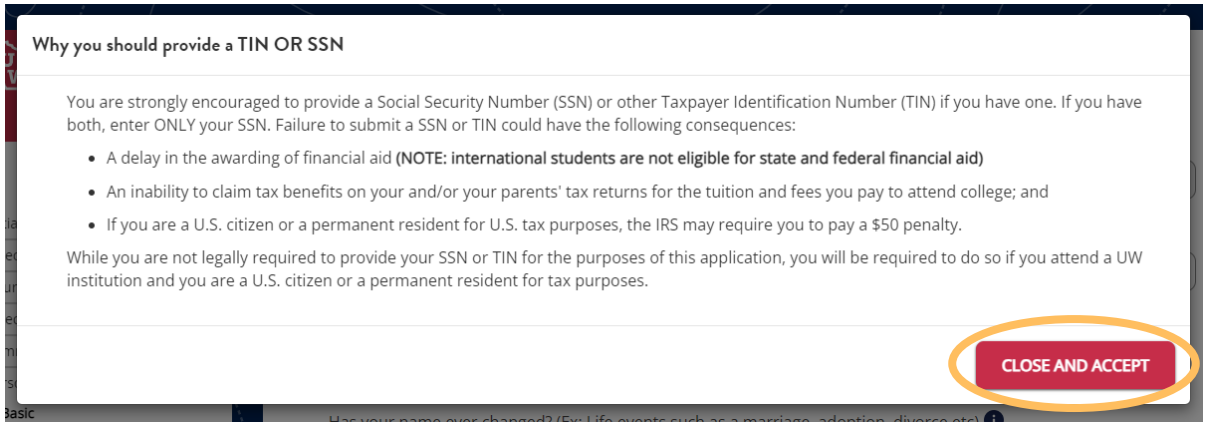
Provide the **required information**.

You may only skip portions that are (Optional).

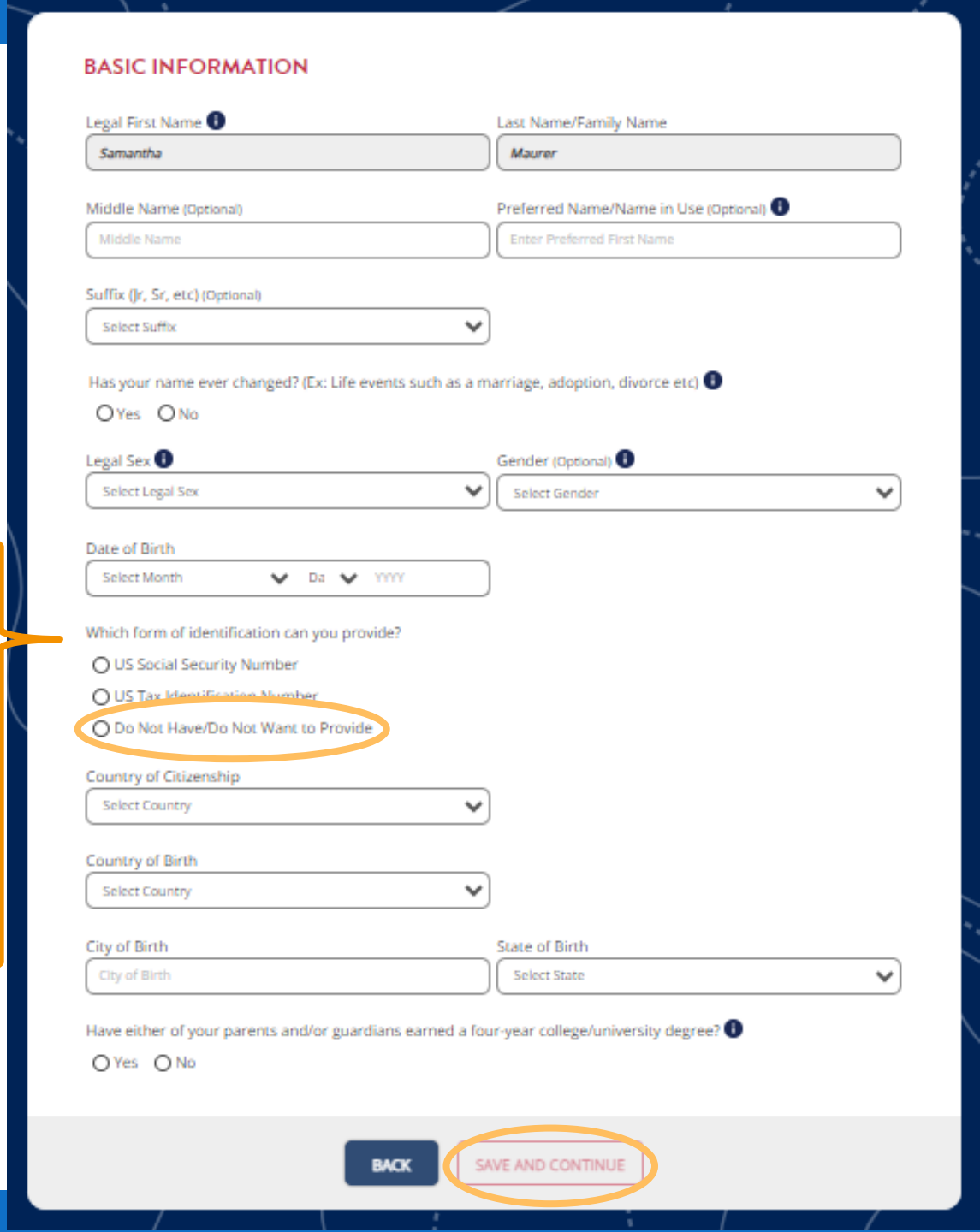
Which form of identification can you provide?

Click **Do Not Have/Do Not Want to Provide**

(A pop up will appear**)**



Click **Close and Accept**



Click **Save and Continue**

Contact Information

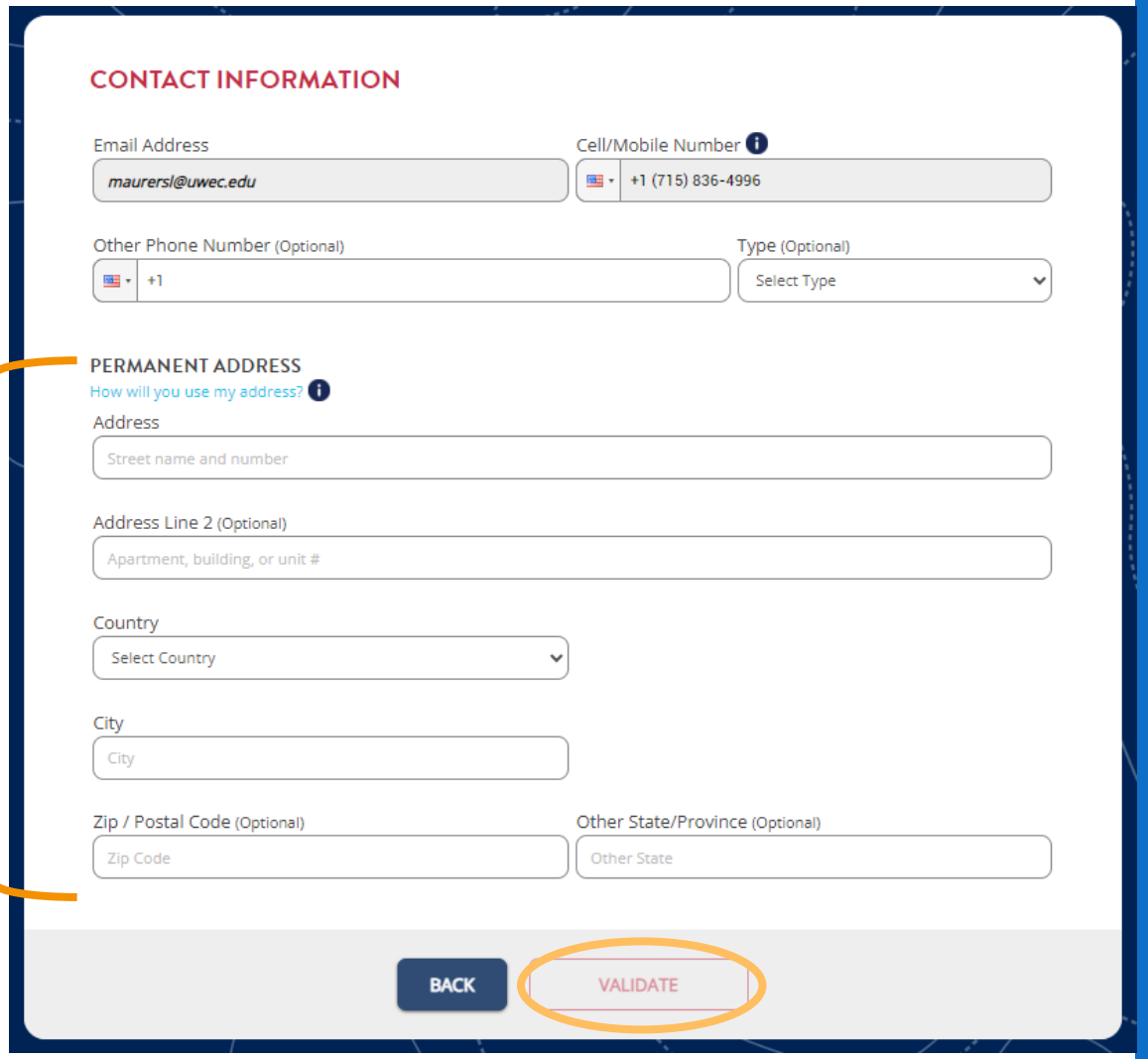
Provide the **required information**.

You may only skip portions that are (Optional).

Permanent Address

Provide the **address you live at in your home country**.

Click **Validate**



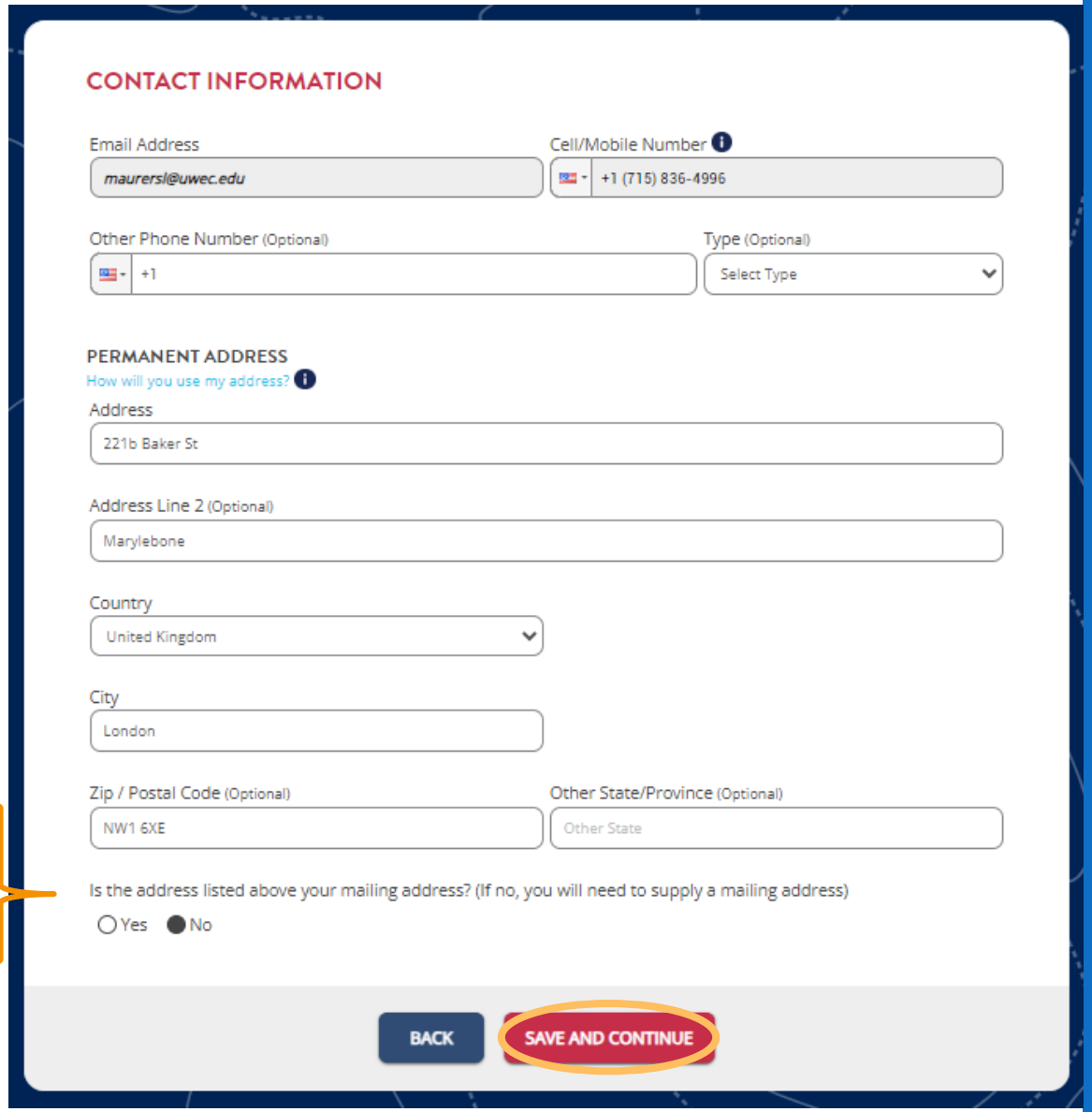
Contact Information (Continued)

Provide the **required information**.

You may only skip portions that are (Optional).

Is the address listed above your mailing address?
(If no, you will need to supply a mailing address)

Your mailing address is **an address you can consistently receive mail** before you arrive to UW-Eau Claire.
Answer Yes or No accordingly.



Click **Save and Continue**

Contact Information (Continued)

Provide the **required information**.

You may only skip portions that are (Optional).

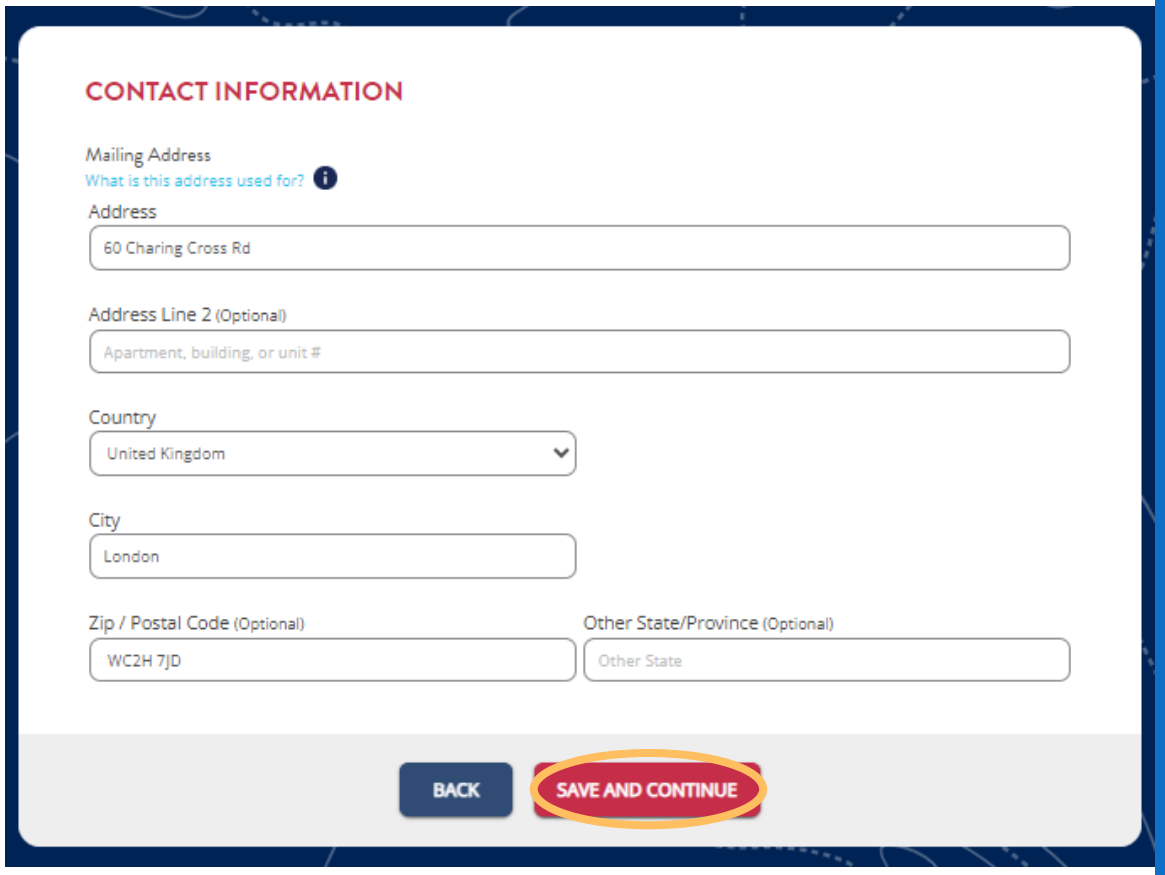
Mailing Address

This page **will only appear if you selected "No"** to the question "Is the address listed above your mailing address?" on the previous screen.

Type the **address you will receive mail at** consistently in your home country.

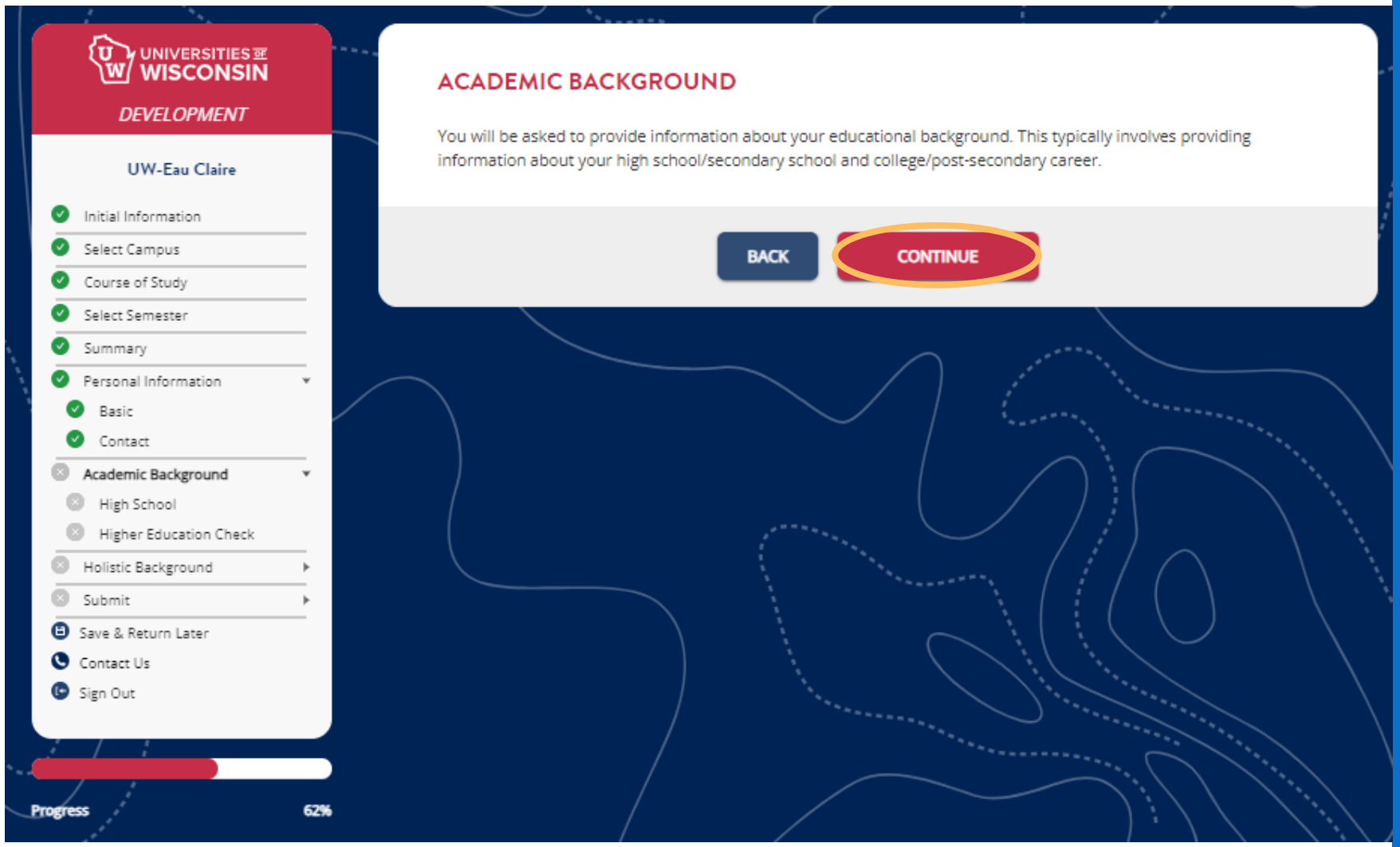
Click **Validate** (when it appears)

Click **Save and Continue**



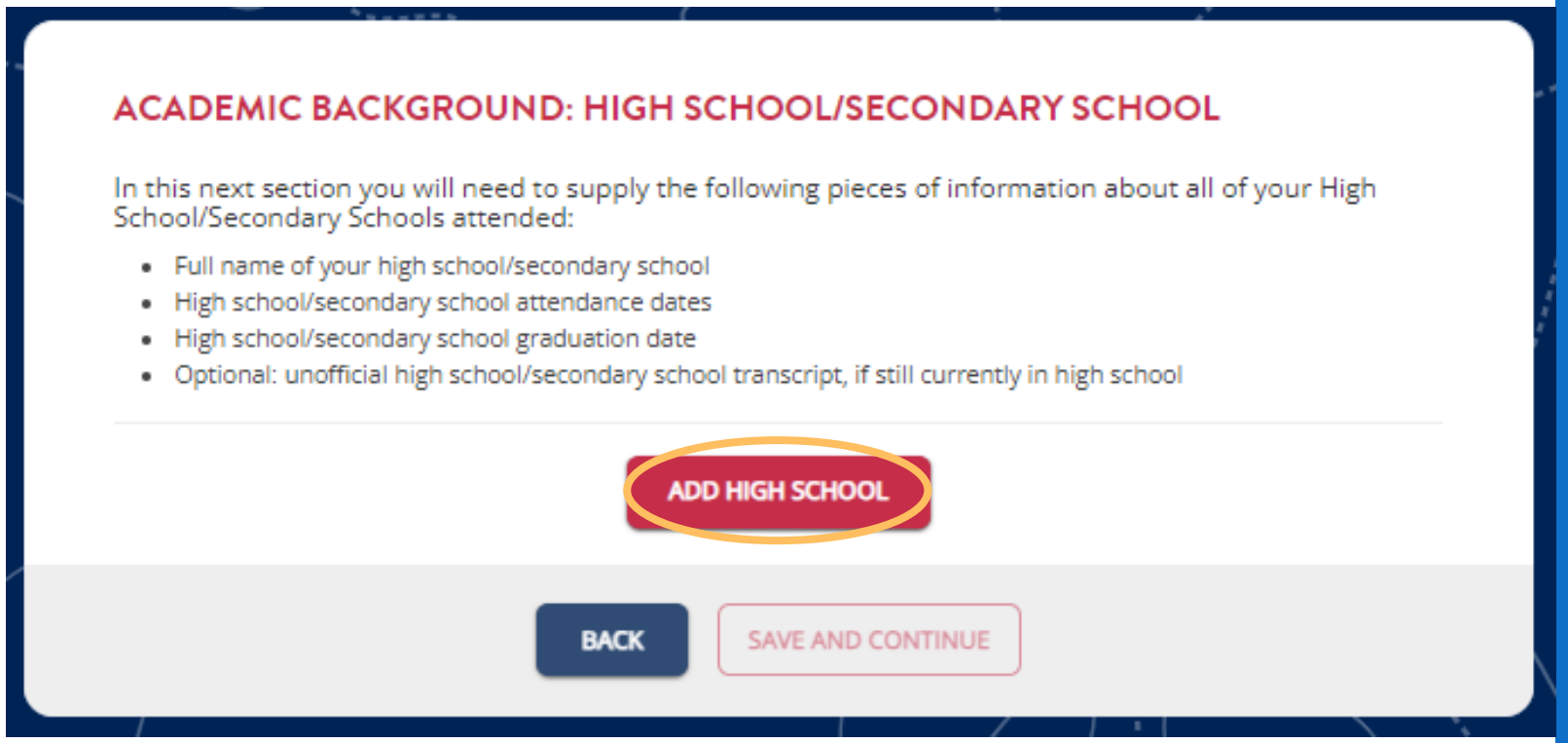
Academic Background

Click **Continue**



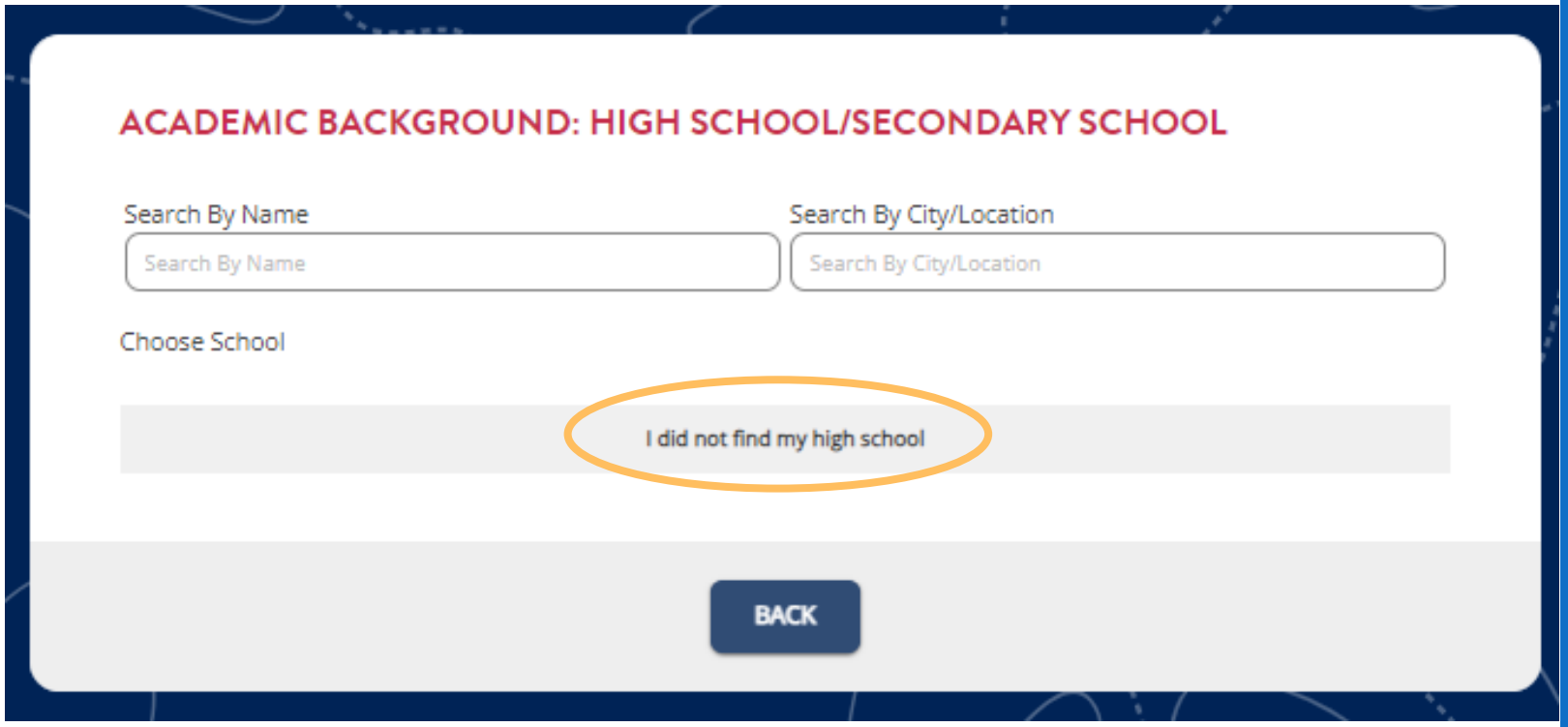
Academic Background: High School/Secondary School

Click **Add High School**



Academic Background: High School/Secondary School

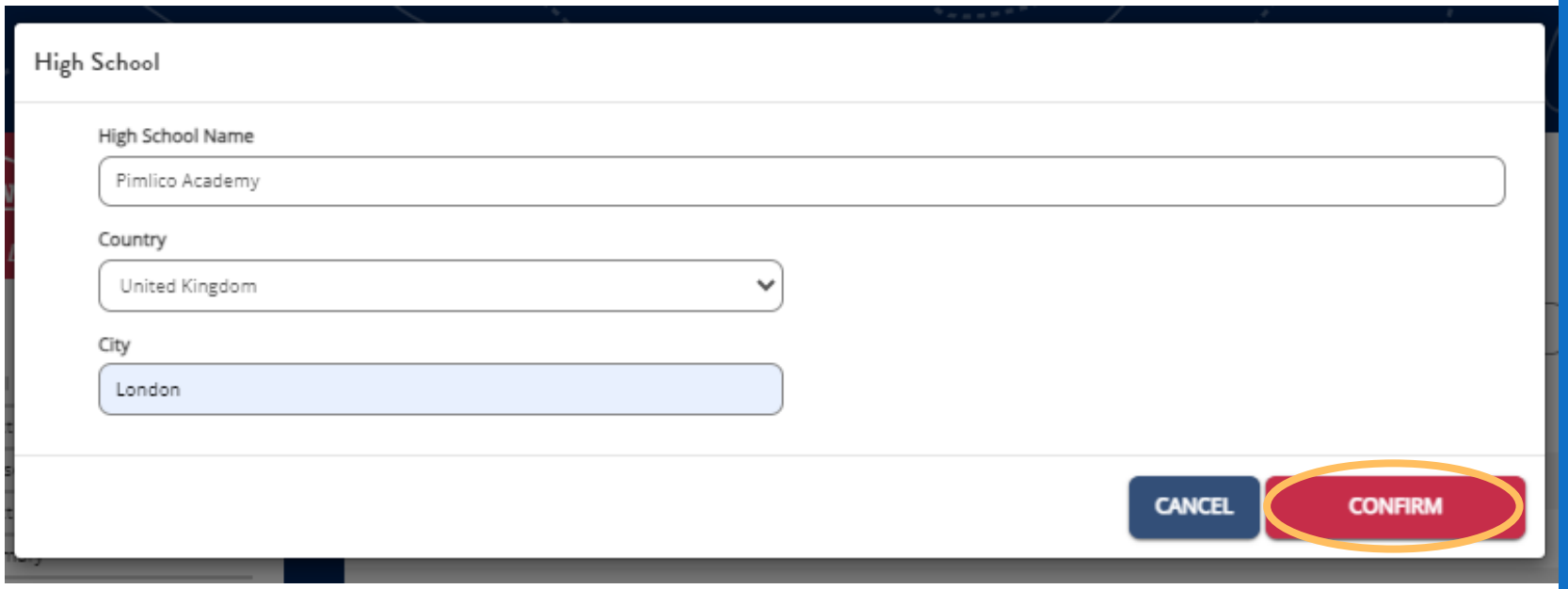
Click **I did not find my high school**



High School

Type in the **Name, Country, and City** of the high school/secondary school you attended.

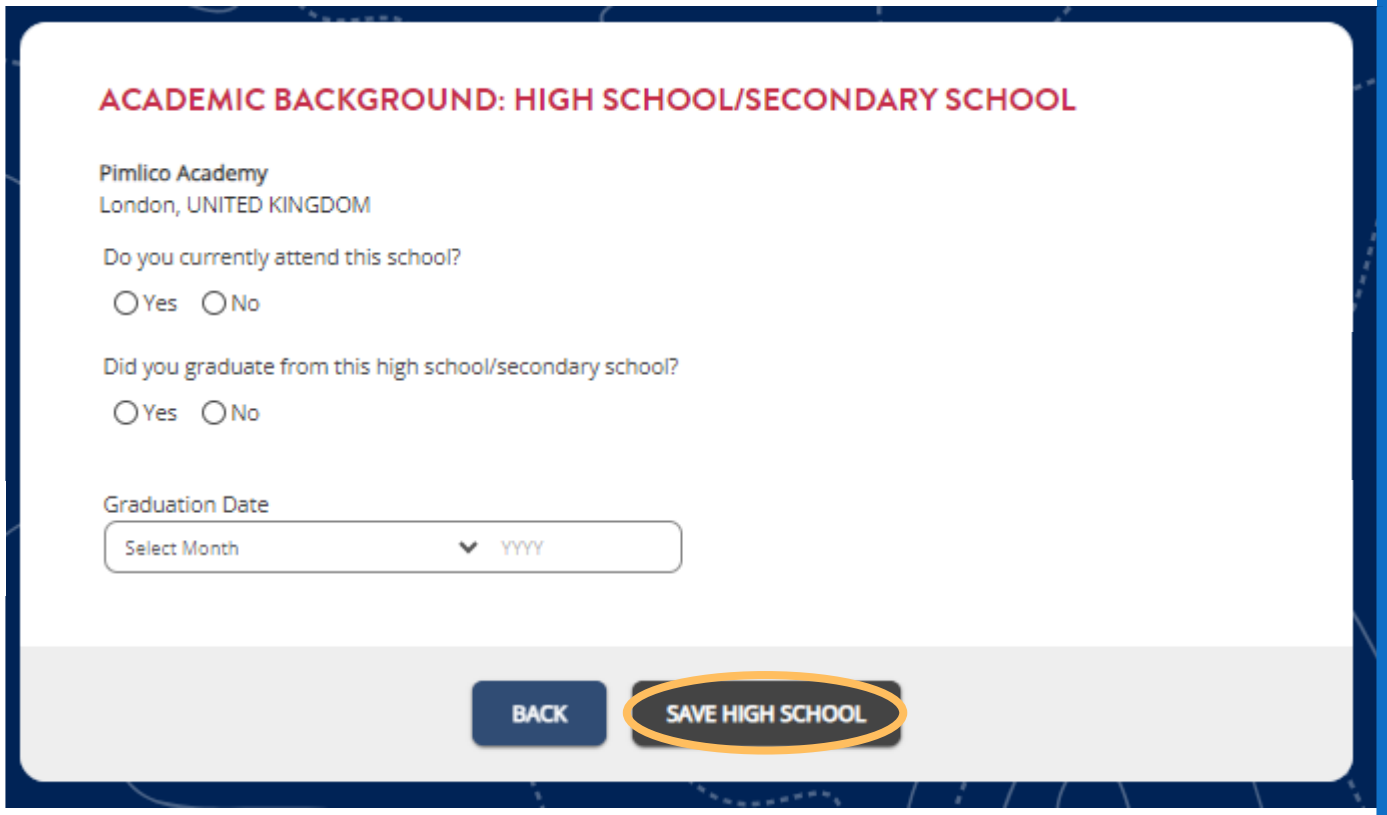
Click **Confirm**



Academic Background: High School/Secondary School

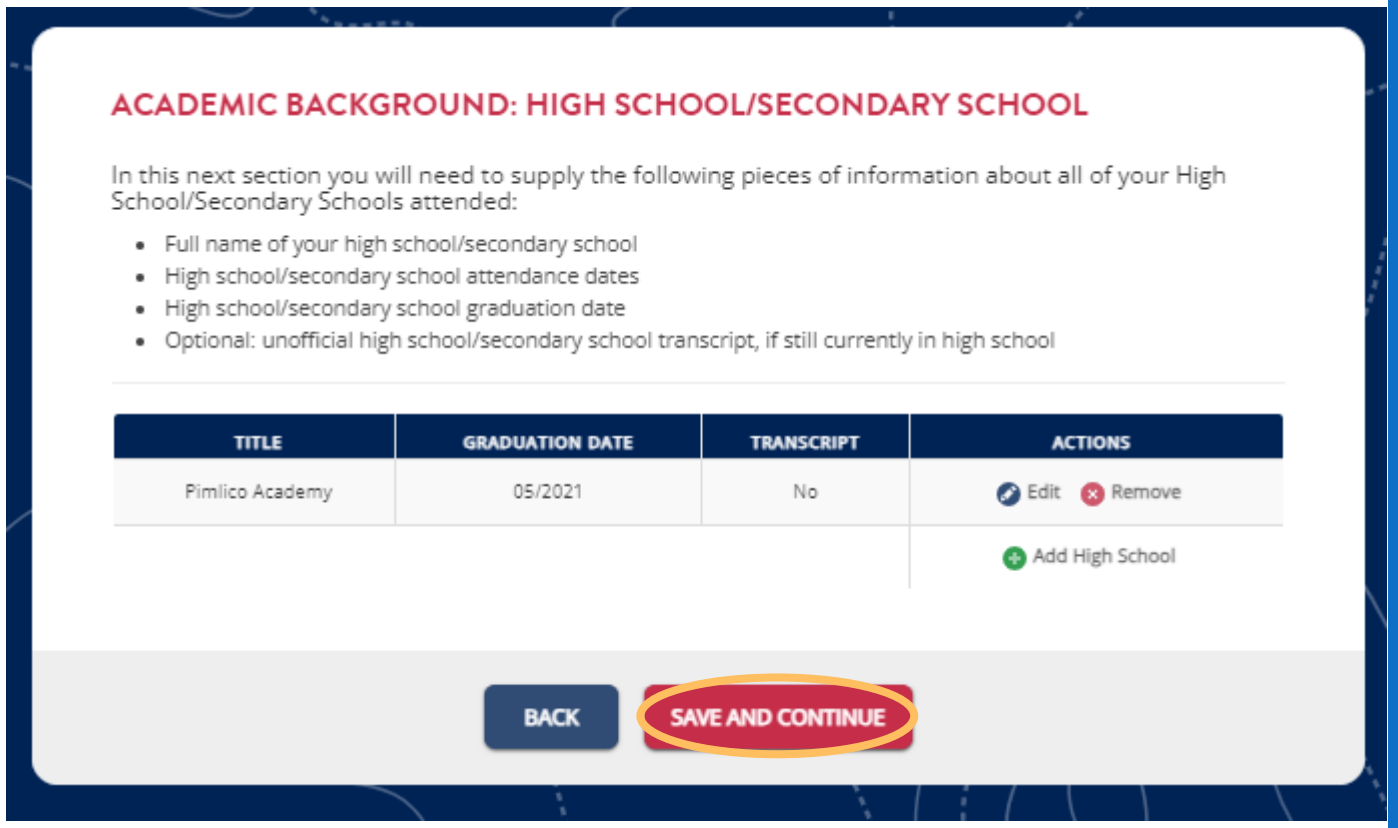
Provide the **required information**.

Click **Save High School**



Academic Background: High School/Secondary School

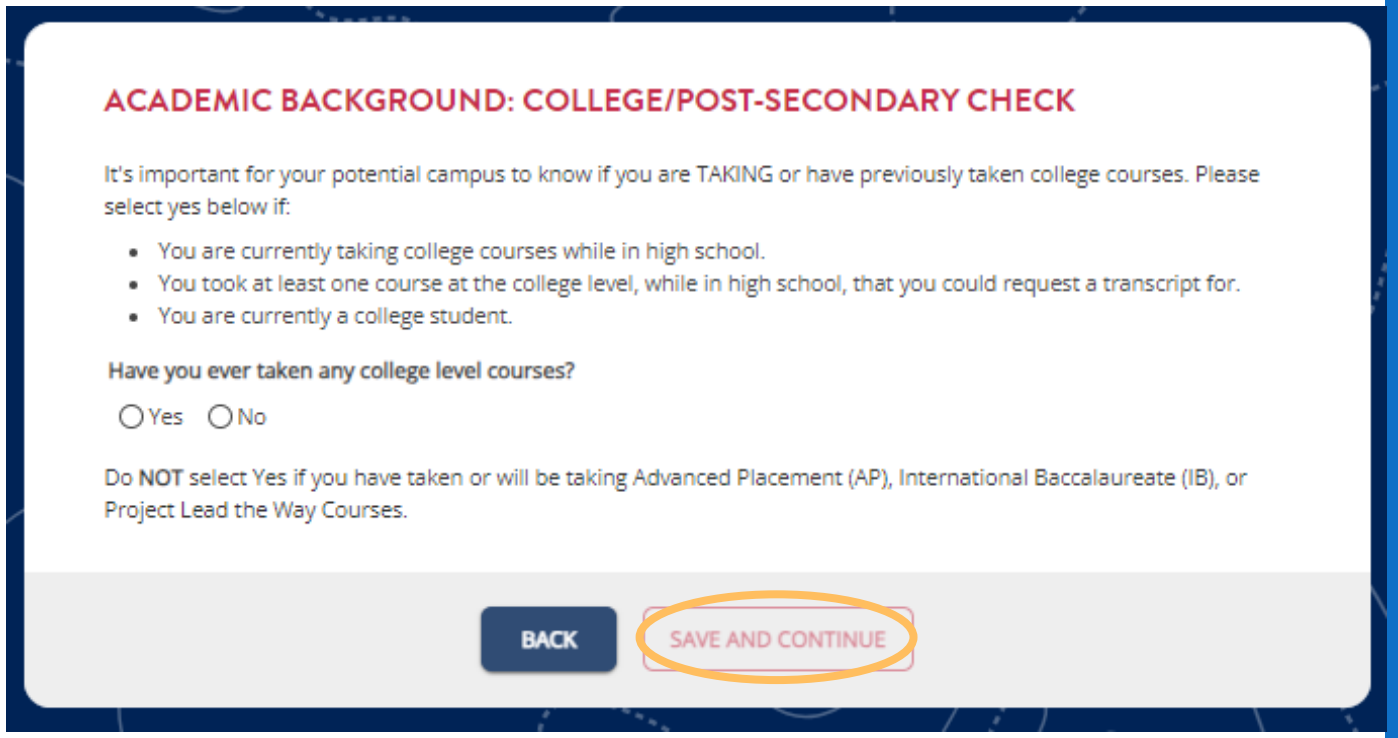
Click **Save and Continue**



Academic Background: College/Post-Secondary Check

Provide the **required information**.

Click **Save and Continue**



Academic Background: College/Post-Secondary Check

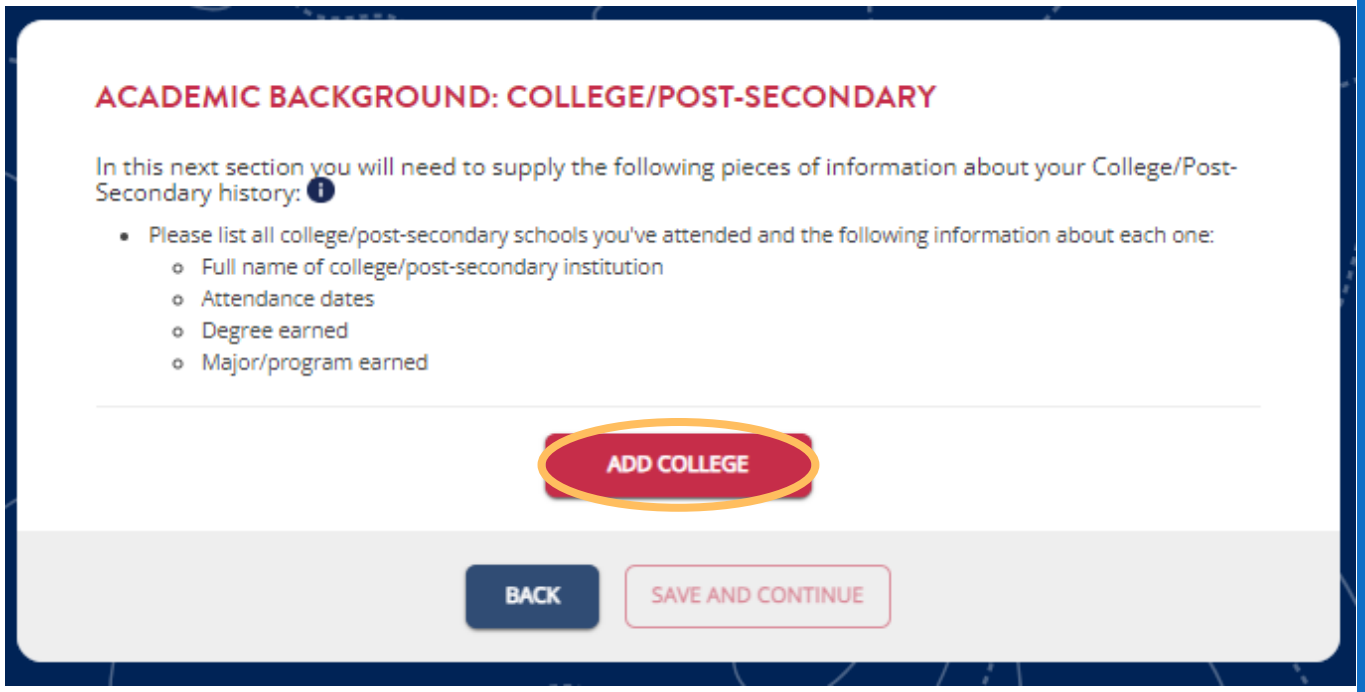
This page **will only appear if you selected "Yes"** to the question "Have you ever taken any college level courses?" on the previous screen.

If you selected "No" you will continue to the next section of the application.

Follow the same process as adding your high school/secondary school information, but this time type in your college/university's information.

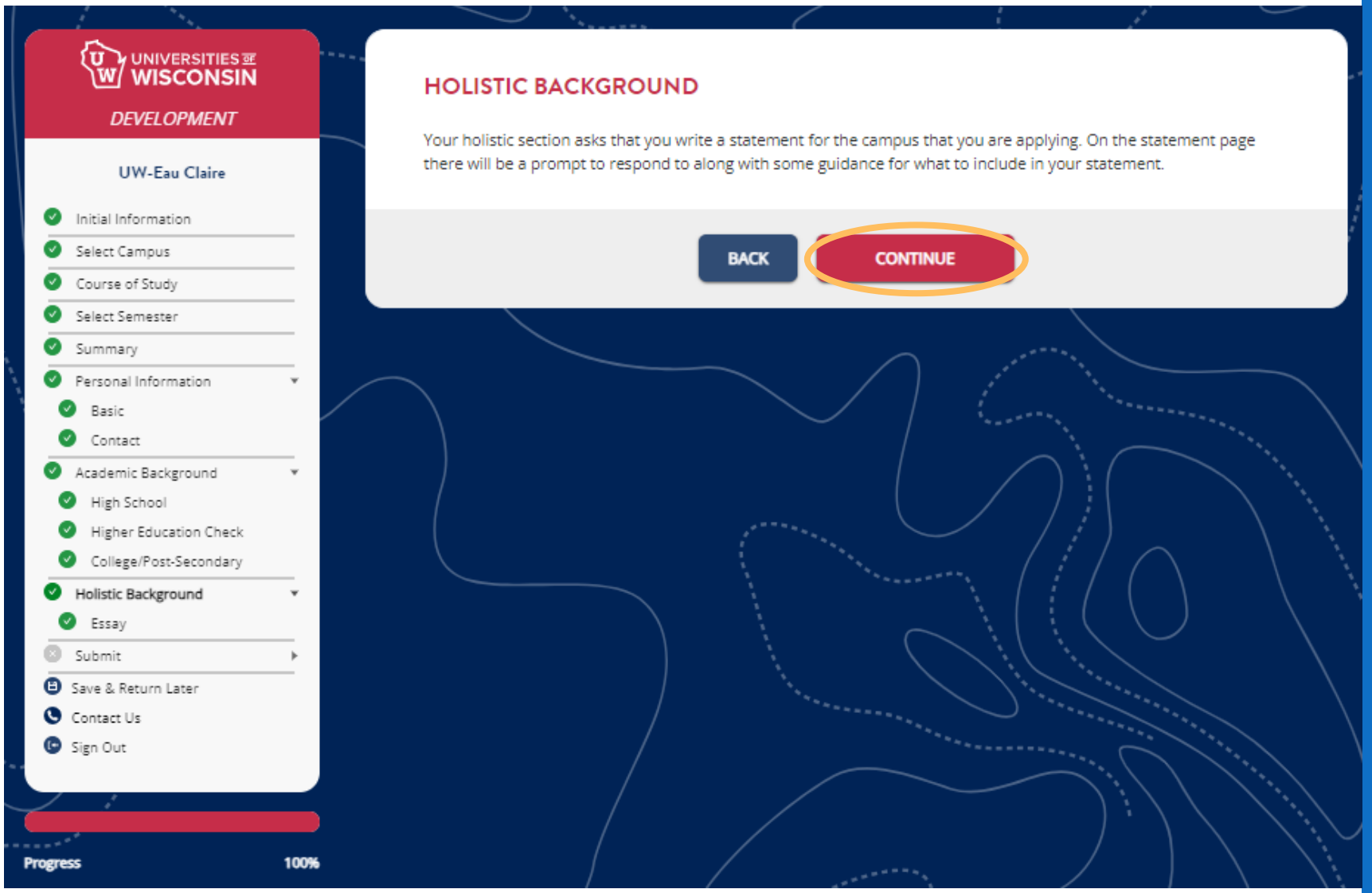
Provide the **required information**.

Click **Save and Continue**



Holistic Background

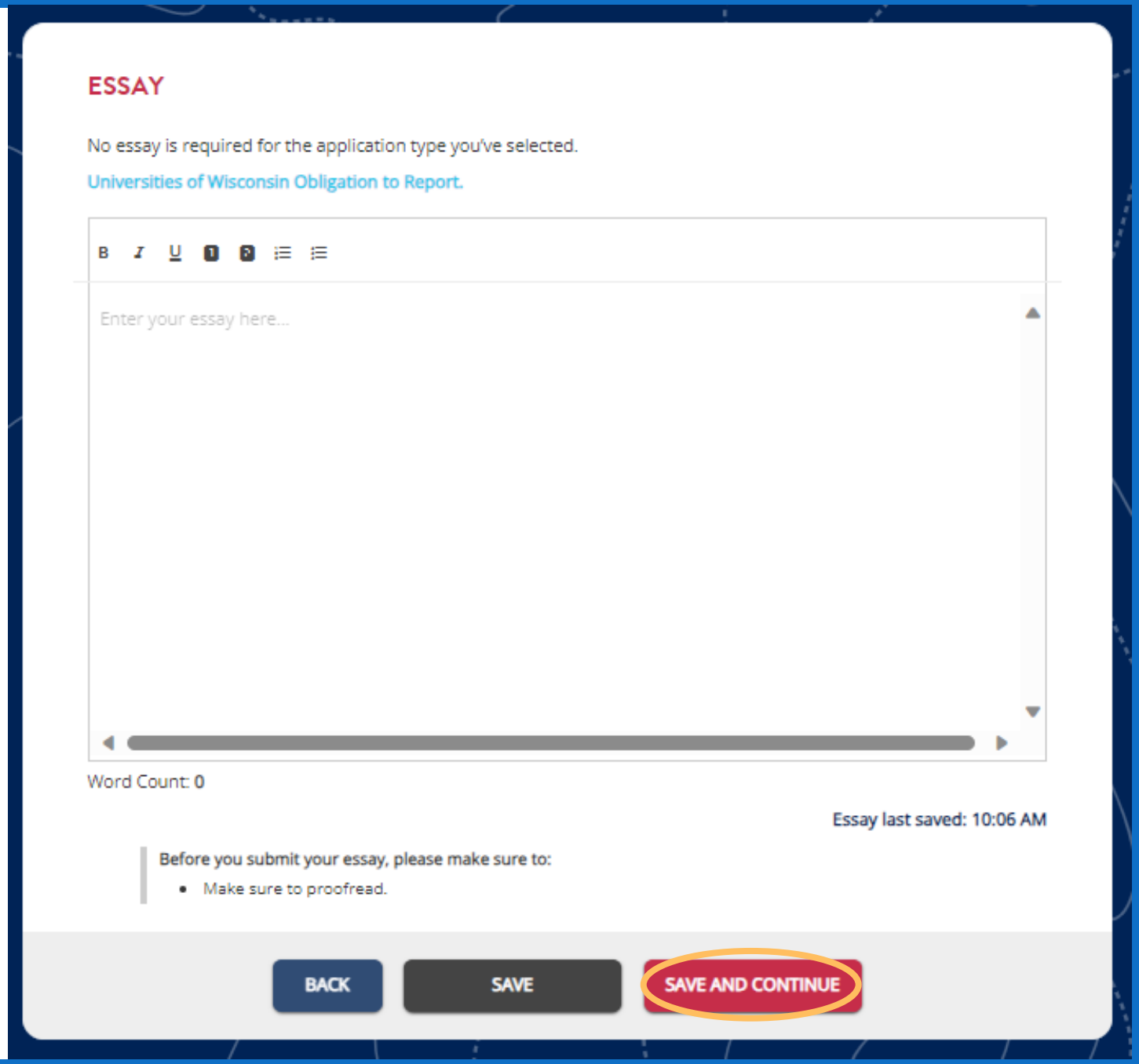
Click **Continue**



Essay

You are not required to write an essay. Skip this section.

Click **Save and Continue**



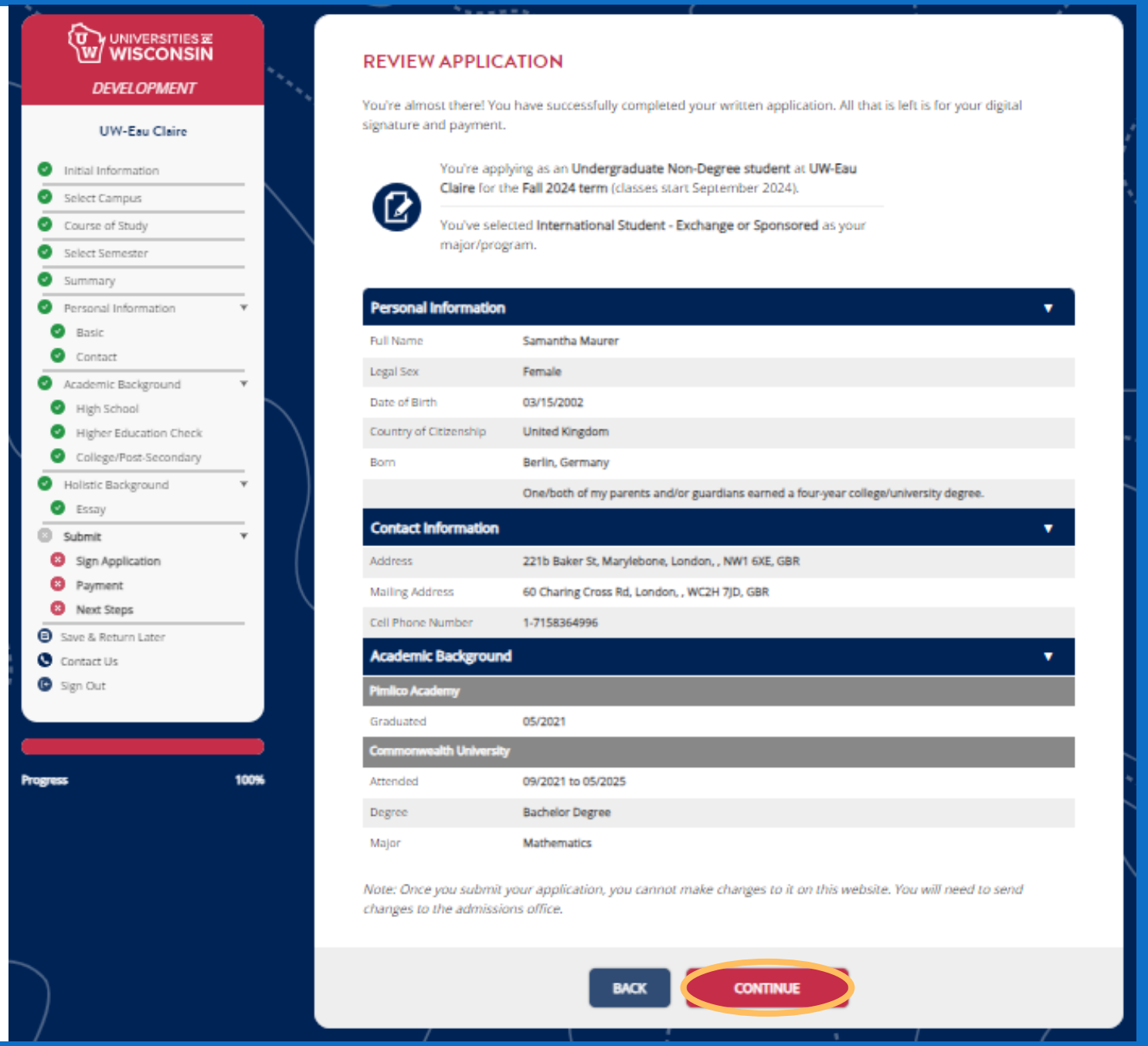
STEP 3: REVIEW YOUR APPLICATION

Review Application

Carefully read all the information you provided.

If you need to change something, use the menu to access the section that needs correction. Return to this screen once everything is correct.

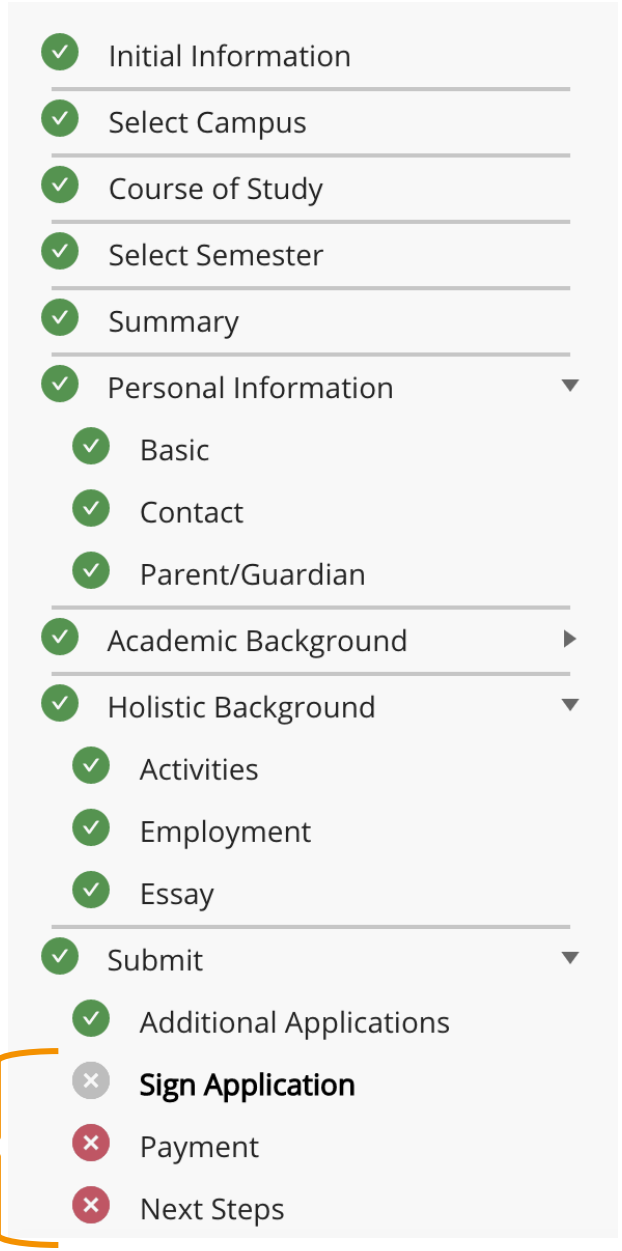
Click **Continue**



Review your progress

Each section should have a green check mark to indicate you have finished the section.

Go back and finish any that still need to be completed before you proceed.



Note, that the *Sign Application*, *Payment*, and *Next Steps* sections will be incomplete at this time. Everything else needs to be complete.

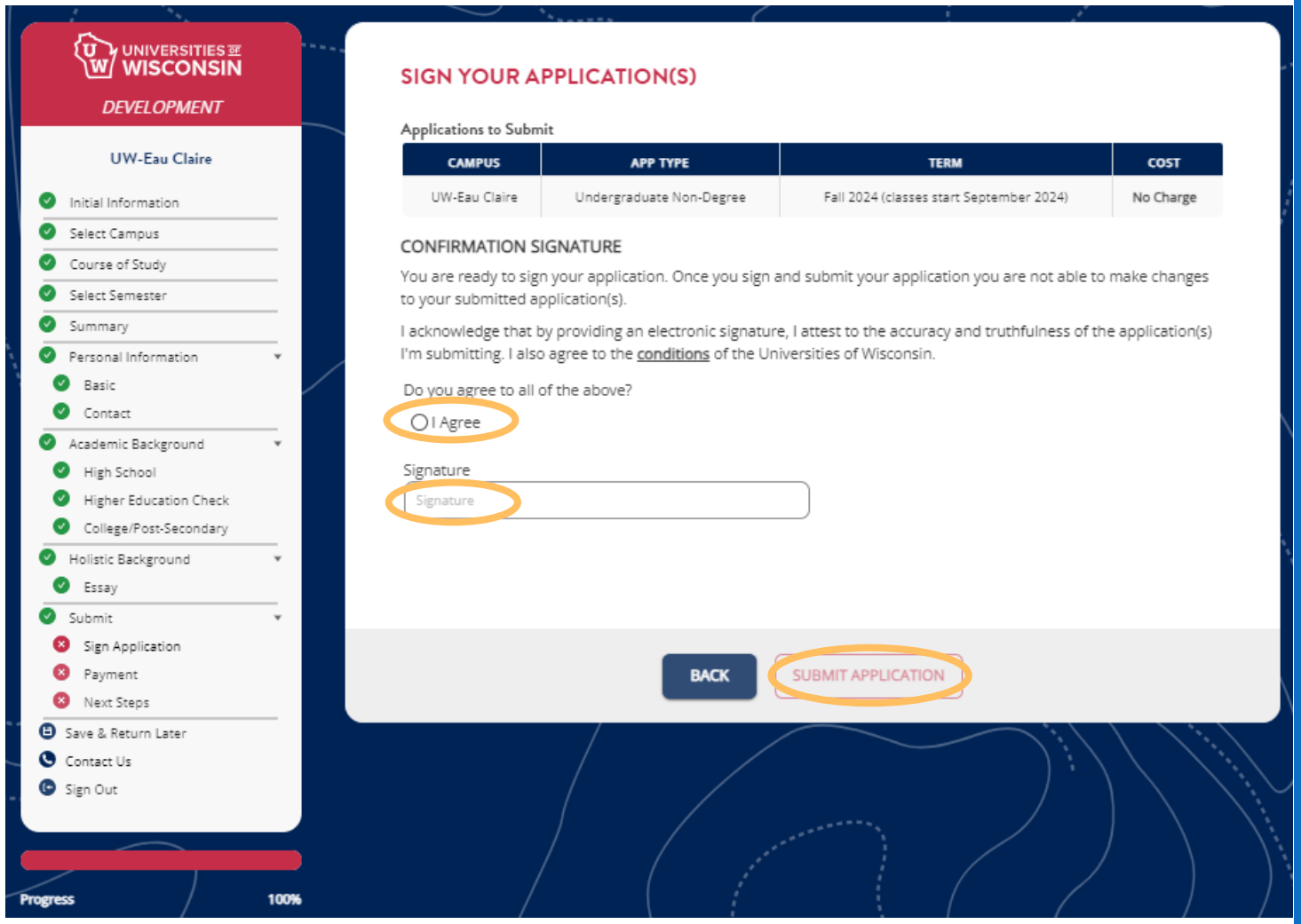
Sign Your Application(s)

Caution: Once you complete this step your application is turned in. No changes can be made after clicking the submit button.
When you are ready to submit the application, read the Confirmation Signature agreement

Click **I Agree**

Type your **full name** in the *Signature* box

Click **Submit Application**



STEP 4: KEEP GOING!

You're not done yet!

After you have completed your UW-system application, there are still steps you must take to complete your international exchange application.

Next steps include sending in your:

- Evidence of English Proficiency
- Financial Verification Form
- Certified Financial Supporting Documents
- University Academic Records
- Passport Copy

Questions? Contact the Center for International Education at international@uwec.edu.

We look forward to welcoming you to the UW-Eau Claire campus!