

CARLSON SCHOOL
OF MANAGEMENT

UNIVERSITY OF MINNESOTA

2015-2016
Fact Sheet
International
Exchange
Program

Carlson Global Institute
University of Minnesota
Minneapolis, Minnesota
USA

321 Nineteenth Avenue South, Suite 2-210
Minneapolis, MN
55455-0438

exchgin@umn.edu
z.umn.edu/incomingexchange

Application

Coordinators nominate students by emailing the Carlson Global Institute with the name, email address, term, level of study, gender, and date of birth by the deadline listed below.

Students then submit the required application form and materials to the Carlson Global Institute office electronically. Hard copies of application materials are not required. Full application instructions can be found on our website:

z.umn.edu/exchangeapplication

Dates & Deadlines

Event	Fall Semester	Spring Semester
Preferred Nomination Deadline	March 1	August 1
Application Deadline.....	April 1	September 1
Submit Housing Application.....	May	November
Submit Course Preference Form.....	July 15.....	December 1
Acceptance Letter & DS-2019 delivered to home school*	Late June/Early July	Late October/Early November
Submit Pre-Arrival Information	August 1	December 15
Arrive in Minnesota	August 26-28, 2015	January 6-8, 2016
Attend Immigration Check-in**	August 26 or 28, 2015.....	January 6 or 8, 2016
Mandatory Welcome Program	Aug. 31-Sept. 4, 2015.....	January 11-15, 2016
First Day of Class.....	September 8, 2015.....	January 19, 2016
Last Day of Exams	December 23, 2015	May 14, 2016

* If all documents are submitted by the deadline

**Students will receive detailed information by email

University of Minnesota Academic Calendar: onestop.umn.edu/calendars

Student Visa

The J-1 visa is appropriate for almost all exchange students. Students will receive a DS-2019 form from the Carlson Global Institute, which they will need to apply for the J-1 visa. Students should not enter in visitor status (B1/B2) or in F-2 status. Additional visa details can be found on our website: z.umn.edu/visas

Health Insurance

All international students attending the University of Minnesota are required to enroll in the University Student Health Benefit Plan. The cost is approximately \$1,049 per semester. Further details can be found on the Office of Student Health Benefits website: shb.umn.edu/student-health-benefit-plan.htm

Housing

Most students choose to live on campus in University of Minnesota apartments or residence halls. On campus housing is limited and offered on a first-come, first-served basis. Students are encouraged to apply by the housing deadline.

Students may also choose to live in an off-campus apartment. The Carlson Global Institute does not assist with off-campus housing arrangements, but will provide online resources. Full housing information can be found on our website:

z.umn.edu/intlhousing

Student Life

The GLOBE Student Association offers a buddy program and plans monthly social and academic events to help exchange students make the most of their semester at Carlson.

**Carlson School
Academic
Departments**

- Accounting
- Entrepreneurial Management
- Finance
- Finance & Risk Management Insurance
- Human Resources & Industrial Relations
- International Business
- Management Information Systems (MIS)
- Marketing
- Public/Nonprofit Management
- Supply Chain & Operations Management

Students may take courses in other University of Minnesota departments on a *space-available basis* with instructor approval.

The Economics Department is not housed in the Carlson School of Management. Exchange students are able to request space in no more than 2 ECON courses per semester, and there is no guarantee that there will be space available.

Course Selection

Course offerings are found on the One Stop website under “Class Schedule”: onestop.umn.edu

- Minimum course load = 12 UMN credits
- Maximum course load = 19 UMN credits
- 3000, 4000 and 5000 level courses are undergraduate courses at the University of Minnesota and are available to bachelor’s and master’s exchange students.
- 6000 level courses (& 8000 level HRIR courses) are graduate courses at the University of Minnesota and are available to master’s exchange students only.

The official registration session is held during the Welcome Program, one week prior to the start of class. Students will be asked to complete a course preference form in advance, and should have alternate options in mind in case a course they select is full. Some courses are not available to exchange students. See the Incoming Exchange Student website for full academic details: z.umn.edu/intlacademics

Credit-bearing English language courses are offered through the Minnesota English Language Program (MELP) for no additional tuition charge. cce.umn.edu/Minnesota-English-Language-Program

**Estimated
Expenses**

The exchange program covers the cost of tuition and most fees. Students are responsible for any additional costs. On average, students should budget approximately **\$8,249** for the semester:

Tuition	\$0 (covered by exchange program)
Fees	\$200
Health Insurance..	\$1,049
Living Expenses ...	~\$7,000/semester - (includes bus pass, books, meals & housing)
Total	~\$8,249/semester

Arrival

Most students fly into the Minneapolis-St. Paul International Airport (MSP). Travel from the airport to campus is easy by taxi or shuttle, and full details are provided on the website. Students from the buddy program are sometimes available to pick students up at the airport, though this service is not guaranteed.

z.umn.edu/intlwelcome

Welcome Program

The Welcome Program is a week-long series of events to help students learn about the city, the University of Minnesota, and the Carlson School of Management. **Attendance is mandatory for all exchange students.** The program is held the week prior to the start of classes. Activities include a Carlson School orientation and tour, registration session, immigration check-in meeting, bus tour of Minneapolis & St. Paul, corporate site-visits, welcome party and other social events.

Location & Facilities

The University of Minnesota campus is nestled along the scenic Mississippi river, in the shadow of the downtown Minneapolis skyline. The Twin Cities of Minneapolis and St. Paul offer professional sports, the world's largest mall, trendy restaurants, world renowned theatres and art museums and 19 Fortune 500 companies. At the U of M students will find unlimited opportunities for entertainment, culture, and hands-on experiences, right outside their door.

The Carlson School is located in two state-of-the-art buildings with innovative technology, breakout rooms, student lounges, computer labs, wireless internet, free printing, computer support, dining facilities and a Starbucks coffee shop, as well as international advisers and academic advising staff. Students also have access to the University of Minnesota recreation center, student health clinic, libraries, and a wide variety of student organizations, clubs and activities.

Contacts

Carlson Global Institute

Carlson School of Management
Suite 2-210
321 19th Avenue South
Minneapolis, MN 55455
USA

Main Phone: (612) 625-9361
After-Hours Emergency: (612)-437-5512
Fax: (612) 624-8248
Exchange email: exchgin@umn.edu

Jennie Meinz

Program Director
(612) 626-4014
taylo542@umn.edu

Contact for: *Contracts, balance negotiations, partner relationships, site visits*

Kate Terry

Program Manager
(612) 626-4813
terry053@umn.edu

Contact for: *Inbound & outbound student advising*

Websites

Incoming Exchange Students: z.umn.edu/incomingexchange
Carlson School of Management: carlson.umn.edu
University of Minnesota: umn.edu