

Application for Exchange Program at Stanford University

Submit to:

Student Services Center
Tresidder Memorial Union, 2nd Floor
Monday - Friday, 9 a.m. - 5 p.m.
650.723.7772



Graduate Admissions
Office of the University Registrar
Stanford University
gradadmissions@stanford.edu

This application is only for University of California, Berkeley (UC Berkeley) or University of California, San Francisco (UCSF) graduate students who wish to enroll in Stanford courses.

Application and Registration Process:

1. Completely fill out form and obtain all signatures. Student is responsible for obtaining all signatures prior to submitting the form.
 - a. Discuss plans with your Home campus department and obtain Home campus departmental signature.
 - b. Discuss plans with the academic department at Stanford and obtain Stanford departmental signature.
 - c. Obtain approval and signature from Home campus registrar's office (see contact information below).
 - d. International students are required to obtain a signature from Home campus International Student Advisor.
 - e. Obtain signature and approval from Stanford University Office of the University Registrar. Return form to the Student Services Center (contact information above).
2. A new application is required for each quarter at Stanford University.
3. Exchange students attending exchange program pay all tuition and fees to their Home school only.
 - a. UCSF is on the quarter system, and credits typically correspond to Stanford quarter units.
 - b. UC Berkeley is on the semester system. Stanford is on the quarter system, One Stanford unit counts as .67 UCB semester unit. For example, a 3 unit course at Stanford would correspond to 2 units at UCB. Consult the Graduate Division for further information (see contact below).
4. Submit completed form to your Home campus Registrar and Stanford Student Services Center prior to Study List deadlines published on the Academic Calendar (see web site below).

Note: Exchange applications must be filed by the Study List deadlines. Late fees apply for applications filed after the deadline.

Web Sites:

Search for Academic Classes: <http://axess.stanford.edu>

Academic Calendar http://registrar.stanford.edu/academic_calendar/index.htm

Contact Information for UC Berkeley:

Graduate Division of the Office of the Registrar
University of California, Berkeley
302 Sproul Hall #5900
Berkeley, CA 94720-5900

Contact Information for UC San Francisco:

UCSF Office of Admissions and Registrar
500 Parnassus, MU-200W, Box 0244
University of California, San Francisco
San Francisco, CA 94143-0244

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Last or Family Name _____ First _____ Middle _____ Social Security Number _____

Current Mailing Address _____

Permanent Mailing Address _____

Female Male

Birthdate (mm/dd/yyyy) _____

Birthplace (City, State, Country) _____

Country of Citizenship _____

Phone (include area code) _____

Email Address _____

Home Institution: UC Berkeley *or* UCSF

Current Major Department _____ Current Anticipated Degree _____

Number of units for which you are currently enrolled at home campus: _____

Have you ever applied to or attended Stanford? No Yes If yes, when? _____ Stanford ID: | | | | | | | | | |

If you attended under another name, print name _____

Course(s) for which you are applying at Stanford: Term _____ Year _____

Print clearly. Exchange student is responsible for entering correct class information. See example below.

Class Number	Subject Code	Catalog Number	Course Title	Instructor	Units	Grading
0000	HISTORY	000	Approaches to History	Baker, K	4	Letter

Approvals and Signatures

Student Signature: By signing below, I certify that the information contained on this petition and all supporting documents is true and accurate. I understand that misrepresentation(s) of fact and/or circumstances may give rise to a complaint being filed with the Judicial Affairs Office for investigation as possible violation(s) of the Fundamental Standard.

Student Signature _____ Date _____

Departmental Representative UC Berkeley *or* UCSF _____ Print Name _____ Date _____

Graduate Adviser or Graduate Division UC Berkeley *or* UCSF _____ Print Name _____ Date _____

International Adviser Signature (required for F-1 or J-1 visa holders only) _____ Print Name _____ Date _____

Registrar's Office UC Berkeley *or* UCSF _____ Print Name _____ Date _____

Stanford Approval and Signatures:

Department Administrator Signature (Stanford) _____ Print Name _____ Date _____

Signature/Title (Stanford Graduate Admissions Office) _____ Print Name _____ Date _____

Stanford ID: | | | | | | | | | |