



**SISTER CITIES MONTPELLIER
LOUISVILLE STUDENT WORK EXCHANGE PROGRAM**

PERSONAL INFORMATION

Last Name:.....First Name:
 Date of Birth (Month/Day/Year):.....
 Sex: Male Female
 Address:
 Home Phone:
 Cell Phone:.....
 Email: @

City of Birth: Country of Birth:.....
 Nationality:.....
 Country of Citizenship: Country of Permanent residence:.....

Marital status married single others

Parents:

Name		
Address		
Home phone		
Cell Phone		
Email		
Profession		

Comments: (allergies, prescriptions)

EDUCATIONAL INFORMATION:

Name of Institution: (address, phone number)

Description of Program of Studies:
Level of Studies:
Specialization: **Career Goals:**

Student receiving a scholarship
 yes no

LANGUAGE SKILLS:

(Check the box that corresponds with your level of language in each category. Attach any documents supporting your language skills: recent report card, certificate of language course completion, etc.)

	English			Other:			Other:		
	Reading	Writing	Speaking	Reading	Writing	Speaking	Reading	Writing	Speaking
Excellent									
Good									
Average									
Below Average									

Stay abroad:

(Indicate the country, length of stay, and reason for travel: tourism, study abroad, etc.)

.....

WORK EXPERIENCE AND VOLUNTARY SERVICE

Employment: (current or past: summer jobs, internships, etc.)

.....

Voluntary Service:

.....

Skills Assessment:

Please indicate your knowledge of and interest in the following:

	Experience		Interest	
	YES (elaborate)	NO	YES	NO
Typing				
Office work				
Computers				
Word processing				
Accounting				
Translation				
Coordinating activities				
Child care				
Tourism				
Business				
Food industry				
Athletics				
Others :				

Have you applied to this program before? ____ if so, how many times? ____

PERSONAL STATEMENT

In English, please describe what you hope to gain from the program and discuss your career goals.

Host Families:

The American students who are hosted in Montpellier as part of the exchange live in the university dormitories. They would like to come into contact with French families willing to host them some evenings and/or weekends (not necessarily overnight).

Would your family be willing to be a host family? (Circle your response)

YES

NO

Agreement (Parents only)

I, _____, agree to host an American student, participating in the Sister City Montpellier-Louisville program, in our family for some evenings and/or weekends during the month of July 2018 in exchange for the selection of my child as a participant in the program.

The student's name will be provided in June.

Signature

Date

I certify that this information provided in this application is true and correct and I do recognize and accept the conditions of the exchange (conditions subject to change).

If selected, I agree to participate in pre-departure meetings, according to the conditions defined by the two sister cities and if I withdraw from the program, I will inform the City of Montpellier by no later than March 15, 2018.

Signature

Date

Submit this form to:

Direction des Relations Internationales
Maison des Relations Internationales Nelson-Mandela, Ville de Montpellier
Esplanade Charles de Gaulle (across from Le Corum)
Monday to Friday 9.00 am – 12.00 pm/ 14.00 pm – 17.00 pm

Mailing address: Mairie de Montpellier, Direction des Relations Internationales,
1 place Georges Frêche, 34267 Montpellier cedex 2

With the following documents:

- 2 photos
- Registration at university or a copy of student card
- Transcript of your grades in English
- Copy of valid passport or proof that it is being processed

- Personal statement: *In English, please describe what you hope to gain from the program and discuss your career goals*
- Student scholarship certificate

SISTER CITIES MONTPELLIER – LOUISVILLE STUDENT WORK EXCHANGE PROGRAM

OVERVIEWS OF THE PROGRAM

As part of the partnership with Louisville, Kentucky, USA, Montpellier offers its students to discover its sister city during the summer break and to gain work experience in an American company.

REGISTRATION

Students may apply at the Office of International Relations to the following address, from December 26th 2017 to February 2nd 2018.

Address: Direction des Relations internationales, Maison des Relations Internationales Nelson-Mandela– Esplanade Charles de Gaulle

Office hours: Monday to Friday: 9.00 am – 12. pm/ 14.00 pm – 17.00 pm

Phone: 04 67 34 70 11 / 04.67.34.87.72

Email: relations.internationales@ville-montpellier.fr

APPLICATION REQUIREMENTS

This program is open to French students, at least 18 years old, who are currently enrolled at a university in Montpellier.

SELECTION

Selection is based on university requirements and other criteria:

University representatives are asked to determine the quality of the candidate applications. Second and third year students will be given priority over first year students.

Evidence of student motivation is highly considered, professional and personal project (previous applications, participation of families as host families in the program, etc.), as well as work experience and English skills.

The group will consist of about nine students. There will also be a waiting list, in the event that a participant requests to withdraw from the program.

The Committee's decision is final and will be mailed to each candidate in February.

TRAVEL ARRANGEMENTS

Selected students must participate in pre-departure meetings organized by the director of the program who helps them prepare for their trip. They will also have the opportunity to meet former students-

Students are responsible for expenses such as plane tickets, passport, visa*, insurance, accommodation, etc. The Department of International Relations is in charge of coordinating the group and making the necessary arrangements in Louisville for the students arrival (room reservations, contacting companies, host families, etc.)

* *The city of Montpellier is not responsible for issuing visas US Embassy*

LENGTH OF STAY

Students stay in Louisville for four weeks in July. Extending the length of stay for independent travel is possible, but in this case students will not be provided with program benefits.

WORKING CONDITIONS

The Montpellier students participating in the program are hired to work for four weeks in an American company.

Working conditions (duties/responsibilities, schedules, salaries, etc.) depend on the companies. They recruit students as required, so consequently, they are not always able to match the students' studies to their proposed job. This is not an internship but a paid job.

ACCOMMODATION

Students will be living on campus for the first two weeks. Students are responsible for paying for accommodation and food. During the following two weeks, they will immerse themselves in American culture and reduce their accommodation costs by staying with host families.