

# CARLSON GLOBAL INSTITUTE



CARLSON SCHOOL  
OF MANAGEMENT  
UNIVERSITY OF MINNESOTA



## Nominations & 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 electronically. Hard copies of application materials are not required. Full application instructions can be found on our website:

[z.umn.edu/exchangeapplication](http://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 (tentative) .....	August 23-25, 2017.....	January 3-5, 2018
Attend Immigration Check-in <sup>†</sup> .....	TBD.....	TBD
Mandatory Welcome Program .....	Aug. 28-Sept. 1, 2017 .....	January 8-12, 2017
First Day of Class.....	September 5, 2017 .....	January 16, 2018
Last Day of Exams .....	December 21, 2017 .....	May 12, 2018

\* If all documents are submitted by the deadline

<sup>†</sup> Students will receive detailed information by email

University of Minnesota Academic Calendar: [onestop.umn.edu/calendars](http://onestop.umn.edu/calendars)

## Student Visa

The J-1 student 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. Additional visa details can be found on our website: [z.umn.edu/visas](http://z.umn.edu/visas)

## Health Information

All exchange students attending the UMN are required to enroll in the Student Health Benefit Plan. The cost is \$999 per semester. Other health resources available to exchange students include:

- Student Health Benefit Plan: <https://shb.umn.edu/health-plans/shbp-home>
- Boynton Health Services: <http://www.bhs.umn.edu/index.htm>
- Student Counseling Services: <http://www.uccs.umn.edu/index.html>

## Housing

On-campus option: University Village apartments. 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](http://z.umn.edu/intlhousing)

## Student Life

The GLOBE student group offers a buddy program and plans monthly social and cultural events to help exchange students make the most of their semester at Carlson. Connect with GLOBE at [Facebook.com/GLOBEUMN](https://Facebook.com/GLOBEUMN) & [umnglobe@umn.edu](mailto:umnglobe@umn.edu).

## Carlson School Academic Departments

- Accounting
- Entrepreneurial Management
- Finance
- Finance & Risk Management
- Insurance
- Human Resources & Industrial Relations
- International Business
- Management Information Systems
- Marketing
- Medical Industry Leadership Institute
- 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 Search”: [onestop.umn.edu](http://onestop.umn.edu)

- Minimum course load = 12 UMN credits
- Maximum course load = 20 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 (and above) 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 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](http://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](http://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 **\$9,029** for the semester:

Tuition .....	\$0/semester (covered by exchange program)
Fees .....	\$145/semester
Health Insurance..	\$999/semester
Living Expenses ...	~\$7,885/semester - (includes bus pass, books, meals & housing)
<b>Total .....</b>	<b>~\$9,029/semester</b>

## Arrival

Most students fly into the Minneapolis-St. Paul International Airport (MSP). Travel from the airport to campus is easy by taxi, shuttle or light rail train, 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](http://z.umn.edu/intlwelcome)

### Welcome Program

The Welcome Program is a week-long series of events to help exchange 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, tour of Minneapolis & St. Paul, corporate site-visits, and student-led events organized by the GLOBE student group.

### 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 Mall of America, trendy restaurants, world renowned theatres and art museums and 17 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

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USA

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#### Kate Terry

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#### Contact for:

*Contracts, balance negotiations, partner relationships, site visits*

**Contact for:** *Inbound & outbound student advising*

### Websites

Incoming Exchange Students: [z.umn.edu/incomingexchange](http://z.umn.edu/incomingexchange)  
Carlson School of Management: [carlsonschool.umn.edu](http://carlsonschool.umn.edu)  
University of Minnesota: [umn.edu](http://umn.edu)