

# Application Guidelines

## Student Exchange Programs (Virtual)

### Application Form

#### The application consists of two parts:

- Part I: to be completed by the student applicant and given to their liaison teacher.
  - It is the student applicant's responsibility to ensure that their liaison teacher receives their completed application.
- Part II: to be completed by the liaison teacher and signed by the school principal.
  - It is the liaison teachers' responsibility to ensure that the complete application is submitted to Alberta Education.

#### A complete application includes:

- All sections complete and typewritten. Incomplete applications will not be accepted.
- Part I of the application form (completed by the student):
  - Passport size photo of student applicant adhered to the top right hand corner, as indicated in Part I of the application.
  - Labeled colour photos of the home, family, and applicant in a collage format (maximum of two pages). No individual or original photos accepted.
  - All required signatures.
- Part II of the application form (completed by the liaison teacher and principal)
  - All sections to be completed.
  - All required signatures.

#### Email complete applications to Alberta Education:

- Complete applications must be sent by email to: [studyabroad@gov.ab.ca](mailto:studyabroad@gov.ab.ca).
- Students and liaison teachers will be notified that Alberta Education received their application.

### Application Deadlines

Application deadlines vary and depend on the specific virtual exchange program.

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Exchange Program	Program Dates 2021-22	Application Deadline	Grades
Quebec	October 18 – November 28	October 1, 2021	10 – 12
Spain (PROGRAM 1)	November 1 – December 12	October 15, 2021	10 – 12
Japan	November 29 – February 13	November 1, 2021	10 – 12
Spain (PROGRAM 2)	February 7 – March 20	November 15, 2021	9 – 12
Germany	February 21 – April 3	November 15, 2021	9 – 12
Mexico	February 28 – April 10	November 15, 2021	10 – 12