

College of Engineering and Computer Science
The University of Michigan-Dearborn
4901 Evergreen Road
2000 Heinz Prechter Engineering Complex
Dearborn, MI 48128-2406
Phone: (313) 593-5510 Fax: (313) 593-9967

For Undergraduate International Guest Applicants and 3+2 Applicants to CECS

Packet Contents:

- A. Application procedures
 - 1. Admission
 - 2. Preparing to Arrive
- B. International Guest Student Application Form
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A Application Procedures

April 1, 2016 is the application deadline for the academic year 2016-17. Applications received after April 1 cannot be guaranteed admission.

These application procedures apply only to international undergraduate students who are applying to the College of Engineering and Computer Science as undergraduate guest students or 3+2 students under the collaborative educational agreements with foreign universities. There are two steps: 1) Admission 2) Preparing to arrive.

Step One: Admission

1. Select one of the Degree Programs that CECS Offers:

a. The following CECS undergraduate degree programs are offered:

Bachelor of Science in Engineering (B.S.E.) or Bachelor of Science (B.S.)

- [BS in Computer and Information Science](#)
- [BS in Digital Forensics](#)
- [BS in Software Engineering](#)
- [BSE in Bioengineering](#)
- [BSE in Computer Engineering](#)
- [BSE in Electrical Engineering](#)
- [BSE in Robotics Engineering](#)
- [BSE in Industrial and Systems Engineering](#)
- [BSE in Manufacturing Engineering](#)
- [BSE in Mechanical Engineering](#)
- [BSE in Engineering Mathematics](#) (concurrent degree only)
- [BS in CIS Mathematics](#) (concurrent degree only)
- [Minor in Computer and Information Science](#)

b. The following CECS graduate degree programs are offered (for 3+2 students). Students will select an undergraduate degree program for the first year of study, and then apply to a graduate degree program for the second year of study.

Master of Science in Engineering (M.S.E.) or Master of Science (M.S.)

- [MS in Computer and Information Science](#) ([Available Online](#))
- [MS in Engineering Management](#) ([Available Online](#))
- [MS in Information Systems and Technology](#) ([Available Online](#))
- [MS in Program and Project Management](#) ([Available Online](#))
- [MS in Software Engineering](#) ([Available Online](#))
- [MSE in Automotive Systems Engineering](#) ([Available Online](#))
- [MSE in Computer Engineering](#) ([Available Online](#))
- [MSE in Electrical Engineering](#) ([Available Online](#))
- [MSE in Energy Systems Engineering](#)
- [MSE in Industrial and Systems Engineering](#) ([Available Online](#))
- [MSE in Manufacturing Systems Engineering](#)
- [MSE in Mechanical Engineering](#) ([Available Online](#))
- [MSE/MBA \(dual degrees\) in Industrial and Systems Engineering and Business Administration](#) ([Available Online](#))

2. Fill out and sign the International Guest Student Application Form & Program Selection Sheet with application fee of \$75. (see Section B – pages 6-8)
3. Submit one recommendation letter from your home university or from your sponsor organization recommending you for study at the College of Engineering and Computer Science of the University of Michigan–Dearborn.
4. Submit an English translation of your official transcript from your home university.
5. Submit documentation of English proficiency. One of the following three is needed:
 - a) TOEFL score of 80 on internet-based examination for guest students (TOEFL score of 84 will be required for 3+2 students when they apply for admission to a CECS MSE or MS program)
 - or b) ELTS score of 6.5 out of 8.0 for guest students (ELTS score of 6.5 will be required for 3+2 students when they apply for admission to a CECS MSE or MS program)
 - or c) Letter from home university verifying evidence that your English proficiency is satisfactory, as stated in the agreement.
6. Submit financial documentation indicating that you or your sponsor have sufficient funds to support your educational and living expenses at UM-Dearborn. The student must:
 - a. Submit an original bank certification (in English) from your financial supporter, converted to U.S. dollars with minimum amount of \$13,900 per semester (\$27,765 for two semesters) to cover tuition, living expenses, books, supplies, and health insurance.
 - b. If the financial certification is not in the student’s name, submit a certified letter (in English) from the student’s financial supporter stating that the funds indicated on the bank certification will be used to support the student’s fees and living expenses while attending UM-Dearborn. The letter has to show the original signature of the financial supporter.

Notes:

- i. International students must demonstrate full financial support before a UM-Dearborn I-20/DS-2019 form can be issued.
- ii. Scholarship: The full time costs for academic year 2016-2017 are estimated as \$27,765 per academic year (two semesters): \$13,900 for tuition and fees; \$11,700 for living expenses; \$2,165 for books, supplies, and health insurance. (Without the scholarship, costs are estimated as \$38,100 per year.)
- iii. Information about the University tuition and fee costs is available online:
www.umd.umich.edu/costsnapshot/

April 1, 2016 is the application deadline for the academic year 2016-17. Applications received after April 1 cannot be guaranteed admission.

Foreign universities should collect all the above application materials and send to:

Student Records & Advising Office
Attn: International Student Advisor
College of Engineering and Computer Science
The University of Michigan-Dearborn
4901 Evergreen Road
Dearborn, MI 48128-2406
USA

Students will be notified of their admission by the Office of Admissions & Orientation.

This application is only valid for students NOT completing an undergraduate degree prior to September 2016.

Step Two: Preparing to Arrive

The following information must be provided by each student before coming to UM-D:

1. Study plan

- a) 3+2 students **must** develop a two-semester Study Plan of courses to be taken at the College of Engineering and Computer Science which has been approved by their home university. Once approved by the home university, the student must submit the study plan to the Academic Advisor (suzschwa@umich.edu) by June 1st, 2016. It is the student's responsibility to ensure that the courses taken in CECS will meet the requirements at their home university for graduation with their undergraduate degree.
- b) Other exchange students should also make sure that the courses taken in CECS are transferrable to their home university.

Notes:

- i. Admitted student should look at the online Undergraduate Catalog and see which courses you would like to take: **www.umd.umich.edu/catalog/**
- ii. Since not all courses are offered every semester, check the Schedule of Classes to see which courses are offered the first semester you will be at U of M-Dearborn: https://web-sis.umd.umich.edu/PROD/bwckschd.p_disp_dyn_sched. For advising and registration information, contact the CECS Academic Advisor at **suzschwa@umich.edu**. You will be provided with the necessary paperwork to register for your classes before you arrive in the US.
- iii. Students coming to study in the Fall semester (September to December) can contact the Academic Advisor as early as April. Students coming to study in the Winter semester (January to April) can contact the Academic Advisor as early as October. Courses which are popular sometimes fill up with students and become closed so no additional students can register. The sooner students contact the Academic Advisor, the more likely they will be able to register for the courses they would like to take.
- iv. 3+2 and Exchange Guest Students can live in The Union at Dearborn. Please coordinate with Ms. Ross to finalize the documents necessary for this student housing facility..

2. Contact Ms. Ross to begin the process to live in The Union at Dearborn
<http://www.unionatdearborn.com/>

All first time international students (Undergraduate, Guest, 3+2, and Exchange) are encouraged to live in The Union at Dearborn. If space is not available, The Office of International Affairs will assist students in finding alternative housing options.

Erica Ross, Office of International Affairs
780 Town Center Drive, Room 108 Union
(313) 583-6600 housing@umd.umich.edu

3. International students with an F or a J visa are required to have valid health insurance while studying at the University of Michigan-Dearborn. Please read the online information:
www.umd.umich.edu/692614/

For further information, please contact:

Suzanne Schwarz, Academic Advisor for CECS
suzschwa@umich.edu

Emily Wang, Office of International Affairs
ewang@umich.edu

- ❖ **Keep pages 1-5 & 9 of this application packet for your reference.**
- ❖ **Submit pages 6, 7, and 8 to UM-Dearborn with your admission application materials.**



Undergraduate International Non-Degree Guest Program Application

GENERAL INFORMATION

For visa issuance purposes, all required paperwork must be received by the university of Michigan-Dearborn at least three months prior to the course start date.
Mail your completed application and related documents to:

Office of International Affairs
780 Town Center Drive
108 Union
Dearborn, MI 48126

Application Term Fall 20____ Winter 20____ Summer 20____

Field of Study Requested

Family Name	First Name	Middle Name
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Foreign Address	Address:
	City:
	Province/Territory:
	Postal Code:
	Country:

U.S. Address (if known)	Address:
	City:
	State:
	Zip Code:

Home Phone (include Country Code)	Cell Phone
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Email Address

Date of Birth (mm/dd/yy)	Gender <input type="checkbox"/> Female <input type="checkbox"/> Male
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Country of Citizenship	Country of Birth
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Race/Ethnicity (optional) The information requested below is optional and will not be used for admissions purposes. It will be used to satisfy federal reporting requirements and may be used for other purposes allowed by law.

1. Please indicate whether you consider yourself to be Hispanic or Latino:
 - No, not Hispanic or Latino.
 - Yes, Hispanic or Latino (a person of Cuban, Mexican, Chicano, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race.)

2. In addition, select one or more of the following racial categories to describe yourself:
 - American Indian or Alaska Native (a person having origins in any of the original peoples of North and South America, including Central America, and who maintains tribal affiliation or community attachment)
 - Asian (a person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippines Islands, Thailand, and Vietnam)
 - Black or African American (a person having origins in any of the black racial groups of Africa)
 - Native Hawaiian or Other Pacific Islander (a person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands)
 - White (a person having origins in any of the original peoples of Europe, the Middle East, or North Africa)

ADDITIONAL INFORMATION

Have you ever been expelled, suspended, or placed on probation by any secondary school or college you have attended, for reasons of academic dishonesty, or because of an offense that harmed or had the potential to harm others? YES NO

Have you ever been convicted of a criminal offense, or found to be delinquent by a juvenile court, or are there any such charges pending against you at this time? YES NO

If you answered "yes" to either of the above two questions, you must submit a detailed statement of explanation on a separate sheet of paper.

Please attach the items on the right:

- Housing Statement (with original signature)
- Financial Documentation (original)
- Proof of English Proficiency
- Copy of Photo Page of Passport

SIGNATURE

By my signature, I certify that the answers I have given to all questions on this application are correct and complete to the best of my knowledge. I understand that falsification or omission of information or credentials may result in the revocation of admission.

Signature (required) _____ Date _____



The University of Michigan-Dearborn is an Equal Opportunity/Affirmative Action Institution

For office use only: Decision _____ Date: _____ Counselor: _____

Below are the undergraduate degree programs offered in the College of Engineering and Computer Science (CECS). Mark the primary program you plan to take courses in to transfer back to your home institution.

- [BS in Computer and Information Science](#)
- [BS in Digital Forensics](#)
- [BS in Software Engineering](#)
- [BSE in Bioengineering](#)
- [BSE in Computer Engineering](#)
- [BSE in Electrical Engineering](#)
- [BSE in Robotics Engineering](#)
- [BSE in Industrial and Systems Engineering](#)
- [BSE in Manufacturing Engineering](#)
- [BSE in Mechanical Engineering](#)
- [BSE in Engineering Mathematics](#) (concurrent degree only)
- [BS in CIS Mathematics](#) (concurrent degree only)

3+2 Program students, please indicate below which graduate degree program in CECS you plan to elect for future study:

- [MS in Computer and Information Science](#)
- [MS in Engineering Management](#)
- [MS in Information Systems and Technology](#)
- [MS in Program and Project Management](#)
- [MS in Software Engineering](#)
- [MSE in Automotive Systems Engineering](#)
- [MSE in Computer Engineering](#)
- [MSE in Electrical Engineering](#)
- [MSE in Energy Systems Engineering](#)
- [MSE in Industrial and Systems Engineering](#)
- [MSE in Manufacturing Systems Engineering](#)
- [MSE in Mechanical Engineering](#)
- [MSE/MBA \(dual degrees\) in Industrial and Systems Engineering and Business Administration](#)

**C. USEFUL LINKS for College of Engineering and Computer Science (CECS)
Undergraduate International 3+2 and Guest Students**

Important links for before arrival on campus:

1. The University of Michigan-Dearborn: www.umd.umich.edu
2. The College of Engineering and Computer Science: www.engin.umd.umich.edu
3. University of Michigan-Dearborn Undergraduate Catalog: www.umd.umich.edu/catalog/
4. **Office of International Affairs:** www.umd.umich.edu/internationaloffice/
5. The Union at Dearborn: <http://www.unionatdearborn.com/>
6. **Schedule of Classes:** https://web-sis.umd.umich.edu/PROD/bwckschd.p_disp_dyn_sched
7. Campus Academic Calendar: www.umd.umich.edu/rr_academic-calendar
8. **CECS Student Records & Advising Office** 2000 HPEC, (313) 593-5510
Email: internationaladvisor@engin.umd.umich.edu
9. CECS Undergraduate Student Handbook
www.engin.umd.umich.edu/SRA/pdf/Student_Handbook.pdf
10. Curriculum Requirements Sheets for each CECS major
www.engin.umd.umich.edu/SRA/circ_requir.php
12. Course Pre-Requisites for CECS courses
www.engin.umd.umich.edu/SRA/pdf/Pre-Requisites_for_CECS_Courses.pdf

Important links once the semester has begun:

1. Campus Registration Information and Registration Timetable
www.umd.umich.edu/rr_registration/
2. UM-Dearborn Connect: <https://web-sis.umd.umich.edu>
Student information, grades, schedule of classes, course descriptions
3. CECS Academic Code of Conduct and violation report forms
www.engin.umd.umich.edu/cur_students/codeofconduct.php
4. Extra Practice and Tutoring from
The Student Success Center: www.umd.umich.edu/success/
The Mathematics Learning Center: www.casl.umd.umich.edu/index.php?id=685053
The Campus Writing Center: <http://www.casl.umd.umich.edu/687387/>
5. Office of Registration and Records Forms: www.umd.umich.edu/rr_forms/