



Ontario/Jiangsu Student Exchange

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OJS Application Form Instructions for Students from Jiangsu

I. Introduction

To fill out the application form, you need Adobe Acrobat Reader installed. You can download it for free at <http://www.adobe.com/products/acrobat/readstep2.html>. You must use this form and fill it in by computer; handwritten responses cannot be accepted. If the information you provide is too large for a particular field, please continue on a separate sheet and attach it.

II. Application Package/ Supporting documents

The form is only part of the application package. The entire package consists of the following **original** documents (no copies):

☐ Printed version of the *OJS Application Form* **with your signature at the bottom of the page.**

☐ Your “*Statement of Study or Research*”

Please attach a summary of your reasons for wanting to participate in the OJS Program. Outline as completely as possible your academic goals and interests for the year in Ontario. Indicate your reasons for choosing the Ontario universities you listed in the OJS Application Form.

Your summary should be a maximum of one page in length and should bear the heading “Statement of Study or Research.”

☐ 1-page *curriculum vitae* (résumé).

Please attach a **one-page** CV to this application. Include relevant information on where you have lived, your education, employment, volunteer work, hobbies and interests, relevant skills and qualifications, as well as prizes, scholarships and awards.

☐ *Official transcript(s)* or certified lists of courses taken from all post-secondary institutions attended in English.

☐ *Two letters of reference* from faculty members with whom you have studied.

☐ A *language assessment* form/test for English.

☐ If you are applying to an Ontario university which is bilingual (English and French), please attach an *assessment of your French language competence* as well.

☐ A *passport-sized picture*, **stapled to the top right corner of the OJS Application Form.**

PLEASE DO NOT SUBMIT ANY ADDITIONAL DOCUMENTS SUCH AS HIGH SCHOOL MARKS, CERTIFICATES OR AWARDS FOR EXTRA CURRICULAR ACTIVITIES. ALL ADDITIONAL DOCUMENTS WILL BE DISCARDED FROM THE APPLICATION.

III. Submitting the Application Form and Supporting Documents

After you have completed the form, click on the “Print Form” button at the bottom right of the page. **Sign the printed form** in the space provided and submit the form, along with the supporting documents listed under point II to your university’s International Office as part of your application package.

If you have questions about the Ontario/Jiangsu Student Exchange Program or this application form, please contact the International Office at your home university, or the OJS Program Office.