

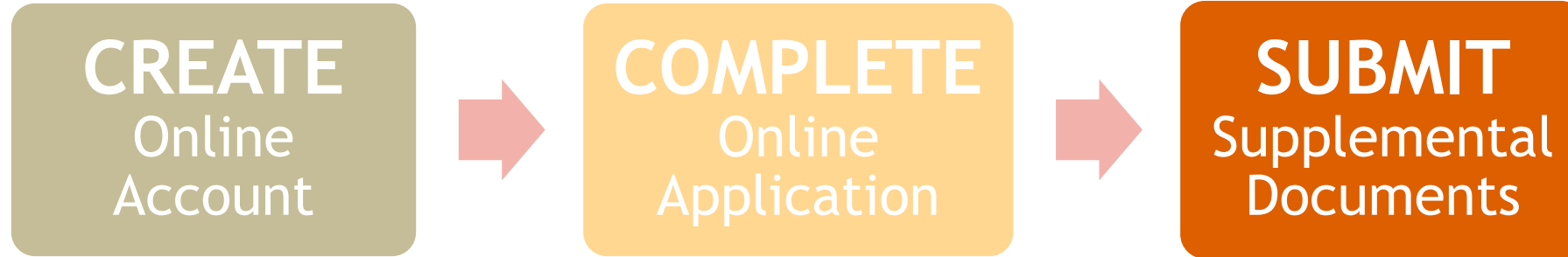
Global Programs

Online Application Instruction Manual

For:

- Exchange
- Study Abroad
- Study Abroad - Exchange

The Global Programs Online Application



- Students need to first create an online account.
- This account will create a Temple record, student ID number, and application portal.
- An online account is required before an application can be submitted.

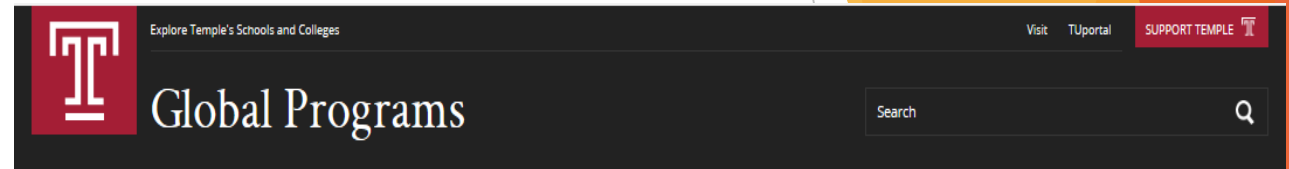
- An online application will collect basic student and academic information.
- After submitting the online application, students should wait 24 hours.
- An email will be sent with instructions for how to submit supplemental documents.

- An application is completed when all supplemental documents have been uploaded.
- Global Programs will review the application and notify the home university advisor and student of acceptance.
- Acceptance packets will be mailed to the home university.

CREATE Online Account

Step 1 Create Account

- For first time users
 - Click 'Create Account'
- For returning users
 - Enter Email and Password to access account and application



Log In

This screenshot shows a 'Log In' form. At the top is a red header with the text 'LOG IN'. Below this are two input fields: 'Email: *' and 'Password: *'. Below the password field is a red button with the text 'Log In'. At the bottom of the form are two links: 'Not registered yet? Create an account!' and 'Forgot your password?'.

CREATE Online Account

Step 2 Enter Basic Information

- Enter required information (denoted by *).
 - This information is used to create your Temple account.
 - Having a Temple account then allows you to submit an online application.
- Click 'Create Account'

Explore Temple's Schools and Colleges

Global Programs

Visit | Upstart | SUPPORT TEMPLE

Search

Log In | Create Account | Apply Online

Create An Account

CONTACT INFORMATION

First Name *

Last Name *

Email Address *

Confirm Email Address *

Birth Date *

Gender

Home Phone

Mobile Phone

☐ Outside the U.S. or Canada

Address *

City *

State/Province *

ZIP/Postal Code *

ENROLLMENT INFORMATION

Entry Term *

Program of Study *

ACCOUNT INFORMATION

Password *

Confirm Password *

Password must contain: one number, one lowercase letter, one uppercase letter, 8 to 15 characters, and only the special characters \$ or #.

Password Question *

If you forget your password, we will ask you this question in order to reset it.

Password Answer *

If you forget your password, you must provide this answer in order to reset it.

Create Account

CREATE Online Account

Online Account Created

- Your account page will include;
 - Welcome message
 - Your profile details
 - About Global Programs
 - Next Steps
- Click 'Start An Application' to begin your online application.

The screenshot shows the 'My Account' page for Temple University's Global Programs. At the top, there's a navigation bar with the Temple logo, 'Explore Temple's Schools and Colleges', and links for 'Visit', 'TUportal', and 'SUPPORT TEMPLE'. A search bar is also present. Below the navigation bar, a red banner contains links for 'Log Out', 'My Account', and 'Apply Online'. The main content area is titled 'My Account' and includes a welcome message, a 'MY PROFILE' section with a placeholder for a profile picture, and a 'Next Steps' section. The 'Next Steps' section lists four steps: 1. Create a Profile (checked), 2. Start an Application, 3. Complete an Application, and 4. Submit Supplemental Items. A red arrow points from the 'Next Steps' section to the 'Start an Application' step. To the right of the 'Next Steps' section, there's an 'About Us' section with a photo of a Temple building and text about the university's global programs. At the bottom, there's a 'Contact Us' section with the office's address and phone number.

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Search

Log Out My Account Apply Online

My Account

Welcome, [Name] Thank you for beginning your Global Programs application. Now that your account has been created, you can start your application by following the **Next Steps** section below. Should you have any questions, please do not hesitate to contact us at global.programs@temple.edu. We look forward to welcoming you to Temple University and the city of Philadelphia!

MY PROFILE

[Profile Picture Placeholder]

[Update Profile](#) [Change Password](#)

Next Steps

- ☒ 1. Create a Profile Created On 2/5/2019
- ☐ 2. Start an Application
- ☐ 3. Complete an Application
- ☐ 4. Submit Supplemental Items

About Us

Global Programs at Temple University

At Temple University, you will learn from world-class faculty and broaden your knowledge in an academic environment that encourages growth and celebrates differences. Through international study, you will gain a global perspective that will enrich your education and prepare you for professional success.

As the 38th largest university in the U.S., and one of the nation's leading providers of professional education, Temple has over 450 academic degree programs (bachelor's, master's, and PhD), 7 regional campuses, and 2 international campuses in Tokyo and Rome. Our urban location in Philadelphia—the first World Heritage City in the U.S.—provides a unique opportunity to experience American culture.

Contact Us

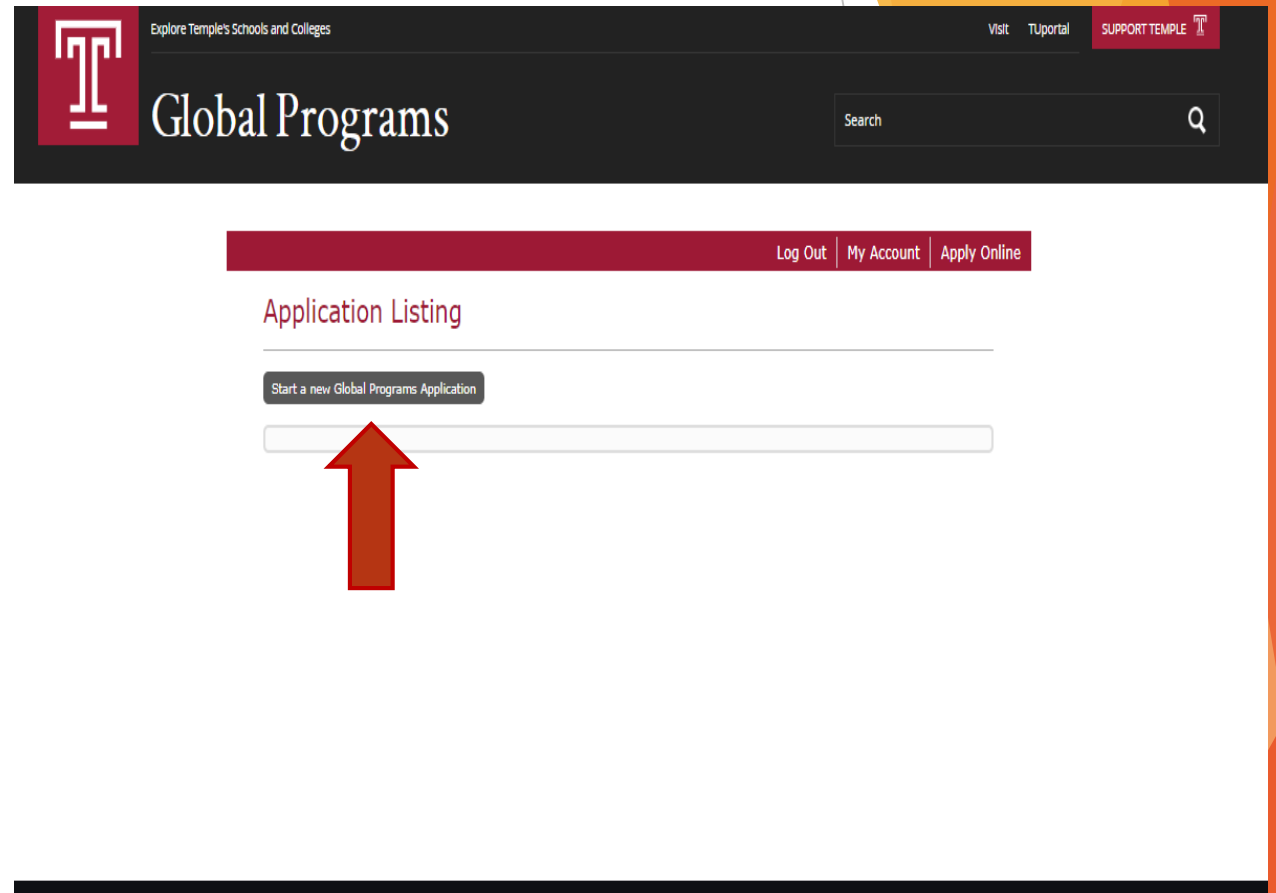
Office of Global Programs
1938 Liacouras Walk, Suite 203
Philadelphia, PA 19122
(215) 204-9570

COMPLETE

Online Application

Step 1 Start An Application

- Click 'Start a new Global Programs Application'



COMPLETE

Online Application

Step 2

Select Area Of Interest

- Select the semester you intend to begin your program at Temple University.
- Click 'Next'

Explore Temple's Schools and Colleges

Visit TUportal SUPPORT TEMPLE

Global Programs

Search

Log Out My Account Apply Online

Online Application

Select an area of interest

☒ 2019 Fall

Next Select New Term

COMPLETE

Online Application

Step 3 Student Information

- Confirm information is correct
- Update blank cells if needed
- Click 'Save & Continue'

The screenshot shows the Temple University Global Programs Online Application interface. At the top, there is a navigation bar with the Temple University logo, the text "Explore Temple's Schools and Colleges", and links for "Visit", "Tportal", and "SUPPORT TEMPLE". Below this is a "Global Programs" header with a search bar. A secondary navigation bar contains links for "Log Out", "My Account", and "Apply Online". The main content area is titled "Online Application" and features a sidebar with a menu: "Student Information" (selected), "Biographic Information", "Academic Information", and "Additional Information". The main form area is divided into sections: "NAME" with fields for "First Name *" and "Last Name *"; "CONTACT INFORMATION" with fields for "Email Address *" and "Home Phone *" (with a note: "**Please remove any dashes, spaces, or parentheses.**"); and "PERMANENT ADDRESS" with fields for "Permanent Address Line 1 *", "Permanent Address Line 2", "Permanent Address City *", "Permanent Address Foreign Address Line *", and "Permanent Address Country *". At the bottom of the form, there are two buttons: "Save Application" and "Save & Continue". A large red arrow points to the "Save & Continue" button.

COMPLETE

Online Application

Step 4

Biographic Information

- Select your country of birth
- Select your country of citizenship
- Select your citizenship status
- Click 'Save & Continue'

The screenshot shows the Temple University Global Programs website. The header includes the Temple University logo, the text "Explore Temple's Schools and Colleges", and links for "Visit", "TUportal", and "SUPPORT TEMPLE". The main navigation bar features "Global Programs" and a search bar. Below this, a secondary navigation bar contains "Log Out", "My Account", and "Apply Online". The main content area is titled "Online Application" and displays a form for "BIO INFORMATION". The form has a sidebar with tabs for "Student Information", "Biographic Information" (which is selected), "Academic Information", and "Additional Information". The "BIO INFORMATION" section includes fields for "Country of Birth" and "Country of Citizenship", both with dropdown menus. Below these is a "Citizenship Status" section with three radio button options: "U.S. Citizen (I hold a U.S. passport)", "Non-Resident Alien (I do not hold a U.S. Passport)", and "Permanent Resident (I am a 'Green Card Holder')". At the bottom of the form, there are three buttons: "Save Application", "Previous Page", and "Save & Continue". A large red arrow points to the "Save & Continue" button.

COMPLETE

Online Application

Step 5

Academic Information

- Select Program of Study
 - Program of study must match what was submitted by home university when nominated.
 - If unsure, please contact your home university advisor to confirm before continuing.
- Select Entry Term
- Click 'Save & Continue'

The screenshot shows the Temple Global Programs website header with the Temple logo and navigation links. Below the header is a search bar. The main content area is titled "Online Application" and features a sidebar with tabs for "Student Information", "Biographic Information", "Academic Information" (which is selected and highlighted), and "Additional Information". The "Academic Information" section contains two dropdown menus: "Program of Study *" and "Entry Term *", with "2019 Fall" selected in the second dropdown. At the bottom of the form are three buttons: "Save Application", "Previous Page", and "Save & Continue". A large red arrow points to the "Save & Continue" button.

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Global Programs

Search

Log Out My Account Apply Online

Online Application

Student Information

Biographic Information

Academic Information

Additional Information

PROGRAM INFORMATION

Program of Study *

Entry Term *

2019 Fall

Save Application Previous Page Save & Continue

COMPLETE

Online Application

Academic Information Cont'd

- Confirm Program of Study
- Confirm Entry Term
- Select Duration
- Select Housing Preference
 - On-campus housing is assigned based on availability. Students cannot self-select housing.
 - Off-campus housing is the responsibility of the student to secure.
- Select Country
- Select Home University
- Click 'Save & Continue'

The screenshot shows the Temple University Global Programs website. The header includes the Temple logo, the text "Explore Temple's Schools and Colleges", and navigation links for "Visit", "TUportal", and "SUPPORT TEMPLE". The main title "Global Programs" is prominently displayed. A search bar is located on the right. Below the header, a navigation bar contains links for "Log Out", "My Account", and "Apply Online". The main content area is titled "Online Application" and features a form with a sidebar on the left and a main section on the right. The sidebar lists categories: "Student Information", "Biographic Information", "Academic Information" (which is highlighted), and "Additional Information". The main section, titled "PROGRAM INFORMATION", contains several dropdown menus: "Program of Study*", "Entry Term*", "Duration", "Housing Information", "Country*", and "Home University*". At the bottom of the form, there are three buttons: "Save Application", "Previous Page", and "Save & Continue". A large red arrow points to the "Save & Continue" button.

COMPLETE

Online Application

Step 6

Additional Information

- Select 'Yes' for certification questions
- Type full name in signature field
- Click 'Submit Application'

Explore Temple's Schools and Colleges

Visit TUportal SUPPORT TEMPLE

Global Programs

Search

Log Out My Account Apply Online

Online Application

Student Information

Biographic Information

Academic Information

Additional Information

CERTIFICATION

Do you certify the following? *I understand that Temple University admissions personnel will have access to my Temple University student record and that withholding requested information or giving false information will make me ineligible for admission to the university and subject to dismissal if admitted.

☒ Yes ☐ No

Do you certify the following? *I certify that the above statements are correct and complete and, if admitted, I agree to abide by the published policies, rules, and regulations of Temple University. I further understand that from the time I file my application, it is my responsibility to know all the rules, requirements, and exemptions for my intended degree program.

☒ Yes ☐ No

Do you certify the following? *In the event that I am not admitted into the program for which I hereby apply, I understand that I will not be entitled to any tuition refund for any course taken while my application was under consideration.

☒ Yes ☐ No

Signature *

Signature Date * 2/6/2019

Save Application Previous Page **Submit Application**

COMPLETE

Online Application

Online Application Completed

- Your online application has been received!
- You will receive an automated email message in 24-48 hours.
- Follow the instructions to upload your required supplemental documents.

The screenshot shows the Temple University Global Programs website. At the top, there is a dark navigation bar with the Temple University logo (a red 'T' in a white square) on the left, the text 'Explore Temple's Schools and Colleges' in the center, and links for 'Visit', 'TUportal', and 'SUPPORT TEMPLE' on the right. Below this is a search bar with the text 'Search' and a magnifying glass icon. The main content area has a white background. At the top of this area is a red horizontal bar with the links 'Log Out', 'My Account', and 'Apply Online'. Below this bar, the heading 'Apply Online' is followed by a horizontal line. The text 'Thank you!' is centered. Below this, a paragraph states: 'Your application for admission to Global Programs at Temple University has been received.' This is followed by a section titled 'Dual Bachelor's Master's Degree program' with the text: 'Step 1 of your applicant for admission to the DBMD program at Temple University has been received. Please check your email for instructions on completing Step 2 of your application.' Another section titled 'Study Abroad and Exchange Programs' follows, with the text: 'Your application will be reviewed to ensure all required information and supplemental items have been submitted. You will be notified by email of your admission and your acceptance packet, including I-20 document, will be mailed directly to your home university office.' Below this, a paragraph says: 'Please contact us at global.programs@temple.edu with any questions or concerns and we would be happy to assist you.' At the bottom of the main content area, there is a link: 'Click to check your application status'.

Explore Temple's Schools and Colleges

Visit TUportal SUPPORT TEMPLE

Search

Log Out My Account Apply Online

Apply Online

Thank you!

Your application for admission to Global Programs at Temple University has been received.

Dual Bachelor's Master's Degree program
Step 1 of your applicant for admission to the DBMD program at Temple University has been received. Please check your email for instructions on completing Step 2 of your application.

Study Abroad and Exchange Programs
Your application will be reviewed to ensure all required information and supplemental items have been submitted. You will be notified by email of your admission and your acceptance packet, including I-20 document, will be mailed directly to your home university office.

Please contact us at global.programs@temple.edu with any questions or concerns and we would be happy to assist you.

[Click to check your application status](#)

SUBMIT

Supplemental Documents

Step 1

Upload Supplemental Documents

- Supplemental documents can be uploaded all at once or separately.
- An application is not reviewed until all supplemental documents have been submitted.
- Required supplemental documents:
 - Biographical Page of Passport
 - Course Registration Process
 - Emergency Contact Info
 - Financial Documents
 - I-20 Application
 - List of Current Semester Courses
 - Official Language Test Scores
 - Personal Statement
 - Official Academic Transcripts

Supplemental Items Listing

[Back to My Account](#)

Item	Description	Submission Status	Attachment
Biographical Page of Passport *		Not Received	<input type="text"/> Browse...
Course Registration Process *	Please complete this form and then upload it.	Not Received	<input type="text"/> Browse...
Emergency Contact Info *	Please complete this form and then upload it.	Not Received	<input type="text"/> Browse...
Financial Documents *		Not Received	<input type="text"/> Browse...
I-20 Application *	Please complete this form and then upload it.	Not Received	<input type="text"/> Browse...
List of Current Semester Courses *		Not Received	<input type="text"/> Browse...
Official Language Scores *		Not Received	<input type="text"/> Browse...
Personal Statement *	Please complete this form and then upload it.	Not Received	<input type="text"/> Browse...
Transcripts *		Not Received	<input type="text"/> Browse...

[Upload All](#)

[Log Out](#) | [My Account](#) | [Apply Online](#)

YOUR ONLINE APPLICATION IS COMPLETE!

-THANK YOU-

- ▶ You have;
 - ▶ **Created** an Online Account
 - ▶ **Completed** an Online Application
 - ▶ **Submitted** Supplemental Documents
- ▶ Global Programs will now review your application and notify you by email of your program acceptance.
- ▶ An acceptance packet, including your acceptance letter and I20 document, will be mailed to your home university.
- ▶ We look forward to welcoming you to Temple University and Philadelphia!