

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.

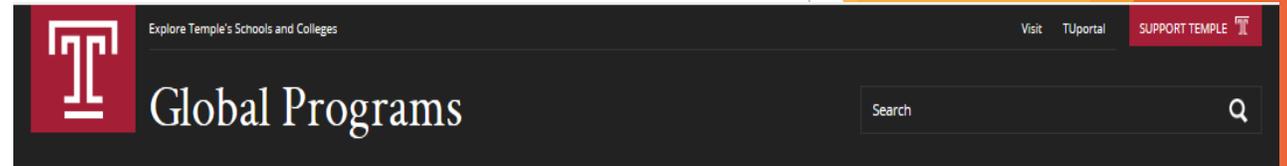
- An online application will collect basic student and academic information.
- After submitting the online application, students should wait 24 hours.
- An email will be sent with instructions for how to submit supplemental documents.

- 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

The screenshot shows a login form with a white background and a dark red header that says 'LOG IN'. Below the header are two input fields: 'Email: *' and 'Password: *'. Below the password field is a dark red button with the text 'Log In' in white. At the bottom of the form, there 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'

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Visit | Uportal | SUPPORT TEMPLE

Global Programs

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.

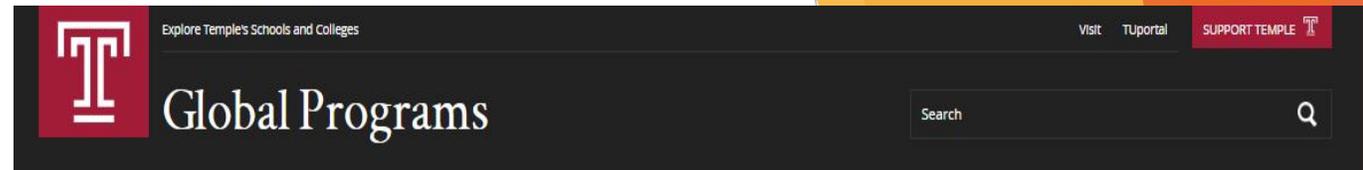
[Create Account](#)



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.



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

[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'

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Global Programs

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Log Out | My Account | Apply Online

Application Listing

Start a new Global Programs Application

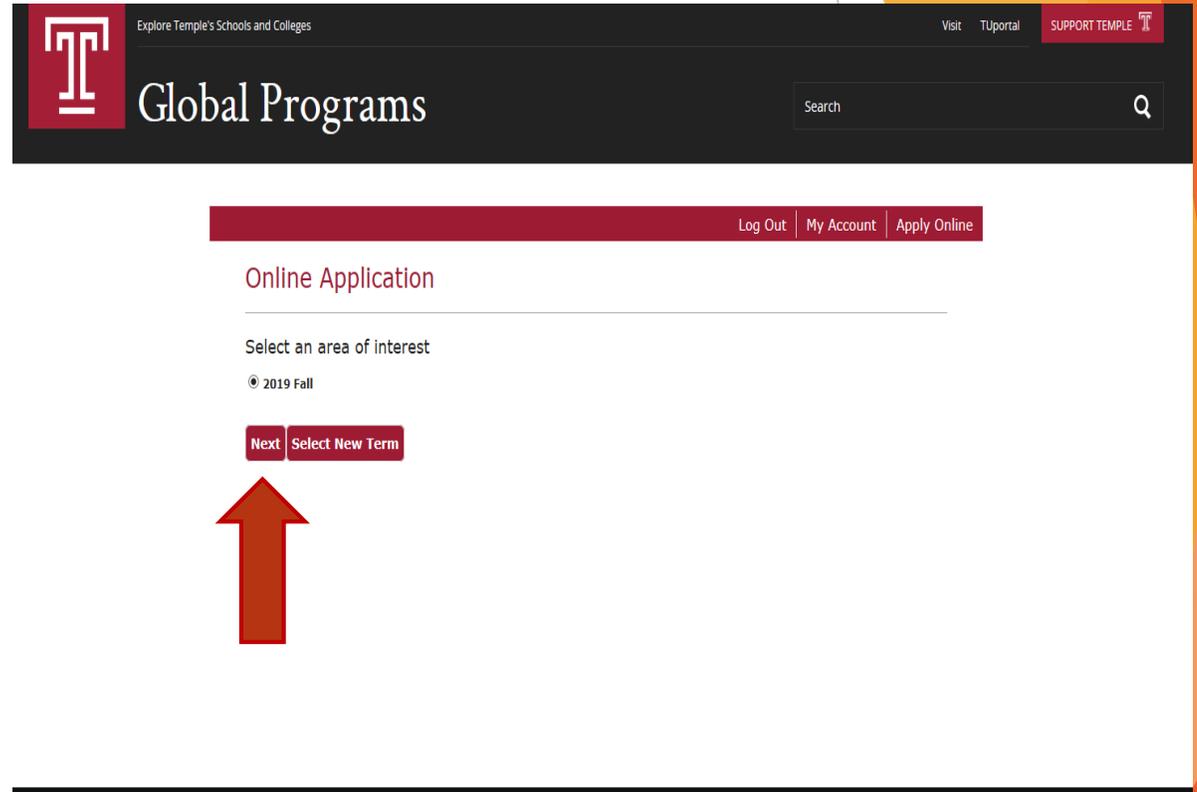
COMPLETE

Online Application

Step 2

Select Area Of Interest

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



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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'

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Online Application

NAME

First Name * Last Name *

CONTACT INFORMATION

Email Address *

Home Phone * Cell Phone

PERMANENT ADDRESS

Permanent address outside of U.S. or Canada?

Permanent Address Line 1 *

Permanent Address Line 2

Permanent Address City *

Permanent Address Foreign Address Line *

Permanent Address Country *

Save Application Save & Continue

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 logo, the text "Explore Temple's Schools and Colleges", and navigation links for "Visit", "TUportal", and "SUPPORT TEMPLE". The main navigation bar features "Global Programs" and a search box. 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 is divided into sections on the left: "Student Information", "Biographic Information" (highlighted), "Academic Information", and "Additional Information". The "BIO INFORMATION" section contains the following fields:

- Country of Birth ***: A dropdown menu.
- Country of Citizenship ***: A dropdown menu.
- Citizenship Status ***: A dropdown menu with three options:
 - U.S. Citizen (I hold a U.S. passport)
 - Non-Resident Alien (I do not hold a U.S. Passport)
 - 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 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'

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Visit TUportal SUPPORT TEMPLE

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Online Application

PROGRAM INFORMATION

Student Information

Biographic Information

Academic Information

Additional Information

Program of Study *

Entry Term *

2019 Fall

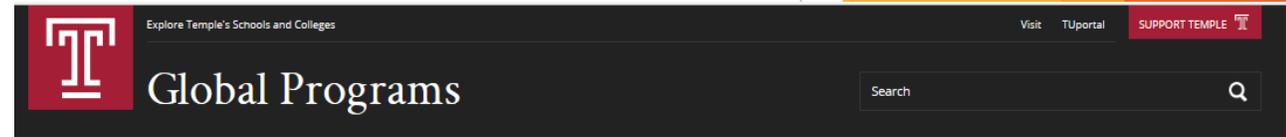
Save Application Previous Page **Save & Continue**

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'



Online Application

The screenshot shows a web form titled 'PROGRAM INFORMATION' in a dark red header. The form is organized into a table with two columns. The left column lists sections: 'Student Information', 'Biographic Information', 'Academic Information' (which is highlighted with a grey background), and 'Additional Information'. The right column contains dropdown menus for: 'Program of Study*', 'Entry Term*', 'Duration', 'Housing Information', 'Country*', and 'Home University*'. At the bottom of the form are three buttons: 'Save Application', 'Previous Page', and 'Save & Continue'. A large red arrow points from the right towards 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'

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Search

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Online Application

CERTIFICATION

Student Information

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

Biographic Information

Academic Information

Additional Information

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 *

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 navigation bar with the Temple logo, the text "Explore Temple's Schools and Colleges", and links for "Visit TUportal" and "SUPPORT TEMPLE". Below this is a search bar with the text "Global Programs" and a search icon. A secondary navigation bar contains links for "Log Out", "My Account", and "Apply Online". The main content area features a heading "Apply Online" followed by a horizontal line. Below the line, it says "Thank you!". The message continues: "Your application for admission to Global Programs at Temple University has been received." There are two sections with underlined headings: "Dual Bachelor's Master's Degree program" and "Study Abroad and Exchange Programs". The first section states: "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." The second section states: "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." At the bottom of the message, it says: "Please contact us at global.programs@temple.edu with any questions or concerns and we would be happy to assist you." and a link: "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



Log Out | My Account | Apply Online

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

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!