

Across Cultures International is proud to support the educational advancement, cultural progress, and professional development of American students, scholars, educators, and professionals abroad, in line with the core Reciprocity objectives of the Exchange Visitor Program and the foreign policy mission of the United States Department of State.

If you are a U.S. Citizen, 21 years of age or older, and currently either pursuing undergraduate or graduate college/university studies, or a prospective college/university student, or a professional (college/university graduate), and are looking for financial support for your properly structured educational, cultural or professional endeavours outside the United States, please contact Tunde Chirianu – Alternate Responsible Officer, Tunde@AcrossCulturesInternational.com

Subject to basic terms and conditions, as well as budget limitations, we are glad to provide funding for your efforts to promote and advance the American academic, cultural, and professional excellence abroad.

To apply for participation in the American Reciprocity program administered by Across Cultures International, complete the [American Reciprocity Application](#) and submit it via email to Tunde Chirianu – Alternate Responsible Officer, Tunde@AcrossCulturesInternational.com. Please carefully read and comply with all the instructions, and include all the necessary requirements (all at the same time, only in PDF). Kindly do not submit incomplete applications, or applications without all the required supporting documentation.

All applications are reviewed and processed at the discretion of Across Cultures International's leadership, and additional consideration is given to applicants born in the U.S. seeking opportunities in countries where they did not travel before. The employees, executives, shareholders, partners, affiliates, contractors, vendors, and investors of Across Cultures International, as well as all their family members and/or domestic partners, are not eligible to apply for participation in the American Reciprocity program administered by Across Cultures International.

American Reciprocity

Application and Filing Instructions

- Please type or print; legible handwriting, using only black or blue ink, is acceptable.
- Complete **all** applicable fields, and follow all itemized instructions.
- Initial, sign and date the form, as required, and provide all the required itemized supporting documentation.
- If more space is needed to describe a specific situation or provide additional information, please attach additional pages.
- Scan your application **and all** the required accompanying documentation in **PDF** (only), and e-mail **everything at the same time**, to Tunde@AcrossCulturesInternational.com.
- Do not submit incomplete applications, or applications without all the required supporting documentation. Clear legible copies are acceptable – do not submit original documents.
- All documents submitted with or in support of this application must be issued in English, or be accompanied by a certified English translation.

Applicant's Biographic/Identity Information

Last (Family) Name: _____

First (Given) Name: _____

Middle Name: _____

Date of Birth: _____ Gender (circle one): Male Female Other
Please use **letters** for the month

Country of Birth: _____ City of Birth: _____

Country of Citizenship: _____ U.S. Social Security Number: _____
For U.S. tax reporting purposes

Applicant's Contact Information

Current (or most recent) address **in the U.S.:** _____

Address outside of the U.S. (**if** currently temporarily residing abroad): _____

Current Telephone#: _____ E-mail Address: _____
Include area code

Emergency Contact Information (please list two persons to be notified in case of emergency)

1. Full Name: _____

Relationship: _____

Complete Address: _____

E-mail Address: _____ Telephone#: _____
Include (country and) area code(s)

2. Full Name: _____

Relationship: _____

Complete Address: _____

E-mail Address: _____ Telephone#: _____

Include (country and) area code(s)

Information about the desired program participation

Type of activity abroad (e.g. academic, cultural, professional, etc. – can include multiple activities):

Start Date : _____ End Date: _____ (can be future or on-going activities)

Location (city and country): _____

Name of foreign host organization (e.g., the college/university where you will study, the employer where you will temporarily work, the club or association that will accommodate/organize the presentation, seminar, etc.): _____

Detailed description of the proposed activity (add additional pages if needed): _____

Have you ever previously participated in any academic, cultural, or professional activities outside the United States? _____; if Yes, please provide details about the period, country, and a short description of the activities: _____

Applicant’s academic information - college or university

Check one option: Prospective Student Current Student Graduate

Full name of the postsecondary educational institution (college or university)

Country and city where the institution is located

Graduation date, or expected graduation date

Degree achieved or pursued (Associate, Bachelor, Master, etc.)

Major / Field of study

Applicant’s current or most recent U.S. employment information (college or university graduates only)

Full name of employer

Address of employer

Job title

Employment period (month/year - month/year)

Brief nontechnical description of job duties

Please attach the following documentation:

- Copy of the identification/biographic page of your valid U.S. Passport, **and**
- Copy of your professional resume, **and**
- (For professionals - college/university graduates only):
 - Copy of your college/university degree diploma or transcripts, **and**
 - Copy of current or most recent formal U.S. employment verification letter, **and either:**
 - Copy of a document indicating that you are, or will be, employed in a professional capacity abroad (e.g. current or prospective employment contract, or formal current or prospective employment verification letter), **or**
 - Copy of a document indicating that you are, or will be, pursuing formal college/university education abroad (e.g. formal college or university acceptance letter, or formal college or university enrollment confirmation/verification letter), **or**
 - Copy of a formal document indicating that you will participate in, organize, attend, etc., other educational, cultural, or professional activities abroad (seminars, presentations, training sessions, conferences, competitions, etc.).
- (For current or prospective college/university students only):
 - Copy of a document indicating that you are, or will be, pursuing formal college/university education abroad (e.g. formal college or university acceptance letter, or formal college or university enrollment confirmation/verification letter).

I certify by my initials and signature below that:

Write the initials of your name on top of the small line at the beginning of each statement below

____ All the information provided in this application, as well as all the attached documentation, are true and correct;

____ I volunteer to participate in the activities described and documented in this application, which were identified, arranged and organized by me, and I voluntarily accept all risks (including, but not limited to bodily injury, financial loss, or property damage), that may result from any event or accident in which I might be involved; I permanently give up all rights to make claims of any kind against Across Cultures International and the United States Department of State (and any of their affiliate offices, employees, agents, officers, trustees, directors or representatives), and I hereby releases and discharge Across Cultures International and the United States Department of State (and any of their affiliate offices, employees, agents, officers, trustees, directors or representatives) from any claim, liability, or demand of any kind, either from me, or any of my representatives or heirs.

____ I am responsible to cover the costs for all the expenses to be incurred during my participation in the activities described and documented in this application, and will make all the necessary proper arrangements, including but not limited to flight, transportation, housing, living arrangements, medical and emergency insurance, fees, etc.;

____ I was not requested to, and did not, pay, exchange, or promise any money, services, or anything of value, to anyone, to apply for participation, or be accepted to participate, in the American Reciprocity program of Across Cultures International;

____ I am familiar and will comply with all rules and regulations of the United States, as well as all countries that I will transit or visit, which apply to my participation in the activities described and documented in this application, including but not limited to visa, entry, transit and stay, customs provisions, taxation, labor, etc.;

____ I am familiar with and will properly use the options offered by the United States Department of State to register my trip and visit abroad with the local United States Consulate, as well as the emergency contact, notification and assistance services offered by the U.S. consular posts to American citizens abroad;

____ I understand that the American Reciprocity program of Across Cultures International promotes and advances the American academic, cultural, and professional excellence abroad, in line with the core Reciprocity objectives of the Exchange Visitor Program and the foreign policy mission of the United States Department of State. I will comply with and respect the customs, traditions, and social norms of the countries that I will visit, transit or reside in, and will not engage in any activities that might result in any controversy, or bring disrepute or notoriety to Across Cultures International or the United States Department of State;

____ At the end of my participation in the activities described and documented in this application, I will properly complete and submit to Across Cultures International the American Reciprocity Final Evaluation form, which is included in this application package, to provide my participation feedback;

____ If requested, I will do my best to reasonably accommodate and respond to an invitation from the United States Department of State to share my feedback about my participation in the activities described and documented in this application;

____ I am not a current or former employee, executive, shareholder, partner, affiliate, contractor, vendor, or investor of Across Cultures International, and I am not an immediate family member, or domestic partner, or a relative, of such individuals.

Full name of applicant

Signature of applicant

Date (month/day/year)

Across Cultures International – American Reciprocity
Final Evaluation

(To be completed and submitted only at the END of your program activities abroad)

The purpose of this Final Evaluation is to provide Across Cultures International with feedback on your participation in educational, cultural, or professional activities outside the United States, to evaluate the quality of your experience, and accomplishments. This will assist us to identify additional opportunities for future participants, recommend feasible activities, improve and strengthen the program, and avoid potential deficiencies.

Filing Instructions

- Please type or print; legible handwriting, using only black or blue ink, is acceptable.
- Complete all applicable fields.
- Sign and date the form, as requested.
- If more space is needed to describe a specific situation or to provide additional information, please attach additional sheet(s) of paper.
- Complete this form only at the end of your program activities abroad and submit it via email, in PDF, to Tunde@AcrossCulturesInternational.com

Program Information

Participant's Last (Family) Name: _____

Participant's First (Given) Name(s): _____

Participant's Telephone#: _____ E-mail Address: _____

Type of activity completed abroad (e.g. academic, cultural, professional, etc.): _____

Start Date : _____ End Date: _____

Location (city and country): _____

Name of foreign host organization (e.g., the college/university where you studied, the employer where you temporarily worked, the club or association that accommodated/organized the presentation, seminar, etc.): _____

Brief nontechnical description of the activities performed abroad: _____

Please rate your answers to the following questions on a scale of 1-5: (1 = Poor, 5=Excellent)

1. How satisfied are you with the professional experience gained abroad? (if applicable): _____
2. How satisfied are you with the educational experience gained abroad? (if applicable): _____
3. How would you rate your satisfaction with the cultural and social experience gained abroad? _____
4. How would you rate your overall experience abroad? _____

Please answer the following questions, as applicable

1. What are the most important skills and practical knowledge that you have gained from your activity abroad? _____

2. Please list the main professional, cultural and social experiences gained abroad that you probably would have not gained in the U.S.: _____

2. What were the biggest challenges that you encountered abroad?: _____

3. What advice would you give to future participants in similar activities abroad? _____

4. Would you recommend other Americans to participate in similar professional, cultural, or educational activities abroad? _____ If No, why Not? _____

5. Please write any suggestions, comments, complains or concerns regarding your participation in the referenced activities abroad, and/or provide details about any incidents and emergencies that occurred (if any); add additional pages if needed: _____

Participant's Signature: _____ Date: _____