# Application for Admission as a Transfer Student

# 2024-2025

Office of Admission •Office of the Registrar• American University of Central Asia • 7/6 A. Tokombaev st. • Bishkek 720060• Kyrgyz Republic•Phone: 996 (312) 915000 (+407, +409, +400, +402) • E-mail: [admissions@auca.kg](mailto:admissions@auca.kg)•registrar@auca.kg• [www.auca.kg](http://www.auca.kg/)

**Registration # \_\_\_\_\_\_\_ Student ID \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**(If you've ever studied at AUCA)**

|  |  |
| --- | --- |
| **LETTER TO THE PRESIDENT OF AMERICAN UNIVERSITY OF CENTRAL ASIA** | |
| To President of AUCA Timothy Edward O`Connor from Permanent Address  **DECLARATION**  I would like to receive permission to transfer from  (name of the Institution)  From program  To AUCA program as a student.  (sophomore or junior)  I have read and understood the transfer policy of the University posted on the AUCA web site.  Signature Date 2023 | Attach a 3x4 cm full-face  color photo |
| (on white background) |
|  |
|  |
|  |
|  |
|  |
| SUPPORTING DOCUMENTS TO BE SUBMITTED TO the ADMISSIONS OFFICE of AUCA   * Copy of high school diploma or vocational education certificate (Note: Upon transfer to AUCA, the original copy of graduation certificate or diploma with appendix **must** be submitted to the Office of Admissions) * Official copies of university transcripts / akademicheskaya spravka   (Note: Applicants who have graduated from educational institutions outside of the Kyrgyz Republic **must** present an equivalency certificate from the Ministry of Education and Science of the Kyrgyz Republic).   * Copy of Republic Test Certificate taken in the year of graduation from high school (**FOR KYRGYZ CITIZENS ONLY**)   (Note: the original copy of the certificate **must** be submitted to the Office of Admissions upon transfer to AUCA)   * Copy of passport information pages * 2 color photographs (3 x 4 cm white background) * If the language of instruction in the institution you are transferring from is not English, English language test results | |

|  |
| --- |
| **APPLICANT INFORMATION** |
| **NAME AND RESIDENCE INFORMATION (Please write your name as it appears in official documents both in English and Russian):**  Full Name in English (as in passport):  Family Name (Surname) Given Name (First) Middle Name (if any)  Full Name in Russian (Ф.И.О.):  Фамилия Имя Отчество  Residence Information (required):  Nationality Country of Citizenship  Date of Birth (day/ month/ year): Gender : Female Male  (i.e. 27 March, 2005) |
| **CONTACT INFORMATION:**  Permanent Mailing Address:  House or Apartment Number and Street  City and District Province / Oblast / State Country Postal Code  Permanent Phone Number:  (country and city code)  E-mail: Mobile Phone Number:  (country and city code)  Current/Local Address: \_  (If different from above) House or Apartment Number and Street  City and District Province / Oblast / State Country Postal Code  Current Phone Number:  (country and city code) (country and city code)  **ALTERNATE CONTACT:** (This should be someone OTHER THAN YOU OR YOUR PARENTS, such as a relative, friend, or neighbor)  Full Name: His/Her relation to you: Phone Number: (must be different number from your home or mobile phone numbers)  *[Important: Address and contact changes should be reported immediately to the Office of Admissions.]* |
| **PASSPORT INFORMATION:**  Passport # : Passport Issuing Authority:  Passport Issue Date (Day/ Month/ Year): Passport Expiry Date (Day/ Month/ Year): [***Please note that all international students must make sure to renew or extend their student visas within Kyrgyzstan in a timely manner.***] |

|  |
| --- |
| **ACADEMIC INFORMATION** |
| **HIGH SCHOOL/ SECONDARY EDUCATION:**  Name of School / Institution: Address of School / Institution:  Street Address  City and District Province / Oblast / State Country Postal Code  Year of Graduation (or anticipated Date of Graduation): Certificate/Diploma Number: Language of study in High School: **KGZ, RUS, TURKM, TAJ, KAZ, UZB, OTHER** Please, list the languages you speak: Did you study at AUCA’s Preparatory Program (either the semester-long or year-long studies program): **Yes** SID or **No** Did you study at AUCA’s other programs (full-time or part-time): **Yes** SID or **No**  **FOR CITIZENS OF KYRGYZSTAN & CIS COUNTRIES ONLY:**  Have you attended any high schools outside of your home country: **Yes** or **No** If Yes, name the program , and list the school name, location, and dates of attendance: Are you a winner of the **Republic Olympiad**: **Yes** or **No**  Subject: Place: |

|  |
| --- |
| **UNIVERSITY/ HIGHER EDUCATION:**  Name of College/ University/ Institution: Address of College/ University / Institution:  Street Address  City and District Province / Oblast / State Country Postal Code  Year of Graduation (or anticipated Date of Graduation): Certificate/Diploma Number: Degree and Major (i.e. Bachelor of Arts, History): |
| |  | | --- | | **FINANCIAL AID INFORMATION** | | This information is essential for assessing potential financial aid need, and it will not be used in any way as a condition of admissions to AUCA. The information you provide is non-binding, will not be considered as a contract of payment to AUCA, and will be held in strict confidence.  **Are you applying for a financial aid / scholarship at AUCA? Yes or** **No**  If your answer is **YES**, please contact AUCA’s Financial Aid Office (room 237; phone +996 312 915 000, ext. 412) for detailed information. | |

|  |
| --- |
| **FAMILY INFORMATION** |
| **Father’s Full Name**: Home Phone Number: Work Phone Number: Mobile Phone Number: E-mail (if any):  Place of Employment & Position Held: |
| **Mother’s Full Name**: Home Phone Number: Work Phone Number: Mobile Phone Number: E-mail (if any):  Place of Employment & Position Held: |