



## Mercy University Exchange Student Applicant Checklist

Your Full Name: \_\_\_\_\_

Your Home Country: \_\_\_\_\_ Your Home Institution: \_\_\_\_\_

Term(s) you plan to study at Mercy University:

- Fall 2024 (September 4, 2024 – December 20, 2024)
- Spring 2025 (January 2025- May 2025)
- 24-25 Academic Year (September 2024- May 2025 )

### YOUR NEXT STEPS:

1. **Complete study abroad application online by clicking [HERE](#).** You will need to upload the following items to your application:
  - a. Copy of valid and unexpired passport (picture page only)
  - b. Proof of funding (recent bank statement, totaling at least \$8,425 USD for one semester or \$16,850 USD for one academic year). All financial documents must be in English or accompanied by official English translation.
  - c. **Mercy University Affidavit of Support**, if you have a sponsor (family member) who is supporting you financially with your living expenses [HERE](#)
2. **Complete Non-matriculated student application** online [HERE](#).

Additionally, please gather the documents listed below, and email as PDF files to [studyabroad@mercy.edu](mailto:studyabroad@mercy.edu). Be sure to include your full name and home institution in your emails:

- Proof of English proficiency (Cambridge B2, 71 on TOEFL, 100 on Duolingo, or 6.0 on IELTS) or Proof of English proficiency letter from your home institution
- Most recent academic transcript from your home institution (officially translated into English)
- New York State required immunization Records (Proof of immunization, indicating 2 doses of MMR – **measles mumps, rubella vaccine – and Meningitis vaccine**). If you have not received the meningitis vaccine and you do not wish to obtain it, you can complete our online waiver form once you are issued a student ID number.
- Proof of COVID-19 vaccine (optional but we will accept it if you have it)

Please email [studyabroad@mercy.edu](mailto:studyabroad@mercy.edu) with any questions that you may have!  
Thank you, and we look forward to you joining us in New York at Mercy University!