Creating an Inbound Exchange Application Account on abroad.calpoly.edu

To apply to come to Cal Poly on exchange, first, obtain a nomination from your home University’s study abroad exchange coordinator, then apply to the Cal Poly International Exchange Program at abroad.calpoly.edu. You will create a login account, then apply to your program. Once accepted, you will be directed to submit additional information required to create your DS-2019 visa document. Do not send any documents to us via email. Only send the documents requested in the application.

Click the Non-Cal Poly Login link to start the process of making a user profile.
SECURITY : USER IDENTIFICATION WIZARD: STEP 1

In order to continue, you will need to be logged-in. This wizard will guide you through the steps of authentication.

Please indicate how you will be logging in:

- I have a Cal Poly Username and Password
- I have login credentials to this site that I received by email.
- I do not have login credentials to this site.

Select the third option

Submit

SECURITY : USER IDENTIFICATION WIZARD: STEP 2

In order to request login credentials, we will need to know what type of applicant you will be on the site. Select one of the following options and click the 'Submit' button.

Please indicate which type of user you are:

- I am not currently registered at an institution.
- I am registered at a US institution.
- I am a non-US applicant interested in the following program:
  - Inbound from Leeds Beckett University

Select the third option and then the program you are interested in—

Submit
Next, enter your name as it appears on the bottom of your passport.

In this example, Last Name is Uk Specimen. First and Middle names (if any) are listed next. In this example, Angela is the first name and Zoe is the middle name.
Fill out the form with Upper-Lower case letters for your name, as shown. Be sure to match your passport names. Enter your Email address, date of birth, gender, and verify your institution. Check the box to authorize Cal Poly to collect your information.

Then click ‘Create Account’.

You will get an email with a temporary password and link to set login.
Copy the temporary password, then click the General non-Cal Poly Username and Password login link

Select ‘I have login credentials to this site that I received by email’
SECURITY : LOGIN (EXISTING USER)

To login, please enter your username and password in the form provided below.

Please log in:

Username:
Password:

Login
Forgot your password?

Login with your email and temporary password sent to you

SECURITY : PASSWORD RESET (EMAIL LOGINS ONLY)

Before your password can be reset, please answer at least two of the three following security questions to verify that you are the owner of this account.

Password Reset Security Questions (answer at least two)

What was your childhood nickname?
In what city did you meet your spouse/significant other?
What is the name of your favorite childhood friend?

Choose and answer your security questions and click ‘Update’
Before you can continue, you must enter a new permanent password.

The permanent password must:
- Be at least 8 characters
- Contain both upper and lower case letters
- Contain at least one number

Choose New Password

New Password: [Input field]

(this is the password you would like to use for all future login attempts)
Password does not meet strength criteria

Re-enter New Password: [Input field]

Change

You will be prompted to change your password

SECURITY : LOGIN (EXISTING USER)

To login, please enter your username and password in the form provided below.

Please log in:

Username: [Input field]

Password: [Input field]

Login

Forgot your password?
Use this **List of Available Exchange Programs** link to go to entire list of exchange programs OR search for the program:

On the following page select ‘Search Programs’

Then click on ‘Search’
Scroll through the results until you find your program. Then click the green link for the program in the Program Name Column.

**Programs: Program Search (Results)**

Following is the list of programs based on the search criteria. Click any program name to view details or to apply. If you would like to request information from our staff about programs matching the search criteria you have selected, use the Request info button.

Searched for **incoming** programs within any term, that have the word(s) **birmingham** in the program name, **Program name in ascending order**.

<table>
<thead>
<tr>
<th>Program Name</th>
<th>City</th>
<th>Country</th>
<th>Region</th>
<th>Save/Share</th>
</tr>
</thead>
<tbody>
<tr>
<td>University of Birmingham, Edgbaston</td>
<td>San Luis Obispo</td>
<td>United States</td>
<td>North America</td>
<td></td>
</tr>
</tbody>
</table>
Check the dates and deadlines first, then click ‘Apply Now’.

Check dates and deadlines, then click Apply Now above.
Read the Learning Content and complete each Questionnaire and upload any documents requested in the questionnaires. When you are satisfied with your responses to each questionnaire, be sure to click the **Done** button.

When you have completed all steps, your application is complete. Cal Poly will send your application to the exchange coordinator for your program for approval.

Once you are approved, you will be notified to return to your application to complete additional questionnaires and proof of funding required for Cal Poly to issue your DS-2019 immigration document. Do not email any documents to Cal Poly. Please only use the questionnaires to send documents.

If you have any questions or have trouble, please email [intlservices@calpoly.edu](mailto:intlservices@calpoly.edu).