GESI Online Application Instructions for Non-Northwestern Students

Pre-Application Checklist:

Before starting the online application process, read through the following checklist so that you have all required materials prepared:

- A digital headshot (optional)
- Passport information - if you do not yet have a passport, you can enter this information later.
- Unofficial transcript saved as a PDF - this is often found in your College or University's online student portal.
- Resume – this will be shared with GESI site teams and internship hosts.
- GESI Essays - Prepare the following essay in a word document so you can easily copy and paste to the application. (If Bolivia, the Dominican Republic, or Nicaragua is your first choice, type your responses in Spanish.):
  - 2015 is the target year for meeting the eight United Nations Millennium Development Goals (MDGs). Over the past 15 years, great strides have been made to address issues ranging from the alleviation of extreme hunger to decreasing child mortality through numerous interventions from the UN, individual countries, regions, and communities. In 300-500 words, describe which MDG resonates with you the most and why, and describe a few steps you think help achieve that goal.
- Home Institution Authorization Form - Non-Northwestern students are required to submit a Home Institution Authorization and Evaluation Form. Please download this form here and submit to the appropriate administrator at your home university. Please note you can submit your application without completion of this form, but you cannot be officially accepted and enrolled in GESI without the form.
- GPA – If your GPA is below 2.5, please contact us before beginning the application.

Getting Started:

1. Go to www.northwestern.edu/studyabroadapp.
2. Click on the “Non-Northwestern Students: Register Now” button.
3. Create a profile.
Note about correspondence: Throughout the application process, you may receive periodic automated reminders and information from the application system. All correspondence directly from our office will be from the GESI email account (gesi@northwestern.edu).

Begin Your GESI Application:

1. Click “Search Programs.”

2. Enter “GESI” into the keyword field and hit the “Apply search” button

3. The GESI sites should be the only search results. Find your first choice GESI location and click “Select” and indicate the term you intend to participate in order to begin your application.

4. The application will ask you to list a first and second choice program. If GESI is your only choice, **DO NOT** select a second GESI location as your second choice program (this will trigger duplicate fields for you to complete); there will be space in the application to rank your preferred location(s).

   **Note:** Your application does not lock you into one GESI country. Should you decide you are interested in another site, the GESI staff can update your application to reflect your updated preferences.

Scheduling Your GESI Interview:

Students applying to GESI must conduct an interview with GESI staff prior to submitting their application. These interview sessions are intended for students who are ready to apply and are an opportunity to articulate how your program choice aligns with your personal and academic interests, learn more about the program, and ask questions.

To schedule an interview through our [online scheduling system](#); please select several options for times you are available in the next two weeks between 9am and 5pm (CST), Monday through Friday. You are encouraged to schedule your appointment early, as interview slots fill. Non-Northwestern students and off-campus students will be interviewed by phone or Skype.

You can complete as much of the online application as you would like before the interview, but you will not be able to submit the application through the online system until you've completed this requirement.

Submitting Your GESI Application:

To submit your application for review:
1. Make sure that you have completed all sections of the application. If you have completed all required questions in a section, you will see a green check mark next to that section. If you do not see this green check, return to that section and complete the required questions.

2. Once you have completed all sections of the application, review your application on the Review & Save page one final time, then click the Submit Application button at the bottom of the page. If the option to submit your application does not appear, that indicates that some part of the application is not yet complete.

Please be aware that once you submit your application, it will be sent to a study abroad adviser for review. You will not be able to edit your application after clicking "Submit Application" unless instructed to do so by a study abroad adviser.

Questions?

We’re here to help! Contact GESI at gesi@northwestern.edu or give us a call at 847-467-2689. For technical issues with the online application, please email studyabroadapp@northwestern.edu.

We look forward to reviewing your application!