



Use Google Chrome or Safari to complete the application. If you have applied to IEC before, there is no need to do it again.

Au Pair Language & Culture Program Application Checklist

Please type or print clearly.

APPLICANT INFORMATION (as it appears in your passport)

Family/Last Name

Given/First name

Gender: Male Female

Country of Birth: _____ Country of Citizenship: _____

Date of Birth: _____ Native Language: _____
Month / Day / Year

APPLICATION CHECKLIST

Have you taken/audited a course at CU Boulder? Yes No

If yes, please indicate your student ID number _____

All items below must be submitted before the IEC can process an application:

- Completed *Application Form*
 - Signed *Tuition and Fee Agreement and Disclosure* (page 4)
 - Completed and signed *Release of Non-Directory Information from the Student Education Record* (page 5)
- Photocopy of the identification page of the applicant's passport
- Photocopy of the applicant's DS-2019
 - Photo for Buff Onecard



Au Pair Language & Culture Program Application Form

Please type or print clearly.

APPLICANT INFORMATION (as it appears in your passport)

Family/Last Name		Given/First Name	
Gender:	Male Female	Country of Birth: _____	Country of Citizenship: _____
Date of Birth: _____	Native Language: _____		
Month / Day / Year			

APPLICANT ADDRESS/CONTACT INFORMATION

Home Country Address (Number and Street)

City	State/Province	Postal Code	Country
_____	_____	_____	_____

US Telephone Number **Email Address**

U.S. Address (Number and Street)

City	State	Zip Code
_____	_____	_____

HOST FAMILY INFORMATION

Name of Host Parent(s) _____

Telephone(s) _____ **EmailAddress** _____

AU PAIR AGENCY INFORMATION

Name of Au Pair Agency _____ **Name of Au Pair Coordinator (LCC – Local Childcare Consultant)** _____

Telephone _____ **EmailAddress** _____

CRIMINAL HISTORY

Do you have a pending criminal charge OR have you ever been adjudicated guilty or convicted of a misdemeanor, felony, or other crime? Note that you are not required to answer "yes" to this question, or provide an explanation, if the criminal adjudication or conviction has been expunged, sealed, annulled, pardoned, destroyed, erased, impounded, or otherwise ordered by a court to be kept confidential. (Misdemeanor traffic offenses are exempt.)

Yes*** No

*** If your answer is YES, please complete the form located at the following address: <http://iec.colorado.edu/sites/default/files/u7456/CriminalHistorySupplement.pdf>. Include this form in your application materials.

Have you ever been placed on probation, suspended, expelled, or been subject to official disciplinary action from any high school or postsecondary institution for any academic misconduct or behavioral misconduct?

Yes No



MEDIA RELEASE

For Applicant:

I, the undersigned, hereby irrevocably grant permission to the International English Center at the University of Colorado Boulder, to photograph, film, reproduce, transcribe, or otherwise record and use (including release, publish, quote, or broadcast) my image and/or voice in connection with the exchange program in which I am a participant and/or in my related activities as an alum of the program.

Additionally, I hereby authorize the International English Center at the University of Colorado Boulder to release, publish, broadcast or quote such material, including my name, and any program-related material I myself may create (including photographs and writings).

With respect to this material, I understand that content may be included in future speeches, on the Internet, and through multiple broadcast channels and print media, but that such content will not be used for commercial purposes.

Applicant Signature

Date (Month / Day / Year)

CERTIFICATION AND SIGNATURE

I hereby certify that, to the best of my knowledge, the information furnished on this application is true and complete. I understand that, if found to be otherwise, it is sufficient cause for refusal or dismissal. I agree to observe all campus policies and regulations including the University honor code.

Applicant Signature

Date (Month / Day / Year)

UNIVERSITY OF COLORADO BOULDER

Tuition and Fee Agreement and Disclosure

The payment of all tuition, fees and charges becomes an obligation of the student upon registration at the University of Colorado Boulder (“university”). By agreeing to these terms and conditions, I authorize the university to add to my account all tuition and fees.

Bills

After I register, I understand that my bill will be made available online, and I will be sent notification of its availability at my university (@colorado.edu) e-mail address. If I do not receive an e-mail notification, I agree that I am still responsible for the required payment. See the university’s Continuing Education website conted.colorado.edu for specific dates and deadlines each semester.

Payment

I understand that I am registering for educational courses at the university. I hereby acknowledge and agree that I am fully responsible for the cost and expense of all tuition, fees, and other related educational expenses associated with my receipt of educational services at the university. I am responsible to review the current tuition and fee charges at CUBill&Pay, accessible via MyCUInfo: <https://MyCUInfo.colorado.edu>.

Tuition and fee charges are subject to change every term. I understand that I am responsible for maintaining my current address and phone number via MyCUInfo: <https://MyCUInfo.colorado.edu>.

If I expect financial aid to pay all or part of my financial obligation to the university, I understand that it is my responsibility to meet all requirements for disbursement to my student account. It is my responsibility to ensure that all requirements of grantors, lenders, employers and other third party payers are met on a timely basis. I understand that if my financial aid is reduced or cancelled due to eligibility, I will be responsible to pay back to the university any amounts that I am not eligible for under applicable financial aid guidelines.

Returned Payment Policy

I understand that I will be assessed a \$20 fee for each payment returned (regardless of the amount). I will be assessed a one percent (1%) finance charge on the unpaid balance. I may be required to use certified funds to make payments.

Withdrawal

I understand that if I do not officially withdraw from registered courses during the 100% tuition refund/credit period, I will be responsible for paying some portion or full tuition amount and fees based on the date that I officially withdraw. I may incur additional charges, including but not limited to, room, board, and other departmental or university fees.

Failure to Pay

If I do not make the required payment in accordance with the scheduled payment deadline and my student account becomes past due, I will pay a finance charge on the unpaid balance of my tuition and fees. The university will calculate the finance charge by applying the periodic rate of one percent (1%) per month (Annual Percentage Rate of 12%) to the unpaid balance amount less any payments or credits made. I understand that I may avoid assessment of finance charges by paying the full amount of the tuition and fees due by the published date.

Past Due Accounts

I understand that if I fail to pay the total amount due for all charges, I am subject to the following penalties:

1. Registration for future terms will not be allowed.
2. No transcripts, diplomas, or certification materials will be issued to me until my bill is paid in full.
3. My past due account may be referred to the university’s Continuing Education’s Bursar/Collection Department or the Campus’ Student Debt Management Department for collection.
4. If my account is referred to an outside collection agency, the delinquency may be reported to national credit bureaus and I may be responsible for collection costs and reasonable attorneys’ fees allowed by the laws of the state of Colorado.
5. Pursuant to Colorado Law (C.R.S. § 23-5-115), in the event of a default of my account owed to the university, the university may certify to the Colorado Department of Revenue (DOR) information about me, including my name, social security number, the amount of the debt and any other identifying information required by the DOR. The DOR may then disburse funds to the university in satisfaction of that debt from tax refund amounts owed to me, if any.

Billing Disputes and Inquiries

If you think a bill is wrong or if you need additional information about a transaction on your bill, you must contact us at:

University of Colorado Boulder
International English Center
1030 13th St.
63 UCB
Boulder, CO 80309-0063
Phone: 303-735-2981
Fax: 303-492-5515

Release of Information

In the event my account becomes past due, I authorize the university to release personal and financial information about my account to national credit bureaus, and others concerned with collecting the balance owing.

I understand the university and/or collection agency acting on behalf of the university, may contact me regarding any outstanding balance. I authorize and give my consent for the University of Colorado Boulder to contact me on all numbers associated with my account including my mobile phone or other wireless devices using automated telephone dialing equipment, text messaging, and artificial or pre-recorded voice messages to discuss my past due tuition account, loan(s), and other institutional services now and in the future. I further authorize collection agencies acting on behalf of the University of Colorado Boulder to contact me on all numbers associated with my account including my mobile phone or other wireless devices using automated telephone dialing equipment, text messaging, and artificial or pre-recorded voice messages to discuss my past due tuition account, loan(s), and other institutional services now and in the future so long as they comply with the requirements of the Colorado Fair Debt Collection Practices Act, section 12-14-101 *et seq.*, C.R.S.

Agreement

I hereby acknowledge that I have read and expressly consent to the University's Tuition and Fee Agreement and Disclosure. By checking the "I AGREE" box below and signing this agreement, I agree that I have carefully read this statement, fully understand it, and agree to be legally bound by it.

I Agree. _____
Signature Date

Contact Information

University of Colorado Boulder
International English Center
1030 13th St.
63 UCB
Boulder, CO 80309-0063
Phone: 303-735-2981
Fax: 303-492-5515

Release of Non-Directory Information from the Student Education Record

In compliance with the Family Educational Rights and Privacy Act of 1974 (FERPA), information from a student's education record is considered confidential and will not be released, with certain exceptions, without the student's written permission. In accordance with FERPA, the University of Colorado Boulder will disclose to a parent(s), spouse, other family member(s), or third party(s) information from the student education record provided the University has on a file written consent from the student. Please complete the following information.

1. _____
(Student Name- Print) (Student ID)

Specific records that may be disclosed for the purpose of providing information to the person(s) listed below include:

- Holds or Suspensions (Academic or Financial)
- Financial Aid (limited per Gramm-Leach-Bliley Act of 1999)
- GPA and Grades
- Student Financial/Billing Information
- Tuition Classification (detailed financial/other information)
- Wardenburg Health Records
- Housing Information
- Course Schedule
- Transcript Request
- Academic Advising

2. Specific information from my education records that **may not be** disclosed: _____

3. Names to whom the information may be released (please print clearly):

By signing below, you agree that University personnel may provide the information identified above from your education record. This approval will remain in your record, and will allow us to release the information you have authorized, even when you are no longer listed as a dependent upon your parent's income tax return, or you have graduated or left the University, unless you revoke this permission.

NOTE: Even if you do not sign this form, your parents may access your education records if you are still a dependent, and your parents declare you as a dependent on their most recent federal income tax form (according to the Internal Revenue Code of 1986, Section 152).

(Student Signature)

(Date)

Photo Submission for Student ID Card

If this is your first time to take a course at CU Boulder, please email your photo to Eriko Yatabe-Waldock (eriko.yatabewaldock@colorado.edu) along with your application, DS-2019, and the biological data page of your passport. The photo is for your Buff OneCard-your university student ID card.

Take a photo with your phone standing in front of a plain white or off-white background (like your passport photo). Please make sure that there is enough space above the head.

Photo Sample



Requirements

- Your head must face the camera directly with full face in view.
- Use a plain white or off-white background.
- Photo must be in color.
- Do not wear glasses.