



University of Pittsburgh
CAMPUS: OAKLAND (PITTSBURGH)

2018-19 Factsheet for *Incoming Exchange Students*

CONTACT INFORMATION

General Office
Information

Study Abroad Office, University Center for International Studies, University of Pittsburgh
802 William Pitt Union, 3959 Fifth Avenue, Pittsburgh, PA 15260, USA
☎ +1 412-383-7413 📠 +1 412-383-1766 ✉ abroad@pitt.edu 📧 internationalexchanges.pitt.edu

Contact for
Incoming &
Outgoing Students

Jessica SUN (Ms.)
Exchange Program Manager & Graduate Fellowships Advisor
☎ +1 412-383-7165 ✉ Jessicasun@pitt.edu

ADMISSIONS INFORMATION

Details for the admission process: <http://internationalexchanges.pitt.edu/overallprocess>

Academic
Calendar &
Deadlines

| | Fall 2018 Semester | Spring 2019 Semester |
|---------------------------------------|--------------------------------|------------------------------|
| International Student Check-in | Aug. 18 – 19, 2018 (Tentative) | Jan. 4 – 6, 2019 (Tentative) |
| Courses duration | Aug. 27, 2017 – Dec. 7, 2018 | Jan. 7, 2019 – Apr. 19, 2019 |
| Final Exams | Dec. 10 – 15, 2018 | Apr. 22 – 27, 2019 |

| | Nomination Deadlines | Application Deadlines |
|---------------------------------|----------------------|-----------------------|
| Year (Fall & Spring) | March 1 | March 25 |
| Fall (Semester 1) | March 1 | March 25 |
| Spring (Semester 2) | October 1 | October 15 |

See details: <http://internationalexchanges.pitt.edu/deadlines-calendar>

Application
Materials &
Requirements

- **Online application.**
- **Passport.**
- **English Language Requirements.** Non-native English speakers must meet one of the *minimum* requirements: **IELTS Band Score 6.5** or **TOEFL iBT 80**. Students who score less than 100 on the TOEFL iBT or Band 7.0 on the IELTS must take an additional proficiency test upon arrival.
- **Transcripts.**

See details: <http://internationalexchanges.pitt.edu/eligibility>

Tuition Costs &
Fees

Tuition: No tuition costs.
Special Fees: For select courses that require special equipment, such the physical education courses or studio art courses, fees maybe charged. For a list of the courses, please see the “Special Course Related Fees” for the following website here: <http://www.registrar.pitt.edu/courseclass.html>.
Pitt does not offer any scholarships to incoming exchange students.

APPLICATION INSTRUCTIONS

In order to be an exchange student, your home institutions must nominate you. Incoming exchange students should check-in with the home institution to ensure the nomination.

1. Go to the International Exchanges Website at <http://internationalexchanges.pitt.edu/apply>. Select the correct campus and begin the correct application.
2. Indicate whether or not you have received your login credentials.

The screenshot shows the 'Security: User Identification Wizard: Step 1' page. It features a navigation menu with 'Home' and 'Program Search'. A central message states: 'In order to continue, you will need to be logged-in. This wizard will guide you through the steps of authentication.' Below this, a section titled 'Please indicate how you will be logging in:' contains three radio button options: 'I have a Pitt username and password.', 'I am not a Pitt user but I have login credentials to this site that I received by email.', and 'I am not a Pitt user and I do not have login credentials to this site.' A 'Submit' button is located below the options. The page also includes an 'ANNOUNCEMENTS' section for 'Pitt Study Abroad Applications' and contact information for the University of Pittsburgh Study Abroad Office.

3. Afterwards, fill out the following form. Upon completion, an automated email will request for you to activate and verify the account. Remember to write down your password, as you will use this email and password to log into the account to submit your application and for procedures after admission. "First Name" indicates your given name, whereas "Last Name" indicates your family name.

The screenshot shows the 'Security: Login (new user)' form. It includes a message: 'To create an account, please fill in the form provided below.' The form fields are: 'First Name', 'Middle Name', 'Last Name', 'Email', 'Date of Birth' (with dropdown menus for Month, Day, and Year), 'Gender' (with radio buttons for Male, Female, and Other), and 'Partner Institution' (with radio buttons for Aberystwyth University, Berlin School of Economics and Law, Chinese University of Hong Kong, Euromed-Management (Marseille), European Business School, and CGP).

4. Once you have re-entered the application after you have received the email confirmation, you will be asked to choose the terms that you wish to come. Note that exchange students should select either *Spring, ####*, *Fall, ####* or *Year (Fall & Spring), ####*.
5. Students will then be brought to *The Program Application Page*. Each item is a link with either an online form or instructions.

| Program Application Page (Pre-Decision) | | | | | | | | | | | | | | | | | | | |
|---|---|----------------------|----------|---|--------------------------|---|--------------------------|---|--------------------------|--|--------------------------|-----------------------|--------------------------|-----------------------|--------------------------|---------------------------------------|--------------------------|---------------|--------------------------|
| Simulated User | Application Questionnaire(s) | | | | | | | | | | | | | | | | | | |
| Program: University of Pittsburgh - International Exchange Term/Year: Spring, 2016 Deadline: 09/25/2015 Dates: TBA | Click the following to view and complete the following online questionnaire(s). You may begin a questionnaire and save it for later completion, but note that you must click Submit in order for the questionnaire to be logged as complete and ready for review. | | | | | | | | | | | | | | | | | | |
| | <table border="1"> <thead> <tr> <th>Title</th> <th>Received</th> </tr> </thead> <tbody> <tr> <td>Admissions Information - Exchange</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Certificate of Financial Responsibility</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Citizenship / Immigration Information (outside United States)</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Citizenship / Immigration Information (within United States)</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Course Request</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Dependent Information</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Incoming Student Passport Information</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Personal Data</td> <td><input type="checkbox"/></td> </tr> </tbody> </table> | Title | Received | Admissions Information - Exchange | <input type="checkbox"/> | Certificate of Financial Responsibility | <input type="checkbox"/> | Citizenship / Immigration Information (outside United States) | <input type="checkbox"/> | Citizenship / Immigration Information (within United States) | <input type="checkbox"/> | Course Request | <input type="checkbox"/> | Dependent Information | <input type="checkbox"/> | Incoming Student Passport Information | <input type="checkbox"/> | Personal Data | <input type="checkbox"/> |
| Title | Received | | | | | | | | | | | | | | | | | | |
| Admissions Information - Exchange | <input type="checkbox"/> | | | | | | | | | | | | | | | | | | |
| Certificate of Financial Responsibility | <input type="checkbox"/> | | | | | | | | | | | | | | | | | | |
| Citizenship / Immigration Information (outside United States) | <input type="checkbox"/> | | | | | | | | | | | | | | | | | | |
| Citizenship / Immigration Information (within United States) | <input type="checkbox"/> | | | | | | | | | | | | | | | | | | |
| Course Request | <input type="checkbox"/> | | | | | | | | | | | | | | | | | | |
| Dependent Information | <input type="checkbox"/> | | | | | | | | | | | | | | | | | | |
| Incoming Student Passport Information | <input type="checkbox"/> | | | | | | | | | | | | | | | | | | |
| Personal Data | <input type="checkbox"/> | | | | | | | | | | | | | | | | | | |
| | <table border="1"> <thead> <tr> <th colspan="2">Material Submissions</th> </tr> <tr> <th colspan="2">Click the following to view instructions and/or printable forms which require the physical submission of materials.</th> </tr> <tr> <th>Title</th> <th>Received</th> </tr> </thead> <tbody> <tr> <td>Certification of Financial Responsibility</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Passport Information</td> <td><input type="checkbox"/></td> </tr> <tr> <td>TOEFL / IELTS Results</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Transcript(s)</td> <td><input type="checkbox"/></td> </tr> </tbody> </table> | Material Submissions | | Click the following to view instructions and/or printable forms which require the physical submission of materials. | | Title | Received | Certification of Financial Responsibility | <input type="checkbox"/> | Passport Information | <input type="checkbox"/> | TOEFL / IELTS Results | <input type="checkbox"/> | Transcript(s) | <input type="checkbox"/> | | | | |
| Material Submissions | | | | | | | | | | | | | | | | | | | |
| Click the following to view instructions and/or printable forms which require the physical submission of materials. | | | | | | | | | | | | | | | | | | | |
| Title | Received | | | | | | | | | | | | | | | | | | |
| Certification of Financial Responsibility | <input type="checkbox"/> | | | | | | | | | | | | | | | | | | |
| Passport Information | <input type="checkbox"/> | | | | | | | | | | | | | | | | | | |
| TOEFL / IELTS Results | <input type="checkbox"/> | | | | | | | | | | | | | | | | | | |
| Transcript(s) | <input type="checkbox"/> | | | | | | | | | | | | | | | | | | |

6. Fill out the *Admissions Information - Exchange* Questionnaire. This requests information on your status, area of study and English Language requirements. At the end of each questionnaire, you have the option to “Save” or to “Submit.” Questionnaires are not considered complete and cannot be reviewed until you click “Submit” to finalize your responses.
7. Fill out the *Course Request* Questionnaire. This asks about your course *preferences*. Be sure to list ten courses that you may be interested in registering for at Pitt. Include both the course number and title. This does not guarantee the courses, but informs the academic area of your intentions and interests.
8. Fill out the *Incoming Student Passport Information* Questionnaire. You will upload the appropriate passport information.
9. Fill out the *Personal Data* questionnaire. This requests information on your DOB, gender, marital status and emergency contacts.
10. All materials are submitted electronically. You will scan copies of each the required documents as PDF files to be uploaded to the appropriate questionnaire. Under “Material Submissions,” instructions are revealed when the respective link of each item is accessed. A reviewer manually marks materials as “complete.”

ACADEMIC INFORMATION

Choice of courses

- Schools & Majors: <http://internationalexchanges.pitt.edu/schools>
- Course Information: <http://internationalexchanges.pitt.edu/courses>

Full-time Enrollment

Incoming international exchange students must maintain full-time enrollment (at least 12 credit hours). At Pitt, this is typically 4 courses (each at 3 credit hours). Students are not to exceed 18 credit hours. ***Since courses are not guaranteed, it is recommended that students submit at least ten courses while applying to ensure full-time status.***

Registration

Course registration occurs after matriculation. Students will use PeopleSoft to register, working with the exchange program manager, the Director of International Engineering Initiatives (engineering students) or a specified academic advisor from the College of Business Administration (business students). See details: <http://internationalexchanges.pitt.edu/registration>

Transcripts

Students will fill out the Transcript Release Form online after admission AND a hardcopy document during Orientation to ensure that two copies of their transcripts are sent to their home institutions. Transcripts will not be mailed to student residences. Personal electronic or hardcopies may be ordered for a small fee of \$6 - <http://www.registrar.pitt.edu/transcripts.html>.

LIVING INFORMATION

Housing

| | ON-CAMPUS | OFF-CAMPUS |
|---------------------|---|---|
| Pitt Office | Panther Central | Off-Campus Living |
| Address | 3990 Fifth Avenue Pittsburgh, PA 15213 | 127 N. Bellefield Avenue Pittsburgh, PA 15260 |
| Phone Number | +1 412-648-1100 | +1 412-624-6998 |
| Website | http://www.pc.pitt.edu/housing/ | http://www.ocl.pitt.edu/ |

On-campus housing is NOT guaranteed for exchange students. For those living off-campus, students exchanging for one semester should sublet or find a roommate who may be searching for someone to fill a vacancy as most apartment leases are for a full-year. Additional information maybe found online at: <http://internationalexchanges.pitt.edu/housing>

Arrival Support

Students should refer to the following website for travel arrangements to and from the airport: <https://ois.pitt.edu/about-us/new-here/new-international-students/travel-arrangements/>.

Estimated Costs

Costs Estimated for a Full Year at Pitt

| Estimated Costs Based on 2017-18 Year (Divide in half for one semester estimations) | |
|--|---|
| Tuition & Fees | Covered through your home institution payment systems |
| Medical Insurance | \$2,470.00 |
| Books & Supplies | \$2,000.00 |
| Rent/Food/Personal/ Transportation** | \$17,010.00 |
| TOTAL | \$21,480.00 |

**Actual living expenses vary according to lifestyle and living arrangements

Health/Medical Insurance & Immunizations

All students are required to have health insurance coverage during the time of their exchange terms. **All plans, however, must be a U.S.-based plan, purchased through an American company, which meets the minimums required for J-1 visa holders.** International insurance plans will not be accepted.

Specific minimum immunizations are required for all incoming students, with additional requirements for those living on-campus.

See details: <http://internationalexchanges.pitt.edu/health>
