



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
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Contact for Incoming & Outgoing Students

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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. 17 – 19, 2018 (Tentative)	Jan. 3 – 4, 2019 (Tentative)
Course 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 includes a navigation bar with 'PittGlobal' and 'Study Abroad' links. A sidebar on the left contains 'Home', 'Program Search', and 'ANNOUNCEMENTS' (with a link to 'Pitt Study Abroad Applications'). The main content area has a message: 'In order to continue, you will need to be logged-in. This wizard will guide you through the steps of authentication.' Below this, it asks the user to indicate how they will be logging in, with 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 at the bottom. The footer contains contact information for the University of Pittsburgh Study Abroad Office and mentions 'powered by TERRA DOTTA'.

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 'New User Form:' section with the following fields: 'First Name:', 'Middle Name:', 'Last Name:', 'Email:', 'Date of Birth:' (with dropdowns for Month, Day, and Year), 'Gender:' (with radio buttons for Male, Female, and Other), and 'Partner Institution:' (with a list of institutions: Aberystwyth University, Berlin School of Economics and Law, Chinese University of Hong Kong, Euromed-Management (Marseille), European Business School, and GEC). A 'Hide Tips' button is in the top right corner.

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 Program: University of Pittsburgh - International Exchange Term/Year: Spring, 2016 Deadline: 09/25/2015 Dates: TBA	Application Questionnaire(s) <small>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.</small> <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"/>
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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>