

University of Louisville *International Student Information Sheet*

The University of Louisville welcomes your interest and invites you to learn more about the academic opportunities offered at the bachelor's, masters and doctoral levels. The University offers many major fields of study for either the Bachelor of Arts or Bachelor of Science degrees, as well as master's and doctoral degrees. Professional study is offered in Dentistry, Medicine, and Law. The University also offers a few associate degrees. Please refer to our undergraduate or graduate admission application for specific degrees, majors, and requirements. Procedures for applying to the University of Louisville are outlined in the graduate and undergraduate sections found on our website at www.louisville.edu as well as additional information about the University. Listed below is information that will help you with your admissions application to the University.

The University offers many services to our international students. The International Center provides orientation programs on campus, personal counseling, immigration advisement and issuance of immigration documents required for student/scholar visas. That office also coordinates cultural and social activities. Please feel free to contact this office at (502) 852-6602 or visit their website at www.louisville.edu/provost/intcent. You may also write to them at: International Center, University of Louisville, Louisville, KY, 40292, USA

The University of Louisville offers several types of housing for international students. To request additional information or a housing application, please contact the Residence Administration Office, University of Louisville, Louisville, KY 40292, USA or visit their website at <http://www.louisville.edu/student/housing>. Please note that you must be admitted to the University of Louisville *before* you will be allowed to submit a housing application.

The University has an Intensive English as a Second Language Program, which offers intensive English for students who wish to improve their English skills. For more information please contact: IESL, Department of English, Strickler Hall, room 207W, University of Louisville, Louisville, KY 40292, or visit their website at www.louisville.edu/English/iesl. *Students should understand that admission to the IESL Program does not constitute admission to a degree program within the University of Louisville, and that a separate application must be made for admission to the University's degree programs.*

Admissions Procedures

Students who are interested in attending the University of Louisville should read the admission application for information concerning specific admission guidelines and academic programs. Applications should be received by the Office of Undergraduate Admissions or Graduate Admissions well before the student wishes to begin studies. Please refer to the following priority application deadlines:

May 1	Fall Semester Term (begins late August)
November 1	Spring Semester Term (begins early January)
April 1	Summer (short terms with beginning dates in May, June or July)

Application fee: Admissions applications must include a non-refundable application fee:

Undergraduate Fee \$40.00 (U.S. dollars) Graduate Fee \$50.00 (U.S. dollars)
Checks or money orders should be made payable to the University of Louisville if you are submitting a paper admissions application.
Online application fees will be collected at the time of submission by CollegeNet via Master or Visa Charge Cards.

Credential Requirements

1. **Academic Records:** A complete academic record includes all official transcripts of courses of study completed and degrees or certificates earned at the secondary or collegiate level. Students applying to undergraduate programs will need to submit official transcripts of records from all secondary schools, universities, colleges, or professional schools attended. Secondary school records are not normally required of those applying for admission to a graduate program, but official transcripts of all credit earned since secondary school are required. Graduate students should consult with an advisor in the program where you plan to study: Applicants who have attended institutions outside the United States may be required to submit their academic records to World Educational Services or Educational Credential Evaluators for a general evaluation. Information and forms may be obtained off of their websites at www.WES.org or www.ECE.org. All academic credentials not in English must be accompanied with a notarized verbatim English translation in addition to official transcripts. All academic credentials should be mailed directly to the respective admissions offices:

Undergraduate Applicants: Office of Admissions, Dept. AO, University of Louisville, Louisville, Kentucky 40292 USA
Graduate Applicants: Graduate Admissions, University of Louisville, Louisville, KY 40292 USA

Undergraduate Applicants who have attended post-secondary schools, colleges, universities, or professional institutions outside the United States must submit their academic records to World Education Services, Inc. (WES), P.O. Box 745 Old Chelsea Station, New York, NY 10113-0745 or Educational Credentials Evaluators, Inc. (ECE), P.O. Box 92970, Milwaukee, Wisconsin 53202, USA, for a "course-by-course evaluation". Speed School engineering applicants with less than 24 college credit hours are also required to have their high school record evaluated for a "general report". An application for evaluation and a brochure World Educational Services or Educational Credential Evaluators describing procedures, services and fees is available upon request from the U of L Office of Admissions or through their websites at www.WES.org or www.ECE.org.

2. **Letters of Recommendation:** Graduate applicants are required to submit at least two letters of recommendation from persons familiar with your academic work.

3. **English Proficiency:** All applicants for whom English is a second language need to show evidence of sufficient proficiency in the English language. Applicants may demonstrate English proficiency by submitting TOEFL (Test of English as a Foreign Language) scores of 213 or higher on the computer-based test, or 79 or higher on the internet based test or 550 or higher on the paper-based test, or successfully complete the Advanced Level of the University of Louisville's Intensive English as a Second Language (IESL) Program. TOEFL Information booklets and registration forms can be obtained by writing: TOEFL, Box 6157, Princeton, New Jersey 08541, USA, or through their website at www.TOEFL.org.

4. **Special Tests:** Freshmen or transfer applicants with fewer than 24 transferable college credit hours are required to submit scores from the American College Testing (ACT) Program. Information and registration materials for the ACT may be obtained by writing the American College Testing Program, P.O. Box 414, Iowa City, Iowa 52240, USA. Scores from the Scholastic Aptitude Test (SAT) may be substituted where ACT is unavailable. You may also obtain other information for both tests via www.ACT.org or www.SAT.org.

Graduate applicants seeking a Master of Business Administration degree are required to submit scores from the Graduate Management Admissions Test (GMAT). For information please write: GMAT, Educational Testing Service, Box 966, Princeton, New Jersey 08540, USA. Applicants to all other graduate programs must take the Graduate Record Examination (GRE). Consult the graduate catalog or the individual department to learn the requirements for your department. Information and registration material may be obtained from GRE, Educational Testing Service, Box 955, Princeton, New Jersey 08540, USA. You may also obtain information for both test via their websites at www.GMAT.org and www.GRE.org.

5. Financial Statement: You will be asked to demonstrate that you have adequate financial resources to support your educational and living expenses for the duration of your studies in the U.S. **The University does not offer scholarships or financial aid to undergraduate international applicants. Graduate applicants are eligible to apply directly to their major department for consideration for competitive teaching or research assistantships. Every applicant must submit appropriate official financial documents.** If you receive an assistantship or fellowship from the University of Louisville that covers your cost of study, you will not need to submit any additional financial documents. If you are submitting proof of personal funds, please attach an original official bank letter verifying that you or your family has the total necessary funds on deposit. For government, agency or employer financial support, please provide an original letter from the sponsor stating the amount and duration of the scholarship and validity for attendance at the University of Louisville. If you will have a U.S. sponsor, they should complete the Affidavit of Support I-134 form and provide the necessary documents. This can be obtained from the immigration website at www.uscis.gov.

6. Notification of Admission Decision: When you have submitted all credentials, undergraduate applicants will be reviewed by the Office of Admissions and graduate applicants will be reviewed by the individual programs. The respective office and personnel will review application and notify you of their admissions decision. Please do not make arrangements for travel to the U.S. until you receive a written offer of admission from the University and your I-20 or DS2019 form.

7. If you are currently an F1/J1 student in the U.S: Please obtain a Transfer in Recommendation Form from the International Center's website at <http://www.louisville.edu/provost/intcent>. Send a copy of your current I-20 or DS2019, visa page and I-94 card to the International Center-UofL. The form I-20 or DS2019 from UofL cannot be issued until the financial documents, Transfer in Recommendation Form; I-20, visa page and I-94 card copies have been received. You will also need to contact your current international advisor and request to be transferred electronically in SEVIS.

Admission to the University of Louisville is for a specific level of study in a particular school. Admission for one level of study in a given subject does not mean that admission to a higher level, or to another subject, will follow. Admission as a non-degree, special, or conditional student does not imply that candidacy for a degree will result later; nor does study in pre-professional or undergraduate classes assure admission to a professional or graduate program. Successful completion of the Intensive English as a Second Language (IESL) Program does not guarantee admission to an academic program unless such a written commitment has been made to you. NOTE: International applicants are not normally admitted as non-degree or special students unless they are participating in a special exchange under the J1 Exchange Program.

Cost of Study (2009-2010 Academic Year)

The following is an estimate of expenses for an academic year (9 months). Tuition and Fees are subject to change:

	Undergraduate	Graduate	
Tuition (Two Semesters)	\$19,272.00	\$18,504.00	
			(Traditional MBA & IMBA \$25,992; IMBA Entrepreneurial Thinking \$15,000; Professional MBA \$15,500)
International Student Fee (\$50 each fall/spring and \$25 summer)	100.00	100.00	
Health Service Fee and Insurance (Two semesters) ¹	1,934.00	1,934.00	
Living Expenses (Nine months) ²	8,000.00	8,000.00	
Intensive English Training (3 Sessions) ³	***	***	
TOTAL	<u>\$29,306.00</u>	<u>\$28,538.00</u>	(Traditional MBA & IMBA \$36,026 & IMBA ET \$25,034, PMBA \$25,534)

¹Health Services and Insurance are required for International Students

²This amount represents a modest budget and actual costs will depend upon your own living style and needs. An additional \$2,500.00 financial certificate is required for first dependent and \$1000.00 for each dependent thereafter for students who wish to be accompanied by spouse and dependents in the U.S.

³Applicable if student needs additional study in English: IESL tuition and fees is \$4,062 per semester, \$200 for books and supplies, international fee of \$50, health insurance \$967 for each semester and cost of living of \$4,000 requiring a total financial document needed for the amount of \$9,229.

When you have met all requirements of the Office of Admissions and the International Center, the University will issue the Certificate of Eligibility (Form I-20 for Student F1 Visa or DS 2019 for Exchange Visitor J1 Visa). This certificate is necessary to obtain a U.S. visa. The form will verify your eligibility for admission as determined by your academic qualifications, level of English proficiency, and confirmation of financial support. The estimated cost of one academic year's study will also be included. You will need to pay the SEVIS fee prior to making a visa interview appointment. The certificate, along with a valid passport, proof of sufficient financial support for your studies and receipt showing payment of the SEVIS I-901 Fee should be taken to the U.S. Consulate or Embassy in your home country at the time of your visa interview. Questions concerning the I-20 or DS2019 may be e-mailed to intcent@gwise.louisville.edu.

Your decision to study in the U.S. will require thoughtful planning. We recommend that you contact the local U.S. Consulate/ Embassy for advice and reference materials about U.S. colleges and universities. You may address all other inquires to the appropriate admissions office listed on page one of this document, or direct your questions through our e-mail at admitme@louisville.edu for undergraduate admissions, or gradadm@louisville.edu for graduate admissions.