International Visiting Student Procedures

The University of Cincinnati (UC) can accept international students for one or two semesters through two different programs: Student Exchange Programs (SEP) or Visiting Student Programs (VSP). Student Exchange Programs are available to students coming from one of UC’s partner institutions abroad. A signed official agreement must be in place with your university for you to participate on one of our Student Exchange Programs. If you are not sure if an agreement exists, please check with your international office. The Visiting Student Programs are currently only offered in the fall in certain academic areas.

VSP Academic Areas
- American Identity and Politics
- Managing International Business
- Environmental Science
- Marketing and Management
- Arts/Business Management

Application Deadlines

For a Fall Semester Start: May 15th
For a Spring Semester Start: October 15th (Student Exchange Programs only)

Important Notes

- SEP participants will pay all tuition and fees to their home institution. VSP participants will pay tuition and fees to the University of Cincinnati.
- SEP students can pick from courses within their area of interest.
- VSP students can participate in one of five pre-set academic programs in American Identity and Politics, Environmental Science, Managing International Business, Marketing Management, Arts/Business Management.
- UC operates on a semester calendar, 15 weeks in one semester, running from late August to May, a detailed calendar can be found as part of this packet.
- UC will assist you with housing once you have applied.
- All students must arrive on the specified arrival dates, there are no exceptions.
- Typically 3 semester credits is the equivalent of 6 ECTS credits, or roughly 12 credits in the UK and Australian systems.

English Language

VSP students must meet the University’s English Language Requirement or be from one of the below countries that meet the English Language Requirements:

American Identity and Politics – TOEFL score of 66 or higher (or equivalent on IELTS or Pearson)
All other VSP programs – TOEFL score of 79 or higher (or equivalent on IELTS or Person)

<table>
<thead>
<tr>
<th>Antigua</th>
<th>Australia</th>
<th>Bahamas</th>
<th>Barbados</th>
<th>Belize</th>
<th>Bermuda</th>
<th>Canada (except QC)</th>
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<tbody>
<tr>
<td>Denmark</td>
<td>Dominica</td>
<td>Fiji</td>
<td>Finland</td>
<td>Grand Caymen</td>
<td>Grenada</td>
<td>Irish Republic</td>
</tr>
<tr>
<td>Jamaica</td>
<td>Malawi</td>
<td>Netherlands</td>
<td>Nevis</td>
<td>New Zealand</td>
<td>Norway</td>
<td>Singapore</td>
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<tr>
<td>South Africa</td>
<td>St. Kitts</td>
<td>St. Lucia</td>
<td>St. Vincent Grenadines</td>
<td>Sweden</td>
<td>United Kingdom</td>
<td>Virgin Islands</td>
</tr>
</tbody>
</table>
2012-12 International Visiting Student Program Calendar

All dates are subject to change:

<table>
<thead>
<tr>
<th>Fall Semester</th>
<th></th>
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</thead>
<tbody>
<tr>
<td>August 18 – 19</td>
<td>Arrival Days (please only arrive on these days)</td>
</tr>
<tr>
<td>August 20</td>
<td>Immigration Check-In</td>
</tr>
<tr>
<td>August 21</td>
<td>International Academic Advising (Orientation)</td>
</tr>
<tr>
<td>August 22</td>
<td>International Academic Advising (Orientation)</td>
</tr>
<tr>
<td>August 27</td>
<td>Fall Semester Begins</td>
</tr>
<tr>
<td>December 15</td>
<td>Fall Semester Ends</td>
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<table>
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<tr>
<th>Spring Semester</th>
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<tbody>
<tr>
<td>January 2 – 3</td>
<td>Arrival Days (please only arrive on these days)</td>
</tr>
<tr>
<td>January 4</td>
<td>Immigration Check-in and Academic Advising</td>
</tr>
<tr>
<td>January 7</td>
<td>Spring Semester Begins</td>
</tr>
<tr>
<td>April 25</td>
<td>Spring Semester Ends</td>
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</table>

Deadlines:
For a Fall Semester Start: May 15th
For a Spring Semester Start: October 15th (Student Exchange Programs only)

Course Selection

VSP students will take courses from a pre-selected list of classes within the program they are admitted to, and will receive further information with their admission packet.

SEP students can research courses within their discipline at the following link: http://webapps.uc.edu/registrar/courseplanningguide/. Select the semester box. Please indicate your areas of interest in your personal statement. Actual course registration will take place during orientation, unless students are directly contacted by an advisor.

Procedures

Student should meet with their home university’s international office to explore the possibility of a short term international program. Students must complete the application and collect the supporting documents as listed in the application checklist. If your institution nominates students, please make sure nominations have been received before the application deadlines. UC will only accept electronic copies of the application and supporting documents in Adobe PDF format. All documents should be submitted to ryan.meyer@uc.edu or gwen.roemer@uc.edu. Application submitted any other way will not be accepted.

Application Checklist

- Completed Application
- Financial Certification Form (as part of the application)
- Bank statement or letter from your bank stating you have the required financial support (see estimated expenses, 3,360 USD per semester for SEP students)
- Academic Record (Transcript)
- English Proficiency Test Score (VSP students only)
- Statement of Purpose (Tell us about your goals, interests, and hobbies)
- Portfolio (as a PDF) for those students applying to Design, Architecture and Interior Design, and Fine Arts
- Copy of the Information Page of Your Passport
International Visiting Student Application

PLEASE FILL OUT THE APPLICATION ENTIRELY IN BLOCK CAPITAL LETTERS:

Student Exchange Programs are available to students coming from one of UC’s partner institutions abroad. The Visiting Student Programs are currently only offered in the fall in certain academic areas (please see the application instructions for those areas).

Which program are you applying for (Check One):

☐ Student Exchange Program (SEP)
  Please give us the name of your home institution: _________________________________

☐ Visiting Student Program (VSP)
  Please give us the academic area you are interested in: __________________________

I wish to attend the University of Cincinnati during:

SEP students should check all semesters that apply. VSP students may only attend in the fall

☐ Fall Semester (August – December) ☐ Spring Semester (January – May)

Biographical Information

Name: ____________________________________________
  Last Name(s)   First/Given Name   Middle Initial

  ☐ Male ☐ Female

  ____________________________
  Date of Birth (Month/Day/Year)

  ____________________________
  Marital Status

  ____________________________
  Country and City of Birth

  ____________________________
  Country of Permanent Residence

Permanent Address: ____________________________________________
  Street Address

  ____________________________
  City

  ____________________________
  Postal Code

  ____________________________
  Country

Email: ____________________________

Telephone: _______________________

Do you have a disability that may require special services or facilities? ☐ Yes ☐ No
(If yes, you will receive additional information).

Who should we contact in case of an emergency:

Name: ____________________________________________

  Telephone: ____________________________

  ____________________________
  Relationship

  ____________________________
  Email: ____________________________
Educational Background

VSP students must meet the University’s English Language Requirement for their academic area or be from one of the countries that meet the English Language Requirement. Include a copy of the official test score with this application:

Please check the box indicating the English proficiency test you have taken (SEP students may leave the English Language Requirement test name and score blank):

☐ TOEFL  ☐ IELTS  ☐ PEARSON  ☐ Approved Country

Test Score: __________

Home Institution: ________________
Name of College/University Dates Attended Degree Earned

High School: ________________
Name of School Dates Attended Degree Earned

My Academic Plans

Please give us an idea of the types of courses you would like to take. You can research courses at the following link: http://webapps.uc.edu/registrar/courseplanningguide/. Select the semester box. Actual course registration will take place during orientation, unless students are directly contacted by an advisor.

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<th>Course Number</th>
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Name and Contact of an Advisor at Your Home Institution

Name __________________________ Title __________________________
Telephone ______________________ E-mail _________________________

Application Procedures

Students must complete the application and collect the supporting documents as listed in the application checklist. If your institution nominates students, please make sure nominations have been received before the application deadlines. UC will only accept electronic copies of the application and supporting documents in Adobe PDF format. All documents should be submitted to ryan.meyer@uc.edu or gwen.roemer@uc.edu.
Financial Certification Form

Personal Information: Please put your name in full as it appears in your passport.

Family/Surname:___________________________________________________________________________
First/Given: ______________________________________ Middle: __________________________________
Country of Birth        Date of Birth                Country of Citizenship
_____________________________       ______/______/______    ____________________________________
month    day       year

Are you currently in the United States? ___YES ___NO   If yes, list immigration status:_____(F1, H1B, etc.)
If Yes, and the immigration status is not F-1, the Form I-20 or DS-2019 will not be issued until you have
made an appointment with us for assistance with a change of status application. If you are not eligible
for a change of status, the form will only be issued for travel to your home country.

E-mail: __________________________________________ Telephone: _______________________________

Mailing Address for I-20 or DS-2019: Street Address:_____________________________________________
                                                                                                     
City:_______________________________________  Province ______________________________________
State/Country______________________________________ Zip/Postal Code: _________________________

Funding Information: The total support necessary for first year of study must be documented and
available. The support necessary for subsequent years of study must be reasonably attainable and
documented through bank statements, employment letters, tax returns, investments, etc.
Employment/salary letters and investments are the most reliable sources of support. If any funds are
being provided by a sponsor, the sponsor must complete the Affidavit of Sponsorship on the back of this
form. If personal funds are being used, bank statements must be attached in the student’s name and be
sufficient for all years of study, not just the first year.

The total amount of money that I have available for each academic year of study is $_________________.
This amount includes the following:

$ __________ personal funds        $___________sponsor(s)
$ __________ funds from University of Cincinnati. Type: ______________________________________
$ __________ other, please specify: ________________________________________________________

I certify that the above information provided is correct and complete and that I shall notify the University
of Cincinnati of any change in my financial circumstances.

Student’s Signature _________________________________________         Date_______________________

-over-
AFFIDAVIT OF SPONSORSHIP

NOTE: Any form not completed and sealed/stamped by the appropriate official and not accompanied by official documents will be considered incomplete and an I-20 or DS-2019 will not be issued. This form is valid for 6 months only for the purpose of issuing an I-20 or DS-2019.

I hereby attest that I am willing and able and will provide no less than US $_________________ in cash to the student named below for each year of study at the University of Cincinnati. I am attaching documents that prove the support is available/attainable; including bank statements, employment/salary letters, investments, tax returns and other assets (The amount indicated should agree with the amount on front of this form from the sponsor(s) line).

Name of student ______________________________________________________________

My relationship to the student is   __________________________________________________

My full address is: ______________________________________________________________
_____________________________________________________________________________

The following are all of the persons who are dependent upon me for their housing, food, or financial support. DO NOT INCLUDE PERSONS WHO SUPPORT THEMSELVES. DO NOT INCLUDE THE STUDENT NAMED ABOVE.

<table>
<thead>
<tr>
<th>NAME</th>
<th>RELATIONSHIP TO ME</th>
<th>AGE</th>
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AFFIRMATION OR OATH OF SPONSOR

I hereby affirm or swear that the contents of the above statement are true and correct.

Signature of sponsor ______________________________________________

Name of sponsor, printed ___________________________________________

NOTARIZATION (seal/stamp) of Designated Official

SWORN AND SUBSCRIBED BEFORE ME THIS _______ OF ______________, 20 ___.

Signature of Notary ________________________________ (Seal)

My Commission Expires ______________________________________

A Stamp or Seal must be placed here for this form to be valid.

Please scan and email this form and all supporting documents to UC International Services at international.students@uc.edu and give the original documents to the student you are supporting.

Documents should be scanned as a PDF file (not a JPEG, RAR, etc.). All the documents you are sending should be combined into one PDF file, not sent as separate PDF files. The name of the student should appear in the title of the PDF file.