



Education Abroad Office  
 Center for International Education  
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## FACTSHEET DIRECT EXCHANGE PARTNERS

### CONTACTS

|   |   |  |  |
|---|---|--|--|
|   | <p><b>Terrence Graham</b><br/>           Associate Dean of and<br/>           Executive Director of<br/>           International Programs<br/>           Terrence.Graham@csulb.edu<br/>           Primary: +1 562-985-1828<br/>           Secondary: +1 562-985-8437</p>  |   | <p><b>Sharon Olson</b><br/>           Director of Education Abroad<br/>           Sharon.Olson@csulb.edu<br/>           +1 562-985-5585<br/>           International exchange<br/>           agreements.<br/>           Short term faculty-led programs.</p>   |
|  | <p><b>Jennifer Hayat</b><br/>           Education Abroad Advisor<br/>           Jennifer.Hayat@csulb.edu<br/>           +1 562-985-8440<br/>           Inbound and outbound students<br/>           from exchange partners in Ireland,<br/>           United Kingdom. CSULB London<br/>           Semester.</p> |  | <p><b>Lauryn White</b><br/>           Education Abroad Advisor<br/>           Lauryn.White@csulb.edu<br/>           +1 562-985-2580<br/>           Inbound and outbound students<br/>           from exchange partners in Europe<br/>           excluding UK and Ireland, and the<br/>           Americas.</p>           |
|  | <p><b>Samantha Wolter</b><br/>           Education Abroad Advisor<br/>           Samantha.Wolter@csulb.edu<br/>           +1 562-985-4108<br/>           Inbound and outbound students<br/>           from exchange partners in Asia,<br/>           Africa, Middle East, and Oceania.</p>                      |  | <p><b>Kandis Pogoda</b><br/>           Outreach Coordinator<br/>           Kandis.Pogoda@csulb.edu<br/>           +1 562-985-5236<br/>           Liaison between academic<br/>           departments and the Education<br/>           Abroad Office at CSULB. Event and<br/>           recruitment fair coordinator.</p> |

## IMPORTANT DATES

| Fall 2016   |  | Spring 2017  |                          |
|---|--|--|--------------------------|
| Suggested Arrival Period  | August 12 – 15, 2016   | Arrival Period   | January 13 – 16, 2017    |
| Orientation   | August 16-19, 2016   | Orientation  | January 17-20, 2017      |
| Classes Start   | August 22, 2016  | Classes Start  | January 23, 2017         |
| Holidays (campus closed)<br>- Labor Day<br>- Veterans Day<br>- Thanksgiving | September 5, 2016<br>November 11, 2016<br>November 24 – 27, 2016 | Holidays (campus closed)<br>- Spring Break<br>- Cesar Chavez Day | March 27 – April 2, 2017 |
| Classes End   | December 9, 2016   | Classes End  | May 12, 2017             |
| Final Examinations  | December 12 – 17, 2016   | Final Examinations   | May 15 – May 20, 2017    |
| Last day of Semester  | December 22, 2016  | Last day of Semester   | May 26, 2017             |

## ELIGIBILITY

We strongly rely on your judgment and verification that the students you nominate have the academic ability, mental preparation and sufficient English proficiency to succeed at CSULB.

As a result, we do not have a specific TOEFL score requirement. Below is a guide used by our degree seeking students that you can reference to determine if your students will be successful at our campus. Please note that if a student is found to have severe language restrictions brought to our attention by faculty, their program may be shortened. If you are not sure of your student's ability, we recommend that they take a test.

Degree Seeking Student Language Requirements:

| Name of English Proficiency Test | Does your campus accept this test? (Yes or No) | Minimum scores accepted for admission |
|----------------------------------|--|---------------------------------------|
| TOEFL (Paper-based)              | YES  | Undergrad: 500 Grad: 550              |
| TOEFL (Computer-based)           | YES  | Undergrad: 173 Grad: 213              |
| TOEFL (Internet-based)           | YES  | Undergrad: 61 Grad: 80                |
| IELTS                            | YES  | Undergrad: 6.5 Grad: 7.0              |

Full explanation of English proficiency requirements for degree-seeking students on our campus are listed at this link:

<http://www.ccpe.csulb.edu/international/degreeseeking.aspx?PID=10>

## APPLICATION PROCESS

### 1. Nominate Students:

This can be done via email to an exchange advisor at CSULB. Please include the students full name, email, field of study, intended semester of study and length of stay.

### 2. Online Application Form:

Once students have been nominated and confirmed they should visit the link below to complete our online application. <http://global.ccpe.csulb.edu/?go=exchange>

|                           |         |                             |           |
|---------------------------|---------|-----------------------------|-----------|
| Fall Application Deadline | March 1 | Spring Application Deadline | October 1 |
|---------------------------|---------|-----------------------------|-----------|

#### Application Overview:

- Upload copy of student's transcripts (academic record) (PDF Format)
- Upload copy of the student's signed Class Selection Instructions and Agreement (PDF Format)
- Input list of 8 class/module requests (listed in order of priority)
- Upload copy of the student's passport (PDF Format)
- Input answers to exchange program application questionnaire
- Upload copy of student's signed Statement of Financial Obligation (PDF Format)
- Upload proof of finances (bank statement or letter from bank)
  - o Minimum of \$8936.00 USD for one semester or \$18,034.00 for one year is required for visa purposes

### 3. Receive Acceptance

Students can expect to receive a decision on their application shortly after completing the online application. At that time our staff will send email notification in addition to mailing an official acceptance letter and original DS-2019 document to your office for J-1 visa purposes.

For partners who are unable to send us any exchange students, due to an imbalance – students can consider applying as fee-paying Study Abroad @ The Beach students.

<http://www.ccpe.csulb.edu/international/about.aspx?pid=16>

## ACADEMICS

### **Class Selection:**

Students can find all class (module) descriptions in the CSULB Catalog listed by subject. The Schedule of Classes will indicate which classes are being offered each semester so they can be sure to select options that are available.

- Schedule of Classes: [http://web.csulb.edu/depts/enrollment/registration/class\\_schedule/](http://web.csulb.edu/depts/enrollment/registration/class_schedule/)
- CSULB Course Catalog: <http://web.csulb.edu/divisions/aa/catalog/current/index.html>

Undergraduate students must be enrolled in a minimum of 12 credits and graduate students must be enrolled in a minimum of 9 credits to maintain their visa status. Most classes are worth 3 credits however some may vary. Students should pay close attention to any pre-requisites that are required for the class.

**Grading:**

Each class will receive a separate grade mark (A, B, C, D, or F). An A, B, and C is considered passing while D and F is considered below average and failing. Each of these marks is then weighted based on how many credits each class is worth in what we call a Grade Point Average (GPA). For example, a 1 credit class will not affect the average as much as a 3 credit class. At the end of each term, the grade points earned are divided by the credits taken per class and that is how we determine the student's GPA. Students must maintain a 2.0 GPA or C average to remain in the program.

**Registration:**

Students will submit class requests with their online application. Our staff will then initiate the enrollment process with each department on campus. Unfortunately, our students do not receive a priority registration and therefore it is important to note that class requests are **not** guaranteed. It is always our goal to finalize enrollment prior to student arrival however, due to this specialized process some schedules are finalized during the first 1-2 weeks on campus. Students will have an opportunity to make changes to their schedules during the first two weeks of class if necessary.

Students who are staying for the full academic year will be advised how to complete enrollment independently for their second semester at CSULB.

**Transcripts:**

One original transcript will be sent to the student's home university. This usually happens within one month after the end of the semester when all grades are posted. Students are also able to request additional copies from Enrollment Services which are often valuable for future endeavors such as graduate school applications.

## VISA

Exchange students should apply for the J-1 visa. It is important to note that all exchange students must comply with their student visa regulations in order to remain active in their exchange program. This includes but is not limited to, the GPA requirement, disciplinary action, and maintaining full time student status.

Information about this visa can be found at this link: <http://j1visa.state.gov/participants/>

## CAMPUS FEES

**Tuition:**

Basic tuition fees are waived for exchange students based on our institutional agreements.

**Health Insurance:**

Students must enroll into our CSU Wells Fargo Student Health Insurance Policy. The policy averages \$400 - \$500 USD each semester. No exceptions or waivers to this coverage are allowed unless the student is a dependent of a family member working for a U.S. employer. Insurance coverage can be gained through this link:

<https://wfis.wellsfargo.com/csu/eo/Pages/default.aspx>

**Accommodation:**

Students are responsible for their own accommodation and living expenses.

## Miscellaneous Fees:

Students who choose classes with special laboratory, supply or activity charges should be aware that they will be responsible for paying the fees. Additionally, students are responsible for overdue library books or materials and other fines the university may implement.

## ACCOMMODATION

### On-Campus:

<http://web.csulb.edu/divisions/students/housing/>

On-campus housing is available but not guaranteed to exchange students. This is a good option for students who would like to share a bedroom, bathroom, and dining facilities. CSULB has 18 residence hall buildings on campus and an off-site residential complex, accommodating more than 2,400 students. All halls are coeducational, and with the exception of a limited number of single rooms at Residence Commons, the rooms are intended for double occupancy. Students are assigned same-sex roommates, and bathrooms are not coeducational. A custodial staff maintains all bathrooms and public areas. We highly recommend International House which helps pair international students with U.S. students.

#### On-Campus Housing Application:

The application process for housing is completed online at this link:

[http://web.csulb.edu/divisions/students/housing/campus\\_housing/application.htm](http://web.csulb.edu/divisions/students/housing/campus_housing/application.htm)

Students must have a CSULB student ID number and password to complete the application which will be distributed upon acceptance into the program. Fall/Academic year application period is mid-March to early-May. We recommend that students complete their applications on time to increase chances of placement, late applicants may be placed on a waiting list. Students can make payments online through our web portal's secure payment system, complete a wire transfer, or send in a cashier's check. Money Orders are not accepted. More resources and details about off-campus housing is available at this link:

[http://web.csulb.edu/divisions/students/housing/off\\_campus\\_housing/](http://web.csulb.edu/divisions/students/housing/off_campus_housing/)

Fall semester students should be aware that the housing office only issues yearlong contracts. Therefore, students will be required to sign a contract for the entire academic year and then obtain a letter from our office at the end of the term to receive approval to end the contract early. Spring placements are based on available space or departures which greatly varies each semester.

### Off-Campus:

Students that are seeking a more independent experience may want to explore off-campus housing options as they provide more flexibility and privacy. In many cases, off-campus housing in Long Beach can be more affordable than on-campus dormitories. The campus is in a central location and many of the buses connecting to other parts of Long Beach, and even other cities, run through or near the campus which makes living on or off campus equally convenient. All students are able to obtain a free bus pass called a 'Tap Card' for local transportation within the city.

We recommend that students search for and arrange this housing as early as possible after receiving their official admission letter. Some students elect to arrange temporary housing upon arrival to give them time to find and confirm housing. More information and resources regarding off campus housing can be found at this link:

[http://web.csulb.edu/divisions/students/housing/off\\_campus\\_housing/](http://web.csulb.edu/divisions/students/housing/off_campus_housing/)

## HELPFUL LINKS

Exchange Student Webpage: <http://www.ccpe.csulb.edu/international/about.aspx?PID=15>

Exchange Application: [http://global.ccpe.csulb.edu/index.cfm?FuseAction=Programs.ViewProgram&Program\\_ID=10078](http://global.ccpe.csulb.edu/index.cfm?FuseAction=Programs.ViewProgram&Program_ID=10078)

Mandatory Health Insurance: <https://wfis.wellsfargo.com/csu/eo/Pages/default.aspx>

CSULB Catalog: <http://web.csulb.edu/divisions/aa/catalog/current/index.html>

Schedule of Classes: [http://web.csulb.edu/depts/enrollment/registration/class\\_schedule/](http://web.csulb.edu/depts/enrollment/registration/class_schedule/)

Housing: <http://web.csulb.edu/divisions/students/housing/>

Housing Application: [http://web.csulb.edu/divisions/students/housing/campus\\_housing/application.htm](http://web.csulb.edu/divisions/students/housing/campus_housing/application.htm)