Tulsa Exchange Application/Acceptance Process 2014-2015

Step 1
You must first be nominated by your home university in order to apply to participate in Tulsa's Exchange Program.

Step 2
If required, take the TOEFL or IELTS to prove English proficiency. International exchange students must have a *thorough* knowledge of written and spoken English in order to be successful whilst studying at the University of Tulsa. All students whose first language is not English are required to provide evidence of English proficiency as part of their exchange application to the university. Currently, there are only two tests being offered that the University of Tulsa will accept as proof of English proficiency: **TOEFL or IELTS**.

NOTE: The TOEFL or IELTS requirement can only be waived if students have successfully completed university level courses in English at their home institution.

The University of Tulsa has modified its standard for admission of undergraduate students with regard to minimum required scores on the Test of English as a Foreign Language or TOEFL. Beginning with those students entering fall semester, 2014, the following will be the minimum standard scores required on the TOEFL iBT and TOEFL PBS (paper-based). The policy for undergraduates shall be to achieve a score that **exceeds all** of the following minimum scores.

A minimum total score on the TOEFL iBT of 80. A minimum score on each of the four elements of the examination as follows:

Reading	15
Listening	15
Speaking	18
Writing	17

	TOEFL PBS
Total	550
Reading	50
Listening	50
Speaking	n/a
Writing	n/a

Note: Arrangements should be made when taking the TOEFL to send original scores directly to the University of Tulsa from ETS. Tulsa's institutional code: 6883

Minimum IELTS Requirement

Undergraduate students:
Band 5

Step 3

After you've been nominated by your home university, ***you'll receive an email from TU with instructions and for applying using our new on-line application system.***

Below is a list of all of the ***required*** application materials that you will need to submit in order for your application to be considered:

- **A Completed on-line application – apply using the link we emailed to you. Log back in to your account via this link:**
  https://utulsa.studioabroad.com/index.cfm?FuseAction=Security.Login

- **Letter of Motivation/Statement of Interest**
  - This on-line statement (1 page) should describe why you are interested in studying at the University of Tulsa. Additionally, please tell us a little bit about yourself; what interests or hobbies do you have, what you like to do in your free time, etc.

- **Home University Transcript/Official Grade Report**
  - Upload a scanned copy of your official transcript in English to your on-line application.

- **Copy of Passport**
  - Upload a legible scanned copy of your passport to your on-line application.

- **Confirmation of Financial Resources (CFR)**
  - **NOTE:** Students must show financial support in the amount of Tulsa's Estimated Living Expenses for each semester spent at TU. The CFR must contain original signature(s) and your bank's official seal/stamp. A link to the form will be available via your on-line application.

- **Original TOEFL (or IELTS) Score**
  - Original scores should be sent directly from the testing center ETS. To facilitate the process, a scanned version of the results or website screen shot will also be accepted.

Any of the above-mentioned items can also be emailed or mailed to our office:

The University of Tulsa - Center for Global Education
ATTN: Wendy Sheets – Associate Director
800 S. Tucker Drive
Tulsa, OK, 74104
USA
Tel: (918) 631-3227
Email: wendy-sheets@utulsa.edu

Application Deadlines

Fall Semester or Full Year Programs:	**May 1**
Spring Semester Program:	**October 1**

Step 4
After receipt of all completed application materials, we request academic approval from the TU College (Arts & Sciences/Business/Engineering & Natural Sciences) in which you plan to take courses. Once your application is approved, you will hear from the CGE regarding your acceptance status. The CGE will send you an official letter of acceptance along with a packet of materials and instructions regarding the next steps to becoming a TU student!

Step 5
After acceptance, you will receive an email with instructions on applying for your accommodations directly with the Housing and Dining Services. Be prepared to pay the $250 deposit to reserve your accommodation in an on-campus residence hall or apartment.

Step 6
After receipt of the welcome packet (which will include the DS-2019 immigration document & instructions), you will need to apply and pay for the J-1 Visa for Exchange Visitors at the nearest U.S. Embassy/Consulate in your country of residence. As of July 2013, the cost is $160. For more info visit: http://travel.state.gov/visa/temp/types/types_1267.html

Step 7
You will enroll in courses after your arrival to campus working directly with an academic advisor in your specific college.

Step 8
Make plans to attend the ***mandatory*** Exchange Student Orientation typically held the Friday before the first day of classes each semester. Specific details will be included in your acceptance packet.