Instructions for International Visiting Students or Exchange Agreement Applicants

We are pleased that you have decided to take advantage of our exchange agreement with your home university for the coming semester or academic year. Attached you will find an application form that all exchange students must complete upon application. Please be sure to follow directions on the application so that we receive all of the necessary documentation to make an informed decision about your admission.

**Immigration Documents**
If your application is favorably reviewed, we will process all necessary documentation for your arrival into the United States. In order for us to process your immigration documents, you will need to provide financial information that show that you are able to provide the funding for your living expenses while here at Duquesne.

**FOR EXCHANGE AGREEMENT STUDENTS:** Since tuition costs are covered through our exchange agreement, you must only provide proof of funding for living expenses. Once you have been admitted and have provided the necessary information for immigration, we will issue you an I-20 document and all the appropriate information for your arrival to Duquesne. Details will be provided in your acceptance letter and subsequent communication.

**FOR VISITING STUDENTS:** As part of our agreement with your university, tuition costs, housing, and other living expenses are required to attend Duquesne. Please provide proof of funding for these expenses for the period of time you wish to attend Duquesne.

**Housing**
If you are an undergraduate exchange student, you must live on campus during your stay. We will send you on-campus housing information and a contract with your I-20 packet mentioned above. Please be sure to consult our website at [www.duq.edu/residencelife](http://www.duq.edu/residencelife) for details.

If you are a graduate exchange student, you are not required to live on campus; however, we will send you information about living on campus should you be interested. We will also send you information about living in the city of Pittsburgh (off-campus) so that you may search for accommodation. Please consult our Office of Commuter Affairs website at [www.duq.edu/commuteraffairs](http://www.duq.edu/commuteraffairs) where there is a complete listing of off-campus apartments for the local area.

**Course Selection**
Once you have been admitted, received an acceptance letter, and have informed us that you plan to attend Duquesne, you will be required to fill out a Course Selection Form as part of the arrival process. Academic advisors must know what classes you plan to take prior to your arrival. This makes the course selection process go much more smoothly and efficiently. Attached you will find the necessary forms for informing us of your selections. The OIP will let you know when you have access to the university to look for available courses for your particular semester.

We are pleased that you have chosen Duquesne and look forward to having you here as an international student. Do not hesitate to contact us should you have any questions about the exchange process.