



# Pittsburg State University

## International Programs and Services

118 Whitesitt Hall  
1701 South Broadway • Pittsburg, KS 66762  
620-235-4680 • 620-235-4962 (fax)

**ATTENTION: Applicants from India**

**SUBJECT: \$500 Advance Tuition Deposit**

EFFECTIVE MARCH 8, 2019

Pittsburg State University requires all admitted applicants from India to provide a non-refundable advance tuition deposit of US \$500. Once admitted, the advance deposit must be made before the issuance of the immigration documents (I-20). The deposit will be noted on the I-20.

Upon arriving to Pittsburg State University, the student must complete the new student orientation and be fully enrolled in classes, the \$500 advance tuition deposit will then be applied to the student's first semester of tuition.

Should the student not enroll at Pittsburg State University, or transfer to or attend a different school before the first semester of attendance at Pittsburg State University, the deposit will be forfeited.

For those applicants who are admitted, but defer attendance, Pittsburg State University will hold the deposit for up to one year.

The advance tuition deposit will only be refunded if the student is denied admission to Pittsburg State University or if the student is denied a visa (written proof is required).

### **PAYMENT METHOD**

Payment may be made by check/bank draft, money order, credit card or wire transfer. Please use the following guidelines when making the advance deposit:

**Check or Money Order** – Make payable to: Pittsburg State University

Mail to: International Programs and Services  
Pittsburg State University  
1701 South Broadway  
Pittsburg, KS 66762 USA

**Credit Card** – Online credit card payment instructions:

#### **GRADUATE STUDENTS ONLY**

1. Log into GUS (<https://go.pittstate.edu/gus>)
2. On the left menu, click on "PROSPECTIVE STUDENTS"
3. Click on "APPLICATION STATUS"
4. On the left menu, click on "ADMITTANCE"
5. At the bottom left of the page, click on "PAY FEES" to pay deposit

#### **UNDERGRADUTE STUDENTS ONLY**

1. Log into GUS (<https://go.pittstate.edu/gus>)
2. On the left menu, click "PROSPECTIVE STUDENTS"
3. Click "APPLICATION STATUS"
4. Click on "PAY NOW" to pay deposit

**Bank Wire Transfer** – Wire transfer instructions are given upon request.

If you have questions, please email [i-admit@pittstate.edu](mailto:i-admit@pittstate.edu) or call 620-235-4680.