

PITTSBURG STATE UNIVERSITY APPLICATION REQUIREMENTS FOR GRADUATE AND UNDERGRADUATE INTERNATIONAL EXCHANGE AGREEMENT STUDENTS

Undergraduate Applicants:

Undergraduate applicants must pay a **US \$60.00 application fee** before the application will be processed. The non-refundable application fee should be in the form of a certified check or money order payable to Pittsburg State University. For an additional charge of US \$45.00, Pittsburg State University will express mail your DS-2019 should you be accepted.

Applicants must provide both an **original certified bank statement** and complete the **financial statement form** for admission.

Applicants must provide a **letter** from the President or International Relations Office of their home institution stating them as an approved participant to the exchange program, the length of exchange and covered costs. Pittsburg State University will limit the maximum amount of time an exchange agreement student is allowed to attend to **no more than one academic year at Pittsburg State University**, unless alternatives are specifically stated in the exchange agreement.

Applicants must submit complete official academic records in native language and official **English translation of academic records (if native language is not English)** including grades earned in each subject. Official transcripts may be mailed: a) directly from all institutions/colleges attended or, b) sent in sealed envelopes by each institution/college along with the application.

Graduate Applicants:

Graduate applicants must pay a **US \$60.00 application fee** before the application will be processed. The non-refundable application fee should be in the form of a certified check or money order payable to Pittsburg State University. For an additional charge of US \$45.00, Pittsburg State University will express mail your DS-2019 should you be accepted.

Applicants must provide both an **original certified bank statement** and complete the **financial statement form** for admission.

Applicants must submit **official (sealed) transcripts** (academic records), translated to English, from the school in which undergraduate degree was received and a copy of the undergraduate degree.

English Language Requirement:

- Applicants with a **TOEFL score of at least 550 for graduate or 520 for undergraduate** may be admitted to regular academic full-time courses.
- Applicants with **less than 550 for graduate or 520 for undergraduate must complete the PSU Intensive English Program before taking academic classes**. The Intensive English Program is not a part of the exchange agreement. Students are responsible for all costs associated with the program.
- **IELTS Score** –
 - Overall band of 6.0 for Graduates (with at least 6.0 in each band for overall score to be accepted *note* some majors require higher bands.)
 - Overall band of 6.0 for Undergraduates (with at least a 5.0 in each band to be accepted)
- **Institutional TOEFL scores** are not accepted.

Application Deadlines - Pittsburg State University must *receive* application by the following dates: **Fall Term - June 1; Spring Term – October 15; Summer Term – April 1**. If not received by the deadline, the application will be considered for the next semester.