



Fact Sheet for Undergraduate FREE MOVERS

Fall Semester 2010

International Center, University of San Diego

Greetings from the University of San Diego (USD)! We are glad you are interested in spending your semester or year abroad at our university. Please use this Fact Sheet to assist you in learning more about our institution and the "Abroad at the University of San Diego" Free Mover program application process.

Mailing Address

International Center, Serra Hall 315
University of San Diego
5998 Alcala Park
San Diego, CA 92110-2492 U.S.A.

Contact

Ms. Danielle Barbeau
Exchange Student Advisor & Free Mover Program Coordinator
Email: dmbarbeau@sandiego.edu
Phone: 1-619-260-4598 x2068
Fax: 1-619-260-5924

Website: <http://www.sandiego.edu/international/abroadusd.php>

About "Abroad at the University of San Diego" Program

Abroad at USD provides undergraduate students from all over the world the opportunity to select beautiful Southern California and the prestigious University of San Diego as their study abroad destination. Through Abroad at USD, domestic and international students will live and learn side-by-side, enhancing the undergraduate experience and contributing to USD's goal of "internationalization" by creating a more culturally diverse, culturally competent campus and community.

How is "Abroad at USD" different from our Exchange Programs?

Although USD will continue to establish important and lasting affiliations and partnerships with international institutions for new exchange programs, Abroad at USD allows international students the freedom to apply directly to USD (hence the name Free Mover) without relying on an affiliation agreement with their institution. Students will pay all fees directly to USD and are not restricted by their home institution's waiting list or fee structure. The same GPA and TOEFL score requirements apply for both Exchange and Free Mover students.

About USD

USD Fact Book: <http://www.sandiego.edu/administration/relations/pr/factbook.html>

USD is a private, coeducational, Roman Catholic institution situated on 180 acres overlooking San Diego's beautiful Mission Bay. For more than 50 years, USD has been dedicated to providing a values-based education rooted in the liberal arts. The university enrolls 7,486 students who choose from more than 60 undergraduate and graduate degree programs. USD is known for its commitment to teaching and takes pride in the personalized approach it brings to the educational process.

Statistics (2009-10)

- Students: 5111 undergraduate, 184 paralegal, 1461 graduate, 1112 law – 7868 total
- Alumni: 49,065 in all 50 states and 97 countries, with 70% living in California
- Ranked 2nd in the USA for undergraduate study abroad participation
- Fully accredited by the Western Association of Schools and Colleges since 1956

- Classified as a Doctoral/Research University by the Carnegie Foundation
- School of Business Administration Undergraduate Program Ranked #29 by *BusinessWeek*

Academic Organization

- College of Arts and Sciences
- Hahn School of Nursing and Health Science
- Joan B. Kroc School of Peace Studies
- School of Business Administration
- School of Law
- School of Leadership and Education Sciences

Academic Calendar

<http://www.sandiego.edu/academiccalendar/>

Fall Semester = September-December

Spring Semester = January-May

Location

SD's Alcalá Park Campus

The 180-acre campus overlooks Mission Bay Aquatic Park with views of San Diego Bay and the Pacific Ocean. Close to business, cultural, residential, and recreational areas, the campus is near the air and rail terminals, and a city bus line runs right past the campus. The campus is named Alcalá Park after the Spanish university city of Alcalá where St. Didacus, from whom San Diego received its name, worked and studied.

The City

Known for many reasons as "America's Finest City," San Diego has an almost perfect climate with warm, sunny days and cool evenings. Throughout the year, students can take advantage of San Diego's many outdoor recreational and cultural opportunities. The museums of Balboa Park, the Old Globe Theatre, the zoo, Sea World, the beaches, the opera, and downtown San Diego and La Jolla, and the Mexican border are only minutes away. The rapidly developing economy of Greater San Diego provides varied employment opportunities for the USD graduate.

Directions and Maps: <http://www.sandiego.edu/about/directions/>

Application Period

Fall Semester: January through March

Spring Semester & Academic Year: August through October

Application Deadlines

Fall 2010 Application Deadline: **March 31, 2010**

Spring 2011 Application Deadline: October 29, 2010

Application Process

Students will work with USD Exchange Program Advisor, Danielle Barbeau, and their academic advisor at their home institution.

To gain access the online application, students should send an email to Danielle Barbeau at dmbarbeau@sandiego.edu and must include the following information:

1. **First Name**
2. **Middle Name**
3. **Last Name**
4. **Email**
5. **Birthday** (mm/dd/yyyy)
6. **Gender**
7. **Term at USD** (Fall, Spring, or Academic Year and Year, example: Fall 2010)
8. **Class Level** (first year, second year, etc.)

9. Major/Program of Study
10. Country of Birth
11. Country of Citizenship
12. Country of Legal Permanent Residence
13. Home Address

Student Application Instructions:

With the information listed above USD Exchange Program Advisor will create an online account for each nominated student. **Students will then receive an email with login instructions and a temporary password.**

1. Create Personal Application Homepage:

To begin the application students will be directed to <http://gointernational.sandiego.edu/>. Once students login (using the instructions and temporary password) they should follow the instructions to create their own personal exchange application homepage, which they will visit throughout the application and pre-departure process. Students can check and manage their homepage anytime by clicking on "Login" in the upper right hand corner of the page.

2. Complete the Application Pieces

On their personal homepage, students will see a checklist of everything they need to do. **There are three types of documents that must be submitted:** material submissions, signature documents, and questionnaires. **PLEASE NOTE:** Although students will be able to access all application materials online they will be asked to submit many of the required documents by email, fax, or postal mail (USD International Center address above). They should click on each document for instructions and details.

Students should read and follow all instructions carefully. **Every item listed on the applicant home page is necessary in order for the application to be complete.** Students are responsible for meeting all application deadlines.

3. Login and Check for Updates

After students have completed the application, they should still check their homepage and e-mail on a regular basis for reminders of items that you have not yet submitted. Students will receive their decision notification through e-mail on the decision date as listed under "Deadlines" in the top menu.

4. Confirm your Acceptance and Complete Signature Documents

After a student has been accepted, he/she will have 10 days to decide if he/she would like to participate in the exchange to USD. Students will then be required to submit additional materials (material submissions and electronic signature documents) to prepare for arrival at USD.

Application Requirements Applicants will be asked to complete the following **online:**

1. Create online application account (process explained above)
2. Upload profile photo
3. Visa Information Questionnaire
4. **Statement of intent** (written in English) explaining the student's primary reason for wanting to attend USD as an exchange student what he/she hopes to gain from this experience.

Students will also need to **send** the following documents:

1. Non-refundable **application fee**. (\$100.00 U.S. Dollars)
2. A clear copy of the **photo/identification page of student's passport**.
3. **Official TOEFL results** (minimum: 550 paper based, 213 computer based, 80 Internet based) **or letter from the advisor indicating student's English proficiency**.
4. **Advisement Form** from the home university academic advisor with a list of courses the student is expected to complete at the University of San Diego
5. **Official Transcript** (in English)
6. **Certification Of Finances** showing the student has sufficient funds available for academic and living expenses.
7. **Grade Progress Report** for current academic term for each class in progress

After Acceptance to the Free Mover Program

PLEASE NOTE: There will be a number of "pre-arrival" items admitted students must complete after their acceptance but before arrival at USD, including:

- **\$100 Enrollment Deposit (non-refundable/applied to student's tuition)**
- **Travel Itinerary**
- **Health Insurance Enrolment Certification**
- **Emergency Contact Information**
- **Immunization Forms**
- **Confirmation of student "MySanDiego" account and USD email account creation**
- **Housing Application (optional for on-campus housing)**
- **Buddy Program Application (optional)**

Language Requirement

Students must be proficient in English and submit confirmation through an official TOEFL score and/or a letter from their home university academic advisor stating that the student is prepared to take courses in English.

A TOEFL score is strongly recommended for students whose native language is not English. Students can either take the Internet, computer or paper exam. USD's minimum scores are 213 on the computer-based, 550 on the paper-based, or 80 on the internet-based test. In order for scores to be valid they should not be any older than 2 years. USD will only accept official scores. Please make sure you provide USD's college code 4849. For a testing center in your country, please visit <http://www.toefl.org>.

Course Load per Term

Students must be in full-time status while in the exchange. That means taking a **minimum course load of 12 units** (typically 4 classes) for undergraduate students.

Normal Course Load: 15 Credits (5 classes)
1 Course = 3 scholastic credit hours (SCH)
1 SCH = 15 contact hours

Class Selection

ONLINE Undergraduate Bulletin (Class descriptions):

<http://www.sandiego.edu/bulletin/>

Search classes offered in Fall 2010:

https://usdssb.sandiego.edu/prod/usd_course_query.p_start

Undergraduate courses are indicated with course numbers between 100 and 499 and may not take classes with course numbers of 500 and higher.

Course Numbers:

Lower Division (1st and 2nd year): 100 -299

Upper Division (3rd and 4th year): 300-499

Graduate Courses (not for undergraduates): 500+

Students must receive approval from their academic advisor at their home institution for the courses they would like to enroll in and submit an **Academic Advising Form** with their program application.

Students are allowed to take classes in all undergraduate departments but should note the following:

College of Arts and Sciences

Undergraduate exchange students can request courses in any undergraduate department in the College of Arts and Science that they are interested in with no restrictions other than university pre-requisites as stated in the catalog for each course. Pre-requisites of USD courses should be respected.

School of Business Administration

Students wishing to take classes in the School of Business Administration should note the following guidelines and restrictions:

- If students want to take FINA 300: Financial Management, they need to have completed Statistics.
- If students would like to take any Upper Division Finance electives (classes will have 300-400 level course numbers) they will need to have completed a Financial Management course.
- Exchange Students are not permitted to enroll in our Strategic Management course or Upper Division Business Writing courses (*Women in Management, International Comparative Management, Business Communication*). These classes are reserved for graduating seniors, as they are required capstone courses for USD students.
- *MGMT 304: Entrepreneurship and New Venture Finance* requires MGMT 300, FINA 300 and MKTG 300 as prerequisites

Recreation Classes

Exchange students are welcome to enroll in recreation classes but should be aware that **additional fees (typically \$50) are typically required**. Some recreation classes may be taken for credit, others are just for fun. Examples of recreation classes are Surfing, Sailing, Dance, and Marital Arts. For a full list please see Camps Recreation Website: <http://www.sandiego.edu/campusrecreation/classes/>

Class Registration

Once the Academic Advising Form is received and course registration begins the USD Exchange Program Advisor will enroll students in classes.

Please Note: Students should be very careful in their course selection,

as they may not be able to make changes to their schedule once registered for classes. Since there is no guarantee that the student will be able to secure a spot in the desired classes students should list **10-12 classes** (approved by the home university) on their Advisor Approval Form to allow for back-ups in the event that registration cannot be secured for the top choice classes.

Estimated Expenses (One Semester)

Application Fee	\$100
Tuition	\$18,475
SEVIS Fee (for student visa) <i>NOT PAID TO USD</i>	\$180
Associated Student & Vista Fee	\$94.00
Health Services Fee	\$47.00
Student Life Pavilion Fee	\$70.00
Health Insurance	~ \$520.00
Living Expenses (On-Campus Room and Board)*	~ \$5,000.00
Personal Expenses (Books, supplies, transportation)*	\$1,800.00
Transcript Processing Fee	\$5.00
Total Estimated Expenses (Fall or Spring Semesters)	\$26,291.00

**Estimated Expenses*

TUITION: Tuition based on cost as of 03/05/2010. Subject to change. Free Movers will be billed in accordance with standard undergraduate tuition cost for the semester/year they attend USD. For current Undergraduate Tuition & Fees: please visit:
<http://www.sandiego.edu/administration/financeadmin/bursar/studentaccounts/uexpensc.php>

- Free Movers are required to enroll in the health insurance plan.
- Recommended spending money in San Diego for personal expenses (books, supplies, transportation) for one semester is approximately \$1,800 USD.
- Miscellaneous personal expenses include minimal expenses and do not include cost associated with travel to/from San Diego or within the United States during vacation periods.
- Free Movers are not required to live on campus or purchase a meal plan. Living cost off-campus will vary depending on student's preferences.
- Upon arrival at USD students will be expected to purchase their own textbooks. A bookstore is located on campus. Textbooks may be sold at the end of the semester at the USD bookstore but students should not expect to be reimbursed the same amount as originally paid.

Student Fee Details

All students (including Free Movers) are required to pay student fees to USD by the end of the first week of classes each semester:

Fee Type	Explanation of expense	Cost
Health Services Fee	Gives students access to the on-campus Health Center	\$47
Associated Students (AS) & Vista Fee	Allows students to use campus facilities (library, gym, computer labs), participate in student clubs and activities and supports the student newspaper (<i>The Vista</i>)	\$94
Student Life Pavilion (SLP) Fee	Gives students access to the SLP facilities	\$70
Orientation Activities*	Allows an exchange student to participate in "Torero Days" new student orientation.	Included in AS Fee *Some activities may have an additional cost with the student is responsible for (Trips to SeaWorld, San Diego Zoo, Harbor Cruise, etc)
Transcript Processing Fee	Allows USD transcript to be sent to home university at the end of the semester	\$5

Certification of Finances

Students must demonstrate they have sufficient funds available for academic and living expenses. All documents must be original (no copies) and in English. All documents must be current (can not be more than 3 months old) at the time of application in order to be considered valid.

Descriptions of necessary supporting documents for different types of funding are listed below. **Most exchange students are financed through Personal and/or Family/Third-Party Sponsor*

Funds Source:	Required supporting document(s):
Personal Funds *	Original bank statement
Family / Third-Party Sponsor*	Original bank statement AND Original letter of sponsorship (including duration of financial support, amount allowed to use, and relationship of the sponsor to you), stating you are allowed to use the funds for study in the United States. Sample of letter of sponsorship.
Home Government Funding	Original scholarship letter from sponsoring organization outlining dates, amount, and terms of sponsorship
U.S. Government Funding	Original scholarship letter from sponsoring organization outlining dates, amount, and terms of sponsorship
All other organizations' funding	Original scholarship letter from sponsoring organization outlining dates, amount, and terms of sponsorship

Health Insurance

The University of San Diego requires that all international students maintain continuous health insurance coverage with certain minimum benefits including medical evacuation and repatriation of remains, among others. As a courtesy, Free Movers are required to purchase coverage through USD or waiving this coverage by demonstrating enrollment in a comparable health insurance plan.

Health Insurance Information: http://www.sandiego.edu/oiss/health_ins_policy.php

Health Insurance Coordinators (contact for more information): Greg Grassi: greggrassi@sandiego.edu or Rhonaliza Reyes: rreyes@sandiego.edu

Visa Information

All Free Movers must have a **J-1 Student Visa**. Students must complete the **Visa Information questionnaire** on their online application.

A Form DS-2019, issued by USD's Responsible Officer (RO) will be sent to the student after acceptance. Students will need these documents to complete their J1 Visa application and appointment with the US Embassy or Consulate.

Checklist for applying for a J-1 visa at a U.S. Consulate

View more information online at: <http://www.sandiego.edu/oiss/j1/apply.php>

- * Form DS-2019, issued in SEVIS by the school's Responsible Officer (RO)
- * Proof of having paid the SEVIS FEE (\$180)
- * Documentation of financial ability to meet expenses
- * Evidence of English ability sufficient for exchange program
- * Evidence of residence abroad and intent to depart the U.S. after program
- * Passport
- * Form DS-156, "Nonimmigrant Visa Application"
- * Form DS-157, if required
- * Form DS-158
- * Photographs
- * Machine Readable Visa (MRV) fee
- * Visa reciprocity fee, if applicable

Housing/Accommodations Students must arrange their own housing. Exchange Program Advisor will provide some assistance if necessary. **Applying to live in on-campus housing is strongly recommended.** We have found that students who live on-campus have had a much easier transition to life in San Diego.

When comparing the cost of on-campus housing students should consider the amenities, which make on-campus living a very economical and practical choice. Students who live on-campus will have the advantage of a furnished apartment/dorm room, wireless Internet upon arrival, and on-site laundry facilities.

<http://www.sandiego.edu/residentallife/community/services.php>

Residence halls are just a short walk to classes, campus dining facilities, the library, gym and the Student Life Pavilion. Students who live on campus will not necessarily need to purchase or rent a car to efficiently get around on a daily basis. USD also operates a Tram Service; an on-campus service that shuttles students to various stops around campus. <http://www.sandiego.edu/residentallife/community/tramservices.php>

Housing Application Process

Students will not have access to the housing application until they have been officially accepted but USD and have created their USD email and MySanDiego accounts. More information about housing options and the on-campus housing application will be sent following student's completion of the exchange student application. **On-campus housing is limited, thus students who wish to live on-campus are encouraged to complete the housing application as soon as they are given access.**

Residential Life will try to assign all exchange students to **apartments** on campus (upperclassmen housing).

Upperclassmen Housing Areas:

<http://www.sandiego.edu/residentallife/studenthousing/upperclassmen.php>

If space does not permit, exchange students will be placed in openings in first year areas (freshmen housing: Camino, Founders, Maher, Missions A or B).

Freshmen Housing Areas:

<http://www.sandiego.edu/residentallife/studenthousing/freshmen.php>

Typically exchange students will have roommates who are American students and can help integrate them into the USD community.

On Campus Housing Fees:

Cost of All Campus Apartments *(as of January 2010)*

Single Unit	\$6,090
Single Bedroom	\$5,355
Super Single	\$5,565
Multiple Bedroom	\$4,305

All students who live on campus will be required to pay a **\$100 deposit**. This deposit will be refunded at the end of the semester if there are no damages or repairs needed to their residence hall.

Students who apply to live on campus but cancel after the given cancellation date will be required to pay a **\$250 cancellation fee**.

<http://www.sandiego.edu/residentallife/links/cancellation.php>

Please note: While on-campus housing is finished, linens (sheets, blanks, pillows, towels) are NOT provided. Twin beds at USD are “extra-long” length (80 in.). We encourage our students to bring extra-long fitted sheets that will fit the extra-long (80”) University mattresses. There are shopping areas close to campus and students will have an opportunity to go shopping during orientation.

Spring Break:

Spring Break is from Saturday, March 6th noon to Sunday March 14th 2010 noon.

Spring Break occupancy is not a period covered under the Housing Agreement except for Manchester, Presidio Terrace, and University Terrace Apartments. Written requests to remain on-campus during Spring Break must be submitted to the Residential Life Office by Monday February 22nd.

Residents granted permission to reside in the residence halls during Spring Break will be subject to a \$25 per night or \$100 per week charge billed directly to the Resident's University account. Note: Any unapproved resident found occupying their residence will be fined \$50 per night.

Residential Life (On-Campus Housing):

<http://www.sandiego.edu/residentallife/studenthousing/freshmen.php>

Off-Campus Housing Resources:

<http://www.sandiego.edu/residentallife/offcampus/resources.php>

**On-Campus Dining/
Meal Plans**

USD has a variety of dining facilities on campus and students may choose from a number of meal plans to best suit their needs. Cost range from \$200 to \$1,996 per semester. More information can be found at <http://www.sandiego.edu/dining>

MEAL PLAN OPTIONS (2009-2010)

PLAN	PER SEMESTER	AVERAGE PER WEEK	DINING DOLLARS	CAMPUS CASH	COST PER SEMESTER
Plus 135	135	9	\$955	\$25	\$1,996
Plus 120	120	8	\$862	\$25	\$1,796
Plus 105	105	7	\$670	\$25	\$1,496
Plus 75	75	5	\$518	\$25	\$1,123
Plus 50	50	3-4	\$335	\$25	\$748.50
Plus 25	25	1-2	\$235	\$25	\$460
Plan 25	25	1-2	-	-	\$200

Meal plan 'meals' may be used at the new Pavilion Dining for "unlimited access" brunch (Saturday & Sunday) and dinner (Monday-Sunday). A la carte prices will apply for breakfast and lunch Monday-Friday. You may use Dining Dollars, CampusCash, cash, Visa or MasterCard to pay for a la carte items.

Dining Dollars work just like cash and can be used at a variety of campus retail locations: Aromas, Bert's Bistro, L'atelier*, La Paloma, Missions Cafe and Pavilion Dining.

CampusCash is similar to a debit card. Money can be put on your CampusCash account online at campuscash.sandiego.edu where you can even set up a guest account so a parent can make a deposit, in person at the Campus Card Services office, or at one of the four cash terminals on campus.

- CampusCash, may be used in any dining location on campus and several off-campus retailers too. It is also accepted at Tu Mercado, Concessions, USD Bookstore, the Health Center and more.
- Any "unlimited access" meals (weekend brunch and dinner seven nights a week at Pavilion Dining) purchased with CampusCash (or Dining Dollars) will be discounted by \$1.
- CampusCash is non-refundable.

Transportation

Airport pick-up is not provided by USD. We recommend students take a taxi to campus or wherever they have arranged to live when they first arrive.

Public transportation Information:

San Diego Metropolitan Transit System: <http://www.sdcommute.com/>

Public transportation in San Diego is not very extensive. It is possible to get around the city using public transportation, but not always the most convenient.

We do not recommend students purchase a car if only staying in San Diego for one semester but students may want to rent a car. A good company to see about out renting a car for a short period of time is:

Dirt Cheap Auto Rental

4420 Pacific Highway, San Diego

Phone: (619) 234-9300

Website: <http://www.dirtcheapcarrental.com>

Please Note: Students who wish to park a car on campus must purchase a parking permit.
http://www.sandiego.edu/parking/parking_info/student_parking_information/Permits.php

International Buddy Program (IBP)

Students may choose to participate in our “Exchange Buddy Program” where new international students are be matched with current USD students. The Buddies will host a welcome event (at the beach or outside on campus!) during orientation and assist exchange students in their first weeks at USD with getting books, cell phones and anything else they might need and show the new students where to go and what to do in San Diego. IBP participants will also be invited to special events throughout the semester. A goodbye luncheon will be held at the end of the semester for exchange students and their buddies. We hope this program will help students overcome “culture shock” and spark life-long friendships.

Useful Websites

USD Homepage: <http://www.sandiego.edu/>

Office of International Students and Scholars website and **International Student Handbook/Resource Guide (bottom of the page, pdf download)**
<http://www.sandiego.edu/oiss/>

USD Fact Book:
www.sandiego.edu/publications/factbook2009/pdf/

University of San Diego Video: <http://www.sandiego.edu/about/video.php>

OISS Photo Website: Exclusively dedicated to international student and scholar events! Please go to <http://usdoiss.shutterfly.com> to see our events in pictures

Connect with us on FACEBOOK
<http://www.facebook.com/group.php?gid=94914529802>

U.S. Visa Information for students:
http://travel.state.gov/visa/temp/types/types_1268.html

Checklist for applying for a J-1 visa at a U.S. Consulate:
<http://www.sandiego.edu/oiss/j1/apply.php>

US Embassies and Consulates Abroad: <http://usembassy.state.gov/>

Guide to Education in the USA
<http://www.educationusa.state.gov/>

San Diego Life:

- San Diego Insider <http://www.sandiegoinsider.com/>
- Sign-on San Diego <http://www.signonsandiego.com/>
- Urbanist Guide: <http://www.urbanistguide.com/>