Guidelines on Exchange Student Information to Advisors and Students
CAL STATE FULLERTON

We welcome students from our exchange partner institutions who are seriously committed to an exchange program. A serious commitment means that all exchange students must be full-time enrolled (a minimum of 12 units per semester), meet minimum academic standards of 2.0 gpa, and comply with both campus (academic) and federal (immigration) regulations to stay focused in their studies. It is a privilege and an honor to become an exchange student at our university. We likewise select our students very carefully when we send CSUF students to study abroad and we encourage our partner institutions to apply similar professional and academic standards in accepting our students.
One important component of our exchange program is the integration of all student groups on campus: international, exchange and U.S. (domestic) study abroad students are strongly encouraged to participate in programs organized by our office like orientation seminars, employment workshops, study abroad fairs, international education week, etc. Exchange students especially play an important role as ambassadors of their home institutions by encouraging the U.S. domestic students to participate in studying abroad. The participation of exchange students in all these activities will truly contribute to the diversity of our student population as well as the "global outlook" of Cal State Fullerton.

CONTACT DETAILS	
1a.	**Name and title of person to whom exchange applications should be sent:** Jean Hotta, International Student Advisor
1b.	**Please indicate other staff on your campus involved in the visa document preparation for exchange students:** Jean Hotta, International Student Advisor OR Thu Ngo, Administrative Support Assistant
EXCHANGE APPLICATION DEADLINES	
2a.	**What is the deadline for submission of exchange applications for EACH term:** Fall: May 1 Spring: November 1
2b.	**What is the approximate length of time to process an exchange application?** Approximately 2 months (depending on student response time and accuracy of submitted documents).
HOUSING INFORMATION	
3.	**Is on-campus housing available?** Yes, but space is limited and applicants must apply at least six months in advance of arrival to Cal State Fullerton. **Please explain any limitation or difficulties.** Pre-arrival information is sent regarding alternative (off-campus) housing options. It is strongly recommended that students arrive early (but no earlier than 30 days from the first day of the semester) to secure off-campus housing. These off-campus housing facilities are close to campus, either within walking distance or accessible by public transport.

ENGLISH PROFICIENCY TESTS

4a. **Do you require an English Proficiency test for exchange students?** Yes

If yes, please complete table below.

Name of English Proficiency Test	Does your campus accept this test? (Yes or No)	Minimum scores accepted for admission
Official TOEFL	Yes	Undergrad: 500 pbt/173 cbt/ 61 (ibt) Grad: 550 pbt/213 cbt/80 ibt
Institutional TOEFL		
IELTS	6.5 UG / 7.0 G	
Other:		
Other:		

4b. **If you require English proficiency tests, will you accept a photocopy of the tests listed in 4a?**
YES.

DISCIPLINES/DEPARTMENTS

5a. **Please list disciplines/departments which are extremely impacted and in which exchange students cannot get courses AND/OR which are unavailable to exchange students:**
Most majors especially Business and Communications tend to be impacted.
We recommend that students be flexible in the selection of courses – they may not always get their first choice of classes.

5b. **Are there any disciplines/departments in which exchange students would have no difficulties with enrolling in courses (if known):**
Enrollment in classes varies by college/department. Many classes are impacted, therefore, exchange students are strongly encouraged to submit their class list as soon as they are admitted.

GRADUATE STUDENTS

6a. **Can qualified students be admitted as graduate-level students?**
Yes.

6b. **Can qualified graduate-level students be admitted as undergraduate students and easily get permission to take graduate-level courses?**
No.

6c. **Indicate any restrictions or difficulties that exchange students would encounter with enrolling in graduate-level courses:**
Students may be required to meet pre-requisites before enrolling in graduate-level courses.

HEALTH INSURANCE REQUIREMENTS

7a. **Please explain your health insurance requirements for exchange students (including the company or companies which students must purchase health insurance from):**
Students MUST purchase the CSUF required health insurance. There are no exceptions. Once admitted to a program, the exchange student must purchase the mandatory health insurance policy available at: https://www.csuhealthlink.com/

7b.	**Can exchange students apply for a waiver of the health insurance required by your campus?** No – this is the only acceptable policy for all exchange students.
FINANCIAL REQUIREMENTS	
8.	**What is the amount of financial support that exchange students must submit to apply as an exchange student?**

While Cal State Fullerton tuition fees are waived for exchange students, participants must show proof that they have the available funds to support themselves for the entire length of the exchange program at Cal State Fullerton. Exchange students are not eligible for financial aid through CSUF and should not rely on working to support themselves during their studies. The cost of living can be expensive in California but your expenses will vary depending on your choice of accommodation and your personal spending habits. The amounts listed below are average expenses and are subject to change.

	One Semester	**One Year**
Tuition + Fees(waived)	$6,795	$13,590
Living expenses (variable)	$6,760	$13,521
Books/Supplies/Tests (variable)	$819	$1,638
Health Insurance	$483	$951
Total:	**$14,857**	**$29,700**

EXCHANGE STUDENT IS REQUIRED TO SHOW FINANCIAL ABILITY OF MINIMUM:

$ 8,062 (one semester) **$ 16,110** (one academic year)

REGISTRATION	
9a.	**Please explain the course registration procedures for incoming exchange students:** Students must submit their list of courses using an online Enrollment Request Form which will go directly to Jean Hotta, International Student Advisor. This form is available on the Exchange Student page of the International Education & Exchange website. Jean will forward the Enrollment lists to the Registrar's Office. Students must have purchased the mandatory health insurance before submitting their Enrollment requests. During the first two weeks of the semester, students can revise their class schedules using "TitanOnline" (accessed through their Cal State Fullerton student portal).
9b.	**Do exchange students receive priority registration?** Yes, but this does not guarantee that their first choice of classes will be provided. Students must submit alternate courses for each of their preferred courses on the Enrollment Request forms.
ORIENTATION	
10.	**When do exchange students need to arrive on campus for international student orientation?** The International Student Orientation Seminar is scheduled one week before classes begin. Exchange students should plan to arrive on campus at least one day prior to the beginning of the International Student Orientation Seminar.
TRANSCRIPTS	
11.	**Are transcripts sent automatically after students complete their exchange?** Yes.

CAMPUS FEES	
12.	**Please list any miscellaneous campus fees which are not included in the state fee and which exchange students will be held liable for:** Parking, & Lab fees for certain major courses (Natural Science, etc.), some Kinesiology courses require the purchase or rental of equipment (e.g. surfboards, golf clubs, tennis racquet, etc.).
WEBSITES	
13.	**What is the website where prospective exchange students can visit for**: FAQs for international/exchange students: www.fullerton.edu/international Housing information: http://www.fullerton.edu/housing/apartments.htm Other: http://www.csufuniversityvillage.com/ (more off-campus housing information) http://www.orangecounty.net/html/visitor.html (Orange County Visitor Center) http://www.ocregister.com/ (Orange County Register) http://www.latimes.com/ (LA Times) http://www.laweekly.com (LA Weekly) http://www.ocpost.com (Orange County Post) http://www.ocweekly.com (Orange County Weekly)
OTHER INFORMATION	
14.	**Please list any other information that you would like our partner institutions or their students to know about going on exchange to your campus including information that may help us in appropriately placing students at your campus**. The introductory paragraphs provide a summary of the philosophy of our exchange programs.