



University of Mary Washington  
INTERNATIONAL STUDENT EXCHANGE PARTNER  
INFORMATION SHEET

<b>Official Name</b>	University of Mary Washington
<b>University Address</b>	University of Mary Washington Center for International Education 1301 College Avenue Fredericksburg, VA 22401
<b>Department responsible for student mobility</b>	Center for International Education 1301 College Avenue Lee Hall 434 Fredericksburg, VA 22401 Tel: +1(540)654-1870
<b>Study Abroad Website</b>	<a href="http://international.umw.edu/international-services">international.umw.edu/international-services</a>
<b>CIE Director</b>	Jose Sainz Tel: 540-654-1261 Email: <a href="mailto:jsainz@umw.edu">jsainz@umw.edu</a>
<b>Incoming Students (to UMW)</b>	Ann Witkowski Tel: 540-654-1870 Email: <a href="mailto:cie@umw.edu">cie@umw.edu</a>
<b>Outgoing Students (from UMW)</b>	Jill Hyman Tel: 540-654-1434 Email: <a href="mailto:cie@umw.edu">cie@umw.edu</a>

<p><b>Number of places available</b></p>	<p>The number of spaces available can be negotiated on an annual basis.</p> <p>The University of Mary Washington does not require that an equal number of students be mobile in a given year, although a balance in mobility levels should be achieved over the duration of the agreement.</p>												
<p><b>Application deadlines</b></p>	<p>Information regarding students nominated must reach the University of Mary Washington by the following deadlines:</p> <table border="1" data-bbox="469 604 1373 932"> <thead> <tr> <th></th> <th><b>Nomination Period</b></th> <th><b>Application deadline</b></th> </tr> </thead> <tbody> <tr> <td><b>August Entry</b></td> <td>March 1 - 30</td> <td>April 30</td> </tr> <tr> <td><b>January Entry</b></td> <td>September 1-30</td> <td>October 30</td> </tr> </tbody> </table>		<b>Nomination Period</b>	<b>Application deadline</b>	<b>August Entry</b>	March 1 - 30	April 30	<b>January Entry</b>	September 1-30	October 30			
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<p><b>Study dates</b></p>	<p>Students can be nominated to study at UMW one of the following options:</p> <table border="1" data-bbox="477 1169 1430 1682"> <thead> <tr> <th></th> <th><b>Study Periods</b></th> <th><b>Dates</b></th> </tr> </thead> <tbody> <tr> <td><b>Option 1</b></td> <td>Fall Semester</td> <td>Late August to mid December</td> </tr> <tr> <td><b>Option 2</b></td> <td>Spring Semester</td> <td>Mid-January to mid May</td> </tr> <tr> <td><b>Option 3</b></td> <td>Full Academic year (Fall &amp; Spring semesters)</td> <td>Late August to mid May</td> </tr> </tbody> </table> <p>Academic calendar can be found at:</p> <p><a href="http://academics.umw.edu/calendar/">http://academics.umw.edu/calendar/</a></p>		<b>Study Periods</b>	<b>Dates</b>	<b>Option 1</b>	Fall Semester	Late August to mid December	<b>Option 2</b>	Spring Semester	Mid-January to mid May	<b>Option 3</b>	Full Academic year (Fall & Spring semesters)	Late August to mid May
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<p><b>Nomination Process</b></p>	<p>To nominate your exchange students, please submit the Exchange Student Nomination Form <a href="https://bit.ly/35BpPgy">https://bit.ly/35BpPgy</a></p> <p>Once this information is received, CIE will e-mail students and invite them begin their application.</p> <ul style="list-style-type: none"> <li>• Step 1 Student submits the <a href="http://bit.ly/2Cj85a9">International Exchange Student Application</a> <a href="http://bit.ly/2Cj85a9">http://bit.ly/2Cj85a9</a> and supporting documents.</li> <li>• Step 2 Student receives acceptance materials, to include the DS-2019 Certificate of Eligibility for J-1 Exchange Visitor Status (the document used to obtain the J-1 Exchange Visitor student visa).</li> <li>• Step 3 Prepare for arrival to UMW by reviewing the information on our <a href="http://bit.ly/2o5Bcsn">Admitted International Students</a> <a href="http://bit.ly/2o5Bcsn">http://bit.ly/2o5Bcsn</a> webpage and acceptance materials.</li> </ul>
<p><b>VISA information</b></p>	<p>Students will apply for a <b>J-1 Exchange Visitor</b> visa (student, college/university category). Refer to the “How to Apply” section of the <a href="http://bit.ly/2EBvQQ2">U.S. State Department’s Exchange Visitor Visa</a> <a href="http://bit.ly/2EBvQQ2">http://bit.ly/2EBvQQ2</a> webpage.</p> <p><b>Note: Students will be expected to pay the Student and Exchange Visitor Information System SEVIS fee</b> <a href="http://bit.ly/2EmUy7v">http://bit.ly/2EmUy7v</a> <b>This is a one-time fee of \$220 dollars, charged by the U.S. Department of Homeland Security (DHS).</b></p> <p>Students are welcome to e-mail CIE any questions they have regarding the visa process.</p>
	<p>Exchange students are eligible to take most courses offered during their term of study, provided:</p> <ul style="list-style-type: none"> <li>• they have the necessary prerequisite(s) (i.e., foundation courses)</li> <li>• the course is not “closed” to a specific population of students, such as courses labeled FSEM, LRSP, BLST, NURS, GBUS, MSCI, HN, EDUC, and 400-500 level courses</li> </ul> <p>Students should review the <a href="http://bit.ly/2ClfVjO">Schedule of Courses</a> <a href="http://bit.ly/2ClfVjO">http://bit.ly/2ClfVjO</a> and select 5-7 courses.</p> <ul style="list-style-type: none"> <li>• Courses at the 100-200 level are ordinarily introductory. Courses</li> </ul>

<p><b>Course Registration</b></p>	<p>numbered 200-299 may assume prior study in the subject. Courses at the 300-400 level are “upper level” and assume previous course work.</p> <ul style="list-style-type: none"> <li>• Most courses are worth 3 credits, but sometimes 4, if they include a lab. The average course load for students is 15 credits per term, which equals 30 ECTS credits. However, 12 credits is considered full-time, and exchange students in the past have found 12 credits a manageable course load.</li> <li>• Students will be assigned an academic advisor with whom they will register for courses. <ul style="list-style-type: none"> <li>○ The advisor will do their best to register students in courses prior to arrival.</li> <li>○ Students are advised to have some flexibility in their course selections, as we cannot guarantee all courses will be open.</li> <li>○ Students will have up until the end of their first week of classes to make schedule adjustments.</li> <li>○ Students should plan on registering for 2 upper-level courses in their discipline of study, and another 2-3 courses in disciplines outside their course of study. Upper level courses tend to have fewer seats and in high demand. Exchange students should plan on taking a few introductory level courses.</li> </ul> </li> <li>• Grading System</li> <li>• The <a href="http://bit.ly/2GaVfNs">Grading System <u>http://bit.ly/2GaVfNs</u></a> is based on the A-F letter grades.</li> <li>• Method of Assessment <ul style="list-style-type: none"> <li>○ Students will be informed by each professor what the method of assessment will be for a given course. Typically, students are given a mid-term and final exam, and possibly some small assignments or quizzes to ensure they are keeping up with required course work. Participation in class discussion is also calculated into the final grade.</li> <li>○ Final exams occur during the one week period after the last day of classes in each term. Students must plan to remain on campus until the Saturday after final exams.</li> <li>○ Students shall request an official transcript be sent to their home institution at the conclusion of their program. The international office of the student’s home institution may request transcripts through the CIE office, if necessary.</li> </ul> </li> </ul>
<p><b>Accommodation</b></p>	<p>Exchange students will receive an invitation to submit the Housing &amp; Dining Agreement <i>after</i> receiving their acceptance materials from CIE (mid-June for Fall exchange students and early November for Spring</p>

	<p>exchange students). Exchange students are required to live on-campus.</p> <ul style="list-style-type: none"> <li>• Exchange students are encouraged to consider the <b>Framar International Living Community</b> <a href="http://bit.ly/2nWBZwA">http://bit.ly/2nWBZwA</a> as their housing option, as this has been a popular choice for exchange students.</li> <li>• Exchange students may also select from any “upper class” residence hall. Housing preferences are taken into consideration in the Housing Application.</li> <li>• Exchange students shall select the <b>225 Meal Block Plan</b> <a href="http://bit.ly/2HaH10q">http://bit.ly/2HaH10q</a></li> <li>• Housing and meal costs will be billed to the student’s UMW student account. Students will receive an e-mail from <a href="mailto:umwbills@umw.edu">umwbills@umw.edu</a> alerting them of payments and due dates.</li> </ul>
<p><b>Accident &amp; Illness Insurance</b></p>	<p>Exchange students are required to enroll in the <b>iNext Global Adventure Plan</b> <a href="http://bit.ly/2ChXv3g">http://bit.ly/2ChXv3g</a> (our university sponsored insurance) for the duration of their program. The cost is \$60.30 per month for up to 24 years of age. Students will be asked to self-enroll and show proof of enrollment to the CIE office.</p>
<p><b>Books, Supplies, and Personal Expenses</b></p>	<p>Approximately \$1,000 per semester.</p>
<p><b>Total Estimated Cost of Attendance</b></p>	<p>The total estimated cost of attendance for one semester is \$6,693.20 dollars (2019/2020). Student must submit proof of finances before CIE can issue visa paperwork.</p>
<p><b>Welcome and Arrival</b></p>	<p>Fall semester exchange students are expected to arrive the Monday prior to the first day of classes. The exact date will be listed in the welcome letter.</p> <p>Spring semester exchange students are expected to arrive the Wednesday prior to the first day of classes. The exact date will be listed in the welcome letter.</p> <p>Exchange students will be provided with airport shuttle service by the CIE office as long as they submit an airport shuttle request.</p>

