

ILLINOIS STATE UNIVERSITY

2024-2025 EXCHANGE STUDENT FACT SHEET

IMPORTANT DATES

	Fall 2024 semester	Spring 2025 semester
Nomination deadline	March 1, 2024	September 15, 2024
Application deadline	April 15, 2024	October 1, 2024
International student orientation	August 12-16, 2024	January 6-10, 2025
Academic semester dates	August 19-December 13, 2024	January 13-May 9, 2025
Vacation/Break	November 23-December 2, 2024	March 8-17, 2025

ISSS PORTAL

The **ISSS Portal** provides international students with a personalized account where they can view and manage their unique immigration profile, submit ISSS requests, and download their DS-2019 documents. The portal is also the system you will utilize to nominate students.

Once your nominated students have been admitted and their DS-2019s created, they will each receive an email inviting them to the ISSS Portal. This email will be sent to their new Illinois State email address. To access this new email account, students must first **activate their ULID**.

NOMINATION & APPLICATION PROCESS

1. If you've never accessed the ISSS portal before, please email International Student and Scholar Advisor Tyler Yozze (tjyozze@IllinoisState.edu) to create your user account. You will receive an automated email with login instructions.
2. Login to **ISSS Portal** and nominate your students by submitting an Exchange Nomination Request in your Control Center for each student you wish to nominate.
3. You will receive an automated message from the portal if your nominated students are approved.
4. Upon approval of nominations, students should submit the online **Application for Admission**. **IMPORTANT:** Make sure students follow the **detailed application instructions on our website** to ensure they submit the correct application.
5. In their Admissions Portal, students should complete their application checklist with the required supplemental material listed below:
 - Official letter of nomination and academic good standing from home university.
 - Proof of English proficiency for non-native English speakers. We do not accept letters to prove English ability. **English Waiver Guidelines** should be reviewed for additional information.
 - TOEFL internet-based (iBT): 79, TOEFL Essentials: 8.5, IELTS overall band score: 6.5, Duolingo: 105, PTE: 53
 - Academic transcripts in English from home university
 - **J-1 Proof of Finances Form**
 - Passport photo ID page



ILLINOIS STATE
UNIVERSITY
Illinois' first public university



ESTIMATED EXPENSES

Expenses are estimated based on full-time enrollment and the most current academic year cost of attendance tables established by the ISU Financial Aid Office. Expenses may vary and are subject to change.

- [Undergraduate exchange student estimated expenses](#)
- [Graduate exchange student estimated expenses](#)

PRE-ARRIVAL

Students should review the [After You're Admitted steps](#) for important information regarding next steps.

Once students have been admitted, they will begin receiving pre-arrival communication from our International Student Orientation Team. This will include information on travel, housing, health care and health insurance, money and banking, weather, and other important topics.

HOW TO APPLY FOR THE J-1 VISA

Once students have downloaded their admission letter and DS-2019 from the [ISSS Portal](#), they will need to schedule a visa appointment at the nearest U.S. consulate/embassy to obtain their exchange student visa. All exchange students will apply for a J-1 Exchange Visitor Visa. This type of visa is specifically granted to students and scholars who wish to engage in exchange programs within the U.S.

All students must pay two fees:

1. A visa fee to attend an interview with consulate representatives as part of the visa application process.
2. An **I-901 SEVIS fee** before they can attend their visa interview. Students will need to bring a receipt of their payment to their interview. SEVIS (Student and Exchange Visitor Information System) is an internet system/database that helps the U.S. keep track of international visitors.

HOUSING

On-campus housing and off-campus housing are available at Illinois State University for exchange students. The [Fell and School Street Apartments](#) have reserved spaces for exchange students and are open during university closures.

In order to secure a reserved space in the Fell and School Street Apartments, exchange students must submit an application through the [Housing and Dining Portal](#) by the priority housing deadline. Please review information about [housing](#) for further details.

COURSE REGISTRATION

Students must submit a Course Request Form in the ISSS Portal (found in the Control Center). An academic advisor from University College will assist all undergraduate exchange students with course enrollment. Graduate exchange students will receive assistance with course enrollment from either the Graduate School or their graduate coordinator.

Undergraduate exchange students must take 12 credit hours minimum—the tuition waiver will cover 15 at maximum. Twelve hours is generally equal to four classes. Graduate students must be enrolled in a minimum of nine credit hours—the tuition waiver will cover 12 at maximum.

There are many factors that can influence a student's ability to get into a class:

- A class may be full or have been canceled;
- A class may be limited to degree-seeking students or those who are graduating soon; or
- Permission from an advisor or professor may be required to allow special access into a class.

Specific course offerings for the semester will be listed in [Course Finder](#).

IMMUNIZATION RECORDS

All students admitted to Illinois State University are required, by Illinois law, to provide immunization records. Immunization records can be submitted prior to arrival by uploading them to the Student Health Services [secure web portal](#). Health Services will work with students if any immunizations are missing.

Students will be required to have a tuberculosis (TB) screening within 10 days of their arrival on campus. Students will have an opportunity to work with Student Health Services during international orientation on this.

HEALTH INSURANCE

All J-1 Visa holders are mandated by immigration regulations to maintain health insurance that meets the Department of State requirements. All students will automatically be enrolled in Illinois State University Health Insurance, which meets these requirements. If students wish to use their own private health insurance, they will need to [cancel student health insurance](#) and provide detailed information in English (like a policy plan or brochure detailing the coverage) to the University's Student Health Insurance Office.

The current cost of ISU Health Insurance [can be found here](#).

BILLING

The Office of International Engagement will waive tuition after students have arrived and finalized their class schedules. Tuition will be removed after the third week of classes, but students will not receive any late fees for this late tuition payment. Once student bills have been released, an email will be sent to all exchange students to help explain the tuition waiver process and clarify what they are seeing on their bills. More information about this can also be found on the **Student Accounts** website under the Exchange Students section at the bottom of the page.

ORIENTATION

A mandatory orientation will be held one week before the start of classes. Exchange students will attend the campus-wide international student orientation as well as an exchange student orientation. During orientation, students will be able to learn about campus resources, visa regulations, and complete course registration. A full **orientation schedule** is posted online.

CONTACT INFORMATION

Office address

Office of International Engagement (OIE)
2nd Floor Fell Hall
Campus Box 6120
Normal, IL 61790-6120
United States

Contact for incoming students (students coming to ISU)

Tyler Yozze
International Student and Scholar Advisor
tjyozze@IllinoisState.edu

Contact for outgoing students (ISU students going to your university)

Study Abroad
StudyAbroad@IllinoisState.edu

Coordinator for exchange agreements

Alex Ratcliff-Hanger
Associate Director for Study Abroad
alratcl@IllinoisState.edu

This document is available in alternative formats upon request by contacting International Student and Scholar Services at (309) 438-1931.

