



# California State University, Chico

## 2023/24 Exchange Fact Sheet

### CONTACT INFORMATION

**University Website:** [www.csuchico.edu](http://www.csuchico.edu)  
**Office Website:** <http://www.csuchico.edu/studyabroad/exchange/>  
**Mailing Address:** International Education & Global Engagement - Study Abroad & Exchange  
 California State University, Chico  
 400 West First Street  
 Chico, CA 95929-0680, USA  
**General Email:** [exchange@csuchico.edu](mailto:exchange@csuchico.edu)  
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Contact Person	Function	Email
Dr. Jennifer Gruber	Associate Vice President, International Education & Global Engagement	<a href="mailto:jlgruber@csuchico.edu">jlgruber@csuchico.edu</a>
Ximena Ospina	Coordinator, Study Abroad & Exchange	<a href="mailto:xmospina@csuchico.edu">xmospina@csuchico.edu</a>
Kenya Chavez ( <i>primary contact</i> )	Advisor, Study Abroad & Exchange	<a href="mailto:kchavez6@csuchico.edu">kchavez6@csuchico.edu</a>

### CALENDAR

2023/2024 Academic Year	Fall Semester (2023 Semester 2)	Spring Semester (2024 Semester 1)
<b>Orientation Dates</b>	August 15-18, 2023 (Tentative)	January 16-19, 2024 (Tentative)
<b>Beginning of Classes</b>	August 21, 2023	January 22, 2024
<b>Final Exam Week</b>	December 11-15, 2023	May 13-17, 2024
<b>End of Classes (including Exams)</b>	December 15, 2023	May 17, 2024

Exchange Application	Fall Semester	Spring Semester
<b>Nomination Deadline (flexible)</b>	March 1	September 15
<b>Application Deadlines</b>	March 15	October 1
<b>Priority Course Registration</b> (Staff manually register students)	Mid-April	Mid-October
<b>Admission Notice</b>	May 1-15	November 1-15

### APPLICATION PROCESS

<b>Nomination</b>	Partner International Office completes the Nomination Form through the <a href="#">Nomination Portal</a> . Students will receive an email after nomination with information about next steps in the application process.
<b>Required Documents</b> <i>(Nominees must submit all documents via the <a href="#">online portal</a>. In order to submit documents, they will need to follow <a href="#">these instructions</a> to create a new account</i>	<ol style="list-style-type: none"> <li>1. <a href="#">Upload completed and signed application</a> (Submitted via online application)</li> <li>2. Upload copy of passport bio page (Submitted via online application)</li> <li>3. Upload proof of sufficient financial funds (Submitted via online application)</li> <li>4. Upload proof of English proficiency (Submitted via online application)               <ol style="list-style-type: none"> <li>a. TOEFL or TOEFL MyBest 61ibt, IELTS band 6, or letter from English faculty</li> </ol> </li> <li>5. Complete the DS-2019 Questionnaire (Submitted via online application)</li> <li>6. Priority Course Request Form (<a href="#">Complete Microsoft Form</a>)</li> <li>7. Official transcript of record: submitted to Chico State DIRECTLY from Institution mail or via <a href="#">secure Box upload link</a></li> </ol>
<b>Location of Documents</b>	<a href="https://www.csuchico.edu/studyabroad/exchange/application.shtml">https://www.csuchico.edu/studyabroad/exchange/application.shtml</a>



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ACADEMIC INFORMATION	
<b>List of Available Courses</b> <i>Class Schedule</i>	<a href="https://www.csuchico.edu/schedule/">https://www.csuchico.edu/schedule/</a> Select "View the Class Schedule" and select the correct term of planned studies.
<b>Academic Programs &amp; Course Descriptions</b> <i>University Catalog</i>	<a href="https://catalog.csuchico.edu/courses/">https://catalog.csuchico.edu/courses/</a>
<b>Language of instruction</b>	English is primary. Foreign language courses are available from the <a href="#">Department of Languages and Cultures</a> .
<b>English Language Support</b>	Non-native English courses are available through the <a href="#">English Department</a> : EFLN 170  Free language tutoring is available from the <a href="#">ESL Resource Center</a> . Graduate assistants support language learners with speaking, reading, writing, and listening skill development.
<b>Tips for selecting courses</b>	Undergraduate students must maintain full-time status at Chico State for immigration purposes. Most courses award 3 units of credit, with full-time status at 12 units or more. We suggest that non-native English speakers limit enrollment to no more than 15 units per semester, which is average for all students.  Students should review the <a href="#">Priority Course Request Form</a> for guidance on <a href="#">selecting courses</a> by course number; 100-299 lower-division, 300-499 upper-division). <a href="#">A mixture of levels (1xx, 2xx, 3xx, 4xx)</a> is common for all students. Inform <a href="mailto:iss@csuchico.edu">iss@csuchico.edu</a> early if preferred courses require pre-requisite approval.
<b>Transcript of Academic Record</b>	Grades are released within 4 weeks after final exams. One hardcopy transcript is sent at the end of the student's exchange program. All student financial accounts must be in clear standing for the release of records. Holds are placed for failure to pay housing, library or special course fees. Additional official copies can be ordered by the student for a small fee from the <a href="#">Office of the Registrar</a> .

ESTIMATED EXPENSES		
2023/2024	Semester	Academic Year
<b>Room &amp; Board</b>	\$5,657 USD	\$11,314 USD
<b>Textbooks &amp; Supplies</b>	\$575 USD	\$1,150 USD
<b>Personal &amp; Transportation</b>	\$952 USD	\$1,904 USD
<b>Insurance</b>	\$525 USD	\$1,050 USD
<b>Total Required</b>	<b>\$7,531 USD</b>	<b>\$15,062 USD</b>
<ul style="list-style-type: none"> <li>▪ All fees listed above are estimates and are subject to change.</li> <li>▪ All exchange students receive a tuition fee-waiver while at Chico State. This allows access to all University services, e.g. student health center, library, computer labs, free local bus transportation, WREC recreational center, etc.</li> <li>▪ In rare cases specific courses may charge a fee for use/purchase of special equipment or to facilitate field studies. Exchange students must submit a payment for these "Special Course Fees".</li> </ul>		



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STUDENT VISAS	
<b>Visa Type</b>	<ul style="list-style-type: none"> <li>▪ Exchange students apply for a <a href="#">J-1 Exchange Visitor Visa</a>.</li> </ul>
<b>Application Process</b>	<ul style="list-style-type: none"> <li>▪ Students submit a “Request for a DS-2019” form with their Exchange Application. Financial support documentation is required along with a copy of their passport.</li> <li>▪ Upon admission to the University, the International Education &amp; Global Engagement office will provide each student an Acceptance Packet including a DS-2019 “Certificate of Eligibility”.</li> <li>▪ Students must make payment for the <a href="#">SEVIS I-901 Fee</a>.</li> <li>▪ Students make an appointment at a local <a href="#">US Consulate or Embassy</a> and pay the appropriate <a href="#">J-1 Visa Application fee</a>.</li> <li>▪ Students are allowed entry 30 days prior to start of the program (Orientation) and may exit the US 30 days past the end of the program (Friday of Final Exam Week).</li> <li>▪ Upon arrival students must show proof of valid and <a href="#">sufficient accident/illness insurance</a>.</li> <li>▪ <a href="#">COVID-19 Information</a>: Per <a href="#">CSU policy</a>, all students, faculty and staff who will access campus facilities or participate in in-person learning or campus programs must be up to date with their Covid-19 vaccinations <a href="#">as defined by CDC</a>, and complete their vaccination certification.</li> </ul>
<b>Insurance Requirements</b>	<ul style="list-style-type: none"> <li>▪ California State University (CSU) requires all international students to have adequate medical, medical evacuation, and repatriation insurance coverage no later than the International Student Orientation. For information about the California State University, Chico partner insurance provider, please visit their <a href="#">website</a>.</li> <li>▪ For J-1 visa holders, failure to meet this requirement is also a violation of your immigration status and may result in the cancellation of your DS-2019 and disenrollment from the University.</li> <li>▪ The use of home country insurance, or a comparable policy, in lieu of CSU, Chico insurance, may be considered upon advance request.</li> </ul>

HOUSING	
<b>Housing Types Available</b>	<ul style="list-style-type: none"> <li>▪ On-campus (Academic Year or Spring Semester students <b>ONLY</b>)</li> <li>▪ Off-campus private flat/apartment (with American &amp; International Students)</li> <li>▪ Off-campus private dormitory</li> <li>▪ Campus-owned housing (apartment-style shared flats at <a href="#">University Village</a>)</li> </ul>
<b>Application Process</b>	<ul style="list-style-type: none"> <li>▪ <a href="#">Off-campus</a>: support with housing search given by the Study Abroad Office, however paperwork will be completed by the student directly with the Property Manager.</li> <li>▪ <a href="#">Campus-owned</a>: students can apply through the <a href="#">University Housing website</a>.</li> </ul>
<b>Housing Assistance</b>	<ul style="list-style-type: none"> <li>▪ International Student &amp; Scholar Services: <a href="mailto:jss@csuchico.edu">jss@csuchico.edu</a></li> </ul>

ARRIVAL INFORMATION	
<b>Arrival in Chico</b>	<ul style="list-style-type: none"> <li>▪ <a href="#">All students are advised to arrive at Sacramento International Airport (SMF), not San Francisco (SFO)</a>.</li> <li>▪ The International Education &amp; Global Engagement office offers airport pick-up service from <b>Sacramento International Airport (SMF)</b> on a limited basis the weekend before International Student Orientation. Exact dates and times will be communicated by <a href="#">International Student &amp; Scholar Services</a> within one month before Orientation. Students must complete an Arrival Form to secure this service.</li> <li>▪ If airport pickup service is not available, travelers are advised to use a <a href="#">shuttle service</a>.</li> <li>▪ Meet and learn about our <a href="#">Team</a> at International Education &amp; Global Engagement.</li> </ul>