

# International Graduate Student Application Guide

Thank you for choosing The University of Tennessee at Chattanooga to continue your educational goals. The application materials are listed below with required forms enclosed with this guide. We look forward to assisting you in the application process and wish you the best in pursuing your academic career.

## Mailing address:

International Student Services Office  
Dept. 4755  
The University of Tennessee at Chattanooga  
615 McCallie Avenue  
Chattanooga, TN 37403

## What do you need to be admitted to UTC as graduate student?

1. Completed and signed application form.
2. \$35.00 non-refundable application fee. Payment should be made in United States dollars by a cashier's check, money order, or personal check. If payment is by personal check, the check must be drawn on United States currency. International money orders are suggested. Applications must be submitted with this fee attached. If the fee is not included, the application will not be processed.
3. TOEFL [Test of English as a Foreign Language] scores must be officially reported by the Educational Testing Service. A minimum score of 550 (213 computer/79 internet) is required. IELTS score of 6.0 or higher.
4. Documentation of financial resources sufficient for nine months of study will be required prior to issuance of I-20. There are no loans available to international students. An affidavit of support signed by sponsor and/or parents, if applicable, is required.
5. Official transcripts from each university attended. Official degree certificate for institutions from India. Provide a summary of education experiences.
6. Submit a clear copy of current passport with photo page and expiration date.
7. If currently studying in the U.S., submit a copy of current I-20, I-94, visa, passport, and international adviser release form.

## Accident and Sickness Insurance Requirement:

Health insurance purchased through UTC is required of all international students who enroll at UTC. The cost for 2008-2009, is approximately \$1037.00 per academic year and includes basic health coverage, evacuation, and repatriation. Other policies are not accepted. Enrollment and further information is provided during orientation.

## Immigration Documents:

Students meeting all admission requirements of The University of Tennessee at Chattanooga and wishing to enter or remain in the United States on an F-1 student visa will be mailed a Certificate of Eligibility [Form I-20]. This form is used to obtain a visa from a United States Consulate when a student is outside the U.S. Students who are transferring from within the U.S. will receive their I-20 upon arrival at UTC and reporting to the International Student Services Office.

## Money Matters:

Before admission can be completed, an applicant must document sufficient funds for the first two semesters of enrollment. The amount required is stated on the Cost Estimate form and is subject to change without notice.

NOTE: *The University of Tennessee at Chattanooga cannot assume financial responsibility for international students.*

The estimate amount listed on the Cost Estimate form seems to be adequate for most international students; however, these figures will vary according to the student's living accommodations and individual money management.

International students are not eligible for federal financial aid or guaranteed student loan programs. There are, however, opportunities for employment on campus. Projected on-campus employment is not accepted as proof of initial funds

Immigration permits a twelve-month, after graduation work experience for international students who maintain status. Work is restricted to the field of study and the application for this work experience is processed through The International Student Services Office. STEM degrees may be eligible for an additional 17 months of OPT. Further information will be available on campus for qualifying students.

NO ACTION WILL BE TAKEN ON AN APPLICATION UNTIL ALL MATERIALS ARE RECEIVED IN THE INTERNATIONAL STUDENT SERVICES OFFICE.

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## Student Health Services Requirement:

The state of Tennessee requires that all students born after 1956 provide the university documentation of immunization with two (2) live measles vaccinations after age 12 months, unless inadvisable due to pregnancy, allergy to vaccine, or other valid medical reason. A verification of immunization, signed by a health care provider, should be returned to Student Health Service upon arrival at UTC. A tb skin test is required upon arrival.

## Admission Calendar:

The following recommended deadlines are critical for the success of your application. Please pay close attention to the following: For spring entry, deadline for submission of application with \$35.00 fee is Oct.1. Deadline for file completion and admission is Oct. 31.

For fall entry, deadline for submission of application with \$35.00 fee is June 1. Deadline for file completion and admission is June 30.

## English Language Requirement:

The language of instruction at The University of Tennessee at Chattanooga is English, except in cases of advanced foreign language classes. Each applicant whose native language is not English is required to take the Test of English as a Foreign Language [TOEFL] and to have the results sent directly to The University of Tennessee at Chattanooga. A minimum score of 550 (213 computer/79 internet) on this examination is required for admission consideration. The score must be no more than two years old. Information on testing sites and dates can be obtained from [www.toefl.org](http://www.toefl.org).

IELTS score of 6.0 or higher is accepted.

## Additional Information--Please Contact:

Nancy Amberson, International Student Adviser  
[Nancy-Amberson@utc.edu](mailto:Nancy-Amberson@utc.edu) or (423) 425-2110

Or

Lora Cook, Administrative Assistant  
[Lora-Cook@utc.edu](mailto:Lora-Cook@utc.edu) or (423) 425-4348

## ENGLISH AS A SECOND LANGUAGE INSTITUTE

The mission of the ESL Institute is to serve international students by developing their English proficiency and by assisting them in their transition to American culture. Within a supportive environment, the ESL Institute respects and promotes the individual needs and goals of each student, whether their goals include learning English for personal, business, or academic reasons.

The 10-week program is offered three times a year: spring, summer, and fall. The schedule of classes is Monday through Thursday from 9:00a.m. - 3:00p.m. Classes meet for 20 hours each week and are taught by instructors who have Master's degrees in English or a related field.

For further information:

By mail  
ESL Institute, Dept. 2703  
The University of Tennessee at Chattanooga  
615 McCallie Avenue  
Chattanooga, TN 37403

By telephone:  
(423) 425-2542

By e-mail:  
[Jane-Womack@utc.edu](mailto:Jane-Womack@utc.edu)

Home Page: [www.utc.edu/esldept](http://www.utc.edu/esldept)

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