



PLANNING GUIDE FOR INCOMING EXCHANGE STUDENTS 2016-17

Welcome to Lesley!

Refer to this Planning Guide frequently to help navigate the process of preparing to study with us as an exchange student.

CONTACT INFO

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IMPORTANT DATES - Full academic calendar available [online](#).

Semester	Begins	Ends	Nominations Due	Applications Due
Fall	Early September	Mid-December	April 15	May 1
Spring	Late January	Mid-May	October 15	November 1

TO APPLY

Lesley University enjoys exchange partnerships with universities around the world. If you attend one of these schools and would like to study with us for a semester or a year, please obtain a nomination from your home school's International Office. Nominations must be received by April 15th for the fall semester and October 15th for spring.

After we approve your nomination, you may apply online. Applications must be received by May 1 for the fall semester and November 1 for spring. To support your application, please submit along with your application:

- A Personal Statement
- Copy of your official academic transcript (translated into English)
- Copy of your official English proficiency exam (we accept TOEFL, IELTS and the Cambridge exam)

After we review and approve your complete application, we will send you an electronic letter of acceptance and welcome packet. In the welcome packet you will find:

- Your Lesley ID#, email address, and instructions for how to access the Lesley Online Information Services (LOIS)
- Instructions for documents you must submit to apply for a student visa
- If campus housing is available for the semester you've applied for, we will send you an application for on-campus housing with instructions on how to submit it along with the required USD 300 deposit. There are many options for off-campus housing.

Be sure to check your Lesley email account frequently for important information regarding your arrival in Cambridge. Consult this helpful packing list and be prepared to purchase items that you may not want to bring with you.

COURSE INFORMATION

With the exception of foreign language courses, all instruction at Lesley is in English. Applicants must demonstrate English proficiency via the TOEFL or IELTS. Required scores: 550 (PBT), 213 (CBT), 80 IBT, 6.5 IELTS. Lesley's TOEFL code is 3483.

Information on courses is available on the [Lesley Online Information Service \(LOIS\)](#). You may also browse our [online catalogs](#).

Exchange students may enroll for 12-18 credits per semester.

Be sure to arrange for an [official transcript](#) to be sent to your home school.

CAMPUS HOUSING

While Lesley will make every effort to offer campus housing to exchange students, we cannot guarantee availability, especially during the fall semester. If you live on campus, you must also participate in the meal plan. The total cost for room and board is usually around USD 7,500. Visit this [page](#) for more about fees.

Visit our website to learn more about [on-campus housing](#) and [off-campus options](#). Please note that you will be required to purchase your own bedding and towels.. A good way to do this ahead of time is to order online thru [DormCo](#). This [page](#) contains more suggestions on what to bring with you to campus.

FEES

Although visiting international exchange students pay tuition to their home institution, certain fees are payable to Lesley University. Please visit our [Student Administrative Services](#) pages for current rates and other pertinent information. In general, visiting students should consider the following fees:

PLEASE NOTE: For accounting purposes, we must charge your account for tuition and then credit it for the same amount.....so don't worry if you see a tuition charge on your account. It will be reversed.

- On-campus housing (Note that campus housing is limited. You may choose to live off-campus.)
- Campus meal plan (If you live on campus, the meal plan is required.)
- [Health insurance](#)
- Health Service fee
- Housing deposit
- New student orientation
- Activity fee
- Check-in fee
- Registration fee
- Minimum damage fee
- Materials/lab fees

Once your application to study at Lesley has been approved, our Admissions team will assign you a student ID number. The above charges will appear on your "student account" before the start of your semester(s) with us.

IMMIGRATION

Exchange students must obtain for a [student visa](#) to study in the United States. Upon acceptance to Lesley, you will receive instructions for submitting documentation to our [International Student Services](#) (ISS) office. ISS will then provide you with information needed to complete the process with an American Embassy or Consulate. The visa issuance process can be a lengthy one; students are therefore advised to submit documentation in a timely manner.