

# Lundquist College of Business

## INTERNATIONAL GRADUATE APPLICANTS

A satisfactory command of the English language is required for admission to the University of Oregon. Conditional admission is not offered to UO LCB graduate applicants.

### **UO LCB LANGUAGE PROFICIENCY REQUIREMENTS**

**IBT TOEFL** Minimum = **96**

**PBT TOEFL** Minimum = **600**

**IELTS** Minimum = **7.5**

**PTE Academic** Minimum = **66**

### **UO GRADUATE SCHOOL LANGUAGE PROFICIENCY REQUIREMENTS**

Applicants who do not meet UO Graduate School language proficiency requirements will have their application placed on hold until qualifying scores have been received. Applicants whose native language is not English must show proof of language proficiency through one of the following three methods:

Method	Minimum Requirement
TOEFL Score	Minimum Score: 575 (Paper) or 88 (Internet-Based). NOTE: Some departments require a higher score. Scores must be less than 2 years old at the time of application.
IELTS Score	Minimum Score: 7.0 overall band score. NOTE: Some departments require a higher score. Scores must be less than 2 years old at the time of application.
Degree from English-speaking country	Submit degree transcripts to UO Admissions proving that you have received a bachelor's degree or higher from a regionally accredited U.S. institution or from an institution in the following countries: Australia, Canada (excluding Quebec), Ireland, New Zealand, or the United Kingdom.

Scores should be sent directly from ETS to the University of Oregon. The institution code is **4846**.

Application files will not be sent for review until all of the admission materials, including official qualifying language proficiency score reports or official exempting degree transcripts, have been received.

**Offers of recommendation of admission by the Graduate Programs Office cannot be finalized by the UO Admissions Office nor the UO Graduate School until AFTER official qualifying language proficiency score reports or official exempting degree transcripts, official transcripts and related degree certificates, and all**

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**required official documents have been received, processed, approved and coded by all necessary UO Departments involved in approving graduate applications.**

If the applicant is pursuing a U.S. or other exempt degree which has not yet been awarded, the applicant must submit a **COPY** of their most recent language proficiency score report to the UO LCB Graduate Program Office as part of the application process.

University policy requires any student, undergraduate and graduate alike, entering the University of Oregon with a TOEFL test score below 88 or an IELTS test score below 7 (or who have not taken either exam) to take an AEIS placement test, and possibly AEIS coursework, in their first year of studies here. A waiver provided by the Graduate School provides access to admission but does not waive this requirement. AEIS testing and courses are administered by the American English Institute (AEI).

For more information on the AEIS program, including courses and placement testing information, please click [here](#). It is possible to test out of the AEIS coursework altogether. If an applicant wishes not to participate in the AEIS program, they may elect to take the TOEFL or IELTS and obtain a passing score before placement testing during International Student Orientation.

## **COLLEGE AND UNIVERSITY TRANSCRIPTS**

All records from foreign institutions must be official. Official records are defined as original documents from the institution bearing the actual **(not photocopied)** signature of the registrar and the seal of the institution. Records issued only once by the institution should be photocopied and certified as official copies either by school officials or legal authorities, such as embassies, consulates, or notaries public. Do not send the original of an academic record that cannot be replaced; obtain a properly certified copy instead.

Applicants will need to submit to the UO Office of Admissions ONE (1) original transcript from each college or university where you received a bachelor's degree and all subsequent degrees to:

Office of Admissions  
1217 University of Oregon  
Eugene OR 97403-1217

**Official Electronic Transcripts.** Official electronic transcripts should be sent to: [registrar@uoregon.edu](mailto:registrar@uoregon.edu)

**Degree Certificate.** If your awarded degree is not posted on the transcript, as is the case with most international transcripts, you will need to include the related degree certificate with your transcript.

**UO Transcripts.** If you attended or are currently attending the University of Oregon, you do not need to send your University of Oregon transcript to the UO Office of Admissions.

**Degree in progress.** If you are presently pursuing a degree which you anticipate will be awarded AFTER your application is submitted, please submit an official in-progress transcript and then an additional official transcript showing the degree posted once the degree has been awarded.

## **INTERNATIONAL TRANSCRIPTS**

To be admitted to the Graduate School for the purpose of seeking an advanced degree or certificate you must have an accredited degree equivalent to a U.S. bachelor's degree from an institution of recognized standing.

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Official transcripts with certified English translations of all college or university work are required. Official degree certificates with certified English translations are also required if the degree and conferral date do not appear on the transcripts.

These official transcripts should be sent to:

Office of Admissions  
1217 University of Oregon  
Eugene, OR 97403-1217

International credentials must be equivalent to a U.S. four-year bachelor's degree. Additionally, the credentials must be received from an institution recognized by the country's educational body that oversees institutional approval, such as the Ministry of Education. If you are concerned about your eligibility for admissions to the University of Oregon Graduate School, please contact Cortney McIntyre for credential analysis ([cortneym@uoregon.edu](mailto:cortneym@uoregon.edu)).

## **DEGREE CERTIFICATE**

If transcripts or mark sheets do not indicate the degree conferred, applicants must also submit a **degree certificate** in English and in the original language. Both versions must be marked by a stamp in a different colored ink or raised seal by the university.

If academic records and diplomas are not issued in English by the institution, both the official records in their original language and an authorized English translation must be sent. All translations should be complete and literal renditions of the original records. Institutions using the Pass/No Pass grading system should provide a written course evaluation for each class.

Please refer to [http://www2.lcb.uoregon.edu/App\\_Themes/Content/Docs/mba/Country\\_Diplomas.pdf](http://www2.lcb.uoregon.edu/App_Themes/Content/Docs/mba/Country_Diplomas.pdf) for degree transcript requirements from non-English speaking countries. If you have questions regarding the acceptability of your degree, please feel free to contact the Graduate Programs Office for clarification.

## **FINANCIAL VERIFICATION & I-20 VISA PROCESS FOR APPLICANTS WHO HAVE BEEN OFFERED ADMISSION**

U.S. Government regulations require that the University of Oregon verify the availability of sufficient financial support for non-immigrant students before a Certificate of Eligibility (Form I-20 or DS-2019) can be issued. International students must submit supporting financial documents (e.g., Graduate Teaching Fellowship (GTF) appointment contract, scholarship award letter) and/or bank statements to **UO Office of Admissions International Evaluators**.

Students planning to be sponsored by an agency, government or other sponsor should have proof of financial support sent from the sponsoring agency (e.g., a letter from the sponsor and copies of the sponsor's bank statement).

**Financial verification and I-20 Visa documents for applicants who have been offered admission are NOT processed by the UO Lundquist College of Business (LCB).** Financial verification documents that are sent to the LCB Graduate Programs Office in error are forwarded to International Evaluators in the UO Admissions Office.

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International applicants who have been offered admission need to work directly with an **International Evaluator from the UO Admissions Office** in order to provide financial verification. If you currently have a visa, you still need to contact a UO International Evaluator in order to make sure that your visa is in compliance.

**Please fax or email your bank statement or certificate of balance prepared within the last six months or a scholarship letter as proof of your financial resources to:**

## UO Office of Admissions

**Attention: International Evaluators**

**Email:** [uoglobal@uoregon.edu](mailto:uoglobal@uoregon.edu)

**Fax:** +1(541) 346-5815

## **QUESTIONS REGARDING FINANCIAL VERIFICATION AND I-20? *Please Contact:***

### **University of Oregon**

#### **Office of Admissions**

Attention: International Evaluators

1217 University of Oregon, 240 Oregon Hall

Eugene OR 97403-1217

USA

**Email:** [uoglobal@uoregon.edu](mailto:uoglobal@uoregon.edu)

**Phone:** +1(541) 346-3201

**Fax:** +1(541) 346-5815

## **INTERNATIONAL AFFAIRS AND YOUR VISA**

### **Visa Status**

Most international students attending the UO hold a student (F-1) visa. International students will receive a certificate of Eligibility (Form I-20) after admission to the UO. To obtain a student visa, the form I-20 must be presented to a U.S. consul.

Some international students are sponsored by international agencies and enter the United States as Exchange Visitors. In this case, the program sponsors will provide the student with the DS-2019 form needed to obtain an Exchange Visitor (J-1) visa.

International graduate students completing an advanced degree at UO and continuing on with a second advanced degree must update visa information with International Affairs to ensure that their student visa remains valid.

Additional visa information may be reviewed at: <http://international.uoregon.edu/index.php/students/visa-information>

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## **GRADUATE SCHOOL INFORMATION FOR INTERNATIONAL APPLICANTS**

<http://gradschool.uoregon.edu/international-applicants>

English Language Proficiency Requirements, Language Requirements for International GTFs, Visa Status, Financial Verification, Credentials, Health Insurance, UO Sponsored Insurance, GTFF Health Insurance Plan, International Affairs, and FAQs.