

Policies

Madonna University welcomes students from all countries. The following policies are in place to facilitate their entrance to the university community. If any questions arise, the student or Madonna University advisor should consult Connie Tingson-Gatuz, Vice-President for Student Affairs, Dr. Jonathan Swift, Director of the Center for International Relations, or Ms. Grace Philson, International Student Coordinator.

1. All future exchange students should be given a copy of the appropriate university to university agreement (if available) prior to attending Madonna University.
2. All international students attending Madonna University must be housed in the University Residence Hall during their first term.
3. Generally, international students cannot bring dependents less than 16 years of age to live with them in the Residence Hall.
4. Private rooms are reserved for junior, senior, and graduate students.
5. Madonna University reserves the right to test all international students (whose native language is NOT English) on arrival in reading, writing, speaking and listening, in order to place them in an appropriate academic curriculum. An exception to this is for undergraduate students who present a TOEFL score of 540 (paper and pencil test), or 207 on the composite computerized TOEFL. In addition, a score of 5 on the TWE is necessary for both the pencil and paper and the computer versions of the test. Graduate students are exempt also if they have a score of 5 on the TWE and a TOEFL score of 550 (paper and pencil) or a 213 on the computerized TOEFL. The University will also accept scores of 80 on the MELAB or 6 on the IELTS. Those who do NOT meet these criteria must take prescribed courses in English as a Second Language (ESL).
6. Exchange students who are here for a short period (one term **or less**) are given a "guest" student status.
7. International students must follow all Madonna University Institutional Policies and procedures (as found in the University Undergraduate or Graduate [Bulletins](#), and the [Guidelines](#) for Admission to Madonna University).
8. I-20 forms from Madonna University as well as United States visas should be sought at least six months prior to arrival.
9. **I-20s cannot be issued until the student's application for admission is on file at Madonna University.**
10. Whenever possible, international students should indicate the expected method and date of arrival at Madonna one month ahead of time so the necessary arrangements can be made.
11. A pro-rated orientation fee is assessed for students who arrive before the official opening of school.
12. International students are required to have sickness/accident insurance provided through Madonna University unless they have proof of coverage from an agency in their home country.

Signed: Dr. Connie Tingson-Gatuz

Effective: July 1, 2002

Dr. Ernest Nolan

Dr. Jonathan Swift

Grace Philson