Hello Loyola University Maryland Exchange Applicant! Once you are in the application website (instructions on how to access this website are under the “How to Apply” section of our webpage, right below this Admission Requirements Section), you will be asked to provide some materials and submit information for us. Please see these items below so that you can become familiar with the procedure you will need to take in order to apply to Loyola University Maryland. Many of these items will be provided for you on our application website:

1. Loyola Application: Complete a Visiting and Special Student Application for admission.

2. Exchange Student Registration Form

3. Copy of Passport: Include a copy of the biographical page of your passport only. This is the page that includes your photo, name, date of birth, country of citizenship, and nationality, and the expiration date.

4. Affidavit of Financial Support for Immigration purposes (the amount given is specifically for one-to-one exchanges please ask your international office if your university has a different exchange agreement).
   - If the student is relying on personal funds for his/her stay, the student must complete the Affidavit of Financial Self Support Form stating he/she is able to financially support themselves and that he/she has sufficient funds (equivalent to $11,600 US dollars or higher per semester) to cover the student’s stay in the United States, or
   - If the student is relying on other funds (ex. funds from parents, other family member, sponsor, etc.) for his/her stay, the sponsor must complete the Affidavit of Financial Support Form stating that they are willing to financially support the student and that they have sufficient funds (equivalent to $11,600 US dollars or higher per semester) to cover the student’s stay in the United States.
   *Please note: Full-year applicants must show sufficient funds equivalent to $24,000 US dollars.

5. Original Bank Statement:
   - If the student is relying on personal funds for his/her stay, the student must provide an original bank statement, on bank stationary with contact information and signed by a bank official, stating that he/she has sufficient funds (equivalent to $11,600 US dollars or higher per semester) to cover the student’s stay in the United States.
   OR
   - If the student is relying on their parents’ funds for his/her stay, the parents must provide an original bank statement from the parents’ bank on bank stationary with contact information and signed by a bank official, stating that they have sufficient funds (equivalent to $11,600 US dollars or higher per semester) to cover the student’s stay in the United States.
   *Please note: Full-year applicants must show sufficient funds equivalent to $24,000 US dollars.

6. Official Transcript: Official transcript, or course history signed by home university. Transcripts must be provided in English or with English translation.
7. Statement From Home University: Statement from home university stating that the applicant is in good academic standing and has been granted permission to take classes at Loyola University Maryland and tuition has been paid to the home university.

8. Proof of English Proficiency: TOEFL test results of 213 or higher on the computer-based test or a letter from the home university stating the student’s competency in the English language. Your program coordinator at your home university must the Request to Waive TOEFL form with the letter.

9. Checklist: Please download and use the Exchange Student Application Checklist to ensure you have completed all documentation. Your exchange program administrator must sign this completed checklist before you submit your application.

10. Health Insurance Acceptance/Waiver Form: Completed Health Insurance Acceptance/Waiver Form (this can be submitted after the student is admitted) If Loyola’s health insurance is not purchased, a summary of benefits (in English) must be submitted to Loyola. Loyola will review and determine whether or not the alternate health insurance plan meets the minimum coverage requirements.* Once an alternate health insurance plan is approved by Loyola, students must submit proof of coverage with validity throughout the length of the student’s stay in the United States. A copy of the front and back of insurance card must be presented.

*Note: The health insurance plan review may take up to 3 weeks for processing, therefore, please plan accordingly.

11. Health Form & Immunization Record: Completed Health Form and Immunization Record (this can be submitted after the student is admitted) signed by both doctor and student. The student’s healthcare provider/physician must provide accurate and legible information on the form prior to the student’s arrival at Loyola. If the student’s immunizations are not up-to-date, the student will have to receive updated immunizations in the United States for a fee. Please read the Immunizations at Loyola handout for a list of required immunization.

In order to be admitted as a visiting (exchange) student, all documents must be received by March 8th for the fall semester and October 16th for the spring semester. Everything listed above (except for the Health Immunization Record and Health Insurance/Waiver Form) must be received before Loyola University Maryland can issue the Form I-20 (Certificate of Eligibility for F-1 Student Visa). Once the student has been admitted by Loyola, Ms. Sunanda Bhatia, Director of International Student Services, will review all documents and issue a Form I-20 to the student. If you have additional questions, you may contact Ms. Bhatia at 1-410-617-2910 or skbhatia@loyola.edu.
You will see on the application site that you will need to provide the physical copy of some of the documents. Please submit these documents by the designated deadline date to:

Ms. Sunanda Bhatia
Office of International Student Services
Loyola University Maryland, HU 141
4501 N. Charles Street
Baltimore, MD 21210 USA