



Fontbonne University

Learn more. Be more.®

International Counselor Guide

2016-2017





CONTENTS



Introduction	3	
About Fontbonne	4	
Why Fontbonne	5	
Saint Louis, USA	6	
How to apply		
Step 1	When to apply	7
	Important dates	
Step 2	Select program of study	8
Step 3	English Requirements	9
Step 4	Application Checklist	10
Step 5	Tuition & scholarships	11
Step 6	Application process & visas	12
Step 7	Pre-departure support	13
	Housing	
	Travel arrangements	
	Airport pickup	

A Catholic University sponsored by The Sisters of St. Joseph of Carondelet



INTRODUCTION



OFFICE OF INTERNATIONAL AFFAIRS

The Office of International Affairs (OIA) is a student-centered office that is dedicated to assisting students throughout their time at Fontbonne. The OIA will serve as your initial point of contact.

CONTACT US

Rebecca Bahan

Director of International Affairs
rbahan@fontbonne.edu
+1 314 889 4778

Claire Sheehan

Assistant Director of International Admission
csheehan@fontbonne.edu
+1 314 889 4716

Linda Venegoni

Administrative Assistant, International Affairs
lvenegoni@fontbonne.edu
+1 314 889 4509

Fontbonne University

Office of International Affairs
6800 Wydown Boulevard
St. Louis, Missouri
USA—63105

WELCOME!

It is our pleasure to present you with this counselor guidebook. We thank you for taking the time to read about Fontbonne University and the many ways we can help your students further their educational goals in the USA.

EDUCATION IS OUR TRADITION.

With more than 80 years of teaching excellence, Fontbonne University is a top destination for international students seeking challenging academics and a sense of community in an individualized, liberal arts atmosphere.

FONTBONNE FAST FACTS

- Private
- Coeducational
- Liberal Arts
- Founded 1923
- 2,900+ students
- 200+ international students
- 11:1 student/faculty ratio
- Small, safe campus
- Prestigious location
- Collegiate atmosphere
- St. Louis, Missouri, USA
- Modern facilities



ABOUT FONTBONNE

DEDICATED, EXPERIENCED FACULTY.

Our professors have outstanding credentials – in fact, more than **74%** of full-time faculty hold the highest degrees in their field. Fontbonne faculty are not only dedicated to teaching, but also committed and passionate about student success.

NATIONALLY RECOGNIZED.

- Fontbonne named 2016-2017 **College of Distinction**
- Fontbonne ranked **#85** in the Midwest by US News and World Report



GLOBAL CAMPUS COMMUNITY.

Diversity thrives at Fontbonne where some 3,000 intellectual students representing many U.S. states and more than **32 countries** experience our commitment to preparing tomorrow's global leaders.





WHY FONTBONNE?



TOP UNDERGRADUATE PROGRAMS

- Bioinformatics
- Business Administration
- Computer Science
- Cyber Security
- Engineering (dual-degree program)
- Management and Leadership

TOP GRADUATE PROGRAMS

- Accounting
- Business (MBA)
- Computer Science
- Education
- Management and Leadership

UNIQUE PROGRAMS

- Intensive English Program (IEP)
- Conditional admissions (available for undergraduate and MBA)

6 Reasons International Students Choose the Fontbonne Experience

PERSONAL ATTENTION:

Small class sizes with a 11:1 student-faculty ratio. Fontbonne University is a small, liberal arts university with 3,000 students in undergraduate, graduate and specialty programs.

LEARN ENGLISH:

Programs designed for all English levels, from beginner to advanced. Fontbonne's unique **Bridge Program** is designed for students with low English language ability who want to earn a bachelor's degree (undergraduate only).

INTERNATIONAL CAMPUS:

Our campus is fast becoming an international campus with more than 200 students from around the world—representing 14% of the student population. Current students represent more than 32 nations.

HOUSING:

On-campus residential halls at Fontbonne affords international students a community environment conducive to studying and making friends.

SCHOLARSHIPS:

Generous scholarships available for undergraduate international students (up to \$18,000usd). Need-based aid available for qualified applicants.

COSTS:

Tuition rates at Fontbonne are significantly lower than comparable private universities nation-wide; what sets us apart is the cost-of-living in St. Louis, which is among the lowest relative to larger, and other comparably, sized cities.



SAINT LOUIS, USA

ALL-AMERICAN CITY

St. Louis is the perfect blend of urban city center and small-town Midwest charm. The cost of living is low and admission for most museums and events around the city are free. Students can feel safe and at home in St. Louis's vibrant, progressive and diverse environment.



ST LOUIS FACTS

FAST FACTS

- Collegiate atmosphere
- University student population of 200,000+
- 2.9+ million population
- Unique Neighborhoods
- Free events and festivals
- 21 Fortune 1000 companies
- Weather: four distinct seasons
- Forbes Magazine ranked St. Louis America's #1 Happiest City for Job-Seeking Graduates
- Thrillist ranked St. Louis America's #1 Most Affordable City for Recent College Grads

LOCATION

St. Louis is located in the heart of the Midwest, within driving distance to many major cities (4hrs to Chicago, Kansas City and Memphis) and a short flight to both coasts (2hrs to New York, D.C., Boston and 3 hrs to L.A, Las Vegas and Seattle).

SAFETY

Fontbonne University is located in the prestigious Clayton neighborhood, adjacent to the region's wealthiest residents and safest attractions and recreation areas.

COST-OF-LIVING

The St. Louis area enjoys the lowest cost of living among the largest 20 metropolitan areas, with many free attractions.



HOW TO APPLY | STEP 1 When to apply

IMPORTANT DATES (Fall/Spring 2017)

Fall Semester (August – December)

Fall application deadline	June 15
International orientation (required)	Mid-August
New student orientation	Mid-August
Fall classes begin	August 21
Fall Break	October 16-17
Labor Day (holiday)	September 4
Thanksgiving Break (holiday)	November 22-25
Last day of class	December 14

Spring Semester (January – May)

Spring application deadline	November 15
International orientation (required)	Early January
Spring classes begin	January 9
Spring Break (no class)	March 20-24
Easter Break (no class)	April 13-14
Last day of exams	May 4

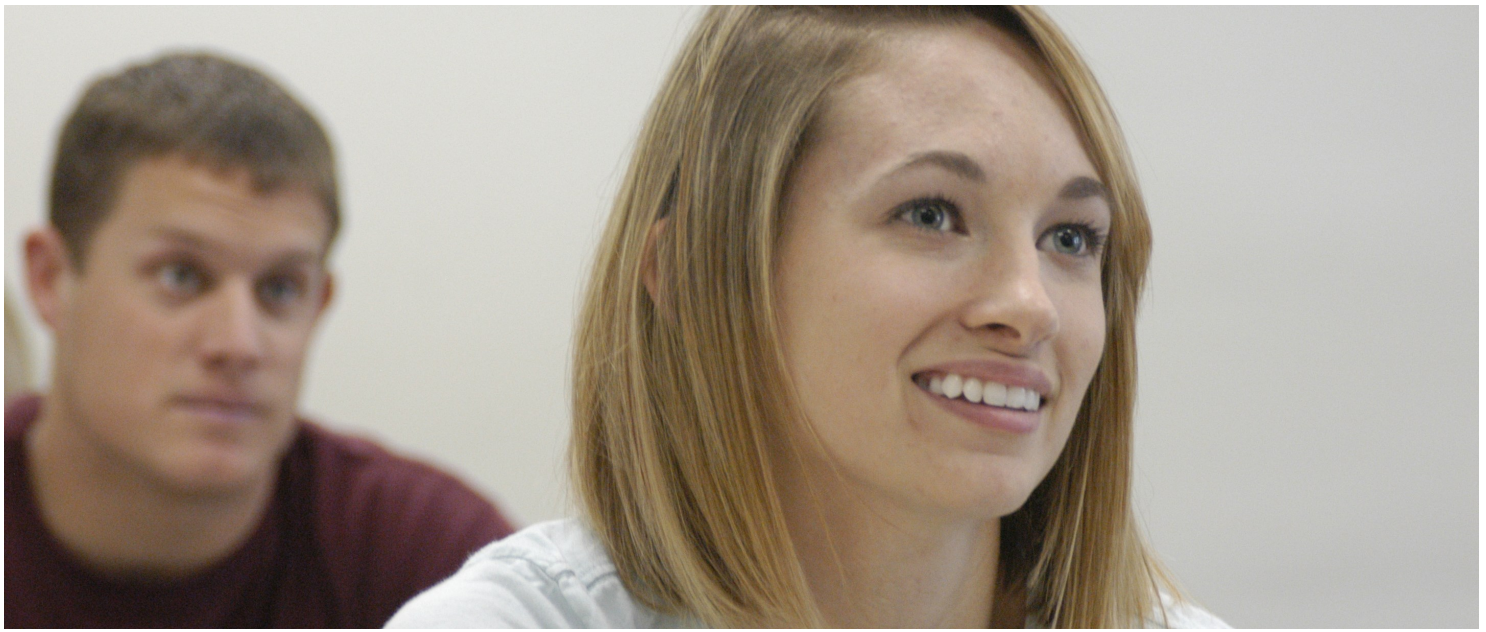
Summer Semester (June - July)

Summer application deadline	April 15
------------------------------------	-----------------

IMPORTANT:

Fontbonne University receives international applications on a rolling-basis and may accept applications after the dates listed above. Please contact the Office of International Affairs before submitting a late application.





HOW TO APPLY | STEP 2 Select program

LEARN OUR PROGRAMS

We believe strongly in matching students with programs that meet their needs while inspiring them to succeed and lead. It's recommended that you learn the basics of each degree and requirements for graduation in order to properly advise students about our coursework and programs. Visit www.fontbonne.edu/academics to learn more.

ACADEMIC PROGRAMS

UNDERGRADUATE (BACHELOR'S)

Programs (**Majors** | *Concentrations*)

Accounting

Applied Behavioral Sciences
Applied Design
Applied Mathematics
Art

Bioinformatics

Biology (*includes Pre-Med Track*)
Biology for Secondary Education

Business Administration

Chiropractic
Communication Studies

Computer Science

Cyber Security

Deaf Education

Dietetics
Early Childhood Education
Elementary Education

Engineering

English for Secondary Certification
Fashion Merchandising
Figurative Studies

Fine Arts

Global Studies
Health Education and Promotion
History

Human Services

Literary Studies

Management and Leadership

Management Information Systems
Marketing

Mathematics for Secondary Education

Medical Laboratory Sciences

Middle School Education

Nursing

Occupational Therapy

Professional Writing

Psychology

Religious Studies

Social Science/Pre-Law

Social Work

Special Education

Special Education – Paraprofessional Pathways

Speech-Language Pathology

Speech-Language Pathology Assistant Certificate

Sports Management

Strategic Communication

Theatre and Performing Arts

University Major (*design your own*)

GRADUATE (MASTER'S)

Accounting

Art

Computer Science

Early Intervention in Deaf Education

Education

FCS: Multidisciplinary Health

Communication Studies

Fine Arts

Instructional Design and Technology

Learning Technologies

Management and Leadership

MBA

MBA in Accounting

Professional MBA

Speech-Language Pathology

Teaching

Teaching: Special Education

Theatre

CONDITIONAL ADMISSION

Students not meeting the minimum language requirement for academic programs may apply conditionally, available for:

- All bachelor's programs
- All graduate business programs and computer science

INTENSIVE ENGLISH PROGRAM

Our unique curriculum is designed to advance non-native English speakers' language skills to communicate effectively in English.

Highlights:

- 20 hours of instruction per week.
- Semester-based.
- Grammar, listening, reading, writing and TOEFL preparation.
- Start dates (January, June or August), terms may be combined until student achieves desired level of English.

SEMESTERS

Fall / 16 weeks / August to December

Spring / 16 weeks / January to May

Summer / 8 weeks / June and July



HOW TO APPLY | STEP 3 English Requirements

ENGLISH LANGUAGE REQUIREMENTS

Undergraduate

Fontbonne University recognizes that language barriers should not keep academically qualified students from achieving their higher education goals. That's why we offer prospective undergraduate students two options for admissions (1) unconditional admission (2) conditional admission. See below details regarding requirements and important information for each option.

1 UNCONDITIONAL ADMISSION

Students that submit a test of English report with the below scores or higher will be granted unconditional admission to Fontbonne upon acceptance of their application. This status allows the student to enroll in a full course load of 12 academic credit hours or more. Tuition charges for a full time undergraduate student covers the student for 12-18 credit hours of study.

Minimum test score required		
TOEFL	IELTS	EIKEN
65	5.5	2a

ADVISING NOTE: Undergraduate students below a TOEFL 65 or no equivalent English test will be required to take Fontbonne University's institutional English placement exam. This exam will determine the amount of ESL and/or academic in which the student may enroll.

2 CONDITIONAL ADMISSION (BRIDGE PROGRAM)

Prospective undergraduate students that do not meet the minimum English requirement for full-time academic study or do not have a TOEFL/IELTS score may still apply for conditional admission. Conditional admission blends together ESL (English as a Second Language) classes with academic courses until the student is prepared to enroll as a full-time undergraduate student. Students will take an institutional English placement exam during orientation week; test results will determine Bridge Program level, students may take the test at any time to advance levels.

Level	Courses	Language Equivalency
1	0 academic classes + 20 hours ESL	(45ibt TOEFL or below)
2	1 academic class + 17 hours ESL	(45-51ibt TOEFL)
3	2 academic classes + 14 hours ESL	(52-56 ibt TOEFL)
4	3 academic classes + 11 hours ESL	(57-60 ibt TOEFL)

Graduate

	TOEFL	IELTS	EIKEN
All Graduate Programs	80	6.5	Pre 1
MBA/English Program/Computer Science	71	6.0	Pre 1
CDDE	90	7.0	Pre 1

Intensive English Program

	TOEFL	IELTS	EIKEN
IEP/ESL	All levels accepted		

ADVISING NOTE: Intensive English Program students will be required to take Fontbonne University's institutional English placement exam which will determine the level in which the student will begin.



HOW TO APPLY | STEP 4 Application Checklist

APPLICATION CHECKLIST

STEP 1

ALL STUDENTS (Undergraduate, Graduate, Transfer, Intensive English)

- COMPLETE APPLICATION (signed and dated)
- APPLICATION FEE RECEIPT (\$50 USD)
- PROOF OF FINANCIAL SUPPORT (bank statement or sponsor letter)
- LETTER OF FINANCIAL GUARANTEE (if name on bank statement is not student's name)
- COPY OF PASSPORT
- TRANSCRIPTS (translated in English from all high school, colleges and universities attended)

STEP 2

UNDERGRADUATE STUDENTS

- REQUEST CONDITIONAL ADMISSION (if needed)
- PERSONAL STATEMENT ESSAY (300-500 words)
- PROOF OF ENGLISH PROFICIENCY (TOEFL, IELTS, etc)

NOTES:

- SAT/ACT not required

GRADUATE STUDENTS

- REQUEST CONDITIONAL ADMISSION (MBA only)
- PERSONAL STATEMENT ESSAY (300-500 words)
- PROOF OF ENGLISH PROFICIENCY (TOEFL, IELTS, etc)
- (2) LETTERS OF RECOMMENDATION

NOTES:

- A department application may be required
 - Theatre/Fine Arts applicants MUST submit a resume/portfolio of previous work
 - GRE/GMAT not required (except MS in Accounting students - GMAT 475 required AND MS Computer Science—GRE 290).

STEP 3

TRANSFER STUDENTS; OR, TRANSFERRING CREDIT

- ALL ABOVE REQUIREMENTS, PLUS
- Copy of 1-94, Visa, and previous 1-20s AND Transfer Form
- TRANSCRIPT(S) FROM ALL COLLEGE(S) ATTENDED, IF FOREIGN TRANSCRIPTS, THE TRANSCRIPT MUST BE EVALUATED BY WORLD EDUCATION SERVICES (WES) www.wes.org.

IMPORTANT:

- Applications should be completed and the application fee paid before any documents are sent.
- Bank statements must be original and no older than 120 days
- If bank statement is not in the student's name, a sponsor letter must be filled submitted
- Transcripts should be original and translated into English



HOW TO APPLY | STEP 5 Tuition & Scholarships

TUITION & COSTS

PROGRAMS

INTENSIVE ENGLISH PROGRAM

Tuition (annual).....\$10,276
Insurance/Immunizations.....\$1,100

UNDERGRADUATE

Tuition (annual).....\$24,960
Insurance/Immunizations.....\$1,100

GRADUATE

Tuition (annual).....\$13,364
Insurance/Immunizations...\$1,100

LIVING EXPENSES/MEALS

ON-CAMPUS HOUSING

*Prices include a medium (14) meal plan

St. Joseph's Hall: \$9,191-\$10,201 / range per academic year
Medaille Hall: \$8,064-\$10,563 / range per academic year
Southwest apartments: \$8,001 / per academic year (no meal plan)
Cotta Hall (off-campus): \$5,638 OR 6,271 (Apartment)

FINANCES REQUIRED

Program	Tuition/Fees	Living Expenses	Insurance	Total
Undergraduate Programs	\$24,960 +	\$13,000 +	\$1,100	\$39,060
Graduate Programs	\$13,364 +	\$13,000 +	\$1,100	\$27,464
IEP	\$10,276 +	\$13,000 +	\$1,100	\$24,376

IMPORTANT: Students must show financial support for tuition and living expenses costs for one year of study (or length of program if shorter) in the form of an original bank statement or financial guarantee letter from a sponsoring organization, and corresponding letter of financial guarantee if the student is not the account holder or sponsor (English only). These documents must be original.

SCHOLARSHIPS

Catholic High School Scholarship (\$2,000/annual)

Graduate from Catholic School
(may be combined with first-time, full-time freshman scholarship)

First-time, full-time freshman (combine GPA and English score):

GPA	AWARD	IELTS	TOEFL	SAT	ACT	AWARD
3.90-4.00	\$6,000	5.5	65	820-930	17-19	\$1000
3.75-3.89	\$5,500	6	70	940-1040	20-22	\$3000
3.50-3.74	\$5,000	6.5	75	1050-1160	23-25	\$4000
3.25-3.49	\$4,500	7	80	1170-1280	26-28	\$5000
3.00-3.24	\$4,000	7.5	90	1290-1390	29-31	\$6000
2.75-2.99	\$3,000	8+	100+	1400-1600	32+	\$7000
2.50-2.74	\$2,000					

Transfer Students

Transfer Student Scholarship (up to \$8000 annual*)

2.5+ GPA

IMPORTANT:

- Only full-time undergrad students are eligible for scholarships.
- Eligible students are automatically considered for scholarships based on the documents submitted in the application.



HOW TO APPLY | STEP 6 Application Process & Visa

1 | ACTION BY STUDENT

- Complete application form
- Pay application fee
- Prepare all supporting documents
- Collect all materials and send as one COMPLETE application before the deadline
- Submit original documents by post mail



2 | ACTION BY FONTBONNE

- Sends receipt notification to student
- Fontbonne reviews and assesses application materials
- Student will be notified of incomplete applications and missing documents
- Fontbonne provides student:
 - Acceptance packet and I-20, OR
 - Conditional acceptance packet and I-20, OR
 - Rejects application



4 | VISA (STUDENT)

- Students should begin the visa application once the I-20 is confirmed to be correct. Please visit <http://www.unitedstatesvisas.gov> for visa information by country.

REQUIRED:

- Inform Fontbonne of visa status (accepted or denied). In the case of a visa denial, agents should provide Fontbonne with the denial justification.
- Inform Fontbonne if student selects another school.
- Inform Fontbonne if student defers attendance.



3 | ACTION BY STUDENT

- Check I-20 for accuracy. The I-20 document contains important information regarding the student's study in the United States. Students should carefully check the information in section 1 to ensure it is correct. Section 7 indicates the total amount of tuition money it will cost for the student's program as well as estimated living expenses. The U.S. government will require proof of financial support for the total amount in section 7.
- Check and review acceptance letter and materials for accuracy
- Inform Fontbonne of decision (confirm attendance)
- Student signs information release form (if they accept conditions)



HOW TO APPLY | STEP 7 Pre-Departure Support

HOUSING / RESIDENTIAL LIFE

Fontbonne offers international students a variety of different housing options to fit their individual needs.

NOTE: international students are not required to live in Fontbonne University housing; however, it is recommended that freshman and MBA students live on-campus unless they have arranged off-campus housing through family or friends. Students that choose to live in Fontbonne housing should plan to apply and pay the corresponding housing deposit immediately after their U.S. visa is approved as rooms are subject to availability and will not be held until the deposit is paid.

IMPORTANT: F-1 visa holders may only enter the United States 30 days prior to the start of the semester, as such housing arrangements should be made in accordance with this regulation.

ST. JOSEPH'S HALL

St. Joseph Hall houses approximately 124 students. It is home to a mix of undergraduate students. St. Joseph Hall rooms are designed to house two students per room. The furnishings include room chairs, beds, vanities, and a large shared desk.

SOUTHWEST APARTMENTS

Apartment-style suites house four residents and are designed with a kitchen, living room, four single bedrooms, a full bath and storage closet. Furnishings include window treatments, couch, chairs, lamps, end tables and bar stools.

MEDAILLE HALL

Medaille Hall is designed for single occupancy. Most rooms are suites, which consist of two single rooms sharing an adjoining bathroom (residents are the same gender). Bed, dresser, desk and chair are standard room fixtures. Heating/cooling units are controlled by occupants.

COTTA HALL

Cotta Hall is available to graduate students. A Cotta Hall apartment has two bedrooms with a shared living room, kitchenette and bathroom. Two people (same gender) are assigned to each apartment. The following items are included in your monthly rent: furniture, wireless internet, cable TV, local phone service, utilities and your rent.

AGENTS should contact Student Affairs for housing questions & applications:

Contact:.....AJ Friedhoff, Director of Residential Life
 Email:.....AFriedhoff@fontbonne.edu
 Website:.....www.fontbonne.edu/studentlife/residentialiving/

TRAVEL ARRANGEMENTS

It is suggested that students make travel arrangements to arrive no more than one or two days prior to the orientation date listed in the acceptance packet, unless other travel plans are arranged that do not require university assistance or housing before this time.

IMPORTANT: Students traveling directly to Fontbonne University should plan to arrive at St. Louis Lambert International Airport (STL)

ORIENTATION

International orientation is MANDATORY and includes informative sessions that will assist students with understanding visa regulations, university policies, course registration and other technical details of living and studying in the U.S.

Also, the orientation sessions are a great opportunity for new international students to connect with one another and current students from around the world, in addition to meeting the university staff and faculty.

AIRPORT PICKUP

If a student would like for Fontbonne University to organize airport pickup, they must complete and submit the Airport Shuttle Request Form (available on our website). Airport pickup is available only for students living in Fontbonne University housing arrangements. Airport pickup is offered one day only in August (date varies).

If a student arrives in St. Louis before the scheduled airport pick up date, students are responsible for arranging their own transportation from the airport to a local hotel for a room. An airport taxi to Fontbonne University may cost between \$35-50 USD.