



The University of Texas at Austin
Moody College of Communication

FACT SHEET FOR INTERNATIONAL EXCHANGE STUDENTS

Welcome to the Moody College of Communication. We hope you will have a productive and exciting semester at The University of Texas at Austin. This information is designed to help you prepare for your time with us in Austin.

Academic Calendar

<http://registrar.utexas.edu/calendars/>

Preliminary Course Selection

As an exchange student in the Moody College of Communication, you will be asked to pre-select at least ten (10) courses to facilitate academic advising and registration upon your arrival in Austin. You will also be assigned an academic advisor in the Moody College of Communication, and an advising appointment will be scheduled for you in advance of your arrival in Austin. It is important that you come prepared to your advising session, as sessions are only 30 minutes long. In order to be prepared, you will need to review the information contained within this handout very carefully.

You are not limited to taking courses solely in the Moody College of Communication; you may select courses in other areas of study, but please note that many programs have restricted enrollment policies. To select courses in the Moody College of Communication, please refer to the “Recommended Courses for Exchange Students” (PDF), which can be found online and make special note of any course pre-requisites by checking on those classes in the UT online course schedule (<http://registrar.utexas.edu/schedules/index.html>). Note: Use your UT EID to log in.

Every effort will be made to accommodate your course selections in the Moody College of Communication, but enrollment is not guaranteed, and will be subject to prerequisite checks and seat availability. Classes cannot be guaranteed until formal registration occurs a few days before the beginning of classes.

Selecting Courses (Undergraduate Students)

1. *You must enroll for at least 12 credit hours during fall or spring*, generally 4 classes. The maximum number of credit hours you can take in a semester is 17. You have to be enrolled full time to maintain your status as an exchange student in the U.S.
2. Under each course title you will find one or more five-digit unique number(s). Each unique number represents a separate section of the course. Each section has a separate meeting time.
3. The course number tells how many hours of academic credit hours the course is worth and the level.
 - a) The first digit of the course number indicates the course credit. For example, RTF 378 is worth three credit hours (and also often indicates how many hours per week the course meets). The second number, “78”, indicates that it is an advanced course.
 - b) Courses with second numbers from 01-19 are beginning or lower-division courses, while those with second numbers ranging from 20-79 are intermediate and advanced courses. Courses with numbers from 80-99 are graduate courses. Note: In order to register for intermediate and advanced courses, you must have completed your first two years of studies.

Selecting Courses (Graduate Students)

All international exchange students are listed as undergraduate students at UT, regardless of their status at their home university. However, if you are a graduate student that will not prevent you from taking graduate classes at UT, as long as you meet prerequisites, and seats are available in the course. It may also vary by academic department, as some programs have restricted enrollment policies (Business and Architecture, for example).

A full-time course load for graduate students at UT is 9 credit hours of graduate level courses per semester, but since you will be classified as an undergraduate exchange student, you will be required to register for 12 credit hours at UT. A combination of graduate and undergraduate level courses that results in a course load of less than 12 credit hours will need to be evaluated on a case-by-case basis. Some students in reciprocal exchanges have different academic objectives than regular degree seeking students and, if appropriate, can be approved to register for less than a full-course load. If this applies to you, you must seek approval from the international exchange coordinator in the UT Office of International Student Services, to ensure that the proper notation meets immigration regulations.

Registering for your Courses

You will register for your classes during designated days and times once you arrive in Austin; it is impossible to register before the week prior to the beginning of class each semester.

IMPORTANT: Before you can register online, you will need to meet specific exchange program requirements (attend an [Immigration Briefing and Check-In](#) session, [TB testing and immunization requirements](#), and meet with your academic advisor). Until you have met these requirements, it will be impossible to register for your classes because electronic “bars” are placed on your record that will prevent you from doing so.

All students at UT have special designated times to log on and register for their courses, and so will you. You can see your designated dates and times for registration and what bars are listed on your record by logging in with your UT EID here:

<http://registrar.utexas.edu/students/registration/before/ris/>

To register online during your special access periods, you will use this system:

<https://utdirect.utexas.edu/registration/chooseSemester.WBX>

Registration Tips

- Once you register for your courses, you will be required to pay your registration fee & health insurance by the deadline. You will receive further instructions during Orientation
- You may add or drop classes during the first week of classes during the add/drop period, but you will be required to enroll for at least 12 credit hours.
- Enrolling in 17 hours of course work requires the approval of your academic advisor in the Moody College of Communication.
- Courses that carry a “WR” designation under the FLAGS column are writing intensive, speak with your advisor for more information.
- Waitlist system: When you enter the registration system, you may see classes that are closed (full). The course registration system features a waitlist system that helps you access open seats in full classes. The system lets you see your lists and your rank on them, and select classes to exchange for the ones you get into.

Learning Expectations

- **Class format:** Lectures, presentations, papers, projects.
- **Attendance:** Class attendance is generally mandatory. Check the course syllabus or check with your instructor professor if you are unsure.
- **Participation:** Student participation in class discussions is an important part of most classes.

- **Grading System:**

<http://registrar.utexas.edu/students/grades/>

The grades A, B, C, D, F (with + or -) are awarded. D- is the lowest passing mark. All students will receive an official grade report at the end of the semester generated from the University’s central Registrar. The report will be forwarded to your home institution. If you desire an official transcript, you may submit a request and pay \$10 to the Registrar

to receive/have a transcript mailed. Only students are permitted to request these records. However, where necessary, the International Office can fax/send an unofficial copy.

- **Course Numbering System:** <http://registrar.utexas.edu/schedules/112/using>
- **Academic Deadlines:** Important academic dates, deadlines and events are listed on the Office of Student Affairs calendar: <http://moody.utexas.edu/students>
- **Class Size:** Class size can vary widely, from 25 students to 300 students. Most graduate level classes follow a small seminar format.
- **Examinations:** Formats vary (check your course syllabus). The final exam period begins the Wednesday following the end of classes.
- **New Student Orientation classes and events:** Please refer to the Timeline for Exchange Students (PDF) for your semester of participation, and make plans to join us for the College of Communication Orientation for Exchange Students (required!) and our Welcome Event for New Students (optional, but you won't want to miss it).

Estimated Student Living Expenses

Costs are estimates, for one semester	USD
Required university fees. <i>Orientation Fee, each semester (\$125), ID card (\$10)</i>	\$135
Health testing, if required	N/A
Housing (\$500-\$1,900 per month)	\$2,500-\$9,500
Books and Supplies	\$437
Food (\$200 - \$300 per month) <i>(If renting without meal plan)</i>	\$1,000-\$1,500
Local transportation <i>UT students ride city and campus transportation at no cost.</i>	\$100
Miscellaneous/personal (\$250 per month)	\$1,250
Health insurance <i>All international students are required to purchase this health coverage (automatic billing).</i>	~\$1,000/sem subject to change
Estimated total	\$6,422-\$13,922

Housing in Austin

<http://world.utexas.edu/isss/students/exchange/housing>

Health Insurance Requirements

<http://world.utexas.edu/isss/students/exchange/insurance>

Before you Depart

Students' visas expire at the end of the last month of the semester. Students have a thirty-day grace period from the date of expiration to remain in the U.S. Please note, however, that it is not possible to use the expired visa to re-enter the U.S. during the grace period. Contact the International Office if you plan to leave the country before your visa expires.

Grade Reports and Transcripts

As part of the general reciprocal exchange agreement, students' unofficial grade reports will be sent to their home institutions each semester. Students who wish to obtain an official transcript must make the request from the [Office of the Registrar](#).

Questions, Issues or Troubles?

Contact Jeff Hallock (jeff.hallock@austin.utexas.edu) in the Moody College of Communication Office of Student Affairs (Phone: 512 471-7083) for questions specific to the Moody College.

For academic issues and concerns, please see your academic advisor in the Moody College of Communication as soon as possible. You can make an appointment via STAR, or visit the Advising Office in the Belo Center for New Media to schedule an appointment <http://moody.utexas.edu/students/academic-advising>.

For questions or issues related to immigration, travel, fees, health insurance requirements, etc., please contact the UT International Office (Office of International Student & Scholar Services, or ISSS), 2400 Nueces St, Suite B, Austin, TX 78705 ([view map](#))
Telephone: (512) 471-2477. Email: exchangeadvisor@austin.utexas.edu (Please include your Name & UT EID)