



## PROGRAMS FOR INTERNATIONAL PARTNERSHIPS

### Application Guide for UIC/PIP Programs

Please read the instructions below carefully. This guide tells you about the information you need to gather to successfully complete an application for a PIP non-degree or master's Contract Program. All documents are required, and failing to provide the requested information may result in a delay or rejection of your application.

**1. Application Fees:** The application fee for undergraduate students at UIC is \$60 and for graduate degree-seeking students is \$70. In addition, a mandatory, non-refundable \$100 International Credential Evaluation Fee (ICE fee) is assessed for all degree-seeking applicants who have post-secondary coursework taken outside the United States. Payment of the fee will need to be completed at time of application.

**2. Personal Information:** All applicants must be prepared to provide their biographical information in English, including but not limited to: given and family name, birthdate, home and school mailing address, email address, legal gender, country of citizenship, country and city of birth, home university information, and the UIC program you are applying for and term you would like to start.

**3. Academic Credentials:** Applicants must submit all the transcripts of your undergraduate work as well as postbaccalaureate/graduate course work if any. As part of your application documents, please submit the PDF file of your official transcript. If your documents are in a language other than English, a certified English translation must also be submitted. If you have completed a degree, please also include any degree certificates or diplomas. All documents must be official copies and cannot be files that need a password or will expire. Please work with your home institution to ensure you have acceptable copies of all your documents.

**4. TOEFL/IELTS Score and ELPA test:**

**1) Non-Degree 3+1+1 Programs:**

A TOEFL or IELTS score is not required for the application to 3+1/3+1+1 the first year of the programs. However, if you have taken the exam, you can have a copy of your results sent to UIC. It will not harm your admission chances if you do not submit English test scores.

**2) English Proficiency Test Score Submission:** If your program requires the submission of English proficiency test scores, UIC accepts 4 different options:

**a) TOEFL** scores must be reported to UIC directly from ETS using **Institutional Code 1851**. All programs can access the test scores regardless of department code, if the UIC institutional code is used.

**b) IELTS** results must be delivered to our Electronic Download account by the IELTS test center. Please contact the test center directly where you took the IELTS test and request that your test scores be sent to our E-Download account using the IELTS system with the following information:

**Institution:** University of Illinois at Chicago

**Department:** Office of Admissions

**Address:** 1200 West Harrison Street

**Address 2:** Suite 1100

**City:** Chicago

**State:** IL

Zip: 60607

<https://admissions.uic.edu/undergraduate/requirements-deadlines/international-requirements>

**c) ELPA (UIC Tutorium English Assessment):** UIC Tutorium offers an assessment that will be accepted by UIC. Learn more about the UIC TIE Assessment, please visit: <https://tie.uic.edu/esl-programs/testing-services/> )

**d) PTE Academic:** Select **University of Illinois Chicago** from the institution selection menu.

**5. Resume:** All students are required to submit a resume.

**6. Personal Statement and Recommendation Letters:** Some programs require applicants to submit a personal statement and three letters of recommendation. Please refer to individual major websites or contact department admissions or PIP for more information on the required content.

**7. Application Submission:** All applications are now submitted via the PIP application portal. Please speak to your Program Application Advisor for the guide on how to apply, and the link to access the portal.

**Restriction on RA/TA/GA for Students of Contract-based Programs**

Since the cost of the program is already reduced based on the partnership arrangements, you are not eligible to receive any financial assistance from the University during your course of study in this program and until your program/degree has been completed, including but not limited to financial aid, stipends, graduate assistantships, and tuition waivers. Students may be eligible for part-time on-campus employment that does not include tuition and fee waivers or a tuition reduction. To learn more about other student employment restrictions and permissions on an F-1 student visa, please visit the Office of International Services for more information: [https://www.ois.uic.edu/students/current/f-1\\_student\\_employment](https://www.ois.uic.edu/students/current/f-1_student_employment)