

## **Policy on International Medical Student**

### **I. PURPOSE**

The University of Pittsburgh School of Medicine programs welcome applications from all qualified individuals for the MD degree, regardless of citizenship status. As a school with a strong emphasis on diversity of the student body and faculty, as well as provision of rigorous training in the most up-to-date scientific advances in medicine, we believe that international students will contribute to the school through their prior experiences and cultural backgrounds. The University of Pittsburgh School of Medicine has an international scope with a collaborative clinical, educational and research presence around the world. Therefore, it is an integral component of our mission to train outstanding physician leaders for the international community.

International applicants must meet all requirements of applicants who are United States citizens, permanent residents or asylees. These requirements mandate at least one year of higher education within the United States or Canada and completion of all prerequisite courses as listed on the web site. Proficiency in written and spoken English must be documented as outlined below.

### **II. SCOPE**

This policy applies to:

- UPSOM Medical School Applicants
- UPSOM Medical School Students
- UPSOM Office of Admissions & Financial Aid Staff
- UPSOM Office of Student Affairs

### **III. POLICY**

Individuals who already received the degree of Doctor of Medicine (MD) are not eligible to apply as a candidate for a medical degree at the University of Pittsburgh School of Medicine.

**Official Transcripts:** The applicant must arrange for an official transcript/academic documents to be sent to the University of Pittsburgh School of Medicine from each college or university attended outside of the United States. Official documents are defined as original academic records that are issued by the institution attended and bear the seal of the issuing institution and the original signature of the registrar or appropriate official. If the academic institution issues the academic documents in a language other than English, the applicant must submit the official transcript/academic documents in the original language along with a certified English translation of the original documents.

**Medical College Admissions Test (MCAT):** is required for all applicants to The University of Pittsburgh School of Medicine. Applicants must take the Medical College Admissions Test (MCAT) within three years of the date of application.

**English Language Proficiency:** all applicants who did not complete their undergraduate degree at a US-institution and who are citizens of a country in which English is not the official language (or if the applicant is a citizen of the province of Quebec in Canada) are required to show evidence of English language proficiency by submitting the official results of the Test of English as a Foreign Language (TOEFL) or the International English Language Testing System (IELTS).

**Application:** Individuals must apply on-line through AMCAS at [www.aamc.org](http://www.aamc.org). To complete an application for admission, the applicant must submit the secondary application and have three letters of recommendation.

**Application Fee:** All applicants are required to pay the secondary application fee. This fee is non-refundable and must be submitted to complete the applicant's application for admissions. The application fee will be waived for applicants who have received an AMCAS fee waiver. Applications are not reviewed without payment of the fee or a fee waiver.

**Interviews:** Once the University of Pittsburgh School of Medicine receives a completed application, it will be reviewed for consideration for interview. No student is accepted to the School of Medicine without an interview.

**Criminal Background Check:** All students undergo a criminal background check prior to matriculation.

**Escrow Account:** International students accepted for admission will be required to deposit with the University of Pittsburgh's Student Payment Center a sum equal to the total cost of education for their first two years of their medical education with documented support of the ability to pay their final two years. No interest will be paid to the student on the funds that are in escrow. Tuition and Fees assessed by the School of Medicine will be applied against the student's escrow account twice a year (usually fall and spring semester) by the due date set by the University of Pittsburgh. After current tuition and fees are satisfied with the University of Pittsburgh, the student will receive a refund of 1/4 of the escrow balance each semester for living expenses for their first two years of their medical education.

Should an international student transfer to another school under approved Immigration and Naturalization Service procedures or return to their home country with no intentions of returning or do not have the ability to complete their medical education with the University of Pittsburgh School of Medicine, the balance of the escrow account may be refunded after all institutional charges have been satisfied. This refund must be requested in writing. Documentation of withdrawal from the University of Pittsburgh or transfer to another school must be provided by the Office of Student Affairs at the University of Pittsburgh School of Medicine.

**Financial Aid and Scholarship:** Applicants who do not hold a permanent visa or an immigrant visa are not eligible for educational loan programs supported by the US government. Because of these limitations and the high cost of pursuing a medical education within the US, qualified international students will be issued conditional acceptance into the University of Pittsburgh School of Medicine under the following conditions. On or before June 1 of the year of matriculation, the accepted applicant must deposit in a University-owned and administered escrow account funds sufficient to meet all tuition, mandatory fees, and living expenses for the first two years of medical education minus any scholarship amounts awarded. The amount to be placed in escrow will be determined based on the cost of attendance of the incoming year multiplied by two years. Each year tuition may increase. However, the University of Pittsburgh School of Medicine will provide scholarship dollars to cover the increased cost due to any tuition increase in the ensuing year that is held in escrow.

International students are eligible to apply for other programmatic funding such as the Physician Scientist Training Program and the Clinical Scientist Training Program. Applicants should only pursue these programs if they have a genuine interest in research as a primary activity in their future.

**Acceptance:** Once the applicant is admitted and has accepted the offer of admissions, their file will be forwarded to the Office of International Services (OIS) where an Immigration Specialist will review and issue the Form I-20 for F-1 international students. If there are any additional immigration-related issues that need to be addressed, the staff in OIS will communicate with the student regarding their specific situation as the need arises. Additional information in regards to the Immigration –related services available at the University of Pittsburgh can be found on-line at <http://www.ois.pitt.edu/new-here/>.

**Matriculation:** All accepted applicants must secure their visa to travel to the US by July 1 of the year of matriculation. Applicants must inform the Office of Admissions of the date of their consulate interview along with notification of the consulate’s decision. Upon arrival in the United States, accepted applicants must check in with The University of Pittsburgh’s Office of International Services (OIS).

#### **IV. POLICY AUTHOR(S)**

- Office of Admissions & Financial Aid

#### **V. RELATED POLICIES AND PROCEDURES**

University of Pittsburgh School of Medicine Criminal Background Check

#### **VI. REFERENCES**

- LCME Standard 10.3: Policies Regarding Student Selection/Progress and Their Dissemination: The faculty of a medical school establish criteria for student selection and develop and

implement effective policies and procedures regarding, and make decisions about, medical student application, selection, admission, assessment, promotion, graduation, and any disciplinary action. The medical school makes available to all interested parties its criteria, standards, policies, and procedures regarding these matters.

## **VII. APPROVALS**

Originally approved by the UPSOM Dean and Executive Committee on 12/8/2009, with most recent revision approved August 2, 2017.

Educational Policy Council, approved 7/26/23.

Executive Committee, approved 2/12/24.

Dean, School of Medicine, approved 8/28/2024.

## **VIII. PROCEDURES**

The University of Pittsburgh's Office of International Students (OIS) is located in Room 708 of the William Pitt Union. At this time, accepted applicants must bring their passports and Form I-94 Arrival/Departure Record to OIS.

Interviews are generally conducted remotely between August and January.