HOW TO ACCESS THE REGISTRATION FORM

Information regarding the Exchange & Visiting Student Program, as well as the Registration Form, can be found on the Millersville University International Admissions website:
https://www.millersville.edu/international/prospective-students/visiting-students.php

The Online Registration Form link will bring the applicant to a new website to complete the form.

APPLICATION INSTRUCTIONS

Read the instructions and click the red arrow to continue.
## SAMPLE APPLICATION QUESTIONS

Please enter your full name in the form below:

<table>
<thead>
<tr>
<th>First (Given) Name</th>
<th>Middle Name</th>
<th>Last (Family) Name</th>
</tr>
</thead>
</table>

What is your email address?

What is your Telephone number (with country code)?

What is your birthdate? mm/dd/yyyy

What is your gender?

- Male
- Female
- Other

City of Birth

Country of Citizenship

Permanent Country of Residence

Do you currently possess a U.S. visa? If Yes, what type of visa is it? What is the expiration date?

- Yes
- No

What is your home address?

- Building Number and Road
- City and Province
- Country
- Zip code/Postal code

What is the name of your home university?

What is your academic major or course of study at your home university?

Please choose one of the following programs:

- English Language Institute
- Exchange Program
- Visiting Student Program: Non-Degree (Undergraduate)
- Visiting Student Program: Non-Degree (Graduate)

Do you wish to earn a degree at Millersville University? If Yes or Maybe, please indicate which area of study:

- Yes
- Maybe
- No; Not Applicable

Please indicate the term you intend to study at Millersville University:

- Fall Term (August - December)
- Spring Term (January - May)
- Academic Year (August - May)
- Calendar Year (January - December)

Indicate below if you wish to waive the English proficiency requirement:

- Yes; I waive submission of English proficiency scores and will be tested upon arrival.
- No; I will provide English proficiency scores with my other application documents.
- No, I will submit English proficiency scores at least two weeks prior to the start of the academic term.
The following section asks students to confirm their housing and meal plan options.

Review information provided on Housing and select one option below:

- I am from a partner university that has a required housing option.
- On-Campus: Single Occupancy Semi-Suite
- On-Campus: Double Occupancy Semi-Suite
- On-Campus: Double Occupancy Full-Suite
- Off-Campus: Immerse International
- Off-Campus: Student Lodging Inc.
- Off-Campus: Other; List apartment name & address

Review information provided on Meal Plans and select one option below:

- I am from a partner university that has a required meal plan option.
- On-Campus Student: $2,100 (Default Plan)
- On-Campus Student: $1,950
- On-Campus Student: $1,700

I will live off campus but I'm interested in an on-campus meal plan. Which Plan:
Millersville University requires students to submit courses of interest during registration. Students will have several opportunities to make changes to their class schedule prior to arrival.

**Notes for Selecting your Preferred Courses:**

- Research available courses in all of the subject areas that you are interested in.
- Be sure to write down the CRN number correctly.
- Be sure that the days and times of the classes do not overlap.
- Undergraduate international students must be registered for a minimum of 12 credits. Our office suggests registering for 15 credits to start with, and later drop one class if needed.
- For undergraduate students, no more than 2 classes are allowed to be online or hybrid courses, and no off-campus courses are allowed.
- Graduate international students must be registered for a minimum of 6 credits.

**INFORMATION: RESEARCHING COURSES**

To research courses for the specific term you want to study at Millersville, click the following link: [https://www.millersville.edu/registrar/scheduleandregistration/index.php](https://www.millersville.edu/registrar/scheduleandregistration/index.php)

This brings you to the Registrar’s Office website. Under **WEB SCHEDULES** you can look up courses by subject, department, or other categories.

Our office recommends looking up courses by using the **Search by Subject**. The “Search by Subject” will allow you to view courses offered for the specific term you are interested in.

This website also has the Academic Calendars linked, so that you can view important semester dates.

The university catalogs are also provided. The catalogs provide an entire list of courses at Millersville.

The “Search by Subject” page looks like this:

Select the **term** for the session you need to register for. Select the subject by scrolling through the **Subject** list. Select the appropriate course type (Undergraduate or Graduate Courses) and “**All Courses**”.

Click **Submit**. You will then see the list of all courses offered in that subject during the term you selected.
Classes will appear in a list with the: CRN number, the course code indicating the subject, the credits, course title, days and times, location building and room number (You may see “TBD” To Be Determined, which means the location may be updated closer to the start of the term), the name of the professor, and number of open/available seats. The final column is only necessary for degree-seeking students, it will indicate which general education attributes are assigned.

### Important Notes:
- The words “course” and “class” are considered to have the same meaning.
- Be sure to communicate with your academic advisors at your home university so that they approve the classes you are planning to take at MU.
- You only have 1 week to add or change class schedules after the start of the academic term.
- To find out more information about what is taught in each course, you may click on the title for a short description.

### Prerequisites:
Under the course title in red text, important notices are listed about the class, including if there are any required prerequisite courses. Prerequisites are classes that students must take before they are allowed to take another course. For example, you cannot take an upper level Spanish Language course if you have not taken the beginner level Spanish Language course.

The prerequisites will be checked and compared to your academic transcript form your home university to see if you qualify for that class.