

TO: New MS in Accounting Student

FROM: Thomas Keller, Director of Admissions

SUBJECT: Provisions of Admission

Congratulations on your acceptance to the Master of Science in Accounting (MAcc) program at the Katz Graduate School of Business! We look forward to your participation in the MAcc program. Please note the following requirements to complete the terms of your admission:

FOR INTERNATIONAL KATZ STUDENTS WHO WILL BE RESIDING IN THE UNITED STATES ON A VISA STATUS:

- 1) All international students who will be in the United States on a VISA status are **REQUIRED** to attend all orientation activities, including the Office of International Services' (OIS) orientation and the Katz International Student Orientation to be held **August 5-9, 2019**. All MAcc students are also required to attend the MAcc program orientation **August 12-16, 2019**.
- 2) **English Proficiency for international students.** Prior to completion of registration, students with TOEFL scores of less than 100 on the iBT, 600 on the PBT, or less than Band 7.5 on the IELTS must take an additional test of English language proficiency administered by the University of Pittsburgh's English Language Institute (ELI).
- 3) If you received an admission letter that included a contingency clause regarding educational documents, please note that you must bring the specified documents with you when you arrive on campus. If you do not have a contingency clause in your admission letter, then your academic requirements have been met and you are not required to bring your academic documents.
- 4) Once you submit the required \$500 deposit to the MAcc office to reserve your place in the class, you will be contacted by OIS via email with further guidance regarding the processing of your I-20 document. If you have any questions regarding financial requirements, please contact our office.

FOR ALL KATZ STUDENTS, INCLUDING INTERNATIONAL STUDENTS:

- 1) Please complete and submit the online Enrollment Confirmation Form. A deposit of \$500 is required to reserve your place in the class. Your deposit must be received in our office by the date entered in your admission letter. You may pay the deposit by one of the following ways:
 - Online: go to psmobile.pitt.edu and choose Admissions and 'Accept/Decline'. You will be prompted to accept/decline, and then can pay your deposit through PittPay. You should have received login information to access this site from the University via email
 - Credit card: please find the appropriate Credit Card Form on KASI
 - Check, bank draft, or money order: please make payable to the University of Pittsburgh and mail to the address below

Your deposit is nonrefundable and will be credited to the Fall 2019 term's tuition. The deposit cannot be transferred to a subsequent year.

- 2) If you will be completing undergraduate or graduate degrees after the date of your application, you must submit final official academic documents/transcripts to the MS in Accounting Office by **August 26th, 2018**.
- 3) All MAcc students are required to attend the MAcc program orientation to be held during the week of **August 12th, 2019**.

**Please send all documents and checks to the Master's Admissions Office,
Joseph M. Katz Graduate School of Business, 301 Mervis Hall, Pittsburgh, PA
15260.**