

The University of the South Pacific Fact Sheet for Study Abroad & Exchange

University Name	The University of the South Pacific
Website	https://www.usp.ac.fj/
Specific website for Exchange/Study Abroad	https://www.usp.ac.fj/study-at-usp/international-students/
Website for courses/units offered in English (where applicable)	https://www.usp.ac.fj/study-at-usp/
Link to 2023 Handbook & Calendar (H&C)	2023 Handbook & Calendar (H&C)
Street address (International Office)	USP International Office, The University of the South Pacific, Laucala Campus, Suva, Fiji Islands

Name	Role	Contact Details
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*Subject to change	Semester 1, 2024	Semester 2, 2024
Nomination Deadlines <i>(Applicable to Exchange students placements ONLY)</i>	22 September 2023	22 nd March 2024
Admission Application Deadlines	13 th October, 2023	5 th April, 2024
Orientation Session	19 th – 23 rd February <i>*Special Cultural Immersion Trip organised on Saturday, 2nd March</i> <i>(For students attending Laucala campus only).</i>	15 th – 19 th July <i>*Special Cultural Immersion Trip organised on Saturday, 27th July.</i> <i>(For students attending Laucala campus only).</i>
Classes Start Date	26 th February	22 nd July
Mid Semester Break	13 th – 21 st April	7 th – 15 th September
Exam Period	10 th – 21 st June	4 th – 15 th November
Nomination Process <i>(Applicable for Exchange students)</i>	<ul style="list-style-type: none"> • Email the nominees details to the International Mobility Officer on email: a.priyadarshani@usp.ac.fj and copy international@usp.ac.fj • Nomination to include: <ul style="list-style-type: none"> ➤ Students name ➤ GPA ➤ Programme of study ➤ Email address 	
Documents required for admission application	<ul style="list-style-type: none"> • Completed USP Admission Application form (attached in email) • Course selection sheet (attached in email) • Certified academic transcripts and certificates • Passport bio data page or birth certificate • 2 passport sized photos <p>*Please refer to this link https://www.usp.ac.fj/study-at-usp/international-students/apply-international-students/admissions-process/ for more admission information and process.</p>	

Language Requirements (if applicable)	English Exam Or Preparation	Foundation	Diploma And Undergraduate	Postgraduate
	IELTS	5.0 overall (minimum of 5.0 in writing)	6.0 overall (minimum of 6.0 in writing)	6.5 overall (minimum of 6.5 in writing)
	TOEFL	Paper - 417 overall (minimum of 52 in writing)	Paper - 497 overall (minimum of 59 in writing) Computer - 170 overall (minimum of 25 in writing)	Paper - 550 overall (minimum of 61 in writing) Computer - 213 overall (minimum of 26 in writing)
			iBT – 60 overall (minimum of 22 in writing)	iBT – 79 overall (minimum of 24 in writing)
	Pearson Test of Academic English	Overall score of 42 with no score less than 35	Overall score of 50 with no score less than 42	Overall Score of 58 with no score less than 50
	Cambridge Certificate in Advanced English	47 overall	52 overall	58 overall
	International Baccalaureate	Standard Level – score of 5 or higher	Higher Level – score of 4 or higher	N/A
	Secondary Education	At least two years of full-time study at the secondary education level where the medium of instruction was English	At least three years of full-time study at the secondary education level where the medium of instruction was English.	N/A
	Tertiary Education	N/A	At least one year of full-time study at the undergraduate level, where the medium of instruction was English.	At least two years of full-time study at the undergraduate level, where the medium of instruction was English.
<p>Above is the English Proficiency requirement for Admission of International Applicants. Please refer to refer to pages 78-84 of H&C for more information.</p> <p>* For study abroad and Exchange Students, an English proficiency letter from the home university will be acceptable as well.</p>				
Course Selection Instructions	<p>As a Study Abroad or Exchange student, you can only take up to 4 courses each semester.</p> <p><input type="checkbox"/> Please select your courses from the USP Handbook & Calendar (starting from page 325). Please indicate your top 4 preferences and 2 alternative courses. USP</p> <p>International will only seek approval for your top 4 preferences. Your alternative courses will only be taken into consideration if 2/4 courses are not approved.</p> <p><input type="checkbox"/> You are not permitted to take Preliminary and Foundation courses. Any courses where the third alphabet is 'P' or 'F' means they are a Preliminary or Foundation courses, for example, LLF11, SOPF10. Any courses where the</p>			

	<p>codes 400, 600, 700 or 800 are Graduate courses, for example, ED700, TS700, PA800, etc.</p> <p>□ Different modes of Delivery are as follows:</p> <ol style="list-style-type: none"> 1. Face to face (F) - offered on face to face mode with at least two hours of lectures per week and face to face tutorials during the semester of offer. 2. Print (P) - offered on Print mode. These courses do not offer weekly lectures and face to face tutorials during the semester of offer. 3. Blended Mode (B) - offered on blended mode and blends online and face to face delivery. Furthermore, a blended course is one where a substantial proportion of the content that is 30-79% is delivered online. Typically uses online discussion and has some face to face interaction between student and lecturer or tutor. 4. Online (O) - offered as an online course where most of the content is delivered online and typically has no face to face meetings, that is, 80% is offered in the online mode. <p><i>*Refer to this link https://www.usp.ac.fj/handbookandcalendar2023/university-requirement-and-regulations/course-identification-system/ for information on Course Identification System.</i></p> <p>This will help understand the course codes, letters, and mode(s) it will be offered in and the campuses at which it will be offered.</p> <p>An example of an entry in the course prescriptions chapter is explained below.</p> <p>Code Title</p> <p>JN203 Television Journalism</p> <p>Prerequisites: JN101 and JN103</p> <p>Semester 1: Not offered Semester 2: F at L</p> <p>The course distinguishes the process involved in writing for television as distinct from other media. It puts stress on teaching visual language skills. Workshops will include video scripting, camera techniques, sound and lighting, location issues, editing with Final Cut Pro, and producing TV news, news features, and documentaries. The focus of the course is journalistic as well as technical. Lecture topics will include the history and development of television/cinema in the Pacific and internationally.</p> <p>Explanation</p> <p>This course has a course code of JN203, the JN prefix meaning it is a Journalism course, and the first digit of the three-number suffix indicating it is a 200-level (a second-year course). In Semester 1, it is Not Offered. In Semester 2, it is offered Face-to-Face (F) at the Laucala Campus (L).</p> <p>The prerequisite for the course is JN101 and JN103. This means a student must have already passed the course JN101 and JN103 before being permitted to register for JN203. The material in JN101 and JN103 is an essential foundation for understanding JN203.</p>
<p>Credit transfer</p>	<p>Upon completion of the exchange period, an official credit letter can be provided by USP upon request. An official transcript will also be mailed to the student's correspondence address.</p> <p>Exchange/Study Abroad students can take up to 4 undergraduate units from any of our 6 schools. [Please note any pre-requisites]</p> <ul style="list-style-type: none"> • School of Accounting, Finance and Economics (SAFE) • School of Business & Management (SBM) • School of Information Technology, Engineering, Mathematics & Physics (STEMP) • School of Agriculture, Geography, Environment, Oceans & Natural Sciences (SAGEONS) • School of Law & Social Sciences (SoLaSS)

	<ul style="list-style-type: none"> • School of Pacific Arts, Communication & Education (SPACE) <p>Students must send their course selections to USP International well in advance in order for us to seek pre-approvals as inbound international/study abroad students will not have access to online course selection. Please visit the online Handbook & Calendar to view all courses and programmes: Handbook and Calendar</p> <p>Individual timetables will be posted on the students' online accounts on Student Online Services [SOLS] once all their courses are registered. http://www.student.usp.ac.fj/</p> <p>University timetable can be accessed via following - https://www.usp.ac.fj/sas/student-administrative-services/timetable-and-room-allocations/</p>
Credit Equivalency	<ul style="list-style-type: none"> • All Undergraduate courses 18 weeks long have a credit point value of 7.5 credit points per course. • We issue a Credit Letter for students (upon request) intending to take credits back to the programmes at their home University by indicating the number of contact hours per course.
Number of units typically taken by exchange and study abroad students	<ul style="list-style-type: none"> • 3-4 undergraduate courses by face-to-face [F-F] mode to meet Fiji study permit requirements. Distance and flexible learning courses [DFL] need special approval.
Courses not available to exchange students	<ul style="list-style-type: none"> • 400, 600, 700, 800 level courses as these are only for Graduate students • Courses where students do not meet the prerequisites
Insurance Cover	<ul style="list-style-type: none"> • Incoming students to USP are advised to purchase a comprehensive insurance cover, including; medical, travel [including travel within the region and abroad], cover for the loss or damage to personal property etc. from their home country before they depart for USP.
Tuition Fees	<ul style="list-style-type: none"> • Exchange student's tuition fees are waived • Study abroad tuition fees are approximately FJD\$9,000 per semester *subject to changes
Accommodation Options (Available at Laucala Campus only)	<ul style="list-style-type: none"> • Accommodation options vary between the Halls of Residence; Waqavuka Flats; USP lodges and Off-campus accommodation. <p>Please visit link https://www.usp.ac.fj/commercial-operations/accommodation-services/ and https://www.usp.ac.fj/commercial-operations/usp-lodges/waqavuka-flats/</p> <p>Students can email their queries to: international@usp.ac.fj</p>
Living Expenses (Fiji)	<ul style="list-style-type: none"> • One can expect to pay between FJD\$4000 - \$6000 for a semester but it is dependent on the type of activities a student engages in.
Local Transportation (Fiji)	<p>The cost of public transportation is reasonable since USP is centrally located. Bus fare from USP to the city is FJD\$1.20 one way. Taxi fare fall is FJD\$2.00 and FJD\$3 after 9pm, so a ride into town from USP will cost around FJD\$6.00.</p>

	<p>If students are thinking of travelling around the main island, Sunbeam Transport and Pacific Transport are the 2 main bus companies that have buses service these routes.</p> <p>http://www.airportsfiji.com/pdf/Sunbeam_timetable.pdf</p> <p>http://www.pacifictransport.com.fj/time-table.html</p>
<p>Visa & Immigration Information</p>	<p>Exchange and study abroad students are required to apply for a study permit. Our office handles permit applications for all international students, and we require all students to send their completed applications and payments to our office by 3rd November 2023 for semester 1 and by 26th April 2024 for semester 2. Permit fees are FJD\$528.20.</p> <p>The deadline of Study Permit Fee is <u>30th October 2023, for Semester 1 and 22nd April 2024 for Semester 2 studies.</u></p> <p>For all international students, attending one of the campuses in Fiji, you are requested to apply for study/research permit via International Office after you have received your Offer Letter.</p> <p>The details of study/research permit application including; checklist, forms and requisite fees will be provided to you upon issue of your Offer letter. The International Office will assist with lodgment of your application.</p> <p>For students attending one of Fiji campuses;</p> <p><u>While students are able to lodge the application for study permit on their own, however, it is strongly recommended to lodge the application via the International Office.</u> Soft copies of the complete application and supporting documents can be emailed on international@usp.ac.fj and visa fee can be remitted online by stated deadlines above. Students can make online payments at https://www.usp.ac.fj/study-at-usp/tuition-fees/ and include the generated receipt with documents to be emailed. Keep originals with travel documents. Photographs where required can be affixed to the application before scanning. Please contact USP International for clarification.</p> <p>Please visit the Fiji Immigration website for more information http://www.immigration.gov.fj/</p> <p>Students, attending USP campuses other than Fiji, will have to follow the visa & immigration + COVID-19 travel protocols (if any) according to the country chosen to study from. You may also have to apply for the visa on your own. The USP International will assist with establishing contact with the campus staff for further assistance.</p>
<p>Arrival Assistance</p>	<p>For students attending one of Fiji campuses;</p> <p>We advise all inbound international exchange/study abroad students to arrive at the Suva/Nausori Airport the weekend before Orientation or during the USP IO working hours (Monday – Friday between 8am to 5pm, where possible) and we will be able to arrange transportation from the airport to USP. For students who board the Coral Sun bus from Nadi Airport, our staff will be at the Holiday Inn to meet them. Students can call the USP International staff for assistance if they prefer to find their own way to USP from Nadi Airport.</p> <p>Under no circumstances students are to travel in a taxi from Nadi Airport to Suva alone or board minibuses. Taxis can be expensive for 'foreigners' and minibuses are not a safe mode of transportation. If students are disembarking at Nadi Airport and wish to find their own way to Suva, ask airport personnel for assistance or refer to Local Transportation above for bus schedules. One-way bus fare from Nadi Airport to Suva City is approximately FJD\$35.</p>

	<p><u>Students attending campuses, other than Fiji;</u></p> <p>You may have to make your own arrangement for transportation. The USP International will assist with establishing contact with the campus staff for further assistance.</p>
Campus Facilities	<p>Please refer to the following site for details on campus facilities</p> <p>https://www.usp.ac.fj/centre-for-flexible-learning/our-services/student-learning-support/</p>
Campus Maps	<p>https://www.usp.ac.fj/campus/</p> <p>(Scroll to the bottom of page to check the campus maps).</p>

Note: The USP International Office is based at Fiji's, Laucala campus only. For information about all other campuses please visit this [page](#) or contact the International Office on international@usp.ac.fj.

Important Dates

Semester	Admission Application Deadline	Study Permit Fee	Study Permit Application	Accommodation Form
Semester 1, 2024	13 th October, 2023	30 th October, 2023	3 rd November, 2023	13 th October, 2023
Semester 2, 2024	5 th April, 2024	22 nd April, 2024	26 th April, 2024	14 th April, 2024