



INCOMING EXCHANGE STUDENT FACT SHEET – SPRING 2026 EXCHANGE

CONTACT INFORMATION		
Mailing Address	Rensselaer Polytechnic Institute Education Abroad (EA; formerly Office of International Programs) International Services for Students and Scholars 1528 15 th Street Troy, NY 12180	
Contacts for incoming exchange students	Karen Dvorak Education Abroad Program Manager dvorak2@rpi.edu	<i>Immigration/Arrival Questions:</i> Michael Holderreed Exchange Visitor Specialist holdem@rpi.edu
Institute Website	www.rpi.edu	
Departmental Contact Information	https://info.rpi.edu/	
Website for Incoming Exchange Students	https://info.rpi.edu/international-programs/incoming-exchange-students	
UNIVERSITY INFORMATION		
Year Founded	1824	
Academic Schools	Engineering; Science; Humanities, Arts & Social Sciences; Management; Architecture	
Student Body	Approximately 5,800 undergraduates and 1,000 graduate students	
Student Activities	Over 200 student clubs and organizations	
Campus	275-acre campus located in the historic city of Troy, New York	
Distance from Major Metropolitan Areas	New York City – 150 miles Boston – 175 miles Montreal – 215 miles	

GENERAL INFORMATION & WEBSITES	
Academic Calendar	https://info.rpi.edu/registrar/academic-calendar/
Spring Semester	Early January – Early May (inclusive of exams)
Exchange Student Orientation	Orientation takes place 1-2 business days prior to the start of the semester.
Academic Departments	https://www.rpi.edu/academics
Housing Resources	University Accommodation is not guaranteed. Off-Campus (private) housing is available close to campus. Visit the Office of Student Living and Learning website for housing information: https://sll.rpi.edu/
NOMINATION AND APPLICATION PROCESSES	
Application Deadlines	<p>Spring Nomination Deadline: September 1 Spring Application Deadline: September 15</p> <p><i>Please contact Karen Dvorak if an extension is needed.</i></p>
Nomination and Application Processes	<p>Exchange coordinators should send a list of nominated students by the deadline indicated above.</p> <ul style="list-style-type: none"> • Please email nominations to Karen Dvorak, dvorak2@rpi.edu with the subject line Spring 2026 Incoming Exchange Nominations. • Please include student name, email address, field of study and academic level (e.g., <i>2nd year of 4-year undergraduate degree program</i>) • Nominees will receive an email with a link to the online Rensselaer application and will be asked to submit a copy of the identity page of passport (valid for at least 6 months beyond the program end date), proof of English language proficiency, and proof of financial support.
Proof of English Language Proficiency	<p>All students will need to submit an <u>English Language Proficiency Verification Form</u>. Language proficiency test results are also required unless the native language is English, the language of instruction at the home institution is English, or the home institution can verify student proficiency by means of an entrance exam or other objective means. Rensselaer recognizes the following language exams:</p> <ul style="list-style-type: none"> • Test of English as a Foreign Language (TOEFL): minimum score of at least 88 iBT (<i>TOEFL iBT Home Edition accepted</i>). • International English Language Testing System (IELTS): band score of at least 7.0 • Duolingo English Test (DET): minimum score of 115 • Pearson’s Test of English (PTE): PTE score of at least 59

Proof of Financial Support	<ul style="list-style-type: none"> Students must demonstrate a minimum of US\$8,600 per semester to cover living expenses during the period of the exchange. This amount includes room, board, basic living expenses, local travel, and university fees. It does not include international travel or extensive travel within the U.S Proof of financial support: a letter from student's bank or a letter from the bank of parent/sponsor verifying funds, accompanied by a letter from parent/sponsor. All financial documents must be translated into English with amounts indicated in U.S. Dollars.
Health & Insurance Information	<ul style="list-style-type: none"> Exchange students are required to complete and submit a Medical History Form, including proof of immunizations. Exchange students will be required to enroll in the Rensselaer Student Health Insurance Plan. Travel plans will not be accepted. Exceptions will be considered only for students who have comparable health insurance from a U.S. - based insurance company. Additional information can be found on the webpages of RPI Student Health and Wellness: https://studenthealth.rpi.edu/
Mandatory Fees	<p>Exchange students are responsible for the following mandatory semester fees which will be charged to their Rensselaer student account:</p> <ul style="list-style-type: none"> Health Center Fee Rensselaer Student Health Insurance Student Activities Fee: <p>Current fees can be found on the website of the RPI Bursar: https://finance.rpi.edu/bursar/fees-and-tuition-adjustments</p>
COURSE INFORMATION & REGISTRATION	
Language of Instruction	English
Course Catalog (for course descriptions)	http://catalog.rpi.edu/
Academic System and Terminology	A course refers to a class or individual unit of study. Class format may be a lecture, discussion, group work or a combination. Assessment takes place throughout the semester and may include attendance and in-class participation, tests and quizzes, oral presentations, and lab work. Classes are not recorded.
Class Hours (course offerings by semester)	https://sis.rpi.edu/stuclshr.htm
Registration	Students will receive class registration instructions once their applications have been processed. Students can make changes to their course schedule upon arrival and during the first two weeks of the semester.
Credits and Course load	A normal full-time course load for undergraduates is between 14-18 credit hours per semester, typically 4-5 courses. A minimum of 12 credit hours is required to maintain full-time status. Undergraduate students may enroll in a maximum of 21 credits, although taking more than 17 is discouraged. Students may take classes across academic schools and departments.

Graduate Level Courses and Student Status	<p>All exchange students have undergraduate status while at Rensselaer, regardless of their status at the home institution. Permission is required to enroll in any graduate level class (6000 level and above).</p> <p>Students must be in at least the 3rd year of an undergraduate degree program to enroll in a graduate class.</p>
Restricted Courses	An updated list of restricted courses will be posted on the EA website in advance of each semester.
Academic Transcripts	Transcripts are typically released within one month of the end of the semester exam period. Electronic transcripts are sent via e-mail to the home school coordinator.