How to Study Abroad with USD as a Non-USD Student
A Step-by-Step Guide

Office of International Studies Abroad (OISA)
✉ internationalstudies@sandiego.edu
🌐 international.sandiego.edu
🌐https://sandiego.via-trm.com/visitor-programs-v2

Office of Professional & Continuing Education (PCE)
✉ opencampus@sandiego.edu
🌐 pce.sandiego.edu

Graduate Admissions Office
✉ grads@sandiego.edu

Important Note: This guide is intended only for non-USD students who wish to take University of San Diego (USD) study abroad courses through the Open Campus program.

Before You Apply

Before submitting your application, contact the USD International Center to confirm that the course you're interested in has available space.

- Approval Required: You must receive approval from the Director of the Office of International Studies Abroad (OISA) internationalstudies@sandiego.edu

Application Deadlines

Summer 2026	February 12, 2026
Fall 2026	February 26, 2026
Intersession 2027	September 15, 2026
Spring 2027	September 15, 2026

Steps for Application

1. Search Courses - Browse available study abroad courses in the [Study Abroad Portal](#).
2. Select and Email Course Details - Once you've identified the courses you'd like to take, email opencampus@sandiego.edu with the following information:
    - Course name and number (CRN)
    - Class meeting times
    - Instructor's name
    - Your full name and phone number
    - Approval letter from OISA
3. Submit Transcripts

- Undergraduate Students: Send official transcripts to the Office of Professional & Continuing Education, Attn: Professional and Continuing Education dkaplan@sandiego.edu. & the Office of International Studies Abroad (internationalstudies@sandiego.edu)
        - Graduate Students: Send official transcripts to the Graduate Admissions Office (grads@sandiego.edu) & the Office of International Studies Abroad (internationalstudies@sandiego.edu)
4. Create an Account and Apply
    - Create a PCE student account at pce.sandiego.edu using the Account Login link at the top of the page.
    - Complete the Open Campus Application Form online.
5. Pay Fees
    - Pay the registration and course fee by the stated deadline.
    - Claim your USDOne account
    - Tuition is charged at the standard study abroad per-unit rate
    - Check the study abroad program pages for tuition and program fees
        - https://sandiego.via-trm.com/visitor-programs-v2
6. International students and returning Open Campus students should contact opencampus@sandiego.edu before beginning this process.

Important Information
- A $45 non-refundable Open Campus processing fee must accompany all applications.
- SYE is not open to non-USD students
- Each study abroad course costs a different amount - please check each program page to learn more about the individual programs costs. You can find our programs here https://sandiego.via-trm.com/visitor-programs-v2

Required Documents:
A. Official transcripts from all attempted college coursework.
B. Official final high school transcript or proof of high school graduation/equivalent.

Academic Policies:
- Open Campus students attend classes alongside degree-seeking students and complete the same coursework.
- All semester deadlines apply.
- A maximum of 18 units per academic year (and 9 units per semester) may be taken.
- Typically, no more than 6 units may count toward a USD graduate degree.
- Open Campus is not available for courses offered through the School of Law.

Financial Aid & Housing:
- Financial aid and university housing are not available for [Open Campus students](#).
- Add housing re: program specific

Passports & Visas:
Maintaining valid passports and visas (when applicable) are the sole responsibility of the student. USD will not provide visa support for students participating in study abroad programs and enrolled through Open Campus.

Student Conduct:
All USD students, including Open Campus participants, must adhere to university standards of conduct and academic integrity.