

# New Student Welcome Packet

**-In addition to all other requirements, international students are expected to read, understand, and follow the requirements contained in this document-**

## **Before Arriving to ASU**

### **SEVIS I-20/DS-2019 Fee:**

The US government requires international students to pay a SEVIS (I-901) fee for their I-20 or DS-2019 before applying for a visa. For more information, and/or to pay the fee, go to [www.fmjfee.com](http://www.fmjfee.com). Students will need the I-20 or DS-2019 to complete the process. **It is compulsory for J-1 Exchange Visitors who choose not to come, or are not accepted to enter the US to return their DS-2019 to the Office of International Programs.**

### **Transcripts:**

Students must present **official transcripts** from **all** universities, colleges, or institutions beyond high school attended prior to admission to ASU, regardless of location and/or type of program, before the application deadline. If not, ASU will not transfer any credits earned from prior institutions. Failure to provide all transcripts may result in dismissal from ASU.

### **Campus Housing & Meal Plans:**

All first-time (undergraduate or ESL) university students are required to live on campus. Other students have the option to live on campus. Student must submit housing application and a \$100 deposit before arrival to reserve a room. Certain residence halls require students to purchase an on-campus meal plan. Student should ask for confirmation of room assignment before arriving to Arkansas State University. For information about housing and meal plan options, please visit: [www.astate.edu/international](http://www.astate.edu/international).

### **Airport Transportation:**

ASU provides free airport pick-up from Memphis International Airport (MEM) in Memphis, Tennessee, before Orientation. ASU **does not** provide airport transportation from other airports. Student must complete the Airport Service Request Form 5 business days before arrival. The form, pick-up times, and additional information can be found at: [www.astate.edu/international](http://www.astate.edu/international).

## **During Orientation**

### **Reporting:**

Student must attend Orientation date listed on the acceptance letter. At Orientation, student is required to submit all travel documents (passport, I-20/DS-2019, and I-94 card). Failure to attend **Orientation and follow all orientation requirements** will delay student's class registration.

### **Health Screening:**

Student will be required to take Measles, Mumps, and Rubella (MMR) vaccination, and a TB skin test. A second MMR will be required 30 days later. Student can bring MMR vaccination proof from home country, but it must: be an original document in English, be signed by a doctor, and list the date of the vaccination. The TB skin test must be done in the US. The TB skin test costs between \$75 and \$100, and this must be paid before the 5<sup>th</sup> day of class. Each MMR vaccination costs between \$5- \$25 depending upon student's gender, and must be paid the day of the vaccination.

### **Program Change:**

Student can not change program of study upon arrival at ASU. Student may change this after completing 1 semester if student has the appropriate original or notarized documents, and completes the admission requirements of the new program. A new I-20 will be issued.

### **International Student Deposit:**

Students are required to pay a **\$300** International Student Deposit which is separate from tuition and fees. This deposit must be paid before the 5<sup>th</sup> day of class. The deposit is only returned to students during their graduating

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semester after all required tuition, fees, and university charges are paid in full. Students who transfer before completing their graduating semester forfeit their deposit.

**The University reserves the right to change the cost of tuition and fees at any time if such action is deemed necessary.**

## **Health Insurance:**

International students are required by the US government to have health insurance. Students are **required** to enroll in Health Insurance provided through ASU. The cost of the insurance is included with tuition and fees. Students will be enrolled 1 month prior to the start of the first semester. The health insurance **does not** cover students in their home country. Therefore students can choose to have a second policy **but they are still required to purchase insurance through ASU.**

## **Start of School**

### **Tuition and Fees:**

Tuition and fees are due by the 5<sup>th</sup> day of class. Student may create an installment plan. The cost is \$40 and must be done by the 5<sup>th</sup> day of class, at which time the first installment is due. Failure to pay fees and tuition in full may result in dismissal from ASU. Visit <http://www.astate.edu/international/> for detailed tuition, fee, and other cost information. **The costs stated in I-20 form are estimates.** For information on ASU's refund policy and dates, please visit: <http://www2.astate.edu/studentaccounts/>. Scroll to the 'Tuition and Fees' tab, and from the drop down menu, please select 'Refund Schedule'.

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### **Bridge Program:**

All undergraduate and graduate international students are **required** to register for the ASU Bridge Program. The program helps students to develop better academic study and performance skills such as, conducting scholarly research, writing proper research paper, using institutional technology, dealing with cross cultural differences, and effective speaking, listening, writing, and interpersonal skills. The Undergraduate Bridge Program is **\$500.00** and the Graduate Bridge Program is **\$1,000.00**.

### **Employment:**

Students are not allowed to work on campus the first semester except in graduate assistantship positions. Students in the Intensive Center for English program are not allowed to work on campus while taking ESL classes. Once students are eligible to work on campus, they may work up to 20 hours per week in fall and spring semesters, and up to 40 hours in the summer and official university breaks as long as the job does not interfere with their academic standing.

***Please note that finding on-campus work is highly competitive. ASU does not guarantee employment to any student. This includes GA positions. Student is responsible for paying tuition, fees, insurance, and living expenses without any employment or financial aid.***

Students can not work off campus without permission from the US government. Student can apply for an internship after studying at ASU for 9 consecutive months as long as their academic advisor and the International Programs Office approve the request. Students may apply for and receive a 1 year work permit after graduation (Optional Practical Training).