

Roger Williams
University

International Student Arrival Guide

2016-2017



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Dear International Student:

Greetings and welcome to the Roger Williams University (RWU) family! As you are about to begin your personal and educational exploration here, you will learn more about yourself, the world, and your place in it. The information in this guide gives you important information to help plan your trip to Bristol and to address some of your initial arrival and settling-in questions.



The Intercultural Center (IC) will assist you in all aspects of your adjustment to living and studying in the United States. We are prepared to help you with questions about academics, immigration procedures and regulations, housing, employment, and community life. The Intercultural Center is a place where cultures merge and students share their customs and traditions with the campus community. We hope that the Intercultural Center will become your home away from home, a place to relax in-between classes, meet people from all over the world and get involved in campus life.

I hope this guide is helpful and provides you with basic information for your arrival at Roger Williams University. If you have any questions, before or after your arrival, please feel free to contact me by phone or email.

It is important to check the website frequently for any updates or information you may need prior to your arrival.

Best of luck with your travel arrangements! I look forward to talking with you soon.

Cassidy Hammond

Assistant Director, International Student Affairs

Intercultural Center

401-254-3400 (telephone)

401-254-3688 (fax)

chammond@rwu.edu

Website: <http://www.rwu.edu/campus-life/gender-culture/iss>

Meet the Intercultural Center Staff

The Intercultural Center houses different offices including Multicultural Student Affairs, International Student Services, Spiritual Life Program, Diversity Leadership Program, and LGBTQ&Q Student Affairs.



Don Mays

Director of the Intercultural Center



Cassidy Hammond

Assistant Director of International Student Affairs



MiNa Chung-Brcak

Associate Director of the
Intercultural Center and the
Diversity Leadership Program



Rev. Nancy Hamlin Soukup

University Multi-faith Champlain



Cynthia J. Carroll

Office Coordinator

PRE-ARRIVAL CHECKLIST

Before you come to campus...

- _ Do you have your **visa/passport/I-20 or DS-2019**?
- _ Did you pay your **tuition and fees** or make arrangements to have them paid?
- _ Does Roger Williams University have an official copy of your **transcript**?
- _ Did you complete and return your application for **housing**?
<http://www.rwu.edu/studentlife/residencelife>
- _ Did you make your airplane reservations? If you want to book a return flight, see the academic calendar for scheduled holidays.
- _ Have you notified the **IC** in advance if you are arriving early?
- _ Did you make hotel reservations for your family if they are traveling with you?
- _ If you are bringing a computer with you, have you checked to see if it is compatible with U.S. electricity?
- _ For Transfer Students: Have you submitted all required documents in order for RWU to complete your **transfer credit evaluation**?

Health Forms

(Students who do not complete health forms in advance may jeopardize their ability to register for classes or to reside on campus)

- _ Did you have your physician complete your health forms?
<http://www.rwu.edu/studentlife/studentservices/healthservices>
- _ Do you have the appropriate vaccinations?

Finances

- _ Do you have some US money for when you arrive?
- _ Do you have an international credit card to use in case of an emergency?

Just for Fun

- _ If you have some articles of native clothing, bring them along.
- _ Study your country's history, culture, education, politics, economy and current social issues.
- _ Refresh your memory of some childhood games, ceremonies, dances and songs.
It is a great way to share your culture with others.

Important Documents to have on your person

There are important items to have with you at all times when you are traveling. These items should **NOT** be in your checked baggage but on your person.

- _ ALL immigration documents (I-20 or DS-2019, passport, visa, proof of funding)
- _ Important phone numbers and University contacts
- _ Money, credit cards or travelers checks
- _ Airline tickets and checked baggage tags



PREPARING FOR TRAVEL For F-1 Visa Holders

IMMIGRATION MATTERS

Applying for the F-1 Exchange Student Visa Once you have been admitted to Roger Williams University, you will need a (F1) student visa stamp in your passport to enter the United States (not required for citizens of Canada or Bermuda). Applicants for student visas should apply for a visa at the U.S. Embassy or Consulate with jurisdiction over their place of permanent residence. Student visas are also called non-immigrant visas and most students will receive an F-1 visa.



NOTE: It may take anywhere from one to six months to obtain a visa. Please be sure to have all the following necessary documents with you at your appointment to obtain a visa (see below).

NOTE: Use the Roger Williams University issued I-20 when applying for the visa.

NOTE: You can enter the U.S. no more than 30 days before the beginning date noted on the I-20 (item #5).

NOTE: All applicants for a nonimmigrant student visa are now required to pay a \$200 SEVIS fee. This fee is to be paid before the applicant appears at the US Embassy or Consulate for the visa interview and can be paid online at: <http://www.fmjfee.com/i901fee>

Required Documentation

Each applicant for a student visa must pay a nonrefundable U.S. application fee to the consulate and will be interviewed by a Consular officer. These are the documents needed to apply for the visa:

- 1) Your Acceptance Letter
- 2) Form DS-156 and DS-158. This can be obtained in hard copy from your local embassy or on the internet at:
http://travel.state.gov/visa/forms/forms_1342.html
- 3) A passport valid for at least six months beyond your intended period of stay in the United States.
- 4) The SEVIS fee RECEIPT showing proof of payment.
- 5) Passport-type photograph. The photo should measure 2 inches by 2 inches (50 mm by 50 mm) in size for each applicant, showing full face, without head covering, against a white background.
- 6) The I-20 Form sent to you by Roger Williams University. **Please make sure the name and date of birth on your passport matches EXACTLY with the name on the I-20. If there is a discrepancy, please contact the IC.**
- 7) Evidence of sufficient funds for at least one year of study (tuition, fees, and housing).
- 8) Evidence of ties to your home country. (Show that how your studies will benefit you in your home country)

PREPARING FOR TRAVEL For J-1 Visa Holders

IMMIGRATION MATTERS

Applying for the J-1 Exchange Student Visa

Once you have been admitted to Roger Williams University, you will need a (J-1) student visa stamp in your passport to enter the United States (not required for citizens of Canada or Bermuda). Applicants for student visas should apply for a visa at the U.S. Embassy or Consulate with jurisdiction over their place of permanent residence. Student visas are also called non-immigrant visas as an exchange student you will be receiving the J-1 Student visa.

NOTE: It may take anywhere from one to six months to obtain a visa. Please be sure to have all the following necessary documents with you at your appointment to obtain a visa (see below).

NOTE: Use the Roger Williams University issued DS-2019 when applying for the visa.

NOTE: You can enter the U.S. no more than 30 days before the beginning date noted on the DS-2019 (item #3).

NOTE: All applicants for a J-1 Student visa are now required to pay a \$180 SEVIS fee. This fee is to be paid before the applicant appears at the US Embassy or Consulate for the visa interview and can be paid online at: <http://www.fmjfee.com/i901fee>

Required Documentation

Each applicant for a student visa must pay a nonrefundable U.S. Visa application fee http://travel.state.gov/visa/temp/types/types_1263.html, to the consulate and will be interviewed by a Consular officer. These are the documents needed to apply for the visa:

- 1) Your Acceptance Letter
- 2) The DS-2019 Form sent to you by Roger Williams University. **Please make sure the name and date of birth on your passport matches EXACTLY with the name on the DS-2019.** If there is a discrepancy, please contact the Intercultural Center.
- 3) Forms DS-156, DS-157 and DS-158. These can be obtained in hard copy from your local embassy or on the internet at: http://travel.state.gov/visa/forms/forms_1342.html
NOTE: Some embassies do not require the DS-157 please contact the embassy where you will have your appointment.
- 4) The SEVIS fee RECEIPT showing proof of payment.
- 5) A passport valid for at least six months beyond your intended period of stay in the United States.
- 6) A passport-type photograph (2x2 inches or 5x5 cm.) It should show full face, without head covering, and against a white background.
- 7) Evidence of sufficient funds during your stay in the U.S. (housing, board and all required University fees per your exchange agreement).
- 8) Evidence of ties to your home country. (Show that how your studies will benefit you in your home country)

INFORMATION FOR BOTH F-1 & J-1 VISAS

Student visa applicants must establish to the satisfaction of the consular officer that they have binding ties to a residence in a foreign country, which they have no intention of abandoning, and that they will depart the United States when they have completed their studies. Other suggested documents to bring are your acceptance letter, all transcripts, and the scholarship letter if applicable).



It is important that you are able to clearly and briefly articulate your educational goals; emphasizing how your intended degree will help you when you return home and that you do not plan to work while in the U.S. (except as permitted by law on campus).

Please call the U.S. Embassy or nearest Consulate for further information regarding obtaining a visa in your country. Information can also be found on the internet at: <http://travel.state.gov>

U.S. Port of Entry (POE)

You should be aware that a visa does not guarantee you entry into the U.S.

The Department of Homeland Security Officer has the authority to deny you entry into the United States. Also, the period for which the bearer of a student visa is authorized to remain in the United States is determined by the POE Officer, not the Consular officer. At the port of entry, the official must stamp the Form I-94, Record of Arrival-Departure, which notes the length of stay permitted and will scan the Form I-20 or DS-2019 indicating that you have arrived in the country. Your I-94 should be stamped “D/S” or “duration of status.”

NOTE: Keep all of your immigration documents safe and secure. You will need to bring these to the IC upon your arrival to RWU.

Currently in the U.S. in F-1 Status & Transferring to RWU

For those students currently in the U.S. in F-1 student status and planning on transferring to RWU, you **MUST** notify your current institution of your intent to attend RWU. Your current institution will need to release your SEVIS ID to RWU before a new immigration document can be produced. Also, if you are traveling out of the country before the intended transfer, **DO NOT** enter the country on the previous institutions I-20. You **MUST** enter on RWU's I-20 form. The transfer process is completed by reporting to the IC with your immigration documents once you arrive at school. **Failure to do so will result in a loss of F-1 status.**

Currently in the U.S. in a Different Immigration Status

If you are currently in the U.S. in another visa status (H-1B, F-2, etc) you must contact the IC to be sure you complete the proper procedure to change your visa status to F-1 in order to attend school full-time. There are rare cases in which a student can remain in another immigration status to attend school. You should begin this process several months before you plan to enroll at RWU.

Bringing Family Members (for F-1 visa holders)

A spouse and unmarried, minor children may also be classified for a non-immigrant visa to accompany or follow the student. The visa they would obtain is an F-2 visa. Family members must meet all visa eligibility requirements, including evidence that they will have sufficient funds for their support, and that they will depart the U.S. when the student's program ends.

Spouses and children of international students may not accept employment at any time. If you have indicated that there are dependents traveling with you, they too will have their own SEVIS ID numbers. Please contact the IC if you need documents for dependents.

TRANSCRIPTS

All accepted students, Freshmen and Transfer, must submit **Official Transcripts** indicating the final grades achieved, and graduation certificates. Non-US residents may submit a certified or notarized photocopy of the final transcript; however these students must bring the official documents with them upon arrival at the university. The Registrar's Office will request to verify the official final transcript **BEFORE** the student will be allowed to register for any university courses.

TRANSFER EVALUATIONS

Roger Williams University will consider all previously completed coursework, from an accredited university or college, for transfer of credit. The number of transfer credits that will be accepted will vary from student to student and is dependent upon various important factors such as the choice of curriculum, courses, grades, and major.

For the consideration of transfer credit, all transfer students must submit the official final transcripts, course descriptions, course syllabi and / or academic catalog. Credit evaluations are mailed in approximately two to four weeks' time, after the documentation needed has been received and the offer of admission has been made.

For evaluation of transfer credit from Non-U.S.

Universities / Colleges: To be awarded the most appropriate transfer of credits for the student's chosen major at Roger Williams University; the student must provide detailed information*. Ex: transcripts, course descriptions, course syllabi, institution profile and grading scale. RWU will use the information provided to conduct an internal evaluation of the student's transfer credits. In the event that Roger Williams University is unable to determine the transfer of credits "internally," RWU may require an "external" evaluation to be conducted by a Professional Credit Evaluation Agency.

* Regarding all undergraduate coursework completed.

PLANNING YOUR ARRIVAL

PLANNING YOUR ARRIVAL DATE

We realize that international students have the added burden of traveling many miles through multiple time zones so we would like to give you a few extra days to acclimate to the time difference in the U.S. Therefore, you should plan to arrive in Bristol in time to settle in and attend orientation sessions.

Please plan to arrive on **Monday, August 22** if you are coming in the fall, or **Sunday, January 22** if you are coming in the spring. You can move into your campus room at that time. New student orientation for international students begins on these days. If you have a need to arrive sooner than the scheduled date, you must contact the IC at least 2 weeks in advance to see if accommodations can be arranged for your early arrival.

More information regarding Orientation and your Housing Assignment will be sent a few weeks before your arrival.

TRAVELING TO RWU

By Air

We want your first days in the United States to go as smoothly as possible. When you come to the United States, your flight will first arrive at one of the larger international airports in the U.S., and you will need to continue on to Providence, RI.

Upon arrival at the international airport, you will need to proceed through the immigration checkpoint (port of entry), collect your bags and proceed through U.S. Customs (see pages 3 and 5). If you are continuing on by air, you will need to recheck your bags and get a new boarding pass with your airline.

Your destination is Providence, RI. You can take a flight to T.F. Green Airport in Providence (PVD). If you arrive at Logan Airport in Boston, you can take a **Peter Pan Bus** (1-401-331-7500; <http://www.peterpanbus.com>) to the PROVIDENCE TERMINAL RI bus station, NOT the PROVIDENCE KENNEDY PLAZA station.

International Student Travel and Information Sites

International Student Travel Confederation

<http://www.isic.org>

STA Travel

<http://www.statravel.com/>

International Student Travel & Study Abroad Center

<http://www.internationalstudent.com>

FINANCIAL MATTERS

FINANCES

Arrival Expenses

Plan Ahead! Upon arrival you should have about \$100 - \$200 US in cash to cover expenses such as transportation, lodging, food and basic supplies. Foreign exchange services are available at Logan Airport in Boston and at JFK and LaGuardia airport in New York. In addition, you should carry U.S. traveler's checks or an international credit card for additional expenses. Traveler's checks are recommended for security reasons; if you lose them, they can be replaced.

Currency Converter

<http://www.oanda.com/converter/classic>

All U.S. paper money is the same size and color. Denominations of paper money are \$1, \$5, \$10, \$20, \$50 and \$100. Denominations of coins are 1 cent (penny), 5 cents (nickel), 10 cents (dime), 25 cents (quarter), 50 cents (half dollar). U.S. currency is based on a decimal system with 100 cents per dollar. **Do NOT travel with large amounts of cash!**



LOCAL BANKS

It is important that you understand the regulations regarding the transfer of funds from your country to the United States as there may be as many as 4-6 weeks of a delay if you bring a check which is issued in a foreign currency. Unfortunately, it is no longer possible to open an account in advance unless you are in the U.S. and can do so in person. It is important to plan accordingly.

There are Citizens Bank, Bank of America, and Sovereign Bank ATMs (Automated Teller Machines, i.e. cash machines) on campus. You may use these machines even if you do not have an account with them, though you will be charged a service fee.

Some Local Banks

Bank of America, 601 Hope St. Bristol, Rhode Island 1-800-841-4000 www.bankofamerica.com

Bank of Newport, 6 Gooding Ave., Bristol, Rhode Island
1-401-253-8800 www.banknewport.com

Citizens Bank, Belltower Plaza, Bristol, Rhode Island
1-800-922-9999 www.citizensbank.com

Santander Bank, 1146 Hope Street, Bristol, Rhode Island
1-401-253-8587 www.santanderbank.com

MAKING PAYMENTS

Payment of Tuition, Fees, and Housing

The fall semester tuition charges are due by July 1, 2016.

The spring semester tuition charges are due by January 2, 2017.

Payments to Roger Williams University can be made by cash, bankers check, Master Card, American Express, Discover or wire transfer. **Checks** should be mailed to:

RWU Bursar's Office
One Old Ferry Road
Bristol, RI 02809, U.S.A.

**Checks must be payable to
"Roger Williams University"**

When **paying in person**, please make payments at the Roger Williams University Bursar's office located in the Administration Building.

For **credit card** payments by MasterCard, American Express or Discover, please pay online <http://www.rwu.edu/about/administration/bursar/bursar> under "Payment Options." To pay by **wire transfer** you will need the following information:

Bank of America
100 Federal
Street
Boston, MA 02110

ABA # 0260-0959-3 Swift Code for international wires BOFAUS3N

Account Name: Roger Williams University Account #01569-13008

Please make sure the student name is listed in every transaction!

ESTIMATED EXPENSES 2016-2017

Per academic year

	Undergraduate	
	<u>Non-Architecture</u>	<u>Architecture</u>
Tuition	\$29,976	\$33,792
Housing (Traditional Residence Hall)	\$7,990	\$7,990
Meal Plan (Carte Blanche Gold)	\$6,856	\$6,856
Semester Fees	\$1,824	\$1,824
Health Insurance	\$1,961	\$1,961
Total	\$48,607	\$52,423

The following expenses should also be considered:

Books & supplies	\$800-900	\$1,500-1,600
Personal expenses	\$1,000-4,000	\$1,000-4,000
Room damage & key deposit	\$350	\$350

- First and second year students are required to live on campus unless they are commuting from home or are a transfer student with more than 54 credits.
- There are several other meal plans available; please see website for details.
- The Mandatory Fee includes Activities, Recreation, and Technology.
- If you can provide appropriate documentation of your own health insurance, you do not have to pay the RWU Health Insurance fee.

Please note that these costs increase annually. (J-1 exchange students please consult your home office for fees to be considered)

WHILE AT RWU

WEATHER

Bristol, Rhode Island experiences all four seasons throughout the year.

Spring

March – May, begins to get warmer, with temperatures entering the 40's and 50's (4-10°C).

Summer

June, July, August and September can be hot and humid with the temperatures reaching the 90's (32°C) but mostly in the 70's - 80's (21-27°C).

Fall

Through September and October the weather cools down to the 50's, 60's and 70's (10, 15, 21°C).

Winter

During the winter months it gets cold, with temperatures reaching below the freezing point on some days (0°C). Snow may be common during December, January and February.



CLOTHING

You will need suitable clothing for the different seasons that we experience in Bristol and the New England area. May - September and sometimes into October, you will need lightweight clothing for summer. For fall, winter and early spring you will need a heavy woolen or down coat, hat, cap, gloves and boots. Do not worry if you do not own any. The Intercultural Center has a Winter Clothes Closet filled with warm clothes donated by students and staff at RWU. You may take any clothes that you would like and you do not need to return them. Also there are plenty of reasonable places to purchase them, but you should be prepared to spend in excess of \$100 to purchase quality winter clothes.

Dress in the United States is fairly casual with most students (men and women) attending school in jeans/slacks and a top. Men should bring at least one suit, shirt and tie, and women several skirts or a dress for an evening out, class presentation or any other occasion where a bit more formality is needed.

ELECTRICITY

The voltage used in the United States for small appliances is 110-V (60 cycles) NOT 220-V (50 cycles).

If you bring appliances that use 220-V you will need an adapter with voltage converter capabilities. You can purchase an adapter when you arrive in the US.

LOCAL INFORMATION

Listed below are the links to the places RWU students visit and additional information about the New England area:

Rhode Island

<http://rhodeisland.cox.net> <http://www.ri.gov>

Rhode Island's official web site

<http://www.visitrhodeisland.com>

Rhode Island tourism web site

<http://www.riparks.com/listing.htm>

Parks and Beaches in Rhode Island

<http://www.ripta.com>

Rhode Island Public Transportation

Authority Route 60 Providence – Newport
stops at RWU



Bristol

<http://www.ri.gov>

<http://bristolri.us/>

Providence

<http://www.providenceri.com>

Providence's official web site

<http://www.projo.com>

Providence Journal - Newspaper

<http://www.peterpanbus.com>

Bus Station

<http://www.pvdairport.com>

T.F. Green Airport in Providence

Newport

<http://www.gonewport.com>

Boston

<http://www.bostonusa.com>

<http://www.boston.com>

Boston Globe – newspaper

<http://www.thephoenix.com>

Boston Phoenix - alternative Arts & Entertainment paper

<http://www.mbta.com>

Boston Public Transportation

New York City

<http://www.nycgo.com>



DRIVING IN THE U.S.

If you are interested in driving in the U.S. and possibly purchasing a car after your first year, **(first year undergraduate students are not allowed to have cars on campus)** you should come prepared.

If you have a driver's license from your home country:

Full-time students are permitted to use their valid out-of-country license here in Rhode Island for up to one year upon their latest date of arrival into the United States. However RI State Police suggest that students staying for over a year should obtain a RI state driver's license.

To obtain a driver's license with a valid foreign driver's license in the United States:

Full-time students, on a student visa, maintaining an out-of-country residency have the ability to obtain a RI license as long as their full-time student status is in effect. There are a few steps one must take in order to obtain a license. A list of steps can be found at the Intercultural Center when you are completing a letter request form from your international advisor.

If you do not have a driver's license in your home country:

You will have to make an appointment for a driver's test. This test will include an eye test, written examination and a road test. It may take two months to receive your test date. The Department of Motor Vehicles (DMV) requires you to have certain identification to apply for a license. The Intercultural Center has information on how to apply for a driver's license.

For more information visit the DMV web site at: <http://www.dmv.ri.gov>

EMPLOYMENT

International students on F-1 visas are eligible to work on-campus up to 20 hours a week while school is in session and up to 40 hours a week during vacation periods. You may begin working as soon as you are in non-immigrant student status, though no sooner than 30 days prior to the start of classes when beginning a new program.

Acceptable employment includes: work required by a scholarship, assistantship or fellowship, work in the libraries, computer center, administrative offices, the student union and any other campus departments.

At **NO** time may an international student work off-campus, except with prior permission from the Intercultural Center and the U.S. government. For off-campus work options, visit the IC after your arrival.



Offices on Campus That Hire International Students

Below are some of the departments on campus who are able to hire international students. Once you arrive on campus, you may visit these offices to inquire if they have openings for the fall semester. The sooner you look for a job, the better your chances are of getting one, as positions fill up quickly. After obtaining the promise of a position, you must come to the IC to obtain a letter stating that you have secured an on-campus job. You will need this letter when requesting a social security number (see Social Security Numbers).

- Student Programs and Leadership
- The Center for Global and International Programs
- The University Library
- The Bookstore
- The Intercultural Center
- Athletics
- Dining Services
- Undergraduate and International Admissions

SOCIAL SECURITY NUMBER

F-1 Student visa holders are not eligible for Social Security Numbers unless they intend to engage in employment. Social Security Numbers cannot be issued to buy a car or a cell phone, you can do both things without one. In order to apply for a Social Security Number you will need a job offer letter on official letterhead from your on campus employer and a letter from the your International Student Advisor at the IC stating that you are a full time student at Roger Williams University with a job offer pending. You can apply for the Social Security number in Providence or in Newport. You must apply for the number in person before you begin working, but you may begin working before you receive the number. The IC will assist you with this process.

Social Security Administration – <http://www.ssa.gov>

EMAIL AND MyRWU

Upon receipt of your tuition deposit, the process will begin to set up your **Roger Williams University email account**. You should receive your information via postal service or email within a few weeks of depositing.

MyRWU is a Web Portal for students, faculty and staff which will link to national, personal and campus information on the web and allow for services such as course registration. Your room in the residence hall is equipped with a connection to the Internet. If you already have an email account, you may still use it to receive university email, but you must forward your RWU email to a site that you check regularly.

As is the case with many other schools, RWU will use email to notify students of important messages, deadlines and information. You will not necessarily receive a telephone call or a piece of paper reminding you of

deadlines. Most students and staff check their email more than twice a day, and you will need to do the same.

NOTE: The IC **MUST** have a commitment from all international students to regularly check their email in order to get current information regarding immigration updates. All immigration status information will be sent **ONLY** to your RWU email account, unless you request otherwise.

TELEPHONE

All telephone numbers in the United States use 10 digits: a 3-digit area code plus a 7-digit local number. Each state has at least one area code; some have two or three. Public telephones take coins as payment and are located around campus and in shopping areas.

Most students now use cellular telephones for their local and long distance calls. Your room in the residence halls is equipped with a telephone line and voice mail. You should check your voice mail daily to get important information and messages. If you wish to receive University telephone calls on your cell phone be sure to let the University know the number.

Country Calling Codes

<http://www.countrycallingcodes.com>

NOTE: Without a social security number, several cell phone companies require a deposit of \$300-\$500. It is good to be prepared for this in advance.

MAILBOX AND POST OFFICE

Each Roger Williams student is assigned a mailbox, which is located in the Commons. Your mail box number will be assigned sometime during the summer months. This is where letters and packages from family and friends can be sent. You can purchase stamps on campus or at the post office in Bristol. Your mailing address will be:

YourName
Roger Williams University MAILBOX
Number ____ One Old Ferry Road
Bristol, RI 02809-2921, U.S.A.



HEALTH MATTERS

HEALTH FORMS AND IMMUNIZATIONS

All students must complete the RWU Health Forms, including proof of immunization. You can download the necessary forms from the Health Services website at <http://www.rwu.edu/studentlife/studentservices/healthservices>. The immunizations listed are required by law for all students. You may not attend classes without meeting these requirements. Please mail your forms to Health Service prior to your arrival to campus. If this is not possible, deliver them immediately upon arrival. **If you do not provide this information, it will be necessary to test your blood or immunize you here at the University at your own expense. Health Insurance may or may not cover the cost of testing or immunizations.**

NOTE: Immunizations can be expensive. It is a good idea to take care of all of them at home with your physician.

IMMUNIZATIONS

Roger Williams University requires that all students demonstrate compliance with immunization laws when they come to campus.

The following immunizations are required of all students:

- **DPT/DT:** Tetanus Booster within last 10 years.
- **MMR:** Two doses (measles, mumps, rubella) or positive blood titre indicating immunity.
- **TUBERCULIN SKIN TEST, PPD:** (Mantoux) test done within the past year.

If positive PPD you must have a chest X-Ray.

- **HEPATITIS B VACCINE:** three doses.
- **VARICELLA VACCINE:** two doses or history of disease or positive blood titre.



TUBERCULIN SKIN TEST, PPD (Mantoux) test is required within the past year if high risk. Risk Assessment: Must complete tuberculosis questionnaire insert to determine risk. See health forms inserts for more information.

HEALTH SERVICES

Health Services is open Monday-Friday 8:30 am to 5:00 pm. Services include care for illness or injury, prescriptions and laboratory tests. There is no charge for sick visits. There may be a modest charge for well visits such as physicals. There also may be modest charges for supplies and co-payments for medicines. Please call to schedule an appointment at 401-254-3156. If we are unable to assist you directly, we will refer you to someone who can.

STUDENT INJURY AND SICKNESS INSURANCE

All international students are required to purchase the University's Student Injury & Sickness Insurance Plan (unless you waive out of this coverage). The charge will be included on your bill along with charges for tuition, fees, room, and board. All international students must have university health insurance, whether you live on- or off-campus. This insurance will cover illnesses or injuries that occur on or off campus. It will cover prescription medicines, laboratory tests, x-rays, and emergency room visits, up to the limit of the policy. It will NOT cover pre-existing conditions, dental problems, or eyeglasses.

The policy limit is \$50,000. The policy pays at 80% after the first \$1,500 is paid out. A brochure detailing the policy is available by contacting Health Services, at 401-254-3156. It is also available on line at <http://www.consolidatedhealthplan.com/>.

Waiving Out of School Insurance

If you have your own health insurance coverage and want to waive out of the school's insurance, go to www.rwu.edu/go/insurance and follow the directions. If you DO NOT waive out of the insurance by August 14, 2015, you will be automatically billed for our insurance. Please note that not all international health insurances will be accepted, your coverage will be evaluated to see if it matches our requirements.

Additional Information

If you have further questions regarding health matters, please visit our website or contact us with your questions. All health forms can be downloaded from our website, <http://www.rwu.edu/studentlife/studentservices/healthservices>.

Center for Counseling & Student Development

The Center for Counseling and Student Development is the place on campus where international students (and all others) can go to speak to someone in confidence about issues related to anything that is bothering you. The office is staffed by professional psychologists and social workers trained to help students discover ways to cope with problems in living. All international students are welcome to use all of our counseling center services free of charge.

The Counseling Center is located on the second floor of the Center for Student Development, across from Cedar Hall; and is open from 8:30 a.m. to 4:30 p.m., Monday through Friday, during the academic year.

<http://www.rwu.edu/studentlife/studentservices/counselingcenter>

ORIENTATION

International Orientation is for all new international students. All new international students are expected to arrive on campus no later than Monday, August 22nd for fall or Sunday, January 22nd for spring for International Student Orientation. You must register for orientation at www.rwu.edu/orientation. All incoming undergraduate international students are required to participate in International Orientation. This program will run for several days before the beginning of classes. The program provides international students with an early start on their RWU experience. During these days, the new students will not only get ready to face college life, but will also make friends that will last throughout their college years and beyond.

During this period you will have the opportunity to meet many of your new classmates and University staff members who will assist you during your first year. Our program provides the unique opportunity to ask questions and discuss issues with officials from throughout the University, including your Academic Dean, and staff from key departments such as Health Services, Public Safety and academic departments.

You will also get to know the Orientation Advisors – returning RWU students who will help you make a smooth transition to RWU. These experienced students will be there to answer any questions you might have about this exciting new part of your life. And, before you begin to think orientation is all work and no play, we remind you that the program includes some great social activities as well.

At the time you check-in for International Student Orientation, you will officially become a Roger Williams University student. What's more, it is not only a time for you to learn about Roger Williams University, but also to learn more about yourself. Orientation is an exciting way to start your life at Roger Williams.

During Orientation you will:

- Learn about what it is like to live and study in the U.S.
- Learn more about your major course of study
- Meet faculty and discuss your schedule
- Attend course registration
- Learn about academic resources
- Find out about getting actively involved on campus and gaining leadership experience
- Hear about campus traditions and events
- Learn about important student services
- Get valuable advice on making a successful transition to college life
- Get tips on succeeding academically
- Take placement tests and register for classes
- Receive information about your immigration status
- Go on a shopping trip for essential items
- Learn about campus policies and available student services

For more orientation information, visit our website at:

<http://www.rwu.edu/studentlife/orientation>

Or email us at: orientation@rwu.edu.

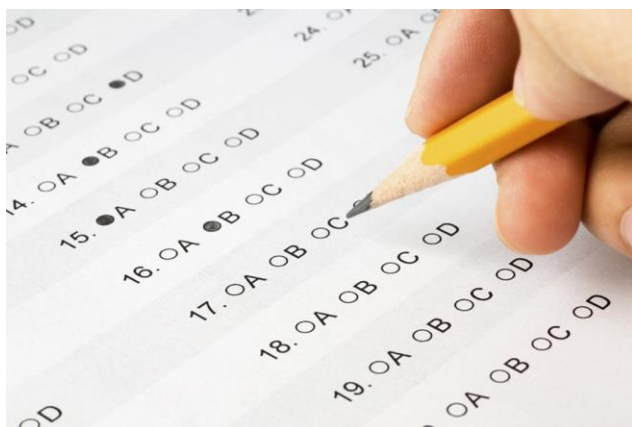
Please make every effort to be here for this important program! If your family is traveling with you to Roger Williams, they will also have a chance to participate in some orientation activities of their own. **Please note, though, that even if your family will be here sightseeing, you are still expected to attend all orientation sessions.**

ONLINE PLACEMENT TESTS

All new students are required to complete online placement testing before arriving at RWU. Testing requirements vary by major. Some students are in majors that require testing in one area and others are in majors that require testing in three areas. The areas of online testing are Foreign Language, Chemistry and Mathematics. Information about placement testing can be found at www.placement.rwu.edu

Please find your major on the list at this web-site and complete the testing that is required. Students will be informed of their test results at Orientation. Faculty and placement officers will be available at Orientation.

If you have questions about the placement process, please contact Patricia Confort, Placement Coordinator, at pconfort@rwu.edu



LIVING ON CAMPUS

Greetings from the Housing Office!



My name is Theresa Capelo. I am the Associate Director of Housing, and Coordinator of International Student Relations with regard to your housing needs and/or questions. In this capacity, I work closely with both the Office of Admission and the Intercultural Center in order to make your arrival and stay at RWU a positive experience. Should you have any questions or concerns prior to your arrival, I can be reached by phone at (401) 254-3161 or by email at tcapelo@rwu.edu.

Once you arrive on campus, the Housing Office can be found in Center for Student Development Building (across from Cedar Hall/Building 6 on the campus map). You are welcome to come in person to say hello, or ask any questions.



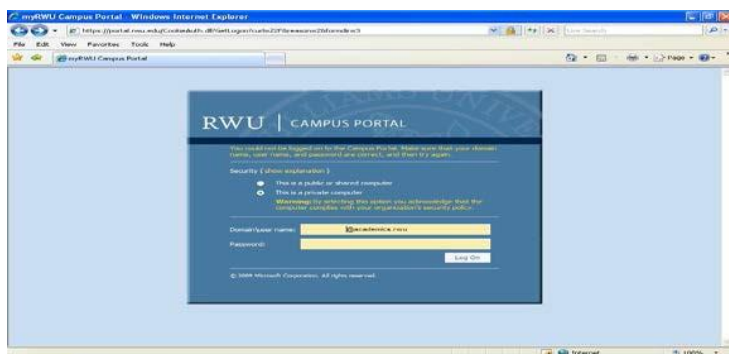
Also located in this building is the Vice President of Student Affairs, Assistant Vice President/Dean of Students, Residence Life, Health Services, Health/Wellness Office, Counseling, and Student Conduct and Community Standards.

Housing Placement Information

Being a resident student at Roger Williams is an integral part of your learning experience, and we want to give you the best experience possible.

Please note there is a 2 year residency requirement. Freshmen and sophomores are required to live in university housing. To assist our efforts, you will need to complete the Roommate Matching Characteristics Questionnaire. To access the questionnaire, you must have deposited and received your log in and password information from the Office of Admissions in order to access into the University's portal, called **MyRWU**.

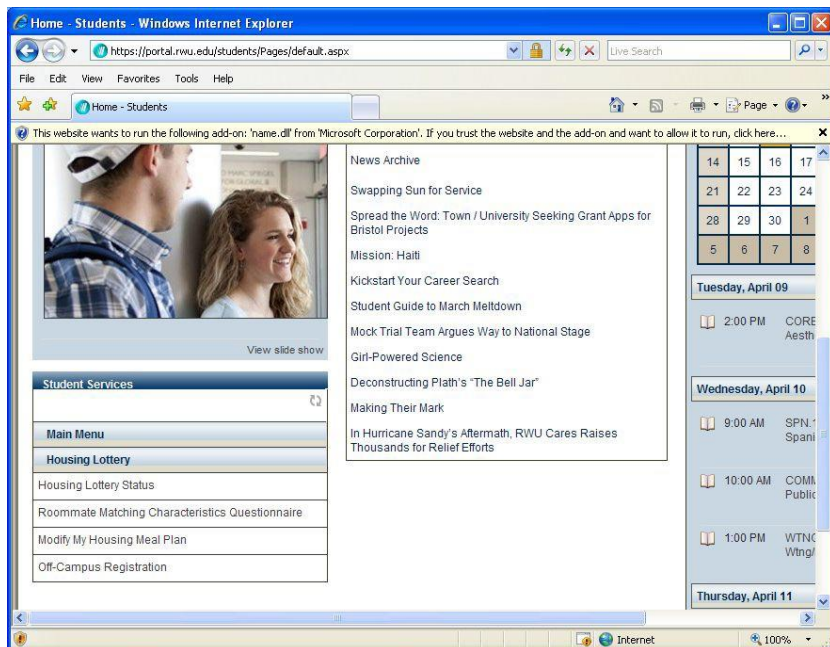
In order to get to **MyRWU**: <https://portal.rwu.edu> You will then be prompted to type in your **Login ID** and **Password**:



Click on "students" and scroll down for tabs on bottom left of page to be visible



Click on "Housing Lottery" tab, and click on "Roommate Matching Characteristics Questionnaire"



Once you are at the questionnaire portion, please select responses as completely and honestly as possible, as this is the information that will be used in determining your assignment and roommate matching.

Requests for single rooms may also be made through this questionnaire. These room types are available on a limited basis, and have an additional cost. There is also a text box where you can provide any additional information that we should consider in determining your assignment.

For additional information about our residence halls and fees - visit:

<http://www.rwu.edu/campus-life/housing-dining>

<http://www.rwu.edu/about/university-offices/bursar/tuition-fees/undergraduate>



Willow Hall



Stonewall Terrace



Maple Hall



Cedar Hall

Things You Should Know



All of our residence halls are **smoke-free** environments. This means that **smoking can only take place outside at designated smoking gazebos**. Violations of this policy will result in a \$50 - \$100 fine and 1 hour of community service.



Laundry rooms are located in various locations in the residence halls. The cost per load is \$1.25 when using ID Card swipe, or \$1.50 per load for coin use.

All of our residence halls are co-educational, which means that men and women live together in the same hall. However, most of the rooms and bathrooms are single gender (unless gender inclusive/neutral accommodations are requested). There are also a limited number of same gender clusters and floors, for your comfort and privacy.

Great programs and experiences await you! Once you move into your living area, additional support staff will be available to assist you. Many student staff members are international students just like you! Student Staff positions are made up of approximately ninety trained paraprofessional Resident Assistants (RA's). There are Health and Wellness Educators (H.A.W.E.'s) and Student Advocates (SA's) who are additional residential resources. Each building is also home to a full-time professional called a Coordinator of Residence Education (C.O.R.E.).

Should you have any type of **after-hours emergency**, please contact the Department of Public Safety at extension **3333** (when calling from a campus phone), or **(401) 254-3611** (if calling from cell phone). Public Safety can reach on-call Residence Life and Housing Staff, Dispatch EMT's (Emergency Medical Technicians), assist with sources of transportation for medical reasons, contact Facilities Personnel for maintenance emergencies, etc.

Housing Provided During Break Periods

When necessary, temporary accommodations will be provided to international students at no additional charge. However, students requesting this service must submit a written request to the Housing Office two weeks prior to the scheduled closing date of the upcoming vacation/break period. You will be charged additional for meals during these times.

Please note that separate housing applications must be completed, and charges apply for those students who wish to remain on campus during Winter Intersession, and/or Summer School Sessions.

We expect that your travel arrangements coincide with the academic calendar <http://www.rwu.edu/sites/default/files/downloads/registrar/academiccalendar15-16.pdf>

Be sure to **use your University e-mail account**, as it is an official means of important communication from us to you! Reminders and important instructions will come from RWUHousing@rwu.edu.

TO BRING AND NOT TO BRING

The following list of items is ones that you may want to have in your new home at Roger Williams University. By all means, bring any special items that you may not be able to find in the United States, as long as they are not prohibited in the residence halls.

Items NOT permitted in Residence Halls (*for a complete list, please review the Housing Contract*)

<http://rwu.edu/sites/default/files/downloads/housing/housing-contract.pdf>

- | | |
|--------------------|----------------|
| ✦ Space Heaters | ✦ Waterbeds |
| ✦ Weapons | ✦ Hot Plates |
| ✦ Halogen Lamps | ✦ Hookah Pipes |
| ✦ Toaster Ovens | ✦ Incense |
| ✦ Air Conditioners | ✦ Animals |
| ✦ Firecrackers | ✦ Lofts |
| ✦ Candles | ✦ Street Signs |
| ✦ Microwave Ovens | ✦ Toasters |
| ✦ Cinder Blocks | |



You will have shopping opportunities to purchase any of the items listed below that many students find useful.

You may bring along any of these items that you want, but all you really need to bring are summer and winter clothing, a camera, a calculator, and a laptop, if you have them. Of course, personal hygiene items such as toothbrush, toothpaste, deodorant, shampoo, bar of soap, towels, and hairbrush; and money or a credit card. You will need to have sheets (extra-long twin sized) and blankets for beds, but if you cannot bring them, you can borrow them from the RWU Housing Office until you get your own.

Please remember, before you arrive on campus, discuss with your roommate(s) items that you will be bringing for the room, such as stereos, TVs, refrigerator, etc. You and your roommate(s) need space to live, sleep and study, so communicate with one another before you end up with two stereos, two TVs and no space to walk around the room.

For additional suggestions:

<http://rwu.edu/sites/default/files/whattobring.pdf>

DINING SERVICES

Carte Blanche:

For students living in our residence halls, there is no better value than the meals per week option. This option allows you to enjoy an unlimited number of guaranteed meals each week for the semester that you have signed up for.



Block Meal Plans:

Block Meal Plans offer students the most flexibility as the amount of meals that you sign up for can be used throughout the semester in any manner. Students can use their block meals at our two all-you-care-to-eat dining halls. Unlike the traditional meals per week plans available to resident students, meals on our block plans will carry over from week to week. So, you won't have to worry about losing your meals each week if you do not use them. With a Block Meal Plan, there are no restrictions and the flexibility is endless!

Hawk Dollars:

Hawk Dollars are accepted like cash in all our dining locations. Hawk Dollars are a "declining balance account" that works on the same principle as a debit card. You can use your points to purchase beverages, snacks, or even a full meal in all of the RWU retail and residential locations. Each time you make a purchase, the purchase amount is subtracted from your Hawk Dollar balance. Your Hawk Dollars do carry over from semester to semester but not from year to year. Additional Hawk Dollars can be added to your account at any time.

Meal Plan Options

Students who are assigned to Baypoint, Cedar, Maple, North Campus Residence Hall Suites, Stonewall Terrace, or Willow must choose between:

Carte Blanche Gold - \$3,353 per semester

Unlimited meals in residential dining plus 125 Hawk Dollars per semester.

200 Block Plan - \$3,353 per semester

Ideal plan for students who want to eat an average of thirteen meals per week on campus and use \$300 in Hawk Dollars throughout the semester.

Students may choose to upgrade to:

Carte Blanche Platinum - \$3,512 per semester

Unlimited meals in residential dining plus 300 Hawk Dollars per semester.

Transfer students who are assigned to apartment style areas like Almeida, Bayside, or North Campus Resident Hall apartment areas are not required to have a meal plan. However, they may choose any of those indicated above, as well as:

125 Block Plan - \$1,715 per semester

Ideal plan for apartment dwellers who want to eat an average of 6 meals per week on campus.

NOTE: Dining will work to meet your needs if you have any diet or health restrictions.

OFFICES AND SERVICES

Roger Williams offers a number of special programs and services for all students. A short summary of some of them is listed below. For more information visit the office or their web site.

Intercultural Center

The Intercultural Center (IC) provides the Roger Williams University community with opportunities and an environment that encourage relationship and community building. It provides forums that enhance the personal exploration and development of its community members regarding personal identity, academic excellence and exemplary citizenship. The IC challenges community members to be life-long learners and active members of our global society.

We hope that the Intercultural Center will become your “home away from home.” It is a place to make new friends, study, use our computers to type a paper, watch television, relax between classes or cook in our kitchen.

<http://www.rwu.edu/studentlife/multiculturalaffairs>

Conversation Partner Program

The Conversation Partner Program is a great way to increase your confidence and speaking fluency in English as well as meet current RWU students and make life-long friends. The program pairs up international students with American students to provide extra practice in conversational English. This program is free and is open to all international students, even those not enrolled in English classes. The program also allows both international and domestic students to meet and learn more about each other’s culture. Above all, it is a fun way to improve your English and meet someone new!

To sign up, come to the IC and fill out an intake form. We’ll need to know when you are available and how to contact you.

Spiegel Center for Global and International Programs

The SCGIP is committed to developing and facilitating educational programming activities, at RWU and abroad, that will equip students from all disciplines with the knowledge, skills and attitudes necessary to think critically, pursue truth and succeed in a world marked by interdependence, diversity and rapid change.

The SCGIP continually works to develop “world-learning” initiatives on campus and abroad for all students to actively learn and engage in international cultures and issues. RWU is dedicated to preparing students to be compassionate, productive, ethical lifelong learners who contribute interdependently to a global society.

<http://www.rwu.edu/academics/centers/cgip>

Academic Advising

All students are assigned a faculty advisor who will work with you through your years at RWU. If for some reason you wish to change advisors, you may request a new advisor by visiting the office of the dean of your college or school. Faculty advisors are well versed in the academic and non-academic resources available for students.

Undeclared students searching for a new major should visit the University Advising Center. The University Advising Center guides and empowers students to make sound decisions about their education, as well as their professional and personal development.

<http://www.rwu.edu/academics/supportservices/advisingcenter/>.

The Center for Academic Development (CAD) includes specialized tutoring centers in writing, math, and the core curriculum that offer tutoring by faculty and peers. <http://www.rwu.edu/academics/centers/cad>

Computer Laboratories

Academic Technology offers nearly 100 individual and group computer workstations throughout the Library and Learning Commons, including 11 Macintosh Computers on the first floor. Additional hardware includes LaserJet Printers (Black/White and Color), Photo type Inkjet Printers, Scanners and an Adaptive Technology workstation. There is a small fee to print.

Athletics

Roger Williams University sponsors 20 varsity sports, most of which compete at the NCAA Division III level and are members of the Commonwealth Coast Conference. If you are interested in playing a NCAA Division III level sport you should go to the website below select the sport you are interested in and fill out the **Perspective Athlete Form**.

The Roger Williams Athletic Department is dedicated to the Division III philosophy of the student-athlete and the intrinsic value of athletics in education. Competition in athletics helps students discover what kind of person they would like to become. It also develops leadership, integrity, courage and the ability to work with others to achieve a common goal.

Roger Williams also runs an extensive recreation program including fitness/ wellness programs, intramural sports, and intercollegiate club sports to service the entire student body as well as the community as a whole. The completion of the new Campus Recreation Center has raised the level of all the Hawks' teams and provided fabulous fitness, recreation and intramural opportunities for the entire RWU community.

<http://www.rwuhawks.com/>

Office of Student Conduct and Community Standards

Location: Center for Student Development, 1st floor

Phone: (401) 254-3042

Heidi Hartzell, Director

Marty DiMarco, Secretary

Mission Statement

The Student Conduct and Community Standards program serves to support the development of our students' personal, social, and academic abilities. Students join with faculty and administration in creating this learning environment. Education and human development are our primary values and intended outcomes. We uphold the behavioral standards and academic integrity of the University by adjudicating violations of the Regulations for Student Conduct in a fair and consistent manner.

We seek to enhance the educational missions and core values of the University and the Division of Student Affairs by setting and promoting high standards while treating each student with dignity and respect.

In most cases, parents will be notified of violations committed involving illegal substances/alcohol. Criminal charges may result, as well as University disciplinary action, when violations are related to possession of illegal substances. Upon your arrival, please familiarize yourself with the Code of Conduct. This information can be found in the Student Handbook. Please also review the Conduct System section of the Student Handbook for further information

LIFE IN THE USA

CULTURESHOCK!



While you have probably read a number of books, articles, and/or may have even studied in the United States, it is always an adjustment when you live and study in a community that is different from that which has been so familiar to you.

Most of you will be excited with the newness of being in the United States, meeting new people and getting settled into your new lives. For some of you however, the excitement will wear off, and you will experience some difficulty adjusting to your new life. You may begin to feel sad, frustrated or homesick. This is called culture shock. Remember, you are not alone; there have been many international students before you who have experienced what you are feeling. Be sure to come to the Intercultural Center to talk about your feelings and conflicts.

There are some things you can do when you start to experience this sense of anger, frustration, or even mild depression:

- 1) Recognize and acknowledge that you might be experiencing culture shock
- 2) Make new friends; both international and American
- 3) Talk to someone about your feelings: a counselor, a friend or someone in the IC
- 4) Get off campus and explore the area – Bristol, Newport, Providence, Boston and New York City
- 5) Come to the IC to read a newspaper in your native language
- 6) Do not give up!**

We promise this period will pass if you let it.

UNDERSTANDING AMERICANS

The following has been taken loosely from NAFSA's International Student Handbook, The Essential Guide to University Study in the USA, 2001 and Education USA "Living in the U.S."

In adjusting to Roger Williams University and the people who live and study here it is also helpful to have some general knowledge about American culture. Though the population of the United States is comprised of many different ethnic groups of people, there are some shared common values.

Individualism and Privacy

From early on, Americans are trained to be independent and responsible for their own futures. To some this may appear to be an act of disrespect for their elders and parents, but it is not. Americans also tend to have a need for privacy and one's own space, so you will frequently find that most American college students have not had to share a bedroom growing up and they expect to be notified in advance if someone is coming to visit. Dropping in on someone unannounced is not common.

American Academics

Americans are also fairly informal in their behaviors and relationships with each other. You will see this in their dress for class, language and the frequent use of slang, and classroom behavior, such as asking many questions and making comments. In fact, classroom participation is encouraged; sometimes your grade will even be affected by how much you participate in class discussion. Americans do demonstrate a respect for authority and will refer to their professors as Dr. Jones or Professor Swanson. There are times, however, when a person in a position of authority will invite you to call him or her by his or her first name. At American universities you are expected to attend class regularly and complete any reading assignments before coming to class. Sometimes your grade is affected by your attendance in class.



Social Norms

Americans usually greet each other with a hello or a simple “hi.” They may often ask, “How are you doing?” which is meant more as a greeting than an actual question. Americans tend to ask a lot of questions. Some of these questions may seem pointless but they are meant to stimulate conversation. Americans may be very curious about you or your country. You may be asked many questions about your country, some of which might seem obvious to you. Please keep in mind the person is not trying to be rude, it is possible that he or she just doesn’t know much about your culture. Also, don’t be surprised if you are asked what work your mother or father does. This is not meant to be rude or disrespectful; you will hear it asked all of the time. Most students will describe the job their parent has.

Americans are very friendly and use greetings and questions frequently. However, this does not necessarily mean an invitation for romance or a deeper friendship. You may find it takes time to get to know Americans more deeply, as there are several levels of friendship. Americans usually refer to acquaintances or colleagues as “friends,” but will have fewer closer friendships. These take a while to develop, so be patient and try to meet as many people as possible. With time you will form friendships to last a lifetime.

Americans care a great deal about personal hygiene. The norm is to shower and brush your teeth everyday (or at least often enough that you don’t emit body odor), wash clothes regularly and use deodorant. Americans like to smell and look clean and often use products such as perfume or mouthwash to ensure that they smell good. However, Americans do not like any scent that is too strong, whether good or bad, you should take care not to overdo it on perfume or cologne.

Also, check out:

Social Customs and Cultural Differences <http://www.edupass.org/culture/>
Living in the US <http://www.edupass.org/living/>

GLOSSARY OF TERMS

Academic Standards—measures of scholastic excellence held by a university; RWU requires that students maintain a minimum grade point average (GPA) to continue their studies.

Bursar—the university office responsible for student tuition, fees and bill paying.

SCGIP—Peggy and Marc Spiegel Center for Global & International Programs.

Credit Hour—a unit counted toward completion of an academic program. Each course is worth a number of credit hours (also known as “credits”) the number of credit hours reflects the number of hours a student spends in class for that course per week. A typical course offers 3 credit hours. Students typically take 12–15 credit hours per semester. A bachelor’s degree typically requires a total of 120–124 credit hours.

Residence Hall or Dormitory — also known as “dorm,” a university building where students live while going to school, often with shared rooms.

Extracurricular Activities—organized student activities connected with school and usually carrying no academic credit, such as sports, clubs or volunteer activities. Many college applications request a list of high school extracurricular activities.

GPA—grade point average; an average of grades earned, weighted by the number of credit hours earned.

IC— Intercultural Center, located at the north end of Maple Hall.

Minority—a person who is a member of an ethnic group that is small in proportion to other groups.

Mile—a unit of distance equal to 1,609 meters.

Off-campus Housing—apartments and houses not on campus or run by the University.

On-campus Housing—apartments, houses and residence halls located on campus property or run by the college; Almeida and Baypoint are considered on-campus housing.

R.S.V.P. —Is an abbreviation for the French phrase “répondez s’il vous plait” which in English translates to reply if you please. You will see RSVP at the end of invitations or fliers inviting you to events. When you see this abbreviation you are asked to let the sender or sponsor of the program know if you are coming.

SEVIS—(Student and Exchange Visitor Information System) an Internet-based system that maintains accurate and current information on non-immigrant students (F and M visa), exchange visitors (J visa), and their

dependents (F-2, M-2, and J-2). SEVIS enables schools and program sponsors to transmit electronic information and event notifications via the Internet, to the USCIS, USICE and the Department of State (DOS) throughout a student or exchange visitor's stay in the United States.

SSN—Social Security number; a number assigned by the government to U.S. residents at birth and used by many universities as the student identification number. International students are assigned a random student identification number.

TOEFL—Test of English as a Foreign Language; a test that measures the ability of non-native speakers of English to use and understand North American English. At RWU, students with a 550/213/79 TOEFL may be offered direct admission to their undergraduate program; students with a 500-550/173-213/61-79 TOEFL may be offered admission through the RWU ESL Bridge program; students with a TOEFL below 500/173/61 or with no TOEFL score may be conditionally admitted and directed to ELS Language Centers on Campus.

Transcript—an official university record of courses, grades and length of study.



ACADEMIC CALENDAR 2016–2017

Fall Semester 2016: August 31 through December 15, 2016

Aug 23	Tue	International Student Orientation begins
Aug 26	Fri	Residence Halls open for first year students: noon-4:00pm
Aug 27	Sat	Residence Halls open for first year students: 8:00am-12:00 noon Freshman Convocation: 2:30pm
Aug 29	Mon	Residence Halls open for returning students: 12:00 noon Advisement/Registration 10:00am-noon, 1:00-3:00pm
Aug 30	Tue	Fall Faculty Conference: 8:30am Placement Testing: 1:00pm-4:00pm
Aug 31	Wed	Day and Evening classes begin
Sep 1	Tues	Last day to add a course without instructor's permission
Sep 5	Mon	Labor Day: No Day and Evening Classes
Sep 7	Wed	Last day to add a course with instructor's permission
Sep 8	Thu	Last day to make meal plan changes/deletions: 4:00pm
Sep 28	Mon	Last day to drop a course without receiving the "W" (withdrawal) grade
Oct 10	Mon	Columbus Day: No Day and Evening Classes
Oct 11	Tue	Monday classes meet: Day and Evening;
Oct 21	Fri	Warning Grades Due in the Registrar's Office: 2016 Fall Semester
Oct 31	Mon	Advisement period begins for Spring 2015
Nov 4	Fri	Last day to drop a course and receive the "W" (withdrawal) grade
Nov 9	Wed	Registration Begins: 2017 Winter Intercession & Spring Semester
Nov 23	Wed	Residence Halls close: 9:00am
Nov 27	Sun	Residence Halls open: 12 noon
Nov 28	Mon	All classes resume
Dec 9	Fri	Last day of classes
Dec 10-11	Sat-Sun	Reading Days
Dec 12-15	Mon-Thu	Final examinations
Dec 15	Thu	Residence Halls close: 8:00pm
Dec 22	Thu	Final Fall grades due in the Registrar's Office

Winter Intercession 2017: January 3 through January 20, 2017

Jan 2	Mon	University Housing for Winter Intercession students opens: 12:00 noon
Jan 3	Tue	Classes begin
Jan 4	Wed	Last day to add a course
Jan 5	Thu	Last day to drop a course without the "W" (withdrawal) grade
Jan 6	Fri	Last day to drop a course and receive the "W" (withdrawal) grade
Jan 16	Mon	Martin Luther King, Jr. Holiday
Jan 19	Thu	Last day of classes for Winter 2017 Intercession
Jan 20	Fri	Final examinations for all Winter Intercession classes
Jan 24	Tue	Final grades due in the Registrar's Office

Spring Semester 2017: January 25 through May 17, 2017

Jan	18	Mon	Residence Halls open for new students Orientation for new students begins
Jan	19	Tue	Placement Testing: 1:00pm-4:00pm New student advisement and registration Residence Halls open for returning students: 8:00am In-person late registration for returning students: 10:00am - 12:00pm, 1:00pm - 3:00pm
Jan	25	Wed	Day and Evening classes begin
Feb	1	Wed	Last day to add a course without instructor's permission
Feb	8	Wed	Last day to add a course with instructor's permission Last day to make meal plan changes/deletions: 4:00pm
Feb	20	Mon	Presidents Day: No Day and Evening classes
Feb	22	Wed	Monday Classes meet: Day and Evening; Wednesday classes do NOT Last day to drop a course without the "W" (withdrawal) grade
Mar	9	Thu	August and December Graduate Degree Applications due in the Registrar's Office
Mar	10	Fri	Warning Grades due in the Registrar's Office Residence Halls close: 7:00pm
Mar	11-19	Sat-Sun	Spring Break
Mar	19	Sun	Residence Halls open: 12:00 noon
Mar	20	Mon	All classes resume Advisement period begins for Fall 2017
Mar	24	Fri	Last day to drop a course and receive the "W" (withdrawal) grade
Mar	27	Mon	Registration begins for Summer and Fall and 2017
Apr	14	Fri	University Holiday- All Offices Closed - No Day and Evening Classes
May	10	Wed	Last day of classes: No examinations
May	11	Thu	Reading Day Final examination: Evening classes
May	12	Fri	Final examination: Day classes Final examination: Evening classes
May	13-14	Sat-Sun	Reading Days
May	15-17	Mon-Wed	Final examination: Day classes Final examination: Evening classes
May	18	Thu	Senior Day Rehearsal/Barbeque Resident Halls close (except for graduating students): 12:00 noon
May	20	Fri	Commencement: 10:00am Resident Halls close for graduating students: 7:00pm
May	23	Tue	Final grades due in the Registrar's Office

Summer Session I 2017: May 23 through August 1, 2017

Summer Session I (3 week, 5 week, and 10 week courses)

May	22	Mon	University Housing opens for Summer I students (3 week, 5 week, and 10 week courses) 1:00pm
May	23	Tue	Classes begin for Summer Session I (3 week, 5 week, and 10 week courses)
May	24	Wed	Last day to add a course without instructor's permission for Summer Session I (3 week courses)

May 25	Thu	Last day to add a course with instructor's permission for Summer Session I (3 week courses)
May 26	Fri	Last day to drop a Summer session I (3 week courses) without the "W" (withdrawal) grade
May 31	Wed	Last day to add a course without instructor's permission for Summer Session I (5 and 10 week courses)
May 30	Tue	Last day to drop a Summer Session I (3 week courses) and receive the "W" (withdrawal) grade
May 30	Mon	Memorial Day: No Day and Evening classes
Jun 2	Fri	Last day to add a course with instructor's permission for Summer Session I (5 and 10 week course)
Jun 7	Wed	Last day to drop a Summer Session I (5 and 10 week courses) without the
Jun 9	Fri	Last day to drop a Summer Session I (5 and 10 week courses) and receive the "W" (withdrawal) grade
Jun 14	Wed	Last day of classes for Summer Session I (3 week courses)
Jun 15	Thu	Final examination day for Summer Session I (3 week courses)
Jun 16	Fri	Residence Halls close for students who only took Summer Session 1 (3 week courses)
Jun 20	Tue	Summer Session 1 (3 week courses) final grades due in the Registrar's Office
Jun 23	Fri	Summer Session 1 (5 week courses) last day of classes
Jun 26	Mon	Summer Session 1 (5 week courses) Final examinations
Jun 27	Tue	Residence Halls close for students who only took Summer Session 1 (5 week courses)
Jul 3	Mon	Summer Session 1 (5 week courses) final grades due in the Registrar's Office
Jul 4	Tue	JULY 4th HOLIDAY OBSERVED: No Day and Evening Classes
Jul 28	Fri	Last day of Classes for Summer Session I (10 week courses)
Aug 1	Tue	Summer Session I (10 week courses) Final examinations
Aug 2	Wed	Residence Halls close for Summer Session I (10 week courses) students
Aug 7	Mon	Summer Session I (10 week courses) final grades due in the Registrar's Office

Summer Session II 2017: June 27 through August 1, 2017

Jun 26	Mon	University Housing opens for Summer Session II students: 1:00pm
Jun 27	Tue	Classes begin for Summer Session II
Jun 30	Fri	Last day to add Summer Session II a course without instructor's
Jul 4	Tue	JULY 4th HOLIDAY OBSERVED: No Day and Evening Classes
Jul 5	Wed	Last day to add a Summer Session II course with instructor's permission
Jul 7	Fri	Last day to drop a Summer Session II course without receiving the "W" (withdrawal) grade
Jul 12	Wed	Last day to drop a Summer Session II course and receive the "W" (withdrawal) grade
Jul 28	Fri	Last day of classes for Summer Session II
Aug 1	Tue	Final examinations for Summer Session II
Aug 2	Wed	Residence Halls close for Summer Session II students
Aug 7	Mon	Final grades due in the Registrar's Office for Summer Session II

HOW TO CONTACT US

If you are already in the USA, you may contact any office on campus toll-free by calling 1-800-458-7144

Cassidy Hammond *Assistant
Director, International Student
Affairs Intercultural Center*
E-Mail:
chammond@rwu.edu
Phone: 401-254-3400

Bill Abbate
Director of International Recruitment
E-Mail:
babbate@rwu.edu
Phone: 401-254-3411

Marcy Farrell
*Director of International Faculty
Exchange Program
Spiegel Center for Global &
International Programs*
E-mail:
mfarrell@rwu.edu
Phone: 401-254-5625
Fax: 401-254-3575

Theresa Capelo
Associate Director of Housing
E-Mail: tcapelo@rwu.edu
Phone: 401-254-3161

Bursar's Office
(For questions about your bill and payments)
E-Mail: bursar@rwu.edu
Phone: 401-254-3520

Health Services
(For questions about your immunization form)
E-Mail: klebreux@rwu.edu
Phone: 401-254-3156

Orientation Office
E-Mail: orientation@rwu.edu
Phone: 401-254-3385

Public Safety (Security) Office
(Available 24 hours a day)
Phone: 401-254-3611

Tutorial Support Services (TSS)
Center of Academic Development,
2nd Floor Main Library
Phone: 401-254-3219

Registrar's Office
Administration Building
Phone: 401-254-3510

FINAL DEPARTURE CHECKLIST

- **Passport with appropriate travel visa**
- **Student visa certificate of eligibility (I-20 or DS-2019)**
- **Proof of financial support**
- **Medical records, including immunization records**
- **International Student Arrival Guide**
- **Contact the Intercultural Center regarding your arrival if you need to be picked up at the airport or bus station in Providence**
- **Airline Tickets**
- **Official Academic Documentation**



TO DO UPON ARRIVAL

- **Check in with the Intercultural Center**
- **Pick up keys and move into your assigned residence hall**
- **Attend orientation sessions**
- **Contact your family to let them know you arrived safely**



Safe travels and we look forward to meeting you when you arrive!

NOTES

NOTES

Roger Williams
University

Intercultural Center
One Old Ferry Road
Bristol, Rhode Island 02809-2921 USA
401-254-3121 (telephone)
401-254-3688 (fax)