

PASSPORT

TO WEST VIRGINIA STATE UNIVERSITY



CHECKLIST

Please complete everything on this checklist before you leave home.

- Confirm your passport is valid for at least six months after the date you arrive in the U.S.
- Apply for and receive your F-1 Student Visa.
- If you receive your Measles, Mumps and Rubella (MMR) vaccine before coming to the U.S., bring confirmation of the vaccination (in English) from your doctor with you to orientation.
- Make sure to have your room and board already planned before your departure if you do not plan to stay on campus.
- Schedule airport transportation two weeks before arrival with international@wvstateu.edu**



WELCOME

Dear International Student,

Welcome to West Virginia State University (WVSU).

The students, faculty and staff are excited that you have selected WVSU to pursue your academic goals.

The purpose of this guide is to provide relevant and helpful information to assist you as you prepare to join us in the United States. Let us know if you have any questions. We will be with you every step of the way.

Safe travels, we are glad to have you.

Go State!

What to carry on the plane:

- Valid passport and F-1 Visa
- Original I-20
- Paper receipt of Form I-901
- All papers from the WVSU Office of International Affairs
- Evidence of funding for your tuition fees and living costs, including sponsor letter if appropriate
- Enough money for your first few weeks
- Health forms and immunization documentation
- Official transcripts or test scores needed to present during orientation
- Insurance documents
- Any valuable items
- A copy of all prescriptions for medicines, eyeglasses and contact lenses, written in English
- The WVSU arrival contact phone number (304) 766-3000



WHAT TO PACK



WEATHER

West Virginia's climate has four seasons with moderate temperatures ranging from 5°C in January, 20°C in April, 30°C in July and 20°C in October. You will need clothing for both warm and cold seasons.



FOOD

There are a variety of dining options available on-campus as well as in Charleston and surrounding areas. In addition, there are grocery stores nearby where vegan, vegetarian and Halal options are available.



CULTURAL ITEMS

There are many opportunities for international students to share their culture on campus during festivals and special events. Please consider bringing your national dress or other clothes associated with a hobby or sport you enjoy in your country such as sports attire, dance costumes, etc. You also may wish to bring items such as photos, books, souvenirs, recorded music and musical instruments.



STUDENT VISA

GET YOUR F-1 STUDENT VISA

You must have a valid passport to obtain a U.S. visa. Your passport should not expire for at least six months while in the U.S. Before visiting the U.S. Consulate for your visa interview, please read the instructions on the I-20 Certificate of Eligibility.

Your spouse or child(ren) may be able to accompany you on an F-2 dependent visa. F-2 dependent visa holders are not allowed to work or study at an institution.

TRANSFER AND DELAY INFORMATION

If you plan to travel outside the U.S. before your first term at WVSU, please indicate before leaving the U.S. that you will need the WVSU I-20 for re-entry purposes.

If you are unable to obtain a visa before the start of the term, please contact WVSU immediately at international@wvstateu.edu or +1 (304) 766-3063.

SEVIS I-901 FEE

Pay the fee at least three business days before you apply for your visa interview. You will need to pay with a credit or debit card and print the receipt as it is required at your interview. This fee is in addition to the visa application fee. Continuing students transferring from another U.S. institution and dependents applying for an F-2 visa usually do not need to pay the SEVIS I-901 fee.

Graduate WVSU F-1 school code:
PHI214F10263001

Undergraduate and ESL WVSU
F-1 school code:
PHI214F10263000

The WVSU J-1 school code:
P-1-14079

Your U.S. Embassy or Consulate:
www.usembassy.gov

U.S. Department of State:
www.travel.state.gov

WVSU Office of International Affairs:
+1 (304) 766-3063
international@wvstateu.edu



ARRIVING IN THE U.S.

LET US KNOW YOU ARE COMING

Please provide your flight arrival details (flight number, airline name, arrival date and time) 14 days before arrival to international@wvstateu.edu.

When booking flights, remember that you should arrive in Charleston, West Virginia (CRW) at least one day before the program start date on your I-20.

ENTERING THE US

As an F-1 student, you are allowed to enter the U.S. no earlier than 30 days before the program start date listed on item #5 of your I-20. If you arrive after the start date listed on your I-20, you may be denied entry to the U.S.

Be sure to have the following documents with you on the plane and ready to present at the U.S. port of entry:

- Original I-20
- Valid passport
- F-1 Visa
- SEVIS I-901 fee payment receipt
- Documentation of finances for your first year of studies

FORM I-94

Customs and Border Patrol has automated the I-94 process for travelers applying for admission at U.S. ports of entry. Air and sea travelers no longer need to complete paper form I-94. If the I-94 number is needed, you may obtain and print a paper I-94 at: <https://i94.cbp.dhs.gov/>

U.S. CUSTOMS DECLARATION FORM

You also will receive the U.S. Customs Declaration form to complete during your flight. You must complete this form and present it to the immigration official when you enter the U.S.

ARRIVING IN WEST VIRGINIA

YEAGER AIRPORT (CRW)

The airport is approximately 20 minutes by car to campus. Be sure you are arriving in Charleston, West Virginia, NOT Charleston, South Carolina. Be sure the airport code is CRW.

WVSU AIRPORT TRANSPORTATION SERVICE

If you need airport transportation, you must email your arrival details 14 days prior to arrival to: international@wvstateu.edu. If you have arranged airport pick-up with WVSU, please wait by the baggage claim area and a WVSU staff member will meet you at the designated time.

If your flight is delayed, you cannot find the WVSU staff member for pick-up, your baggage is lost, or you experience any other problems during your travel to West Virginia, call the

WVSU Office of International Affairs immediately at +1 (304)-766 3000. If it is during the night, please stay at a nearby hotel.

RESIDENCE HALL MOVE-IN DATES

On-campus housing accommodations in the residence halls will not be available until the weekend before your program start date. The specific move-in date for your program will be sent to you with confirmation of your housing reservation. If you arrive before your on-campus housing is ready you will need to stay in a local hotel.

BANK ACCOUNTS

You will need to open a checking or savings account with a bank after arriving. You usually need two pieces of picture identification (passport and WVSU ID card), your local mailing address and money to open an account.



LIVING ON CAMPUS

CASH AND CREDIT/DEBIT CARDS

You should not carry large amounts of cash. Carry smaller bills when you arrive for food, phone calls and other inexpensive purchases. The most accepted credit cards in the U.S. are Visa and MasterCard. It is best to apply for a credit card in your home country, as it is not easy for international students to obtain credit cards in the U.S. If you would like to take cash from your credit or debit account you can use a Plus, Cirrus, Interlink, or Star Network bank card to make a cash withdrawal from machines on campus and in Charleston.

TRANSFERRING MONEY

Some countries have strict rules about transferring money to the U.S.

- Make arrangements with your government and learn your bank's procedures for transferring funds abroad.

- Transfer enough money to cover expenses for one term in addition to tuition paid. The amount of money you will need each term varies with your living situation and lifestyle.
- You should have access to at least \$500 or more to cover cell phone deposit and plan, and other living expenses.

CELL PHONES

Many students need changes to their cell phone plans once they arrive in the U.S. During Orientation, there is time for you to meet with potential cell phone providers and choose the plan that is best for you. While some companies require a two-year contract to get service, there are also monthly plans available with some carriers. Don't worry, we will help you with this once you arrive!

Undergraduate and English as a Second Language students are required to live on campus for their first two years at WVSU.

Students may choose a single room in either a traditional residence hall or suite style. Once housing assignments are made, we will email your housing confirmation and assigned building. Room numbers will not be available until you arrive.

Graduate students may live in residence halls if space is available.

WVSU requires first and second year students enrolled for 12+ credit hours to live in residence halls and participate in a meal plan. This excludes summer sessions and is applicable until students attain junior status (58 credit hours), reach age 21, have graduated from high school two years prior to the academic year, or exemption is granted by the Office of Enrollment Management and Student Affairs.

The following items will be provided for you:

- Bed
- Extra-long or regular twin mattress
- Window covering
- Desk and chair
- Closet
- Television cable connection
- Ethernet port access
- Trash and recycling bins
- Free wireless internet

If you need bed or bath linens, there are stores near campus where you can buy these and other necessities.



OFF-CAMPUS HOUSING

APPLIANCES

U.S. electrical outlets are 110 volts AC. If you are bringing an appliance, phones and other electronic items like computers or laptops, you may need a voltage adapter. The U.S. has its own standard of electrical socket (NEMA) which may require a plug adapter as well.

We recommend purchasing most appliances and electronics after you arrive. Many appliances (like rice cookers or electrical teapots) are not allowed in residence hall rooms and are available for use in the dining room.

Refrigerators should be no larger than 4.6 cubic feet max, 1.8 amps, 110 volts, University approved only. In the interest of fire prevention, electrical outlets must not be overloaded.

No devices for the purpose of cooking are allowed in residence hall rooms, with the exception of the following: pop-up toasters (not toaster ovens), blenders, can openers, coffee makers and juicers. Microwave ovens are permitted in student rooms provided the microwave oven has been University approved and does not exceed 700 watts.

Many housing options are available to Graduate students and other students not living in campus housing. WVSU has apartments available on-campus. For more information, please email: international@wvstateu.edu.

HOTELS

If you arrive before the move-in date for your program, you will need to make arrangements with campus housing for a temporary assignment at a daily rate or stay in a local hotel

Holiday Inn Express & Suites

410 New Goff Mountain Rd, Cross Lanes, WV 25313

- Front desk staffed 24 hours a day
- Securely locked exterior doors
- Wireless high-speed internet
- Laundry facilities
- Free breakfast
- Fitness center
- Computer lounge



DINING ON CAMPUS

The Meal Plan allows students to enter WVSU dining halls as many times a day as they wish. This plan gives students access to a dining facility every day at WVSU, including break periods.

Goldston Dining Room

Located at James C. Wilson University Union

Monday	7:30a.m.-9:30a.m. 11:30a.m.-1:30p.m. 5:00p.m.-7:00p.m.
Tuesday	7:30a.m. -9:30a.m. 11:30a.m.-1:30p.m. 5:00p.m.-7:00p.m.
Wednesday	7:30a.m.-9:30a.m. 11:30a.m.-1:30p.m. 5:00p.m.-7:00p.m.
Thursday	7:30a.m.-9:30a.m. 11:30a.m.-1:30p.m. 5:00p.m.-7:00p.m.
Friday	7:30a.m.-9:30a.m. 11:30a.m.-1:30p.m. 5:00p.m.-7:00p.m.
Saturday	10:45a.m.-12:15p.m. 4:30p.m.-6:00p.m.
Sunday	10:45a.m.-12:15p.m. 4:30p.m.-6:00p.m.

William F. Pickard Café

Located at Keith Scholars Hall

Monday through Friday
7:00p.m.-11:00p.m.

Mondo Subs

Located at James C. Wilson University Union

Monday	11:00a.m.-4:00p.m.
Tuesday	11:00a.m.-5:00p.m.
Wednesday	11:00a.m.-10:00p.m.
Thursday	11:00a.m.-5:00p.m.
Friday	11:00a.m.-10:00p.m.
Saturday	11:00a.m.-3:00p.m.
Sunday	11:00a.m.-4:00p.m.

BRB - Be Right Burger

Located at James C. Wilson University Union

Monday	11:00a.m.-10:00p.m.
Tuesday	11:00a.m.-5:00p.m.
Wednesday	11:00a.m.-10:00p.m.
Thursday	11:00a.m.-5:00p.m.
Friday	11:00a.m.-10:00p.m.

Starbucks

Located at James C. Wilson University Union

Monday	10:45a.m.-12:30p.m. 4:30p.m.-6:00p.m.
Tuesday	7:00a.m.-7:00p.m.
Wednesday	7:00a.m.-7:00p.m.
Thursday	7:00a.m.-7:00p.m.
Friday	7:00a.m.-7:00p.m.
Saturday	7:00a.m.-7:00p.m.
Sunday	10:45a.m.-12:30p.m. 4:30p.m.-6:00p.m.

SAFETY ON CAMPUS

WVSU is generally very safe and West Virginia has one of the lowest crime rates in the U.S. However, this does not mean crime does not happen. Your safety is largely your responsibility and you should not engage in any activity that puts you in danger. Here are some tips on how to stay safe:

Review our Emergency Procedure Guide.

Do not walk alone late at night.

At night, use well-lit and well-traveled routes. Avoid dark, vacant areas.

Always lock your doors and windows.

Trust your instincts. If you do not feel comfortable in a situation, leave.

Use the WVSU Help Phones, identified by a blue light, located on campus.

Use the buddy system or the WVSU Public Safety officers if an escort is needed.

- All Emergencies: **911**
- University Public Safety: +1 (304) 766-3353, +1 (304) 766-3181 (after business hours)



ORIENTATION

Please report to WVSU Office of International Affairs on your program start date at 8:30 a.m. At orientation you will:

- Take an English language placement test
- Take a math placement test (undergrad only)
- Confirm all required health/admissions documents
- Pay any balances owed
- Learn about student visa regulations

Be sure to bring the following with you to orientation:

- Passport, visa and I-20
- Transcripts or test scores
- Proof of MMR immunization

All new students will take an English evaluation to determine their appropriate course level. You will be able to register for your classes only after you have taken the placement test, all admissions documents have been verified, full payment of tuition has been made, and you have fulfilled the immunization requirement.

LATE REGISTRATION FEE

Students who arrive late or do not complete the registration requirements noted on time may be subject to a late registration fee of \$250. This fee will be charged to your student account and you will not be able to register for your classes until all balances have been paid.

TEXTBOOKS

We will provide you with information about your textbooks after you arrive. The cost of textbooks may be \$500-\$2,000 per year. Books can be purchased on campus at the university bookstore.

IMMUNIZATIONS

WVSU requires all students to have Measles, Mumps and Rubella (MMR) vaccination (except four week ESL students). You must bring proof of receiving this vaccination or start the vaccination series during your first week of class.

Proof of MMR must:

- Include your name and birth date
- Show proof of two vaccinations for MMR
- Be at least 28 calendar days between the two vaccinations
- Include day, month and year of vaccinations
- Be signed by a doctor, nurse or school official and dated after the last MMR
- Be translated into English

IMMUNIZATION RECOMMENDATIONS

Review your records with your doctor before departing to ensure they are up-to-date. The following are vaccinations recommended by the American College Health Association:

- Tetanus and Diphtheria
- Hepatitis B
- Meningococcal
- Varicella (Chickenpox)
- Tuberculin Skin Test (TB Screening)

The screening for tuberculosis is recommended for all students from regions where TB is common (areas of Africa, Asia, Central and South America). Individuals with a positive skin test will be referred for medical evaluation.



HEALTH INSURANCE

WVSU requires all international students to have health insurance. The WVSU Student Health Insurance Plan is automatically added to your invoice.

Sponsored students: If your sponsor's health insurance coverage meets the waiver requirements, you will not be charged. Please confirm this prior to arrival.

If you have health insurance from your home country and would like to remove the WVSU Health Insurance Plan, you must verify that your insurance company provides equal or greater coverage than required by the state of West Virginia.

If you have your own health insurance, and it is approved at least four weeks prior to your start date, the charge for the WVSU Student Health Insurance Plan will be removed from your account.

Most travel insurance policies purchased in your home country will not meet the university's insurance requirements.

PRESCRIPTIONS

Bring a copy, in English, of ALL prescriptions for medicines, eyeglasses and contact lenses with you to the U.S.

STUDENT HEALTH SERVICES

Health care services are provided on campus at the Thomas Care Clinic inside the WVSU Student Union for illnesses affecting students such as cold, flu, upset stomach, etc. WVSU will cover the co-pay for the visit. There are some costs students will be individually responsible for, should the need arise, including:

- Cost of any medication
- Cost of any dental services
- Cost of X-rays or laboratory work done outside the Care Clinic
- Cost of referred specialist
- Cost of hospital services
- Cost of emergency transportation (ambulance)
- Cost of optical services (glasses, etc)

WVSU STUDENT SERVICES

West Virginia State University provides a range of programs and services promoting social, physical, personal and academic well-being. The team helps students settle into life in the Charleston area upon arrival, provide social opportunities and many resources tailored to the specific needs of international students.

SERVICES

- Arrival support
- Emergency phone +1 (304) 766-3000.
- Academic support
- Social activities and programming
- Housing and dining assistance
- Orientation to WVSU and Charleston

WVSU ALERTS

We will help you sign up for WVSU Alerts, our on-campus immediate notification system. If you wish to receive WVSU Alerts by phone or text message in addition to email, please have your cell phone number available.

ACTIVITIES FOR STUDENTS

While the main reason for coming to West Virginia State University is to study, social activities will help you adjust to life in the U.S. and allow you to develop a network of friends to make your stay more enjoyable. WVSU offers numerous options for socializing, experiencing the arts and taking part in sports. The Office of International Affairs also organizes trips and activities designed to help students make the most of their time with us.

COMPUTERS AND INTERNET ACCESS

All residence hall rooms are equipped with wifi and high-speed ethernet connections to the internet. You will need to provide your own ethernet cable. Students without their own computer can use the conveniently located computer labs in the University Union and several other locations around campus. The Library and the University Union have high-speed wireless computer access.



WVSU STUDENT SERVICES

TECHNOLOGY SUPPORT

Hamblin Hall 123
+1 (304) 766-3261
helpdesk@wvstateu.edu

Free Wi-fi access. Connect to:
WVSU-Wireless

For help with PC hardware and software issues, network outages, report requests, or telephone problems, please submit a work order by logging into mystate.wvstateu.edu

FITNESS CENTER

The University Union Fitness Center is a facility designed for students, faculty, and staff; providing quality opportunity for exercise. The facility is located on the lower level of the Union. The Fitness Center offers a variety of equipment. A WVSU ID card is required for admittance.

All currently enrolled students are welcome to use the Fitness Center. A Waiver, Release of Liability and Consent to Medical Attention must be signed before first

use. Extended memberships are available at discounted rates. Call (304) 766-3174 for more details.

Hours of Operation

During Academic Semesters
M-F, 7:00a.m. – 9:00p.m.
Sat & Sun, 10:00a.m. – 8:00p.m.

During Breaks

M-F, 7:00a.m. – 7:00p.m.
Sat & Sun, CLOSED
The Fitness Center is closed the week of Thanksgiving and approximately two weeks during Christmas.

KEEPING IN CONTACT WITH HOME

Arriving in the U.S. will be an exciting time but please do remember that your family and friends may worry about you. Remember to contact them and let them know you are safe!

CONTACT INFORMATION

Office of International Affairs
Website: www.wvstateu.edu/international
E-mail: international@wvstateu.edu
Phone: +1 (304) 766-3063
Facebook: [wvstateu](https://www.facebook.com/wvstateu)
Twitter: [@wvsuOIA](https://twitter.com/wvsuOIA), [@WVStateU](https://twitter.com/WVStateU)
WVSU University YouTube: youtube.com/WVSU1891

ADDITIONAL RESOURCES

Placement Testing – Accuplacer
108 Wallace Hall, +1 (304) 766-3278.

Office of Career Services and Cooperative Education
216 Wallace Hall, +1 (304) 766-3250, careerserv@wvstateu.edu
Career planning, job searches, and CLEP or DSST tests (tests for College Level Credit).

Financial Aid

125 Ferrell Hall, +1 (304) 204-4639, fadocs@wvstateu.edu
Questions about financial aid, FAFSA, scholarship requirements, and work study.

Cashier's Office

117 Ferrell Hall, +1 (304) 766-3141, cashier@wvstateu.edu
Financial holds on accounts, parking passes, parking tickets, billing questions.

Counseling and Academic Support Services

125 Sullivan Hall East, +1 (304) 766-3168
Counseling services, tutoring, disability services, study skills.

Registration and Records

128 Ferrell Hall, +1 (304) 766-4146
Registration holds on records, transfer credit questions, adding/dropping courses after add/drop deadline, and withdrawals.



CONTACT INFORMATION

Tutoring Centers

117 Wallace Hall, +1 (304) 766-5231
Monday through Thursday 10:00a.m. - 7:00p.m.
TAP Room, Drop in Math and Science tutoring,

Writing Center

2nd Floor of the Library, +1 (304) 766-3041
Monday through Thursday 10:00a.m. - 7:00p.m.

Language Lab

218 Ferrell Hall, +1 (304) 766-3217
Spanish and French Tutoring

Peer Tutoring

117 Sullivan Hall, East, +1 (304) 766-3041
Tutoring by appointment in a variety of subjects

Smarthinking

In a variety of subjects to help you succeed! 24 hours a day.
Live, Online Tutoring. Submit writing assignments for review
+1 (304) 766-3041.

Log on at www.services.smarthinking.com

Username: your complete WVSU email address

Password: wvstate

Drain-Jordan Library

The Drain-Jordan Library houses nearly 150,000 book volumes, e-books, e-journals, government documents and a wealth of non-print and archival resources. The main floor is home to over 70 computers for public use, including laptops available for checkout within the building. Friendly, highly-trained staff is available to help you with all your information needs.

+1 (304) 766-3116

Monday through Thursday 8:00a.m.-10:00p.m.

Friday 8:00a.m.-5:00p.m.

Saturday 10:00a.m.-7:00p.m.

Sunday 1:00p.m.-9:00p.m.

University Union Computer Lab

Monday through Friday 8:00a.m. - 10:00p.m.

Saturday and Sunday 9:00a.m.-7:00p.m.

Honors Program

215 Hamblin Hall
+1 (304) 766-3292

Leadership Certificate Program

309 Sullivan Hall East
+1 (304) 766-5149

WVSU Athletics

Facebook: WVSU Yellow Jackets

Twitter: @WVSU GoJackets

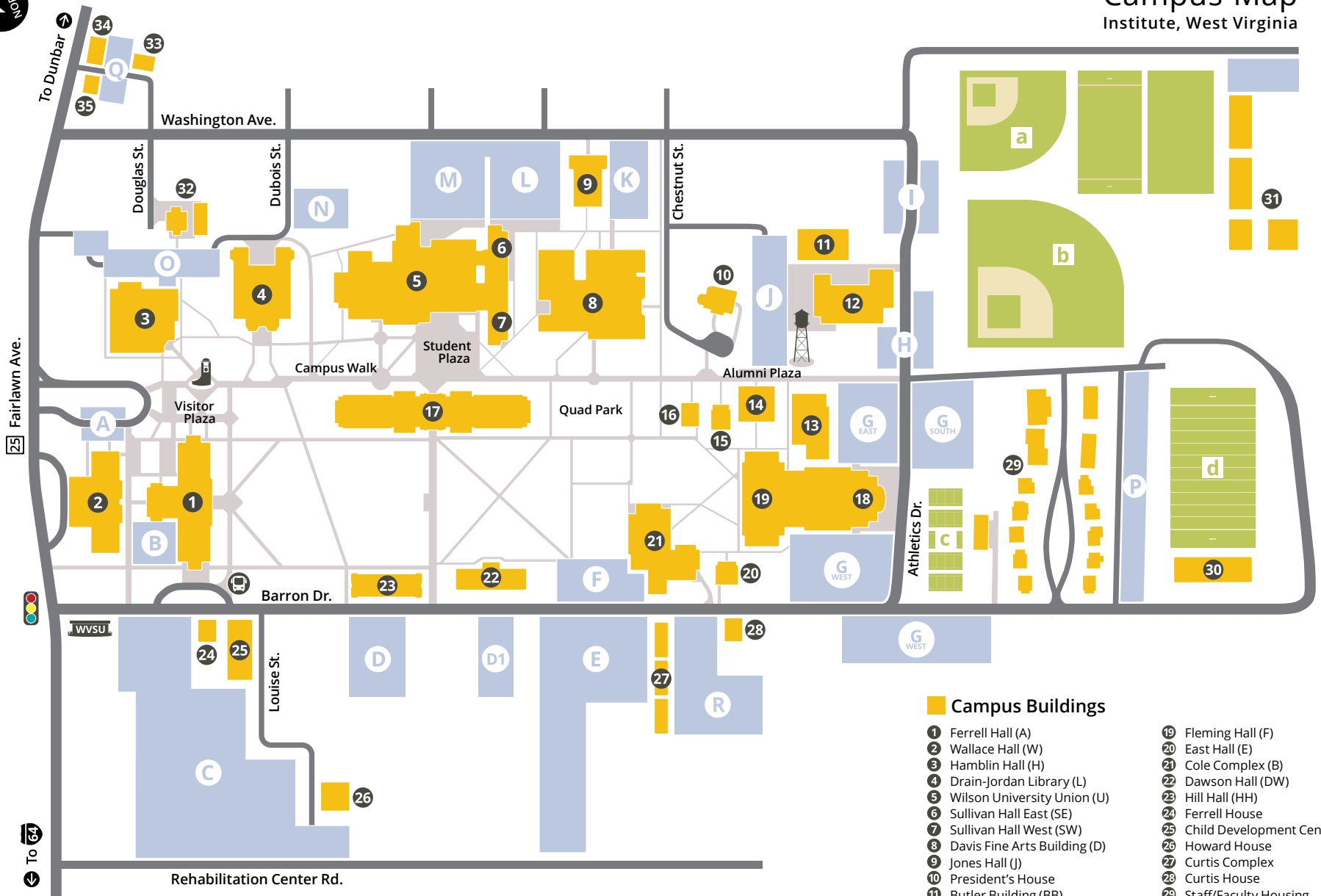
Women's Sports: Basketball, Softball, Cross Country, Volleyball and Tennis

Men's Sports: Baseball, Basketball, Football, Golf and Tennis



Campus Map

Institute, West Virginia



Campus Buildings

- | | |
|------------------------------------|---------------------------------|
| 1 Ferrell Hall (A) | 19 Fleming Hall (F) |
| 2 Wallace Hall (W) | 20 East Hall (E) |
| 3 Hamblin Hall (H) | 21 Cole Complex (B) |
| 4 Drain-Jordan Library (L) | 22 Dawson Hall (DW) |
| 5 Wilson University Union (U) | 23 Hill Hall (HH) |
| 6 Sullivan Hall East (SE) | 24 Ferrell House |
| 7 Sullivan Hall West (SW) | 25 Child Development Center |
| 8 Davis Fine Arts Building (D) | 26 Howard House |
| 9 Jones Hall (J) | 27 Curtis Complex |
| 10 President's House | 28 Curtis House |
| 11 Butler Building (BB) | 29 Staff/Faculty Housing |
| 12 McNeill Facilities Building (M) | 30 Monroe Athletic Complex (MA) |
| 13 Ferguson-Lincoln Building (R) | 31 Research Station |
| 14 Erickson Alumni Center | 32 H.O.U.S.E. Project |
| 15 Cauty House (C) | 33 Aerospace Education Lab |
| 16 Campbell Conference Center (CC) | 34 ACEOP Building |
| 17 Judge Keith Scholars Hall (K) | 35 Toney House |
| 18 Walker Convocation Center | |

Athletic Fields

- a Softball Field
- b Calvin L. Bailey Baseball Field
- c Marvin D. Mills Tennis Courts
- d Lakin Field at Dickerson Stadium

- Parking
- Transit Stop



WEST VIRGINIA STATE
UNIVERSITY

wvstateu.edu

