

ARRIVAL ASSISTANCE INFORMATION & ORIENTATION REQUIREMENTS

Spring 2024

**** Updated November 06, 2023****

Arrival Details

Arrival Dates: Wednesday, January 03, 2024



**Orientation
is required!**

International Student Orientation:

Orientation Dates: Thursday, January 04 and Friday, January 05, 2024

A breakdown of the Orientation schedule is available at <https://www.eiu.edu/international/intlstudentorientation.php>. OISS will keep you informed as to what the final schedule requires.

First day of Class: Monday, January 08, 2024

Enrollment Fee

The Office of International Students and Scholars requires a non-refundable fee of \$115 to let us know of your intent to enroll. This deposit will be credited toward the International Student Fee for your first semester at EIU.

Transcripts

You are required to submit final, official educational records after admission. Transcripts must bear the seal and signature of the appropriate school official, and be accompanied by an official English translation if necessary. You may present the final documents after arrival, but OISS prefers that official forms are sent prior to arrival.

Students with transfer credit must submit official educational records as soon as possible to facilitate the transfer credit process. For transfer credit, students must submit either of the following:

- External evaluation provided by World Education Services (WES) or Education Credential Evaluation (ECE)
- Syllabi/class plan for courses taken

Without official copies of your educational records, you will be unable to enroll for classes and your SEVIS ID will be terminated.

Immunization Records

You may upload your immunizations through the D2L Orientation. But please also bring your official immunization records with you so you can submit them to the EIU Medical Clinic. Students who are not fully vaccinated are able to receive vaccinations on campus. Immunization records must be signed and dated by a nurse or physician. If records are not in English, they must be accompanied by a certified translation.

All incoming students are required to show proof of:

- Three doses of Diphtheria, Tetanus, Pertussis vaccine. One must be a Tdap (contain acellular pertussis component). The last dose must have been received within the past 10 years.
- Two doses of Measles, Mumps, Rubella (MMR) after your first birthday
- Covid-19 vaccination (whether one dose or two)
 - EIU expects every student who plans on taking any in-person classes on campus to receive a full COVID-19 vaccination.

All incoming students under the age of 22 are also required to show proof of:

- One dose of meningococcal conjugate vaccine on or after your 16th birthday

Registration

Some students will have already been in contact with their Academic Advisor or Graduate Coordinator regarding registering for classes. If not, you'll meet with them after your arrive to figure out your schedule.

Payments – On-Campus Housing payment

Contact [EIU Housing](#) before arrival to reserve your on-campus housing. Email Ms. Lindsay Partlow at lnpartlow@eiu.edu.

Tuition

Tuition bills are available on PAWS (Panther Access to Web Services) around the first of each month **after you register for classes**. PAWS is an online system which enables students, faculty, staff, and alumni to access a variety of information. Information regarding your student account is located at https://www.eiu.edu/busofc/bursar_payment.php. Tuition payments will be paid after you have registered for classes. You can make monthly tuition payments, but there is a 1% finance charge on monthly outstanding balances. To avoid a finance charge, the bill must be paid in full after the first billing. Bills are generated monthly for any activity that might occur on your student account. Please check your PAWS account/billing statement every month. Bills are due in full by the end of the semester.

Costs

Be prepared to pay for all expected costs ([undergrad](#) or [grad](#)). If you are **not** able to pay, please defer your admission. We do require a financial affidavit as well as a bank statement proving sufficient funds. There are jobs available on campus but you should not depend on them to pay your bills. Scholarships are also not guaranteed. (J-1 students, please keep in mind that there are fees that are not covered by EIU.) To see the most updated prices, please go to the Cost page located on the OISS website. (Prices do change per year.)

Weather

Be prepared with the appropriate clothing since we will be walking outside during orientation. The chart below shows the average temperature you can expect during all four seasons.

Weather	Summer	Fall	Winter	Spring
High Temperature	30 °C	18 °C	4 °C	19 °C
Low Temperature	18 °C	7 °C	-5 °C	7 °C

TO DO LIST:



HOUSING

Reserve housing for your stay at Eastern Illinois University.

All undergraduate, first year students are required to live on campus during their first year. There are four main choices for permanent housing around EIU's campus:

- A. Residence Halls (On-Campus)
- B. University Apartments (On-Campus)
- C. University Court (On-Campus)
- D. Privately-Owned Housing (Off-Campus)

A. Residence Halls (On-Campus):

All First-Year undergraduate students are required to live in the residence halls. EIU offers 11 different residence halls. For a list of services in each hall, please see EIU's Housing and Dining webpage at: <http://www.eiu.edu/housing>. To reserve a room, please send Lindsay Partlow (Inpartlow@eiu.edu), Housing Administrator, the following information:

Student Name

Gender

Year in school (undergraduate 1st, 2nd, 3rd, or 4th; Graduate)

Date of birth (month, date, year)

Are you planning to stay in the residence halls during breaks? (i.e. Spring Break)

The steps for securing a room in one of the residence halls are to complete the Housing Application and pay a \$50 non-refundable Application fee; complete the Room and Board Contract and Preference Sheet; and pay a \$250 Housing Down Payment. All residence hall contracts also include a meal plan. You may not live in residence halls without a meal plan.

As an international student, mailing paperwork and payments back and forth can sometimes be difficult. Please be assured that the Housing Office is already holding rooms aside in the Residence Halls specifically for international students. You may complete your housing process in one of two ways:

- Online: Using your MYEIU portal, you can complete all of the housing steps online, including payments. You must first be admitted to EIU before you will be able to start the housing steps. Inside your MYEIU portal is a Housing Checklist that will detail the items you need to complete. Through your MYEIU portal, you will also be given access to RoomSync, a roommate matching app through Facebook. You may choose to search for a roommate through this service; otherwise, your room assignment and roommate will be assigned to you once you arrive at EIU.
- In person, upon your arrival to EIU:
Please come prepared to pay the \$300 payment (\$50 non-refundable Housing Application fee + \$250 Housing Down Payment). You will complete the paper application and contracts in our office, and your room assignment and roommate will be assigned to you once you arrive at EIU.

B. University Apartments (On-Campus):

University Apartments at EIU include 90 efficiency and one-bedroom apartments. To be eligible to live in University Apartments, a student must meet one of the following stipulations:

- Graduate Student Undergraduate
- Married Student
- Undergraduate Student with children
- Undergraduate Student who is 25 years of age or older

Students meeting a stipulation should send an email to Lindsey Hunter at lshunter@eiu.edu , with the following information:

- Student Name
- Gender
- Year in school (undergraduate 1st, 2nd, 3rd or 4th, Graduate)
- Date of birth (month, date, year)
- Reason you qualify for University Apartments

The steps for securing an apartment are to complete the Housing Application and pay a \$50 non-refundable Application fee; complete the Apartment Contract; and pay a \$250 Housing Down Payment as an international student, mailing paperwork and payments back and forth can sometimes be difficult. You may complete your housing process by using your MyEIU portal. Complete all of the housing steps online, including payments. You must first be admitted to EIU before you will be able to start the housing steps. Inside your MyEIU portal is a Housing Checklist that will detail the items you need to complete.

C. University Court (On-Campus):

University Court at EIU includes two bedrooms. Each resident must find their own roommate before the signing of the contract. You may find more information here: <http://www.eiu.edu/housing/universityct.php>. To be considered for an apartment, please email univcourt@eiu.edu.

D. Privately-Owned Housing (Off-Campus):

There are many private apartments available in Charleston at an average cost of \$350-500 per person each month plus the cost of electricity, water, etc. The information for several rental companies is listed on the Charleston, Illinois Chamber of Commerce website here: <https://www.charlestonchamber.com/>. Click on *Membership*, then *Member Directory*, then use the pull down menu that says “*View All Businesses*” to choose “*Real Estate & Rentals*.”

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AIR TRAVEL & PORT OF ENTRY **Prepare for Port of Entry Inspection.**

The following documents must be with you (not in your checked luggage) for entry into the U.S.:



- A Form I-20, signed by a Designated School Official from Eastern Illinois University
- A valid visa containing your SEVIS ID (unless you are visa-exempt)
- Financial documentation as evidence of ability to pay tuition and living expenses
- A valid passport
- Proof of Payment of the SEVIS I-901 fee

Customs & Border Patrol (CBP) inspection takes place before you collect your luggage, so you must have these documents with you. **Do not put them in your checked luggage!**

Upon inspection of your documents, you may be sent to "secondary inspection" which is an additional search. Often this is done on a random basis and has nothing to do with your specific circumstances. If there is a question regarding your documents, inspectors at the port of entry will attempt to contact us to verify that you should be admitted. It is important that you remain calm during the process. You should have the telephone number of our office with you (in a place such as your wallet).

OISS can be reached at 011 (217) 581-2321 or (217) 276-0888. We recommend you review the Immigrations and Customs Enforcement (ICE) travel FAQs before coming into the United States.

Admission Stamp & Electronic I-94

When you are at the port of entry, the officer will place an admission stamp in your passport and then write the visa status you are being given (F-1 or J-1) and the expiration date. For students in F-1 or J-1 status the expiration is noted with "D/S" which stands for *Duration of Status*. If your stamp shows the incorrect status or a specific date instead of D/S, RETURN to the inspection area and request that your stamp be corrected. In the event this is not possible, please contact OISS the next business day. When you enter the country, an electronic record of your admission, known as the I-94, will also be created. You can retrieve a copy of this record by visiting this page:

<https://i94.cbp.dhs.gov/I94/>.

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ARRIVING AT EIU

It is your responsibility to arrive at O’Hare for the shuttle pickup or provide your own transportation to EIU in Charleston, Illinois. Be sure to plan ahead and pay attention to the timing of your travels.

**** UPDATE ****
EIU will offer the following:
Direct pick-up from Chicago O’Hare International Airport on
Wednesday, January 03

Please provide your travel information on this website:
<https://www.eiu.edu/international/machform/view.php?id=137386>

The following options were listed on your MyEIU portal under *Arrival Information*.

Option #1 – I will need direct pick-up from Chicago O’Hare International Airport Terminal 5 on Wednesday, January 03. The shuttle will arrive at Chicago O’Hare International Airport Terminal 5 between 5:30 – 6:00 pm on Wednesday, January 03. The shuttle will then take you directly to Charleston, IL to Eastern Illinois University’s campus. No further purchases or connections are necessary.

- Option #1 does not have any requirements, other than providing your travel information on this website: <https://www.eiu.edu/international/machform/view.php?id=137386>

Option #2 – I will arrive at EIU’s campus on my own and I do not need the EIU shuttle to pick me up. I will still provide my travel details.

- Option #2 requires you to travel all the way to EIU without the EIU van.

If you have any questions or concerns not addressed here, please email us at international@eiu.edu

We will see you soon!

Your Designated School Officials at Eastern Illinois University are:

Mr. Andy Kabasele	Assistant Dean of International Programs	makabasele@eiu.edu
Mr. Devin Craig	Admissions Specialist	dcraig@eiu.edu
Mr. Tyler Custer	Program Assistant	tmcuster@eiu.edu
Mr. Ben Rienbolt	International Student Coordinator	bcrienbolt@eiu.edu



Office of International Students & Scholars
Eastern Illinois University
600 Lincoln Avenue, Charleston Illinois 61920-3099, USA
OISS Telephone: 011 (217) 581-2321
Emergency Telephone: 011 (217) 276-0888
WhatsApp: 011 (217) 549-0132
www.eiu.edu/international Email: international@eiu.edu