

INTERNATIONAL PRE-ARRIVAL INFORMATION SHEET

- A. Document Checklist.** Keep these documents together in a folder and carry them with you while traveling. Do not pack these items in your luggage. You will need easy access to **** items** when you process through immigration in the airport.
1. **Passport.** **
 2. **I-20 (3-pages).** ** Read all pages so that you understand the content of this document; read and understand page 2 which details the rights and responsibilities of F-1 students and is the basis for you signing page one at the port of entry.
 3. **Acceptance letter** ** and admissions packet of information, including the Peoria Charter Coach flyer (website: www.peoriacharter.com).
 4. Attested marksheets, transcripts and degree certificate/s. Read your acceptance letter and determine if your admission is contingent upon receipt of final or official documents. If yes, bring the needed documents with you in a sealed, signed official envelope; **do not open** this envelope.
 5. Financial certification.
 6. Health or travel Insurance policy. See Health Insurance Blue Flyer in your admissions packet and PDF version.
 7. Bradley University Student Health Form and X-rays from Tuberculosis testing, if you have been tested.
 8. Money, credit card, travelers check, medicine, jewelry, valuables.
 9. Pre-Arrival email attachment sent to you when you were admitted.
- B. Travel Arrangements and Process.**
1. Book your ticket as soon as possible. Plan your arrival at Bradley for approximately 1-2 weeks before the start of classes (August 27).
 2. Book your destination as Chicago IL O'Hare International Airport. (Do **not** book a through flight to Peoria).
 3. Schedule your flight to arrive on a weekday (Monday through Friday during office hours (8AM – 5PM), if possible, taking into account that after you arrive in Chicago, you will need 4-5 additional hours from O'Hare before you arrive in Peoria.
 4. Chicago is at least three hours travel time from Peoria, so, regrettably, no one can meet you at the airport.
 5. Know when your plane is scheduled to land according to US Central Daylight Time, so you can determine which departing Peoria Charter Coach (bus) you expect to catch.
 6. Two rules once you arrive in Chicago: follow the signs and ask airline or airport personnel for assistance. Refer to your red and white "Peoria Charter Coach Airport Service" flyer we mailed to you

in your admissions packet and see the PDF version where we have circled the pickup areas at O'Hare Airport.

7. You will process through Immigration in Chicago, if Chicago is your first landing on US soil. Plan on immigration processing taking 30-60 minutes, depending upon the number of international flights arriving at the same time as yours.
8. Claim your luggage. If you do not know where to go, follow other people on your flight or ask the flight attendant for the baggage pickup area as you leave your flight. Follow the "Baggage" signs. Your flight number will be identified with a particular baggage carousel in your airline baggage pickup area.
9. Go to the Peoria Charter Coach (bus) loading area which is in the Bus/Shuttle Center at O'Hare Airport. Ask airport personnel where it is or check the bus Peoria Charter Coach flyer sent in your admissions packet. Tickets are purchased from the bus driver; no reservation is required or possible. Be prepared to pay in US dollars: US\$ 35.00; exact fare appreciated. Two bags are stored on the bus free of charge; additional bags are \$3 per bag. Arrive 15 minutes before the scheduled departure time. The bus will take you to the Bradley Student Center. The flyer will tell you the departure and arrival time leaving O'Hare and arriving at Bradley. Note: if you leave O'Hare on the 10:15/10:20 PM bus, your arrival in Peoria will be approximately 1:30-2:00 AM (not desirable).
10. Arrival assistance. You should make arrangements for someone to meet you at the Student Center. If you should arrive and need assistance, **contact BU Switchboard at 676-7611 or University Police at 677-2000.**
11. If you fly into Peoria Airport, you should expect to take a taxi cab to Bradley or to the closest hotel, which is the **Radisson Hotel, 117 N. Western Avenue, Peoria: telephone: 309-673-8040.** Make a reservation before you leave your country.

C. Money.

1. Please read the Pre-Arrival Information, Money and Banking section, carefully. If you have misplaced it, send an email to bonnie@bradley.edu and request another copy.
2. Follow the instructions with regard to the amount you should bring in the form of a demand draft made out to Bradley University for your first semester's tuition, travelers' checks and US dollars cash.
3. Obtain an internationally accepted credit card (Visa, Master Card, American Express), if possible.
4. Purchase travelers checks in US currency.
5. Learn the exchange rate between your currency and the US dollar; practice mental conversions of one currency to the other; find and use an online currency convertor website, such as www.Oanda.com.
6. Learn how to properly write checks.

D. Tuition and Fees and other expenses.

1. Tuition and fees are assessed on a semester basis. The current fee is UD\$ 615/credit hour. The normal credit load for a fulltime international student is 9 hours per semester; therefore, your first tuition payment for Semester I will be approximately US\$ 5535, plus a Health Service Center fee of \$72. Payment is not required until you arrive and physically register. You cannot register until you attend the Graduate School “New Arrivals” Orientation. You should be prepared to pay your tuition bill soon after registration. Go back to the Money and Banking section, item #1 in the Pre-Arrival Information document.
2. The annual tuition and fee rate is found in several places: Section 7A on your I-20 gives the total annual tuition (2-semesters, fulltime); the backside of the BU Financial Information and Certification Form gives an annual estimate of various fees and expenses; and the on-line Schedule of Classes, provides additional information at http://www.bradley.edu/classes/summer_fall/billing/.
3. Do not underestimate the amount of money you should bring with you. Do not plan on working to supplement your income. Jobs are difficult to find for your first semester because you will be arriving relatively late. Working is not recommended during your first semester.

E. Housing.

1. Graduate students usually live with other students in apartments or houses near the university.
2. *Temporary* university housing is available between May and August 19, 5PM. The cost is US\$ 80 per week or US\$ 15 per day, payable by cash, check or credit card. Report to the Housing Office, Room 133 Sisson Hall, Monday through Friday between 8:00 AM and 4:30 PM. You may arrange for special check-in times, if you notify the Housing Office one week in advance by email: **cindym@bradley.edu** or **phone: 309-677-3221**.
3. Indian students should contact the Indian Student Association for arrival and temporary housing assistance (see ISA flyer in admissions packet and PDF).
4. Other students may contact PAFIS (Peoria Area Friends of International Students) for assistance (see PAFIS flyer in admissions packet and PDF).
5. If you arrive on campus outside of normal office hours (Monday through Friday, 8:00 AM – 4:30 PM), you may contact the university switchboard and request that University Police meet you (see B-10 above).
6. If you make no prior arrangements, you should plan to stay temporarily in a nearby hotel (see B-11 above).
7. Refer back to the Pre-Arrival Information for additional information.

F. Orientation.

1. There are three Orientation Programs for International students, all of which are required.
2. The *first orientation* program is arranged by the Graduate School and is call the New Arrivals Meeting. Small group half-day meetings are scheduled by appointment after you arrive and report to the Graduate School (Room 200, Bradley Hall). We recommend that you report to the Graduate School as soon as you are settled. These meetings begin Tuesday, August 12 and are offered daily until the day before the first day of class (August 26), 9 AM -1 PM, *by appointment*, which will be scheduled when you report to the Graduate School. You will attend one half-day meeting and will want to make this your first priority.
3. The *second orientation* is the Graduate School Orientation Program for all new graduate domestic and international students, August 20, 4:30-6:00 PM. Details will be given to you during the New Arrival Meeting.
4. The *third orientation* is the International Student Orientation, on Tuesday, 8/26 from 1:00 – 3:00 in the Garrett Center.
5. You are invited to attend a Welcome Party sponsored by PAFIS, at 6 PM, 8/26 in the Garrett Center the evening before the first day of class.
6. Departmental orientations: information will be available upon arrival.
7. Classes begin Wednesday, August 27.

G. Other advice.

1. Functioning in American English will be your biggest challenge. Before you arrive, learn as much as you can about American culture. Expose yourself to as much American English as you can: watch American movies, listen to books on tape, listen to radio programs, and read magazines, newspapers and American internet sights.
2. We highly recommend that you review a website <http://www.china-nafsa.aief-usa.org> entitled “Pre-Departure Orientation for Chinese Students. This is applicable to **all** international students so if you are not from China simply substitute your country and keep reading. The information is provided through a grant from NAFSA: Association of International Educators. We suggest you read this several times before leaving your country.

H. Other websites.

1. Bradley University: www.bradley.edu
2. The Graduate School: www.bradley.edu/grad
3. ISA (Indian Student Association):
<http://www.bradley.edu/campusorg/isa>
4. Multicultural Student Services: www.bradley.edu/multicultural
5. PAFIS (Peoria Area Friends of International Students)
<http://pafis.bradley.edu>
6. Peoria: <http://www.peoria.org/>
7. Pre-Departure Cultural Orientation: <http://www.china-nafsa.aief-usa.org>