



Traveler's Advisory

Information for New International Students and Scholars

Center for
International Faculty and Student Services
Rutgers - New Brunswick

Welcome to Rutgers, The State University of New Jersey! The following information has been prepared to answer many of the questions frequently asked by new international scholars and students preparing to come to Rutgers. Please read this brochure carefully and thoroughly before contacting us with questions.

A WORD ABOUT U.S. VISA AND IMMIGRATION REGULATIONS

Rules and regulations of the U.S. Department of Homeland Security (DHS) and the U.S. Department of State (DOS) may seem unnecessarily complex to those coming to the U.S. for academic and scholarly visits. In addition to standard visa and immigration rules, F and J visa holders are subject to special procedures of the DHS's Student and Exchange Visitor Information System (SEVIS). Information on SEVIS can be found at <http://www.ice.gov/sevis/index.htm>.

Although the Center for International Faculty and Student Services ("CIFSS") tries to clarify and simplify these regulations by providing relevant information and advice, *students and scholars who plan to study, teach or conduct research in the U.S. in F-1 or J-1 status should be aware that it is the legal responsibility of each individual student and scholar to comply with federal regulations governing his or her stay in the U.S., and that failure to comply is likely to jeopardize his or her legal status in the U.S.*

Of critical importance to all F-1 and J-1 visa holders on Rutgers' visa sponsorship is that federal law requires you to complete a "check in" procedure at CIFSS no more than 30 days after the start date on your I-20 form (for F-1s) or DS-2019 form (for J-1s). Additional details on how to comply with U.S. government regulations are available on our website (<http://internationalservices.rutgers.edu>) and in publications and workshops offered by our Center upon your arrival.

APPLYING FOR A VISA: IMPORTANT DOCUMENTS AND PROCEDURES

Please pay close attention to the details that follow to ensure that your documents are in order when applying for a visa.

Your Name Must Be the Same on All Legal Documents

The easiest way to limit certain bureaucratic problems in the U.S. is to *ensure that ALL of your legal documents list your name exactly the same way as it is listed in your passport.* To avoid unnecessary administrative difficulties, the spelling of your name should be exactly the same on your passport, your Certificate of Eligibility (I-20 or DS-2019), and your U.S. nonimmigrant visa stamp. It should also be written exactly the same on the Form I-94 (little white card) you will be asked to complete shortly before landing in (or crossing the border into) the U.S.

Your Passport

Your passport is an essential travel document issued by your government. As passports are small and easily misplaced, it is wise to make and keep a photocopy of your passport in a safe place in a location separate from where you keep your passport itself.



Certificate of Eligibility (I-20 or DS-2019)

Enclosed is your Certificate of Eligibility needed to obtain your F-1 or J-1 visa. If your name on this Certificate is not exactly as it appears in your passport, do NOT use this Certificate to apply for a visa—instead, return it to the appropriate admissions office at Rutgers and request an amended Certificate be sent to you before you apply for your visa.

Form I-901 for Payment of the U.S. Government's SEVIS Fee

Individuals who plan to apply for an initial F-1 or J-1 visa are required to first submit a Form I-901 form for payment of the U.S. government's SEVIS fee. Information and instructions on the SEVIS fee payment can be found at <https://www.fmjfee.com/i901fee/>. You must obtain and present proof of having paid the fee in order to apply for a visa and in order to enter the U.S. (For Canadian citizens, proof of SEVIS fee payment must be presented upon entry to the U.S.) If you choose to pay online, **be sure to print out the online "confirmation" receipt** at the time it appears on your computer screen, as this will be the only chance you will have to access the confirmation receipt! Once you leave that screen, you will not be able to access it again. Regardless of whether you pay online or by another method, be sure to make several copies of the payment confirmation receipt for your records.

Visa Application Forms and Personal Interview

(Note: Canadian citizens are NOT required to have a U.S. visa.) The basic U.S. visa application for most visa classifications is Form DS-160; some F-1 and J-1 visa applicants may be required to complete additional forms (DS-157 and/or DS-158). The DS-160 visa application form is available online at http://travel.state.gov/visa/forms/forms_4230.html. We recommend you read the Frequently Asked Questions on that page prior to completing the online visa application.

There is generally an application fee for a U.S. visa. For information on fees that may apply to you, go to the website of the U.S. consulate at which you'll apply for your visa. All U.S. consulate websites are accessible by link from: <http://www.usembassy.gov/>. Most F-1 and J-1 visa applicants will be required to have a personal interview at the U.S. consulate. Waiting times for these interviews vary, depending on the specific consulate and time of year. For details on average visa waiting times at U.S. consulates throughout the world, go to http://travel.state.gov/visa/temp/wait/wait_4638.html.

For additional visa information and instructions on how to apply for a visa, go to: http://travel.state.gov/visa/temp/info/info_1304.html. To view "Ten Points to Remember When Applying for a Nonimmigrant Visa" to <http://www.nafsa.org/resource/library/Default.aspx?id=8643>

Additional Documents Needed for the Visa Application

Check with the website of the U.S. consulate at which you will apply for a visa prior to submitting your application to ensure that you have all necessary documents. Go to: <http://www.usembassy.gov/>

Even if not listed on the website, you should also plan to present the following:

F-1 and J-1 Students Who Will Enroll at Rutgers:

- ◆ Letter of admission from Rutgers
- ◆ Proof of funding as listed on Form I-20 or DS-2019 (not needed if admission letter notes full funding from Rutgers)
- ◆ If available, documentation indicating your intent to return home at the end of your studies

J-1 Professors, Scholars, and Visiting Research Students:

- ◆ Letter of appointment or invitation from Rutgers
- ◆ Proof of funding, if not noted on letter of appointment
- ◆ If available, documentation indicating your intent to return home at the end of your J-1 program
- ◆ A letter from your department at Rutgers that briefly explains the scope and breadth of the work you will be engaged in at Rutgers (to assist the visa officer in assessing if you are in a field the U.S. government considers "technology-sensitive").

Special Advisories (“Do’s and Don’ts”) for F-1 and J-1 Visa Applicants

DO NOT enter the United States with a Certificate of Eligibility from a school other than the one you will attend! If you have already obtained a visa with one school’s name listed on it and you now wish to change your plans, contact the U.S. consulate where you obtained your original visa to ask for a new visa. If you are a student, it will not be possible to transfer to another U.S. school until you have completed the mandatory ***in-person*** “check in” procedure at the Center for International Services, have provided a local U.S. address as required by SEVIS regulations, and have offered a reasonable explanation as to why you entered on a Rutgers visa document if you intend to study at another school. If you are a J-1 ***professor or scholar***, you may transfer to another institution after a reasonable length’s stay at the initial institution.

DO NOT enter the United States on a visa other than F-1 or J-1 if you intend to study, teach or conduct research at Rutgers upon arrival. Individuals who enter the U.S. on a B-1/B-2 visa may ***not*** apply to the DHS for a change to F-1 or J-1 status ***unless they meet two conditions***: (1) their B-1/B-2 visa stamp in their passport ***and*** the back of their I-94 form (given at the U.S. port of entry) ***both*** bear the notation “Prospective Student” (F-1) or “Prospective Exchange Visitor” (J-1); ***and*** (2) they do not intend to engage in F-1 or J-1 activities until the change of status is actually approved by the DHS. Individuals in B-1/B-2 or F-2 status are NOT permitted to engage in study or employment in the U.S. Please also note that the DHS will not approve a change of status from B-2 to F-1 or J-1 without the two notations mentioned above, and that such approvals normally take 3-4 months.

DO NOT attempt to enter the U.S. as an F-1 or J-1 visitor more than 30 days prior to the starting date of your I-20 or DS-2019! Although you may ***apply*** for an F-1 visa up to 120 days prior to the I-20 start date and you may apply for a J-1 visa at any time after receiving the DS-2019, neither F-1 NOR J-1 visa holders are permitted to ***enter*** the U.S. more than 30 days before the start date on their I-20 or DS-2019.

DO “check in” at The Center for International Faculty and Student Services no more than 30 days after the start date on your I-20 or DS-2019—earlier than that is even better. Your legal status in the U.S. will depend upon your completion of this mandatory “check in” at CIFSS within the first 30-day period of your Certificate of Eligibility (I-20 or DS-2019)! ***If you will not be able to complete this check-in before the 30-day deadline, you MUST notify CIFSS in advance to protect your future entry and legal status.***

DOCUMENT PROCESSING AT YOUR PORT OF ENTRY TO THE U.S.

Procedures at the Port of Entry

Before you enter the U.S., you will be asked to complete an “Arrival/Departure Form” (Form I-94). Be certain to write your name on the Form I-94 ***exactly the same*** as it is appears in your passport and on your U.S. entry visa.

When you arrive in the U.S. you will go through immigration and customs lines. You will need to present your passport, your I-20 or DS-2019, and the I-94 form.

Verify Your Documents Have Been Correctly Processed After the Immigration Officer Returns Them to You

U.S. immigration officers handle thousands of people every day and, like all of us, they occasionally make mistakes. We strongly recommend that you verify your documents before leaving the inspecting officer’s desk to ensure they have been processed correctly. Errors on these documents will cause complications at a later date if you apply for a U.S. Social Security Number or a New Jersey Driver’s License. ***Your documents ARE correct if ALL of the following are true:***

- ◆ Your I-20 or DS-2019 has been stamped with your arrival date, AND the Immigration Officer has hand-written two items on the stamp: (1) your correct immigration status (F-1 or J-1, as appropriate) AND (2) the notation “D/S.”
- ◆ Your I-94 Arrival/Departure Record (little white card stapled in your passport by the Immigration Officer) ALSO bears the same stamp as your I-20 or DS-2019, and ALSO has your immigration status (F-1 or J-1) AND the notation “D/S” handwritten on it.
- ◆ Your passport has been stamped with an entry date.

Keep all these documents (the I-94 and your I-20 or DS-2019 stamped and returned to you by the inspecting officer) together with your passport at all times. Carry all of these documents with you each time you travel outside the New Brunswick area.

Secondary Inspection

Sometimes the data or documentation available to the immigration officer at the first inspection station is insufficient for that officer to give final entry clearance to an incoming visitor. In such cases, visitors may be placed in “secondary inspection” until such time as an immigration service officer has had time to fully research the data or documentation and clear the visitor for entry to the U.S. *This is nothing to worry about.* If you are directed to a waiting room by an immigration officer at the first inspection station and/or required to follow additional procedures, it will likely delay your clearance for an hour or two (longer at very busy times), but you will eventually be cleared for entry.

PLANNING FOR YOUR STAY IN THE U.S.

Things to Plan For

Climate and Clothing - New Jersey has a variable climate: cold winters with periodic snowfalls, hot summers, and some very pleasant periods in between. The temperature frequently drops to between -15C and -12C in the winter and rises to between 32C and 37C in the summer. Jackets, scarves, gloves and boots are essential for the cold winter months (November-March). Water-proof outerwear and umbrellas are essential in rainy weather.

Baggage - Regardless of the cost for excess weight, it is usually better to bring all personal baggage on the plane rather than ship it separately. Check with your travel agent or your airline for specific size and weight limitations. Even if you must spend \$100 for excess weight, you will save money, as most unaccompanied shipments cost at least that much. You may have difficulty getting a shipment through customs and you may require a U.S.-based agent for clearance and forwarding. Such services are expensive and often result in considerable delays.

Do not send packages, suitcases, or other belongings to the University in advance of your arrival. Offices and residence halls on campus do not have secured storage facilities for personal belongings. Bring what you can with you, and if you have additional baggage, have it sent to you after you arrive and have obtained a U.S. address.

Mail and Email – You should not have any mail (letters or packages) delivered to the Center for International Services. Immediately after you arrive you must notify the University, DHS and your correspondents of your U.S. address. Also after arriving, everyone except very short-term visitors will be able to set up a Rutgers email account.

Linens - If you will be living in on-campus housing, your bed may be larger than standard and will require special-sized linens which you can purchase upon arrival.

Things to Bring

Money - If you do not have an ATM card that is able to obtain cash from a U.S. cash machine, it is best to exchange some of your own currency for U. S. dollars and traveler's checks before you leave home. Direct foreign currency exchange is not available in most U.S. cities. The University and local businesses accept only U.S. dollars.

When you arrive in the U.S., you should have sufficient funds to cover your expenses for several weeks, but you should not travel with large amounts of cash to avoid the risk of possible loss or theft. If you do not have a U.S.-usable ATM card, you should estimate your first month's expenses and purchase traveler's checks in U.S. dollars for that amount at a bank or travel office in your country. You can cash traveler's checks at U.S. airports, banks and most businesses in the U.S., including hotels and restaurants.

It is also advisable to carry at least \$150-\$200 in paper currency plus \$10 in coins for "change" for telephones, baggage lockers, bus fares, and tips.

Items Representing Your Country - Many people enjoy having examples of arts, crafts, traditional dress, photographs, music, maps or other items descriptive of home, both to show interested Americans and to provide a familiar touch.

Personal Identification - Scholars and students who will be employed on campus will need to apply for a U.S. Social Security Number upon arrival. The application requires an identification document which is at least one year old. If your passport was issued less than one year before your arrival, bring an original birth certificate or another form of identification that is at least one year old.

Things NOT to Bring

Electrical Appliances - Electrical appliances manufactured outside the U.S. may not be compatible with the U.S. power supply or may not be permitted in the residence halls. It is best to purchase appliances after arrival.

Textbooks - For students, textbooks used in previous study are not recommended because students are expected to purchase required texts for each course they take, and supplemental material is available in University libraries.

U.S. Customs Restrictions - General information on items that may not be brought into the U.S. from abroad is available at:

www.cbp.gov/xp/cgov/travel/vacation/kbyg/prohibited_restricted.xml

ARRIVING IN THE U.S. AND GETTING TO NEW BRUNSWICK

Choosing an Arrival Airport



We suggest you fly into Newark Liberty International Airport rather than JFK International Airport, if possible.

It is faster, less expensive, and easier to get to New Brunswick from the Newark airport than from JFK.

Port of Entry Accommodations

Arrival in a strange city in a foreign country can be confusing and expensive. Hotel charges in large American cities are usually very high--\$125 per night or more--though lodging in smaller cities is considerably less expensive. Unless you plan to do some sight-seeing elsewhere in the U.S. before arriving in New Brunswick, you should try to plan your travel and interconnecting flights to minimize the necessity for overnight lodging. If you do wish to tour a bit in the United States before coming to school, however, consult a travel agent or the internet for information on expenses, places to stay and eat, and transportation. *Let's Go: USA* is a good reference available online at <http://www.letsgo.com/>

Getting to New Brunswick from Area Airports

The best way to get from your arrival airport to New Brunswick is by public transportation--airport van, bus or train.

The airport with easiest access to New Brunswick is Newark Liberty International Airport. There is train and airport van service to New Brunswick ***directly*** from Newark Liberty International Airport, whereas all train, bus and airport van service from JFK International Airport to New Brunswick is ***indirect*** (the airport van from JFK takes you first to Newark Liberty Airport where you must change to another van to get to new Brunswick; the bus or train from JFK first has to take you to New York City, where you will have to change to a different bus or train to get to New Brunswick. Advanced reservations for airport van service are strongly suggested (see below).

Public Transportation Choices from Newark Liberty Airport:

<http://www.panynj.gov/airports/ewr-ground-transportation.html>

Train: Take the "Airtrain" directly from your arrival terminal to the Airport Train Station, where you can connect with a New Jersey Transit train to New Brunswick (cost is about \$13). The train to New Brunswick leaves regularly. There is a taxi office behind the New Brunswick train station if you need a ride to your local destination.

Airport Van: The "Olympic Airporter" van charges approximately \$26 from Newark Liberty Airport to the Hilton Hotel in East Brunswick, which is about 4 miles from downtown New Brunswick. Advanced reservations are strongly suggested and can be made online at ***<http://olympic-limo.com/>*** or by phone (1-800-822-9797). From the Hilton Hotel in East Brunswick, call for a taxi to get to your local destination. It is customary to tip the van driver \$1 per bag and the taxi driver 15% of the fare.

Public Transportation Choices from JFK Airport:

<http://www.panynj.gov/airports/jfk-ground-transportation.html>

Bus: Take the New York Airport Service Express Bus from JFK to the Port Authority bus terminal in Manhattan (cost is about \$15). Then take a Suburban Transit bus from the Port Authority to downtown New Brunswick. The bus departs on a regular schedule and costs about \$10. Take a taxi from the New Brunswick bus stop to your local destination. (The taxi office is across the street from the bus stop, behind the train station.)

Bus/Train: Take either the Super Shuttle or the New York Airport Service Express Bus from JFK to New York Penn Station at 34th St. and 7th Ave. (cost is about \$20). Then take a New Jersey Transit train, which departs on a regular schedule from Penn Station for New Brunswick (on the "Northeast Corridor" line). Cost is about \$11. From the New Brunswick train station, take a taxi to your local destination. (The taxi office is just behind the New Brunswick train station.)

Airport Van: The "Olympic Airporter" van charges about \$50 from JFK to the Hilton Hotel in East Brunswick, which is about 4 miles from downtown New Brunswick. Advanced reservations are strongly suggested and can be made online at ***<http://olympic-limo.com/>*** or by phone (1-800-822-9797). From the hotel in East Brunswick, call a taxi to get to your local destination. It is customary to tip the van driver \$1 per bag and to tip the taxi driver 15% of the fare.

Private Transportation Choices:

You can hire a private limousine or taxi at Ground Transportation at either JFK or Newark Airport, but we do not recommend you do this unless you are prepared to spend between \$75-\$125 (or more) for the ride, depending on distance, time of day and level of service. (Taxis are generally used in the U.S. only to travel relatively short distances within a city, not to get from one city to another.) If you *do* choose to hire a private taxi, be sure to settle on a price with the driver ***before*** the ride. Tipping 15% is customary.

ARRIVAL IN NEW BRUNSWICK

If You Are a Student Who WILL Enroll in Classes

If you will be an enrolled student at Rutgers, you should plan to arrive at the University in time to participate fully in International Student Orientation, a program of information sessions, academic and administrative planning, and other activities that are essential to a new student's smooth transition to life at Rutgers University. Orientation dates and information, including instructions on when and where to report upon arrival, are sent to you by the appropriate Rutgers admissions office along with your I-20 or DS-2019. ***Please note:*** the starting date on your Form I-20 or DS-2019 is ***not*** the International Student Orientation date, but rather, the first day of classes; entry to the U.S. after the first day of classes requires permission from University officials and may require issuance of a new I-20 or DS-2019 form.

Whether or not you are required to take placement exams prior to registering for classes, it is very important that you attend orientation to become familiar with the University and its resources, meet with advisers to plan your curriculum, get settled, learn about University procedures and regulations, register for courses, recover from travel fatigue, make new friends and begin the transition to life in a new environment.

Please note that if you are unable to attend the orientation program, ***you are still required by federal law to complete a “check in” procedure at CIFSS upon arrival.***

As noted above, arrival after the starting date specified on your I-20 or DS-2019 form may require issuance of a new form. Contact the appropriate Rutgers admissions office if you must arrive after the starting date on your form. If you cannot arrive in the first week, you must contact the admissions office immediately as you may need to defer your admissions date or apply for readmission the following semester.

If You Are a Visiting Scholar or a Visiting Research Student Who Will NOT Enroll in Classes

Whether you are a visiting faculty member, scholar or a visiting student coming only to conduct research, if you will not be enrolled in classes at Rutgers you must complete a “check in” procedure at CIFSS no later than 30 days after the start date of your DS-2019 form (even if you entered the U.S. after the start date of your DS-2019). This will enable CIFSS to “validate” your SEVIS record, as required by federal regulations. ***Failure to check in at CIFSS within the 30-day timeframe will result in a loss of your legal status. If you are unable to arrive in the U.S. and check in at CIFSS within 30 days of your DS-2019 start date, notify your host department before the 30 day period is over and ask to have an amended DS-2019 with new dates issued to you.***

If You Are a Student OR Scholar who will be EMPLOYED by Rutgers University

Everyone who is employed in the U.S. must have a U.S. Social Security Number (SSN). Because it takes at least 10 days for port-of-entry data to appear in the Social Security Administration's database, we suggest that individuals who need to apply for an SSN wait at least 10 days after entering the U.S. to make the SSN application. When you complete your “check in” at CIFSS, ask for instructions on applying for an SSN. When you are filling out the SSN application, be sure that you spell your name *exactly* the same as it is spelled on your passport, U.S. visa, and Form I-94.

HOUSING

On-Campus/Undergraduate students: Check your admissions materials for on-campus housing information or go to the Housing website at <http://ruoncampus.rutgers.edu>. If you plan to live on campus, submit a completed Housing application form with fee to the Housing office *promptly*. Housing assignments are made on a first-come, first-served basis. Most undergraduates living in University housing are required to take their meals in University dining facilities. ***Note that most undergraduate residence halls are closed during Thanksgiving, winter and spring breaks; undergraduate students should plan accordingly.***



On-Campus/Graduate Students: Single graduate students live in dormitories or furnished apartments. Unfurnished apartments are available for married students and their children, but assignments are made from a waiting list and it sometimes takes nine to eighteen months to be placed. Graduate student housing information is noted in the graduate admissions packet sent to international students, but you may contact Graduate Housing directly at 55 Bevier Road, Busch Campus, Piscataway and access the application online at <http://housing.rutgers.edu/ie>. If you plan to live on campus, complete and return the form and application fee *promptly*. Housing assignments are on a first-come, first-served basis.

Off-Campus: The cost of single, furnished rooms off campus averages \$90 per week (more if cooking privileges are included). For an unfurnished 1-bedroom apartment, prices range from about \$850-\$1100 per month (not always including heat and electricity). The Off-Campus Housing office provides listings of available rentals as well as some onsite assistance, but students are responsible for obtaining their own accommodations. You can access available off campus rental listings, maps and tenant rights information online at <http://ruoffcampus.rutgers.edu/>. You should expect to take *at least* one full week to find off-campus housing after you arrive.

EXPENSES

Because living in the United States is expensive, you should bring at least \$1000 in traveler's checks for initial purchases (more if you plan to live off-campus). ***Students who will be registering for academic coursework*** should also be prepared to pay for a full semester of tuition and fees (and, if applicable, on-campus room and board) upon arrival. A bank draft can be used to pay for these expenses, but students should bear in mind that bank drafts take at least 14 days to clear for payment and that there is a payment deadline each semester (<http://registrar.rutgers.edu/NB/CALEN-NB.HTM>). Sponsored students must submit copies of their award letters to arrange for direct billing to the sponsor. Details on current tuition costs, mandatory student fees, and payment options, are available online at <http://www.studentabc.rutgers.edu>.



F-1 and J-1 enrolled students on Rutgers University's visa sponsorship will be assessed an International Student Services Fee (ISSF) each semester on their term bill; the ISSF is waived for students with full TA, GA or Fellowship awards from Rutgers. International students are responsible for financing their university education. Most international students at Rutgers are privately supported through personal or family resources. A few receive support from their government or institutions in their home country. Others are participants in exchange programs under foreign university or international organization sponsorship.

With the exception of teaching or graduate assistantships and fellowships, the University has no financial aid available for enrolled foreign students. Teaching and graduate assistantships are awarded competitively by academic departments and require students to assist with instruction or research in addition to their own academic studies. If you have not received notice of an award, you should plan to meet your own educational expenses through personal funds. No long-term loan funds are available through the University.

As a nonimmigrant student, you were issued an I-20 or DS-2019 referencing the financial statement you filed with your admission application. If there has been a negative change in your financial status, do not proceed to the University.

J-1 scholars and special visiting students who will not be registered for academic credits are assessed a Rutgers SEVIS Administration Fee (SAF), which is paid by the host department at the time the department requests CIFSS to issue a DS-2019. Please note that *the Rutgers SAF is completely separate from the U.S. government's SEVIS Fee*--the Rutgers SAF is a fee the university assesses to help offset its own high costs of institutional compliance with DHS SEVIS regulations. Sponsoring departments may ask the exchange visitor to reimburse the department for the SAF charges, although some departments are able to cover the costs without the visitor's reimbursement.

MARRIED STUDENTS AND SCHOLARS

Married students who wish to have their families join them must realize the financial obligations of doing so. A married couple that is able to live inexpensively will require *at least* an additional \$5000 more per year than a single student or scholar. A minimum of an additional \$3750 is necessary for each accompanying child. The F-2 spouses of F-1 students are NOT permitted to work under any circumstances during their entire stay in the United States, nor are they permitted to enroll in an academic program while in F-2 status. J-2 dependents may apply to USCIS for employment authorization only if the income they earn will not go to the support of the J-1 principal visa holder. We advise international students and scholars to delay bringing your family until you have found housing in the community.

Dependents of F-1 and J-1 students and scholars on Rutgers' visa sponsorship are required to have comprehensive health insurance coverage during their entire stay in the U.S. (See "Insurance" section on next page.)

Schooling for Children

Education in the United States is required for children up to the age of 16, and public education is free of charge. Classes start in early September and go through mid-June. To enroll, children must be 5 years old by December 1.

Bring your children's birth certificates, school and immunization records, all in English. Children must have the following immunizations: three or more diphtheria toxoid series (DPT or DT), three or more trivalent oral polio series or four salk polio vaccine series, measles, mumps, and rubella live vaccines, given on or after the first birthday, or a statement from a physician that the child has had measles or mumps, or a certified serological blood test if the child has had rubella.

Programs for Spouses

The International Women's Group (IWG) is a friendship and support organization run by and for wives of international students and scholars in cooperation with CIFSS. The group meets throughout the academic year and offers a variety of educational, cultural and social activities. The IWG also offer English conversation classes for spouses a few hours per week. Go online to <https://sites.google.com/site/internationalwomensg/home> for more information about the IWG, including its current program schedule.

HEALTH CARE

Immunization Requirement for Students

New Jersey law requires all college and university students to be vaccinated against certain diseases prior to enrolling in classes. ***The immunizations required for enrollment can be found at <http://health.rutgers.edu/who-are-you/incoming-students/pre-entrance-immunizations>.*** Students who do not submit immunization records are immunized at the Rutgers Student Health Service after arrival. Students who do not submit records or obtain immunization after arrival may not remain at the University.

Rutgers requires students to show proof of required measles, mumps, and rubella (MMR) vaccinations or immunity to these diseases. In addition, all undergraduates who will live in University Housing must show proof of having received a meningococcal vaccination prior to moving into their residence hall. (The vaccine is available on campus at the University Student Health Services if it is unavailable in your home country). Also, students from countries considered to be "high risk" for tuberculosis must present results of a tuberculosis skin test prior to registration.

Documentation has to be in the form of school immunization records, physicians' records, or vaccination records from a public health department. You may access Rutgers' immunization form at http://rhsmedical.rutgers.edu/files/documents/pre_entrance_immunization_form.pdf. Have the form completed by a physician or other medical practitioner and submit them to the address specified on the form itself. Additional vaccinations may also be recommended.

Insurance

Medical care in the United States is very expensive. One visit to a doctor's office can cost \$150 or more, and one overnight stay in a hospital can easily cost \$2000 or more. It is essential to have adequate health and accident insurance to cover the cost of routine medical care as well as emergencies, and Rutgers' policy requires all international students, scholars and their visa dependents to have such coverage at all times, either through the University's program or through personal coverage outside the University that meets or exceeds the University's [health insurance requirements](#).

All Rutgers students who are registered for a full-time credit load are provided health insurance. ***All students on Rutgers' F or J visa sponsorship are provided health insurance coverage, regardless of their credit load.*** You will be billed for this plan through your term bill each semester and may seek an exemption of the charges under certain specific circumstances. Fall semester coverage will be effective September 1st and will end the day before spring semester classes begin. Spring semester coverage will be effective the first day of that term's classes and will end on August 31. ***PLEASE NOTE: Students are required to be insured from the moment of arrival in the U.S.; therefore, please come with temporary coverage that will be valid in the U.S. from your arrival date until September 1st.***

J-1 scholars must also have adequate health insurance at all times. Departments hosting J-1 scholars are responsible for either providing health insurance coverage for their scholars or documenting to the Center for International Services that their scholars have alternate coverage. ***F-2 and J-2 visa dependents of Rutgers students and scholars*** are required to have comprehensive medical insurance as well. Purchase of such coverage through Rutgers or proof of coverage through an alternate insurance plan that meets the University's health insurance requirements is required at the time an F-1 or J-1 student or scholar asks CIFSS to issue a visa document (I-20 or DS-2019) for the dependent(s).

Student health insurance policies do not cover 100% of all medical expenses. The student insurance plan may have co-pays and coinsurance that may apply depending on where you are treated, as well as a "deductible" (an amount the insured person has to pay before the insurance company will begin to help paying), while certain expenses such as dental care and eyeglasses are not covered at all. All full-time students at Rutgers can receive primary medical care at the Rutgers Student Health Center; services include physical examinations and treatment, psychological counseling, some laboratory tests, and discount pharmaceutical services. In addition, *all* registered students holding Rutgers' F-1 or J-1 visa—including those who have been approved for part-time study by the Center for International Faculty and Student Services—can receive primary care at the Rutgers Student Health Center.

ACADEMIC MATTERS (FOR STUDENTS)

Academic Advisement

Each new student admitted to Rutgers is assigned an academic adviser to assist in the planning of an academic program consistent with educational and career objectives. In a large university with many resources, it is essential to build a coherent and well-thought out degree program with an adviser who is knowledgeable about academic options, procedures, policies, rules and regulations. It is your responsibility to come prepared to discuss your academic interests. Although these may change as you become more familiar with the University, advance planning and consultation will facilitate the formulation of your academic program.

Undergraduate students receive academic advising in the academic services office of their school; graduate students receive it in their academic department.

International students should be certain when registering for classes to spell their name on University registration forms exactly the same as it is spelled in their passport and on their other legal documents.

English Language Requirements for Students

All ***undergraduate students*** must take the New Jersey "basic skills" examination; ***graduate students*** with a TOEFL score of less than 575 (paper-based) or 213 (computer-based) must take an English proficiency test during the week of new student orientation. (Some graduate programs have higher test score requirements.) ***Graduate students awarded teaching assistantships***, regardless of TOEFL score, are required to take the "SPEAK" test. Depending on proficiency, a student may be assigned up to 3 courses in English oral communication skills offered through the English as a Second Language Program.

INTERNATIONAL SERVICES

The Center for International Faculty and Student Services is a vital reference point for international students, scholars and faculty. Members of CIFSS's staff advise on legal, cultural, educational, social, and personal matters. CIFSS coordinates programs with and for foreign students and scholars and serves as an advocate for the campus's international community. We hope you will maintain close ties with CIFSS throughout your stay. Many details regarding your relationship to the U.S. government, to your own government, or to your sponsoring agency are handled by CIFSS's staff.

All F-1 and J-1 visitors on Rutgers University's visa sponsorship are required by U.S. law to report to CIFSS upon arrival and to keep CIFSS informed of changes in your address, curriculum, program, and status at all times.

If you have questions regarding your travel and arrival which are not answered in this brochure, write to the Center for International Faculty and Student Services, Rutgers University, 180 College Avenue, New Brunswick, New Jersey 08901-8537, call 732/932-7015, or e-mail ***ru_cifss@email.rutgers.edu***. Information about services and programs, including orientation dates, is on our website ***internationalservices.rutgers.edu***.

IF YOUR PLANS CHANGE

We hope you will enroll at Rutgers, but if you do not, please return the certificate of eligibility (I-20 or DS-2019) to the address below, and notify the admissions office of your decision.

Center for International Faculty and Student Services
Rutgers, the State University of New Jersey
180 College Avenue
New Brunswick, NJ 08901-8537
(tel) 732/932-7015
(email) ***ru_cifss@email.rutgers.edu***
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