ARRIVAL INFORMATION -- Intensive English Language Center

UNIVERSITY OF NEVADA, RENO
220 Edmund J Cain Hall (EJCH), Mail Stop 148, Reno, NV 89557 USA
☎ (775) 784-6075 ● FAX (775)-784-4015 ● E-mail: ielc@unr.nevada.edu

UNIVERSITY HOURS: The Intensive English Language Center (IELC) and other University offices are open from 8:00am to 5:00pm Pacific Time, Monday through Friday. Offices are closed on Saturdays, Sundays and holidays. In case of an after-hours emergency, please call the Director, Mrs. Susan Valencia (775) 287-0695.

ARRIVING LATE: We do not allow F-1 students to arrive late. If you do not report to the IELC in person by the reporting date on your I-20, your I-20 will no longer be valid. You will then need to defer your admission to the next session. Please contact the IELC if you want to defer your admission.

AIRPORT PICK-UPS: With *prior* notification and if your arrival time is within reasonable hours (see the form at the bottom of this page) we can arrange to have an IELC staff member meet you at the airport and drive you to a hotel, dormitory, or other housing of your choice. The IELC worker will meet you at the Baggage Claim area (where you collect your luggage), and will be holding a sign with your name on it. This service is free. Please note: it is your responsibility to arrange for a place to stay.

HOTELS: You may want to reserve a hotel room close to the university for the first few days of your stay in Reno. Please contact the IELC if you need help.

DORMITORIES: Dormitory arrangements must be made prior to arrival. Please see the Residential Life & Housing website for complete information: www.reslife.unr.edu. IELC students are sometimes allowed to check-in to the dormitories one day before IELC Orientation begins, as "early arrivals," provided that housing fees have been paid and rooms are available. Housing must be notified in advance of your early arrival. There is an additional daily charge for early arrival. Also, be aware that a contract with the dormitories is a binding agreement; you will be obligated to live there until the end of the school year if you apply and do not cancel 30 days prior to the move-in date. Students moving in during the fall semester will be required to live there for the entire academic term (fall and spring semesters). Dormitories and apartments will not provide sheets, blankets, pillows, or towels. You must bring them with you or buy them here. We will organize a shopping trip during Orientation.

APARTMENTS: If you plan to rent an apartment, you should arrange for temporary housing (hotel room) for several days. Arrive early enough to search for and rent/lease an apartment before classes begin. If you need help, please contact our office. Monthly apartment rent ranges from approximately $400.00 to $650.00. Please see the *Apartment Guide* for more information.

PAYING TUITION & FEES: IELC tuition and fees are paid after arrival, during the first week of the semester. Tuition, fees, and application fees are non-refundable. You can pay by traveler's check, money order, or credit card. Make checks payable to: *Board of Regents.* If you are interested in pre-paying tuition for visa purposes, please contact our office for instructions. Pre-paid tuition is refundable in the event of a visa denial.

VISA INFORMATION: We know that the process of obtaining a student visa can take time in some countries. If your I-20 expires before you obtain your visa, return the original I-20 to our office and we will send you a new I-20. If the Embassy asks for further documentation from the University concerning your admission, let us know what is required, and we will do our best to help.

HEALTH CLEARANCE: All students are required to obtain health clearance from the Student Health Center, which is located on campus. Students are not allowed to attend classes without verification of health clearance. It costs approximately $150.00 if all immunizations are needed (two MMR doses lifetime and one TD within the last 10 years). If you plan to live in the dormitories, the Meningococcal Vaccination is also required (ages 23 and under). It costs an additional $95.00. There may also be an additional $50.00 charge if a chest X-ray for tuberculosis diagnosis is required. Bring a copy of your immunization records with you, in English, if possible. If you have not had these injections, wait and get them in Reno.

INSURANCE AND HEALTH SERVICES: Upon arrival, F-1 students will be required to enroll in the university medical insurance. Medical insurance from your country (sometimes called *Travelers Insurance*) is recommended for pre-existing health conditions only; students without a pre-existing condition must enroll in our University insurance plan. University medical insurance is optional for non F-1 students. All students taking one or more classes must enroll in the Student Health Center, and pay the fee of approximately $79.00 per semester.

ORIENTATION: Report to the IELC offices in room 220 of the Edmund J Cain Hall (# 81 on the campus map) at 8:00 am on the scheduled day of Orientation. During Orientation you will be tested and placed in an IELC level, register for your classes, and participate in informational presentations and optional trips (bank, shopping, etc.).

Summer 1st Term 2009	June 8, 2009	Fall Semester 2009	August 21, 2009	Spring Semester 2010	January 19, 2010
Summer 2nd Term 2009	July 13, 2009	Mid Fall Semester 2009	October 16, 2009	Mid Spring Semester 2010	March 22, 2010

Please contact us if you have any additional questions. We look forward to seeing you in Reno!

CONFIRMATION OF ATTENDANCE / NOTICE OF ARRIVAL

PRINT YOUR NAME: _____
first name / given name last name / surname / family name

√ Check one:

_____ I have made arrangements for a relative/friend to meet me. I will arrive in Reno on [*date*] _____

_____ I do not need any assistance. I will arrive in Reno on [*date*] _____

_____ AIRPORT PICK-UP: Please have someone from the Intensive English Language Center meet me at the airport:

Airline Name: _____ Flight #: _____
Arrival Date: _____ Arrival Time: _____
Where are we taking you? _____