

Jacksonville University - International Student Services

# International Student

Introduction to

# Jacksonville University



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# JACKSONVILLE UNIVERSITY

## Things You've Likely Already Done

*We know you've already come a long way on your journey to Jacksonville University, and hopefully everything on this list is done. If not, please email Ilona Ilieva at [ilieva1@ju.edu](mailto:ilieva1@ju.edu) as soon as possible.*

- Paid your 901 Fee
- Acquired your F-1 or J-1 Student Visa
- Returned your Candidate Reply Form
- Paid your Admissions Deposit
- Submitted your Proof of Immunizations through Med+Proctor

## Things to Do Before Your Arrival

*We're excited that you'll soon be joining us on campus at Jacksonville University. Make sure you've done everything on the list below before traveling to the US.*

*We know this list is complex, but so are the regulations that govern your travel and stay with us. Taking the time to carefully read and do everything in this document will make your time at JU much easier.*

### Register for Classes

After your deposit is paid, you can speak with the Academic Advising Office via telephone at +1.904.256.7170 or via email at [advising@ju.edu](mailto:advising@ju.edu) to discuss your class schedule for your first term.

Academic Advisors can answer questions about the registration process, give information about academic services, advise you on which classes you'd likely be successful in based on your ability level, and help you register for your classes.

### Apply for Housing

All incoming students are required to live on-campus at JU for their first three academic years. JU is a residential campus, and living on campus for your first three years is a big part of the JU experience. Living on campus helps you get accustomed to JU and the US culture, has been demonstrated to improve students' GPA and graduation rates, and is the easiest and most convenient housing option while attending JU.

For more information about living on campus [click this link to visit the Residential Life website](#). To apply for housing, [click this link to visit the MyRoom Portal](#), our online housing application.

### Register for Orientation

International students are required to participate in two separate orientation processes: Online Orientation and International Orientation.

Online Orientation is required and should be completed before your arrival, as much of the content of International Student Orientation builds upon it. You will receive instructions for logging in and completing Online Orientation in the first two weeks of August.

International Student Orientation occurs on-campus after you arrive. It starts at 10:30 a.m. on Tuesday, August 20th and ends at 7:00 p.m. on Thursday August 22nd. It contains specifically tailored information to help you learn everything you need to know to be successful as you begin your journey at JU and all international students are required to attend the entire program.

[Click here to visit the JU Orientation Website](#) to register for International Student Orientation.

## Make Travel Arrangements

Once you've obtained your visa and paid your deposit, start making travel plans right away. Plan to arrive at JU on Monday, August 19th, if possible.

We know international travel can be difficult, but we ask that you arrive between 9:00 a.m. on Friday, August 16th and 10:30 a.m. on Tuesday, August 20th (as that is when International Student Orientation begins.) If you must arrive any earlier than that, email [studentlife@ju.edu](mailto:studentlife@ju.edu) and [housing@ju.edu](mailto:housing@ju.edu) to confirm your room will be ready for your early arrival.

Once you've finalized your travel arrangements, please [click here to fill out the International Student Information Form](#) located on the JU website.

## Arrival Information

### When to Arrive

As noted above, we encourage you to arrive as close as possible to Monday, August 19th so that you'll be at JU for the entirety of International Student Orientation. We understand that flight schedules and delays can cause students to arrive before or after this day, but arriving as close as you can to that time will cause your transition to JU to begin smoothly.

### Travel to Campus

Students are responsible for getting from Jacksonville International Airport to JU's Campus. This is most easily accomplished by using a taxi. Ride-Sharing service such as Uber or Lyft can be used, but require a smart phone, bank information, and pre-made account to use. We recommend that you use Gator City Taxi, but any of the local carriers at Jacksonville International Airport will assist you and deliver you safely to campus.

Once you have picked up any checked luggage, signs at the airport will direct you to the ground transportation and taxi area. When you arrive there, ask the taxi driver to take you to Jacksonville University, or "JU," and they should know where to take you. If they are not sure, give them JU's Address:

*2800 University Boulevard North - Zip Code 32211*

If you arrive to campus during business hours (8:30 a.m. to 5:00 p.m., Monday thru Friday), you may go directly to the Residence Hall you are assigned to live in for the term. If you arrive after 5:00 p.m., before 8:30 a.m., or during the weekend, a Campus Security officer can be found at the main entrance security



gate and will be able to help you. Campus Security can be reached by telephone at +1.904.256.7585. They are available 24 hours a day, 7 days a week, and can contact the appropriate person to meet you and help get you checked into your room.

## General Information

The following information is provided to help you be knowledgeable and comfortable as you begin your journey as a JU student - it is not meant to be a comprehensive list of all regulations or expectations, simply the ones that will affect you at or near the beginning of your program.

If you have additional questions about an immediate concern, you can email us at [studentlife@ju.edu](mailto:studentlife@ju.edu). Please note that less urgent questions may be covered during Online Orientation, International Orientation, or both, and should wait until you arrive in the US - we'll be happy to help you at that time as well.

## Health Insurance

To ensure students have access to healthcare while at JU, all full-time traditional undergraduate students are required to carry a blanket accident and health insurance policy.

For your convenience, all students are automatically enrolled in, and charged for, a policy which is selected specifically for JU students. JU's policy is compliant with the Federal Health Care Reform law (PPACA section 1302b) and is provided by United Healthcare Student Resources. [Click on this link to visit the JU Bursar's Office website](#) to get more information about this policy.

Students who already have, or wish to acquire, a different policy are permitted to do so, so long as the policy is based in the US and the policy is printed in English. Students who elect this option should [click on this link to visit the United Healthcare website](#) to complete their online waiver form. You will be required to provide relevant information and a legible copy of your insurance card to complete the waiver. The waiver must be completed before **August 31, 2019**. Anyone without a completed waiver on that day will be enrolled in and charged for JU's insurance policy.

## Taxes & Financial Information

In order to streamline the International Student tax compliance process, Jacksonville University requires all international students to prepay their international taxes each semester.

The United States Internal Revenue Service requires Jacksonville University to withhold 14% of monies awarded that cover room and board, which is considered income. Because room and board rates vary from year to year, the students will be responsible for increasing withholding amounts should their grant-in-aid also increase. Students must be prepared to pay this withholding amount every semester where the grant-in-aid covers all or a portion of living expenses.

The withholding will debit the student's account once all financial aid has been disbursed in that semester. Failure to pay each semester's taxes in a timely fashion will result in an inability to register for classes until payment is received, as well as late payment fees being assessed.



Students will have an opportunity to file an income tax return each year. This process may result in the refund of the tax withholding paid during the prior calendar year. This information will be made available to students in February, and filings are due to the Internal Revenue Service in April of every year. Students must have a Social Security Number (SSN) or Individual Tax Identification Number (ITIN) to receive your tax refund. Please visit the Office of Student Life for more information on applying for an SSN or ITIN.

Any scholarship or fellowship money which covers Room and Board is considered taxable, whether the money is foreign or domestic. Students who are self-pay do not have to prepay these taxes.

## About International Student Services

The International Student Services office is a part of the Division of Student Affairs, and is located on campus on the third floor of the Davis Student Commons. You can stop in as needed, but if possible, please try to make an appointment beforehand to ensure prompt service.

### Our Team

#### **Louis Reich**

Director of International Student Services

[lrattin@ju.edu](mailto:lrattin@ju.edu)

#### **Terri Bush**

Student Affairs Coordinator

[tbush3@ju.edu](mailto:tbush3@ju.edu)

#### **Kristie Gover**

Dean of Students

[kgover1@ju.edu](mailto:kgover1@ju.edu)

### Persons Needing Accommodations

Students with hearing and speech related disabilities should call the Florida Relay Service at 1-800-955-8771 for TDD assistance. For more information about reasonable accommodations, please email [oflorez@ju.edu](mailto:oflorez@ju.edu).