

# Intensive English Language Program Welcome Letter

Cleveland State University

Spring 2010

## IELP Orientation—Required January 14 & 15, 2009

### PLEASE READ THIS IMPORTANT INFORMATION

Dear IELP student:

Congratulations on your admission to the Intensive English Language Program (IELP) at Cleveland State University. CSU has over 700 international students from over 82 nations. The IELP has had students from over 20 different countries in the past 5 years. We keep our classes small in order to give you more attention.

**Orientation and Placement testing will be held on Thursday January 14 & Friday, January 15** in the Cole Center for Continuing Education (CE). We will meet in

room 1 from 9 am to 3pm. The CE building is located at 3100 Chester Avenue. Please see the enclosed map. The presentations will help you learn about the IELP, the university and community resources and immigration rules. All students must be tested before registering for classes. You will begin classes on Tuesday, January 20 since Monday is a holiday. Other information can be found at [www.csuohio.edu/ce/ielp](http://www.csuohio.edu/ce/ielp). Classes will be held on the core campus, so that you can meet American students and feel that you are part of the CSU community.

We will have workshops and

activities for the IELP students. The IELP and the Center for International Services & Programs (CISP) are dedicated to helping you have a successful educational experience at CSU and an enjoyable stay in the city of Cleveland.

Sincerely,  
Michele S. Bowman, Ph.D.  
ESL Program Director



**The ESL Program Office is located in the Cole Center for Continuing Education.**

## Visa and Immigration Information

**Please read the instructions carefully.**

If you are currently living in your home country, you need to use the I-20 enclosed in this letter to pay your SEVIS fee and when you apply for the F-1 visa at the US Consulate

or Embassy ([www.state.gov/countries.cfm](http://www.state.gov/countries.cfm))

To pay the SEVIS fee, go to [www.fmjfee.com](http://www.fmjfee.com) and follow the directions. Keep the receipt and take it with you to the visa interview. Make an appointment for a

visa interview at the consulate or embassy and take your I-20, financial documents, letter of admission and receipt of SEVIS payment. If you have questions contact:

[intadvisor@csuohio.edu](mailto:intadvisor@csuohio.edu) or  
[esl@csuohio.edu](mailto:esl@csuohio.edu).

(continued on page 2)

## Immigration information continued.

**Caution:** Do not enter the US on a B-1/B2 tourist visa unless “prospective student” is noted AND do not enter as a visa waiver or you will be refused at the point of entry. B1/B2 visa holders can only study part-time and will need to change their visa to F-1 to be a full time student.

When you arrive in the United States, you will receive an I-94 card. It should be stapled inside

your passport. Be careful not to lose this card because it is difficult to replace.

**Families:** Your spouse and children should apply for a visa at the same time as you, but it is better if they arrive after you are settled. Each dependent must have a separate I-20. Contact [intadviser@csuohio.edu](mailto:intadviser@csuohio.edu) or [esl@csuohio.edu](mailto:esl@csuohio.edu) to ask for dependent documents.

## How to prepare for your arrival

Once you receive your I-20, pay the **SEVIS fee** ([www.fmjfee.com](http://www.fmjfee.com)) and keep receipt to take with you to the visa interview.

2. Make an appointment at the closest consulate or embassy for your visa **interview**.

3. Receive approval for **F-1 Visa** at interview.

4. Contact IELP at [esl@csuohio.edu](mailto:esl@csuohio.edu) that you received **approval and send confirmation/** airport pick up request sheet.

5. Make **Housing arrangements**. You **must contact on-campus housing** at [www.csuohio.edu/reslife](http://www.csuohio.edu/reslife) for an application and initial payment

to reserve housing on-campus. Off-campus (apartment) housing will take you a couple of days. You should plan on staying at a hotel the first night or two in any case.

There is a Comfort Inn at 1800 Euclid Ave. More information is available at [www.csuohio.edu/ce/ielp](http://www.csuohio.edu/ce/ielp).

6. Bring a **credit card or traveler's checks** for your first payment for tuition, books and personal expenses.

7. Carry your **passport with the visa, I-20 document, and acceptance letter** in your carry-on lug-

gage or purse. Do NOT pack these things in your suitcase. 8. **If airport pick up was arranged** (you must send arrival confirmation form), please wait by baggage for the person who will drive you. A taxi to the university area will cost \$25-35.

9. If you arrive several days before orientation, you can contact the IELP at (216) 875-9669. Office hours are Monday –Friday, 8am—5 pm. Check in is not required before the orientation, but **we are here if you have questions**.

10. **Meet us at orientation.**

## Arrival Information

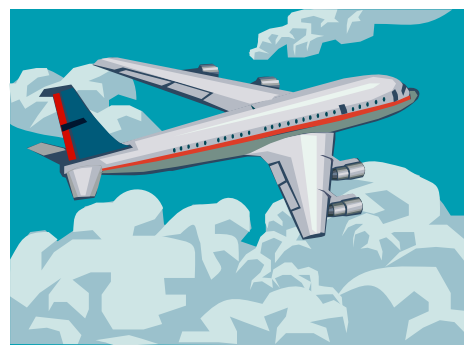
If you want to be picked up at the airport and/or you need temporary housing accommodations, contact us by faxing the enclosed arrival form to 216-687-5299. You **must** contact us at least **three business days** in advance of your arrival.

If you have sent the arrival form, we will make every effort to have someone meet you, however, if no one can meet you, you can arrive at the university by **Rapid Transit Authority (RTA)**: You take the RTA to Terminal Tower in down-

town Cleveland (\$1.50). Then you can take the green E-line bus to CSU (free) or a taxi to CSU (\$6-7).

**Taxi:** If you take a taxi from the airport to CSU, it will cost between \$25-30. If you arrive late, we recommend that you stay at a hotel near campus. **Temporary Housing:** You **MUST** make it clear on your arrival form that you would like us to try to arrange temporary housing for you before you arrive.

We cannot guarantee it. However, you should be prepared to stay in a nearby hotel if we are unable to arrange other housing. There are several nearby hotels.



Hilton Express, Comfort Inn and Hampton Inn in downtown Cleveland will give you a discount if you show them that you are a CSU student (show your I-20). You should call for reservations.

More information is available at ([www.csuohio.edu/ce/ielp](http://www.csuohio.edu/ce/ielp))

## Health Insurance Information

Students are required to buy the CSU health insurance policy. Students may NOT purchase insurance from an outside carrier.

There are only three reasons that will allow different insurance.

1. You are sponsored by the U.S. government, your government or an agency that includes health care with a scholarship.
2. You already have coverage through a parent's work or spouse's work.
3. You are currently insured with a U.S. health insurance com

pany receiving benefits for an continuing illness or accident.

You must fill out a waiver form and give it to the CISP office in the Keith Building (KB) 1150. The form can be found at [http://www.csuohio.edu/internat/health\\_insurance/](http://www.csuohio.edu/internat/health_insurance/)

You must meet one of the stated requirements to waive the health insurance fee or you MUST purchase CSU insurance.

**TB immunization:** When you arrive, you will have to take a Tuberculosis (TB) test or show a recent



record of immunization in English to the Health & Wellness Center, which is in SR 153. The test will be taken at the Health Center during orientation. The cost is \$15.

When you have student insurance you must go to the HWC first unless it is an emergency.

## Permanent Housing

On-campus housing is available in Viking Hall or Fenn Tower. There are some single rooms, but mostly double rooms. Some of the double and quad rooms in Fenn Tower have small kitchens. You must contact Residence Life for an application or additional information and fees. They can be reached at [www.csuohio.edu/reslife](http://www.csuohio.edu/reslife) or 216-687-5196. Please be certain that

you want to live on campus. Once you sign the contract, a legal document, you will be obligated to live there for the time of the contract. **Also, be sure to ask for Spring Semester plus breaks for Spring Break to be included (1 week in March).** You will be charged extra for that week. If you need help, please contact the ESL office at 216-875-9669 or at [esl@csuohio.edu](mailto:esl@csuohio.edu).

Off-campus housing: There are

several properties near campus. While we cannot help you with off-campus before you arrive, we can give you information about different places that students often live currently and in the past. Some include: The Chesterfield, Statler Arms, Reserve Square and University Commons. Married students: There is no on-campus housing for married students. Exceptions can be made for temporary housing. No children are permitted in the residence halls.

The average January temperature is 28° f (-2° c). The average winter snow fall from December through February is 40 inches (101.6 cm). You should pack warm clothing and shoes for cold winter weather. If you are coming from a warm climate, it may be easier and less expensive to buy most of your winter clothing after your arrival in Ohio. On the other hand, summer weather can be hot and humid. July's average high temperature is

## Clothing and Weather



81° (27°C). Many university students wear t-shirts and jeans or shorts to classes in the summer.

September to December are cool to cold months in Cleveland. The temperature ranges between 75°f (24° c) to 32° f (0° c). You will start to use sweaters and then winter coats, hats, gloves, and boots in November. You are able to enjoy the four seasons in Cleveland, Ohio.



Intensive English Language Program  
2121 Euclid Avenue CE 103  
Cleveland, OH 44115

Phone: 216-875-9669 or x9665

Fax: 216-687-5299

E-mail: [esl@csuohio.edu](mailto:esl@csuohio.edu)

Website: [www.csuohio.edu/ce/ielp](http://www.csuohio.edu/ce/ielp)

**Activities for Spring 2010:**

Orientation: Lunch provided on Thursday only. Free movie passes.

We will plan cultural and social activities and trips to museums and regional attractions. Some examples are: Cleveland Museum of Art, Great Lakes Science Center IMAX, Cleveland Botanical Gardens, Amish country, and the movies. We also have a Certificate Reception at the end of the semester.

Workshops

- On-campus computer use
- Library & Multimedia Center orientation
- Applying to the university

**Intensive English Language**

**Program**

**Tentative Spring 2010 Orientation Schedule**

**Thursday, January 14, 2010**

9:00 am	Welcome & Information session. Remember to bring your I-20, passport & I-94. Description of Orientation and Testing at Cole Center ( <b><u>CE Room 1</u></b> ; see map)
10:00 am	Writing sample & Oral Interviews. (CE Rooms 1, 17 & 18)
12:00 pm	Lunch (provided by IELP in CE 18)
12:30 pm	Campus Tour. Campus Bookstore, Health & Wellness Center, University Center (UC: Treasury Services, ID office, Campus Connection & Mobile Campus), Rhodes Tower (RT: Library) & the Inner Link walkways.
1:00 pm	COMPASS ESL <u>RW 289</u> . (Computerized test with Reading comprehension, Listening comprehension and Grammar sections.)

Students are finished for the day after the COMPASS test (approximately 2 to 3pm).

**Friday, January 15, 2010 (Room to be announced)**

9:30 am	Bring your passport and \$15 for TB test. Information Session: Get your placement and schedule. Meet people from the Health Center, IS&T, and the University Library.
11:00	Meet Monica Plunkett from the Center for International Services and Programs. Receive Visa information.
11:30 am	Get CSU ID cards
12 noon	Go to Health & Wellness Center for TB test.

**Tuesday, January 19, 2010**

Classes start. Students meet in assigned classrooms

**REMEMBER:**

**Read this letter for information**

Return your Arrival & Confirmation form

Request airport pick-up at least 3 days before your arrival

Make housing arrangements before arriving or plan to stay in a hotel for a few nights.

Attend Orientation

