Visiting Student Guidelines
2018 - 2019
International Admissions

The purpose of this document is to provide Kent State University’s valued partner institutions with useful information pertaining to admissions requirements, policies and processes.

Office of Global Education | International Partnerships Division
partnerships@kent.edu | Tel. 1-330-672-7980
www.kent.edu/globaleducation
Thank you for serving as one of our valued representatives. Together we work to enhance the diversity, talent, and quality of the international student population at Kent State University. This handbook is designed to equip you to assist a student from the application process through enrollment at Kent State University.

**Objectives of this handbook:**

1. Provide students with useful during the application process at Kent State University.
2. Help with the international admission process and build a smooth workflow for our valued representatives, centers, and the Office of Global Education.
3. Ensure the successful arrival of students at KSU.

**Please feel free to contact Kent State University for any further information, question or concerns.**

**Contact Information**

If you have particular questions concerning the application and admission process, please contact an Admissions counselor representative. Email and Skype are the preferred means of communication with the Office of Global Education.

**Email:** intladm@kent.edu

**Telephone:** 1-330-672-7980

**Fax:** 1-330-672-4025

**Skype:** Please email a Skype contact request to the above email address and our counselor will contact you.

**Mailing Address:**

Office of Global Education
106 Van Campen Hall
625 Loop Road
Kent State University
Kent, OH 44242-0001
USA

*Please refer to the contact list on Page 19 if you have questions that are not related to the application and admission process.*
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Introduction

Dear Partners,

Kent State University has a long history of international partnerships. One of the benefits of your partnership with Kent State is our ability to welcome your visiting students to our campus as a unique group of scholars and to personally assist them throughout the entirety of their time on campus. Every year, these students join our Kent State community for their own unique study abroad experience. We appreciate the diversity these students bring to our campus’ community and we continue to recognize and serve their growing population.

To help maximize your students’ experience while attending Kent State, the International Partnerships Division in the Office of Global Education has developed this handbook for our Visiting Student Program. The handbook provides students with a “roadmap” that allows them to easily navigate our application process and prepare themselves for a successful study abroad experience on the Kent State campus.

Sincerely,

Sarah J. Malcolm
Director, International Partnerships, Marketing, & Communications
Kent State University
Office of Global Education
625 Loop Road | 106 Van Campen Hall
Kent, OH 44242-0001 USA
Tel: 1-330.672.8655
smalcolm@kent.edu
Please Note: If you have particular questions concerning the application and admission process, please contact the Office of Global Education or one of our overseas centers located in China or India.

Office of Global Education  
Mailing Address: Office of Global Education  
Kent State University  
106 Van Campen Hall  
625 Loop Road  
Kent State University  
Kent, OH 44242-0001 USA  
Telephone: 1-330-672-7980  
Email: partnerships@kent.edu  
Website: www.kent.edu/globaleducation  
Primary Contact: Sarah J. Malcolm

China Center  
Mailing Address: Kent State China Center  
Chanfu Road U-Center C-901  
Beijing, China 100083  
Telephone: 010-6268-0208  
Email: beijing@kent.edu  
Website: http://www.kent.edu/china  
Primary Contact: David Wei

India Center  
Mailing Address: Kent State India Center  
413, Fourth Floor  
International Trade Tower  
Nehru Place  
New Delhi 110019  
Telephone: 011 40526889  
Email: india@kent.edu  
Website: www.kent.edu/globaleducation/kent-state-india  
Primary Contact: Jyotsna Misra
Academic Opportunities for Visiting Students

Kent State University offers visiting students from its partner universities numerous opportunities to pursue their studies within the Kent State academic system. The most traditional method is for students to enroll in Kent State courses – a minimum 12 credit hours per semester for undergraduate students – that align closely with their chosen program of study at their home university. Visiting students are eligible to study at Kent State for up to two semesters.

In addition to a traditional course of study, Kent State also offers the following unique and/or specialized academic programs, which allow the visiting student to follow individual interests and pursuits.

Kent State Florence Program
Kent State University has been offering its students a wide assortment of courses in various subject areas at its academic center in Florence, Italy for more than 40 years. Kent State faculty in residence provide an outstanding education both in and out of the classroom and out, capitalizing on the Florentine setting with city walks, museum visits and field trips. Visiting students can enroll for the fall or spring semesters – or participate in the Florence Summer Institute. For more information, visit:

[www.kent.edu/Florence](http://www.kent.edu/Florence)

English as a Second Language (ESL) Program
Kent State’s ESL Program provides intensive English language instruction to international students who want to enter American universities or learn English for other personal or professional reasons. The ESL Program is committed to academic excellence through flexibility in program design. All courses are available at various proficiency levels to ensure that students receive the best English training possible. Our experienced instructors have a passion for helping students achieve their academic goals. Students can choose to study at our Kent campus, our nearby Stark campus or our Center in Florence, Italy (see above). Total costs and course selection vary by location – for more information, visit:

[www.kent.edu/english/esl-center](http://www.kent.edu/english/esl-center)

ESL Program at Stark
The ESL Program at Kent State University at Stark offers an English language and cultural immersion experience to its participants. International students interested in participating in cultural exchanges, developing their English language abilities and learning about U.S. culture and customs will find this program beneficial. The Kent State Stark ESL Program provides an academically rigorous curriculum, with designated classes focused on both writing and speaking.

The Kent State Stark ESL program does not require a minimum TOEFL/IELTS score and is offered at a significantly discounted tuition rate.

[www.kent.edu/stark/esl-program](http://www.kent.edu/stark/esl-program)
Important Deadlines

It is our sincere goal to provide the best service and support to your visiting students attending Kent State University. In order to do so, it is critical that our partners provide us with the following required information by the indicated deadlines. Send the information directly to:

**Contact:** International Partnerships  
**Email:** partnerships@kent.edu  
**Address:** Office of Global Education  
Kent State University  
106 Van Campen Hall, 625 Loop Road  
Kent, OH 44242-0001 USA

### STUDENT NOMINATION

**Fall Semester:** April 1  
**Spring Semester:** September 1

Nominate a selection of undergraduate (graduate students may be considered on a case-by-case basis) students for study at Kent State by the appropriate deadline. Student names and credentials must be provided at the time of nomination. Following an evaluation, Kent State will recommend the most suitable participants to the partner institution.

### HOUSING ESTIMATE

**Fall Semester:** April 1  
**Spring Semester:** September 1

Provide the ESTIMATED number of your students who plan to live on campus. A limited number of rooms are reserved for international students on campus. Because of this, we can only ensure accommodations for your students if you provide us with an estimated number requiring on-campus housing by the deadline.

**Please Note:** Your estimate only enables us to reserve the proper number of rooms. **Students must still formally apply for housing immediately following admission!**

### TOTAL APPLIED STUDENTS

**Fall Semester:** May 1  
**Spring Semester:** October 1

Provide us with the final list of the total number of all students from your university who will be attending KSU for the upcoming semester. Please include the following information for each student:

- Given Name  
- Family Name  
- Date of Birth  
- Personal Email  
- Program of Study  
- Length of Stay

Upon receiving this list we will work closely with you and your students to facilitate the application process to ensure timely receipt of their I-20 or DS-2019.

**Please Note:** English as a Second Language (ESL) students must attend both ESL modules of the semester.

### STUDENT APPLICATION

**Fall Semester:** June 1  
**Spring Semester:** November 1

**Please Note:** Late applications are accepted, but we recommend that international students apply as soon as possible to allow sufficient time for pre-departure arrangements.
Admission and Application Instructions

General Admission Requirements:
For Undergraduate Academic Programs (non-ESL)

English Language Proficiency
All international applicants must provide proof of English language proficiency unless they meet specific exceptions. A list of exceptions is available at: www.kent.edu/Node/61191

Students should request that ETS send official TOEFL scores directly to Kent (institution code: 1367). An IELTS report must be sent as a scanned PDF.

All undergraduate applicants must obtain:
- A minimum TOEFL score of 525 (71 on the Internet based version),
- A minimum MELAB score of 75 or IELTS score of 6.0,
- A PTE Academic score of 48, or complete the ELS level 112 Intensive Program.

Please submit documentation as a scanned PDF.

GPA Requirement
Visiting students should meet the minimum requirement of a GPA greater than or equal to 2.5 on a U.S. 4.0 scale

Programs with special admission criteria and selective requirements are available at: www.kent.edu/globaleducation/international-freshman-application-guide
Undergraduate Visiting Student Application Process:

**Partner Institution:** Nominate students
The partner institution will nominate students – whom the institution has pre-qualified – to the Office of Global Education (OGE) by the required deadline (see page 6). Each nomination must include the student’s name, his/her proposed course of study and transcript, as well as any other relevant credentials.

**OGE:** Review and recommend student participants
The Office of Global Education will review the nominated students and recommend the most suitable participants. From the recommended list, the two institutions will select the final participants.

**Student:** Submit an online application at:
www.kent.edu/globaleducation/international-freshman-application-guide

**ESL Students ONLY:** Submit an online application and the $30 (USD) application fee at:
www.kent.edu/globaleducation/esl-application-guide

**Student:** Prepare and submit the following application documents:
- Passport Biographical Page
- English Language Proficiency Scores
- Secondary School Graduation Certificate/Diploma/Attending Certificate (Certified English translation and original language)
- Post-Secondary School Transcripts/detailed mark sheets (Certified English translation and original language)
- Exchange Permission Form. To obtain a copy of the form, visit: https://du1ux2871uqvu.cloudfront.net/sites/default/files/file/Exchange%20Permission%20Form%202015-2016.pdf
- Financial guarantee (bank statements) that show sufficient funds to cover educational expenses. For tuition and fee costs, see: www.kent.edu/tuition
- Kent State University Financial Information Worksheet (only necessary if the financial guarantee is NOT in English)
- Any additional documents that may be required

**Please Note:**
- The Financial Guarantee Statements and the Financial Information Worksheet are not necessary for the admission process, but are required to process immigration documents.
- For admission purposes, we can accept scanned documents of academic credentials.
- All items submitted become the property of Kent State University and cannot be returned.

**OGE:** Track and report student admission status
The Office of Global Education will track all admissions and I-20 or DS-2019 documentation for your students included on the list of Total Applied Students provided to OGE (see Deadlines, page 6), as well as report the students’ admission status. Please note that we are unable to provide this convenience for your students not included on the list.
Helpful Application Suggestions

- Include the student’s full name and birthdate when sending documents.
- For the fastest processing, convert all the documents into a multi-page PDF digital file (the size of the PDF file should not exceed 5MB) and email the file to International Partnerships at: partnerships@kent.edu
- If time is not an issue, application material can also be mailed to: *(please make yourself a copy first!)*
  
  Office of Global Education
  106 Van Campen Hall, 625 Loop Road
  Kent, OH 44242-0001 USA

Admission Assistance:

Finding Helpful Information
For the latest information about international admissions, visit: www.kent.edu/globaleducation/international-admissions

Available Programs
For the latest information of our available majors, check the following:

Undergraduate (Kent campus only):  
http://solutions.kent.edu/GPS/ROADMAP/browse/ug/all?campus=KC

Graduate (Kent campus only):  
http://solutions.kent.edu/GPS/ROADMAP/browse/GR/all?campus=KC

Exchange Partners
For more information and a list of our exchange partners, please visit:  
www.kent.edu/globaleducation/international-partnerships
Financial Considerations

University Payment Process

Payment Options
Kent State University offers students two payment options:
1. **Self-Payment**: the student makes payments using his or her own funding.
2. **Third-Party Payment**: the student’s tuition is paid by a third-party – for example a governmental agency or a partner university. Third-Party payments require the completion and submittal of an **Agreement to Pay Tuition on Behalf of a Third-Party** form. Request a form by email at: partnerships@kent.edu.

For fall and spring semesters, students have two payment options:
1. One payment in full
2. Monthly Payment Options
   *Requires a $55 per semester service fee. Installment plans are not available for the summer module.*

Payments can be made using Kent State’s **Online Payment System** at: [https://payonline.kent.edu/payonline/Default.aspx](https://payonline.kent.edu/payonline/Default.aspx)

Payment Due Dates
Payment Due Dates vary by semester and academic year. For the most current dates, visit: [www.kent.edu/bursar/payment-due-dates](http://www.kent.edu/bursar/payment-due-dates)

Please Note: Additional information can be obtained from the **Bursar’s Office** at: [http://www.kent.edu/bursar](http://www.kent.edu/bursar)
Student Expenses

The following chart provides a breakdown of expected expenses, including tuition and estimated living expenses, for Academic Year 2017-2018 for undergraduate, graduate and English as a Second Language (ESL) students:

### 2017-2018 Estimated Academic Year Expenses

**Undergraduate and Graduate Students**

<table>
<thead>
<tr>
<th>Expense</th>
<th>Undergraduate³</th>
<th>Graduate³</th>
<th>ESL⁴</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuition and Fees¹</td>
<td>$18,544</td>
<td>$16,704</td>
<td>$13,412</td>
</tr>
<tr>
<td>Room and Meals²</td>
<td>$10,916</td>
<td>$10,916</td>
<td>$10,916</td>
</tr>
<tr>
<td>Books, Supplies and Medical Insurance</td>
<td>$4750</td>
<td>$4750</td>
<td>$4750</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$34,210</strong></td>
<td><strong>$32,370</strong></td>
<td><strong>$29,078</strong></td>
</tr>
</tbody>
</table>

**Please Note:** Because of current economic trends in the United States, you should anticipate an annual 3-5% increase in expenses.

1. Based on one academic year (two semesters) for a full-time international student. Program and special course fees are additional. Tuition costs are subject to change.
2. Based on a standard double room and basic meal plan. Other enhanced room types and meal plans are available on an optional basis. Housing fees for winter and spring breaks are not included.
3. Based on 9 credit hours per semester for graduate students. Programs and special course fees are additional. The international activity fee is $20 per semester, or $40 for the academic year.
4. This estimate for tuition, ESL surcharge, and course fees is based on 17 credit hours per semester, and includes the surcharge of $10 per credit hour for out-of-state students enrolled in ESL courses, as well as a special ESL course fee of $30 per credit hour. ESL students also have a one-time application fee of $30.

### Additional Considerations

- This table does not include miscellaneous everyday expenses (winter clothes, car insurance, etc.) because they depend on the individual student’s lifestyle. They are estimated at an average of $2,520.
- Students who bring family members may use the chart above and add $4,500 for a spouse or other first dependent, plus $2,500 for each additional dependent (if staying an academic year).
- All students who are not 20 years or older are required to live on campus and buy a meal plan, according to university regulations, unless specific criteria are met.
Pre-Departure Considerations

The following is a brief description of the information and issues with which a newly-admitted student should become familiar. For additional information, please visit our New Student webpage at: www.kent.edu/globaleducation/newly-admitted-international-students-kent-state

Important: If an administrator or faculty member will be accompanying students during their travel to Kent State, the coordinating representative from the partner institution must notify the Office of Global Education at:

Contact: Sarah J. Malcolm
Email: smalcolm@kent.edu
Phone: +1-330-672-7980
Address: Office of Global Education
Kent State University
106 Van Campen Hall, 625 Loop Road
Kent, OH 44242-0001 USA

Visa Application

General Information
Applicants for a student visa are typically required to schedule an appointment with the nearest U.S. Consulate or Embassy in advance. A list of U.S. Consulates and Embassies is available online at: www.usembassy.gov/

On the day of the appointment, the applicant should have all of the required documents (requirements vary by post and are subject to change without notice, so telephone or check the website of the Consulate or Embassy to confirm procedures).

Workshops on how to complete the Visa application process are offered in many countries by the U.S. State Department’s Bureau of Educational and Cultural Affairs. For a site convenient to you, visit: https://educationusa.state.gov/find-advising-center

Consular officers will determine visa qualification.

Types of Visas for Students and Exchange Visitors

1. F-1, or Student Visa: The visa for people who want to study at an accredited U.S. college or university, or to study English at a university or language institute.

2. J-1, or Exchange Visitor Visa: The visa issued to people who will be participating in an educational or cultural exchange program.

Minor Status
In the United States, a person under the age of 18 is considered a minor. They may be restricted from activities like receiving a debit card, signing housing contracts/health forms, renting cars, etc. without a parent’s signature or a power of attorney. Please make sure that parents research U.S. policies in advance or ask our ISSS department if they have particular questions.
Visa Application Steps

Receive the Form I-20 or DS-2019
After acceptance and receipt of all required financial documents, and before applying for a visa, Kent State will send the proper documentation that enrolls the student in the Student and Exchange Visitor Information System (SEVIS).

Pay the Required Fees
There are a number of fees that applicants are responsible for paying. These may include:

- SEVIS I-901 Fee
- Nonimmigrant Visa Application Processing Fee
- Visa Issuance Fee

The full list of fees is available online:
http://travel.state.gov/content/visas/en/fees/fees-visa-services.html

Apply Online
Review the particular consulate or embassy as the process varies:
www.usembassy.gov/

Schedule a Visa Interview Appointment
Make an appointment for a visa interview by contacting the nearest U.S. Embassy or Consulate. You will find that information at:
www.usembassy.gov/

Please Note: Visa processing procedures can vary by country depending on the U.S. Embassy or Consulate, but all student visa and exchange visitor visa applicants are given priority. The U.S. Department of State lists typical visa wait times by country:
http://travel.state.gov/content/visas/en/general/wait-times.html/

Prepare Documentation for the Visa Interview Appointment
The applicant should assemble all the required documentation prior to the interview appointment. This may include a number of documents and receipts so students should review the information provided on the embassy or consulate website before going to an appointment.

When applying for a visa, the applicant needs to be aware that the visa alone does not guarantee entry to the United States. With a visa, a foreign citizen is allowed to travel to a U.S. port of entry. Upon arrival there, a U.S. Customs and Border Protection inspector makes the decision about the individual’s admission into the country.

Housing

On-Campus Residence Applications
To live on campus, students need to complete an online New Student Housing Application, by visiting the Residence Services website at:
http://www.kent.edu/housing

Click on the Apply for Housing icon. Students will need their FlashLine username and password (see page 20) to log into the application process.

To explore housing plan options, as well as available floor plans, room diagrams and other residence amenities, students are encouraged to visit the Residence Services website at:
http://www.kent.edu/housing

Students are also encouraged to review the Residence Hall Contract. It contains useful information about cancellation policies, fees, due dates and more. View the contract at:
www.kent.edu/housing/2016-17-housing-contract
Important: Kent State maintains only a limited number of on-campus housing placements for students of our partner universities. It is critical that our partners provide the Office of Global Education with the ESTIMATED number of your students who plan to live on campus by April 1 (see page 6).

Off-Campus Housing
Students who prefer to live off-campus are encouraged to search KentCrib for local residences with available vacancies. Visit KentCrib at: www.kentcribs.com/

Housing Check-in Upon Arrival
(On-campus housing, transition housing or your own apartment)
On-campus check-in will be available 24 hours at the designated front desk for both residence halls and temporary housing residents. Students that plan to arrive before the residence halls are officially open will need to apply for early arrival housing. Most off-campus apartments will have a designated office hour schedule. Please make sure to visit the office during the office hours.

Dining

On-Campus Dining Plans
Kent State University Dining Services is proud to offer various dining plans to suit individual student needs. The Dining Plan is an essential part of the Kent State experience. Our plans are set up on a declining balance system. This means that you are able to use your Dining Plan how you want, when you want. Everything is priced individually, so you pay for exactly what you are getting. To review and select from the various plans, visit: www.kent.edu/dining/resident-student-dining-plans

Please Note: Visiting students under the age of 20 and living on-campus MUST purchase a Dining Plan.

Notify OGE if:
- A student prefers the Light Dining Plan
- A student over the age of 20 does not want a Dining Plan (if living on-campus)

Student Identification

Kent State ID
Kent State ID is the identification number for students and employees of Kent State University. It is also referred to as their “Banner ID.” It is a 9-digit number beginning with an “8” and is important for correctly identifying a student’s record.

Kent State Email.
Kent State Email is an important link between the student and the university. The “Access” tab provides important notifications and should be the first thing that students check. This tab is available after the student logs into the FlashLine page.

FlashLine User ID
The FlashLine username is everything before the "@" symbol in the Kent State email address. For example, if the Kent State email address is jdoe1@kent.edu, then the FlashLine username would be jdoe1. The student can also find the username on their admission decision letter. Only students are permitted to access their FlashLine account.
Local Airports

There are two airports students should consider when making flight arrangements that are located in close proximity (by car) to Kent:

1. Cleveland-Hopkins International Airport (airport code: CLE) approximately 50 minutes
2. Akron-Canton International Airport (airport code CAK), approximately 30 minutes

Students must arrive before or on the Program Start Date. For example, if the Program Start Date is August 18th, the student may arrive in the U.S. up to 30 days before—the earliest date being July 19th. If for some reason students are not able to arrive by the Program Start Date, contact International Student and Scholar Services by email at: isss@kent.edu.

We strongly recommend students arrive within a week before the Program Start Date.

Medical Requirements

Mandatory Immunizations
Kent State Health Services also requires an immunization record. All international students (regardless of age) are required to fully complete and submit a mandatory immunization form. Students are required to show proof of the MMR vaccination and a tuberculosis screening test (TB test-Mantoux type). To download the form and for additional information, visit: www.kent.edu/uhs/mandatory-immunizations

The completed form may be emailed to: immunizations@kent.edu

or submitted at the Deweese Health Center upon your arrival on campus.

Medical Insurance Requirement for International Students
Kent State University requires health insurance for all international students. Our intent is to ensure access for international students to United States health care services.

All international students taking at least one credit hour are required to have health insurance that is comparable to the coverage provided with the Kent State University sponsored student health insurance plan. The Bursar’s Office will automatically post the premium on student accounts and will be viewable to students.

Any international student may request a waiver of this fee if:

1. The student provides proof of full sponsorship by a government agency including health insurance, or
2. The student provides proof of health insurance provided by a United States employer.

Waiver requests must be submitted during a bi-annual open enrollment period.

For additional information about insurance coverage:

- View the KSU health insurance policy at: www.kent.edu/policyreg/university-policy-regarding-international-students-requirement-have-health-insurance
- For a copy of the Student Health Insurance Plan (SHIP) as well as information on the insurance premiums, visit: www.kent.edu/uhs/student-health-insurance-plan
- For more information about the International Student Hard Waiver Program and to view a series of Frequently Asked Questions (FAQs), please visit: www.kent.edu/UHS/international-student-hard-waiver-program
- The Central Billing Office staff at University Health Services is also available to assist students. They can be reached at +1-330-672-8251 or by email at: Insbilling@kent.edu.
On-Campus Considerations

Arrival on Campus

Date of Arrival
Students must arrive to the U.S. before or on the Program Start Date listed on their I-20 or DS-2019. Students may arrive up to 30 days before the Program Start Date. Students may not arrive late; if they try to enter the country after the Program Start Date, they may be denied entry.

Check-in at Office of Global Education
International students must check-in at the Office of Global Education (located at Van Campen Hall) within 48 hours of arrival. A comprehensive guide for orientation week will be provided to students during check-in. Students must bring their passport, visa, I-20 (or DS-2019) and other immigration documents with them.

Please Note: Students may also bring their official and final transcript to International Admission (located inside the Office of Global Education)—these documents must be submitted within the first semester.

New Student Orientation Week
Each semester, the Office of Global Education hosts a number of informational and entertaining events during the week following the arrival of our international students. The events during “Welcome Week” are designed to introduce students to the Kent State campus and ease their transition to academic life in the United States.

Foremost among these events is a mandatory International Student Orientation, which provides students with essential information about Kent State, while offering them the opportunity to get answers to their most pressing questions.

Numerous entertaining events are also scheduled during “Welcome Week,” which encourage students to become acquainted with their fellow KSU students, both international and domestic. Events include a “Discover Kent State (DKS)” tour of the campus and a student resource fair, as well as movies, activities, student rallies and picnics. For additional information about “Welcome Week” activities, visit: www.kent.edu/globaleducation/orientation
Employment Assistance

Work Opportunities
The Career Services Center is responsible for the administration of all student employment throughout Kent State’s eight-campus system. Visit the Center’s website at:
http://www.kent.edu/career

Its many student employment services include:
- Flash@Work is an online listing and application process for all available on-campus jobs as well as internships. Visit Flash@Work at:
  https://flash-at-work.kent.edu/
- A Student Employment Handbook provides the procedures, policies, and legal hiring practices associated with student employment at Kent State. For a copy of the Handbook, visit:

Please Note: International students are allowed to work a maximum of 20 hours per week on campus. International students are not allowed to work off-campus without prior approval. Prior to seeking off-campus employment, students should meet with an advisor from International Student and Scholar Services (ISSS) within the Office of Global Education to determine their eligibility status. For more information about ISSS, visit:
  http://www.kent.edu/globaleducation/international-students-scholars-0

Students in a Language Training Program (ESL) are not allowed to work on or off campus.

Weather

Kent State’s Four Seasons
The city of Kent enjoys four seasons throughout the year: spring, summer, fall and winter. The following are average high temperatures in Kent. Students should bring clothing appropriate for the weather and should also be prepared to purchase additional clothing as necessary when the seasons change. For more information about monthly weather averages in Northeast Ohio, visit:
  www.currentresults.com/Weather/Ohio/average-ohio-weather.php

Kent Temperatures

<table>
<thead>
<tr>
<th>Month</th>
<th>Temperature</th>
</tr>
</thead>
<tbody>
<tr>
<td>January</td>
<td>1°C</td>
</tr>
<tr>
<td>March</td>
<td>9°C</td>
</tr>
<tr>
<td>July</td>
<td>29°C</td>
</tr>
<tr>
<td>September</td>
<td>23°C</td>
</tr>
</tbody>
</table>
## Appendix A

### Contact List for Important On-Campus Organizations

<table>
<thead>
<tr>
<th>Office</th>
<th>Website</th>
<th>Email</th>
<th>Phone Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Academic Success Center</td>
<td><a href="http://www.kent.edu/asc">www.kent.edu/asc</a></td>
<td><a href="mailto:asc@kent.edu">asc@kent.edu</a></td>
<td>330-672-3190</td>
</tr>
<tr>
<td>Bursar’s Office</td>
<td><a href="http://www.kent.edu/bursar/">www.kent.edu/bursar/</a></td>
<td><a href="mailto:bursar@kent.edu">bursar@kent.edu</a></td>
<td>330-672-2626</td>
</tr>
<tr>
<td>Career Services Center</td>
<td><a href="http://www.kent.edu/career">www.kent.edu/career</a></td>
<td><a href="mailto:career@kent.edu">career@kent.edu</a></td>
<td>330-672-2360</td>
</tr>
<tr>
<td>Office of Global Education</td>
<td><a href="http://www.kent.edu/globaleducation">http://www.kent.edu/globaleducation</a></td>
<td></td>
<td>330-672-7980</td>
</tr>
<tr>
<td>International Admissions Office (IA)</td>
<td><a href="http://www.kent.edu/globaleducation/international-admissions">http://www.kent.edu/globaleducation/international-admissions</a></td>
<td><a href="mailto:intladm@kent.edu">intladm@kent.edu</a></td>
<td>330-672-7980</td>
</tr>
<tr>
<td>International Student and Scholar Services (ISSS)</td>
<td><a href="http://www.kent.edu/isss">www.kent.edu/isss</a></td>
<td><a href="mailto:isss@kent.edu">isss@kent.edu</a></td>
<td>330-672-7980</td>
</tr>
<tr>
<td>Residence Services</td>
<td><a href="http://www.kent.edu/housing">www.kent.edu/housing</a></td>
<td><a href="mailto:housing@kent.edu">housing@kent.edu</a></td>
<td>330-672-7000</td>
</tr>
<tr>
<td>Security Escort Program</td>
<td><a href="http://www.kent.edu/publicsafety">www.kent.edu/publicsafety</a></td>
<td></td>
<td>330-672-7004</td>
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<tr>
<td>University Health Services</td>
<td><a href="http://www.kent.edu/UHS">http://www.kent.edu/UHS</a></td>
<td></td>
<td>330-672-2322</td>
</tr>
<tr>
<td>Medical Services</td>
<td><a href="http://www.kent.edu/UHS">http://www.kent.edu/UHS</a></td>
<td></td>
<td>330-672-2322</td>
</tr>
<tr>
<td>Psychological Services</td>
<td><a href="http://www.kent.edu/psych">http://www.kent.edu/psych</a></td>
<td></td>
<td>330-672-2487</td>
</tr>
<tr>
<td>University Registrar’s Office</td>
<td><a href="http://www.kent.edu/registrar">www.kent.edu/registrar</a></td>
<td></td>
<td>330-672-3131</td>
</tr>
</tbody>
</table>
Appendix B

The Family Education Rights and Privacy Act
The Family Educational Rights and Privacy Act of 1974 (FERPA), is a United States federal law that sets forth requirements regarding the privacy of student records. FERPA governs the disclosure of student records maintained by an educational institution as well as access to those records.

FERPA grants four specific rights to the student:
- The right to review and inspect their educational records;
- The right to have their educational records amended or corrected;
- The right to limit disclosure of some portions of their educational records; and
- The right to file a complaint with the U.S. Department of Education concerning alleged failures by institutions to comply with the act.

When a student begins attending Kent State, the student is automatically protected under FERPA, regardless of age. Concerns such as progress in a course, deficiencies in a subject area, scores and grades on papers, exams, etc. are all examples of personally identifiable information that constitute part of the student’s education record. Kent State is not permitted by FERPA to release or provide access to this information to a student’s parent or legal guardian, except under the following conditions.

1. A student provides written authorization to the Registrar’s office that specifically identifies what information may be released to the parent(s). At Kent State, the student may complete this authorization online through FlashLine, or in person at the Registrar’s office.
2. The parent(s) establish that the student is a tax-dependent according to the Internal Revenue Code of 1986, Section 152.
Appendix C

Kent State University Health Services
SUBMIT THIS FORM TO: 1500 Eastway Drive, Kent OH 44242-0001
Phone (330) 672-8263 Fax (330) 672-2272
Mandatory Student Immunization Requirements

Last Name_________________________First Name______________________ KSU ID#_____________________
Address___________________________Cell Phone_______________________
City___________________________State______________________ Zip______________
Date of Birth______________________Birth Country______________ E-Mail__________________

Students born before Jan. 1st, 1957 are exempt from Part I. All other students must complete and submit Part I. International students must also complete Part II.

PART I - MEASLES/MUMPS/RUBELLA (MMR VACCINE)

Requirement: TWO doses of MMR vaccine after the age of one and separated by at least one month
Date: #1_________________________ #2_________________________

-OR-

If immunizations were NOT given in the MMR combined vaccine – please indicate dates received:

Date: MEASLES #1________ MUMPS #1________ RUBELLA #1________
MEASLES #2________ MUMPS #2________ RUBELLA #2________

ALL IMMUNIZATION DATES MUST BE VERIFIED BY A PHYSICIAN OR HEALTH CARE PROVIDER

A COPY OF YOUR IMMUNIZATION RECORD MUST BE ATTACHED TO THIS COMPLETED FORM

Healthcare provider’s name and address:
________________________________________________________________________

Healthcare Provider Signature

PART II – TB SCREENING – INTERNATIONAL STUDENTS ONLY

Students from the following countries are required to have a tuberculosis screening test: Africa, Eastern Europe, Russia, Mexico, Central America, South America, Asia, the Middle East, the Pacific Islands and the Caribbean. This test must be completed within 32 months prior to starting classes.

(For a complete list of WHO (World Health Organization) high risk countries visit our website @ www.ahs.kent.edu)

☐ I was not born in or had an extended stay in any country listed above.

TB Test (Mantoux) or IGRA: Date Given: ___________ Date Read: ___________ Results (mmeters): ___________
Chest X-ray (required if TB test is positive or student has a history of positive TB test): Chest X-ray Date: ___________ Results: ___________
Treated with Anti-tuberculosis drug? ☐ YES ☐ NO

Healthcare provider’s name and address:
________________________________________________________________________

Healthcare Provider Signature

Immunization Form 7/22/14cp

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