

April 6, 2004

Dear Visiting Exchange Student:

Congratulations on your acceptance into the University of Rhode Island via our exchange program with your home institution! I am extremely happy that you will be joining us here at URI during the next academic year, beginning in September, and I look forward to meeting you. I am very confident that you will have a very rewarding exchange experience.

If you have not done so already, I strongly encourage you to visit the URI web site online at <http://www.uri.edu>. Here you will find valuable information about the university, its facilities and services, as well as information to help you plan your trip to Rhode Island and URI.

E-Campus is the electronic system you will use to navigate through administrative matters here at URI. It will give you access to all enrollment services, including course registration, transcript requests and billing. You have been assigned a URI identification number and when you respond to this e-mail message, I will give you that number. The first time you enter the e-Campus system, you should click on the "New Users Register Here" button and follow instructions for registration. Subsequently, you may logon by clicking on "Student" and begin exploring. Be sure to remember (preferably write down) your user name and password, as you will always need this information for future inquiries and activities here on campus.

Familiarize yourself with URI's course offerings by clicking on the "e-Campus" hot button on the URI main web page. From here, you can browse the Course Catalog, which is a complete listing of all courses and programs offered by URI; or the Course Schedule, a timetable of the specific courses offered during a specific semester.

ENROLLMENT: After you have registered with e-Campus and reviewed the available courses for next term, you should attempt to enroll in classes for the fall 2004 semester. You may do this by first logging on as a student, then clicking on the following buttons: "SA Self Service", "Learner Services", and then "Academics". Then, you will see a series of options appear, including "Enroll in a Class". Click on this, select the Fall 2004 term, and begin enrolling yourself in available courses.

For your convenience, I am attaching to this letter, a registration worksheet that you may use for working on your course selection as well as for reporting any registration problems to us. In the event you have any problems registering, please fax **(401-874-4573)** or e-mail (**oie@uri.edu**) this completed reporting form to us as soon as possible. In order to best assist you, we will need to have **ALL** of the following information: a complete list of all the classes (course number, section number and selection number), which you are unable to access; and any messages you are receiving from the system.

Please send me a copy of your transcript with a list of any courses you are currently taking as soon as possible. I may need to refer to these documents if I need to help you with registration. Everything will move along more quickly and smoothly if we have them on file in our office.

As is probably the case on your own campus, the first few weeks of the semester is a transition period. Once you arrive here, you will have an opportunity to add or drop courses. You will also learn about our override process and how to request permission of professors to seek enrollment in otherwise unavailable courses. Please understand that although there are no guarantees for getting into 100% of your desired course choices, we here at URI have an excellent track record for accommodating our visiting exchange students.

HOUSING & DINING ACCOMODATIONS: If you checked off “live on campus” on your Placement Acceptance Form, a space in an on-campus dormitory has been reserved for you. You are guaranteed a double room. Special requests for single rooms and other preferences, other than those made through our office for Disabled Students Services, usually cannot be accommodated. You will receive information about your housing and roommate assignments directly from the Office of Housing and Residential Life within a few months.

You will be able to move into the residence halls beginning on Sunday, September 5th at 9 a.m. Please do not arrive any earlier as the dormitory staff will not be able to accommodate you. You are welcome to ship luggage or packages in advance. To do so, address items to yourself in care of the following address: **Office of International Education & NSE, 107 Taft Hall, University of Rhode Island, Kingston, RI 02881, U.S.A.** We will hold any shipments for you until your arrival on campus, but please remember to retrieve your items from our office as soon as possible thereafter.

If you have chosen to live on campus, you will also be required to purchase a meal plan. You can learn more about the different meal plan options at <http://www.uri.edu/dining/>. We recommend the "any 15" board plan. This plan provides the flexibility to skip some meals along with the security of knowing that the majority of your meals are paid for.

For those students who will be on meal plans, your URI ID card will be your permanent dining card.

It is very IMPORTANT that ALL students – regardless of whether or not they have purchased a meal plan -- obtain a URI student ID card as soon as possible after arrival on campus. The Student Access Center located in the Memorial Union provides this service.

MEDICAL RECORDS: R.I. State law requires proof of immunity for: Rubella (German Measles), Mumps, Rubeola (Measles) and Tetanus, Diphtheria. You should print out the information contained in the following web site: <http://health.uri.edu/mr.php>, take it to your physician, and request that s/he provide the necessary documentation. Your doctor may use any available form to record your immunization history. (URI will also accept a copy of your home campus' record as long as it shows documentation that you meet our requirements.) Or, if you prefer, you may e-mail me (donna_figuroa@uri.edu) to request an immunization record form.

HEALTH INSURANCE: URI requires all full-time students to have adequate health insurance. You will automatically be billed for “ACC/SICK Insurance” for the 2004-2005 academic year. (The 2003-2004 price is \$1080) You can waive this coverage and the fee that is charged if you can provide proof of comparable health coverage.

URI requires students who want to waive URI coverage to do so online. If you do NOT want URI health insurance coverage, simply follow these instructions:

1. Go to www.universityhealthplans.com
2. Click on University of Rhode Island
3. Follow Instructions and complete all required information
4. Submit the form by clicking "Apply"

Please note that ALL students are always welcome to seek medical attention at the URI Office of Health Services regardless of what health insurance coverage is in place.

DATES FOR YOUR CALENDAR: You will find calendars for the 2003-2004 academic year online at <http://www.uri.edu/es/calexams/>. Please make sure you consult these calendars and make your travel plans accordingly. You should plan to remain on campus through your last final examination. If you need to make or request special arrangements to accommodate your own needs, you will need to take that up with your individual professor(s) directly. Our office is unable to assist you with making requests to forego or take early exams.

TRAVEL: Two airports serve the Rhode Island area -- T.F. Green and Logan. Providence's T.F. Green airport (actually in Warwick) is located approximately 20 miles from URI. It offers service to and from most domestic destinations. Logan Airport in Boston, Massachusetts (approximately 75 miles from URI), offers service to and from most international and all domestic locations.

From Green airport, you may take a Rhode Island Public Transport Authority (RIPTA) bus directly from the airport to the Student Union at URI. The fare (exact change required) is about three dollars. On weekends and holidays, buses depart Green airport for URI only a few times each day. You may access a current schedule at the following web site:

<http://www.ripta.com/>

From Logan Airport in Boston there are two ways to travel to the University of Rhode Island, by train and by bus. To travel by train from the Boston airport, you must first take a free airport shuttle bus to the subway (called the "T" by locals). Then take the "T" to South Station. At South Station, Amtrak trains depart regularly for Kingston. Schedules and costs for this train can be found at

<http://www.amtrak.com/>

The train station in Kingston is located approximately two miles from campus. From there, you may take a bus or a taxi to URI. A bus schedule and phone numbers to call a taxi are posted at the station.

To travel by bus from the Boston airport, you should take a Bonanza bus from the airport to Providence. The schedule for these buses is posted inside the bus stop, in front of the terminal building. Buses, which usually pass every hour on the half hour, will take you directly to Providence. You can find more information on this service at:

<http://www.Bonanzabus.com>

From the Bonanza bus station in Providence, you must then catch a bus to Kennedy Plaza, downtown, and transfer to a Rhode Island Public Transit Authority (RIPTA) bus to URI. The Bonanza Bus from Logan to Providence takes one hour. The RIPTA Bus from Providence to URI also takes approximately one hour. (However, you may spend an hour or two waiting for the proper connection.)

If you have questions about the bus service or would like to check on other routes or schedules, please consult the RIPTA web site at www.ripta.com.

Remember that public transportation requires exact change. Therefore, you should have available some coins and small bills in U. S. currency at all times.

PLEASE NOTE: DO NOT ATTEMPT TO TAKE A TAXI FROM BOSTON TO URI, AS IT WILL COST YOU CLOSE TO SEVERAL HUNDRED DOLLARS!

Here a few other web sites that you may find helpful in planning your trip and learning more about this area:

<http://www.visitrhodeisland.com>

<http://www.providenceri.com>

<http://www.gonewport.com>

<http://www.gorhody.com>

Finally, please visit the web site especially designed for visitors. You can access it at <http://www.uri.edu/home/visitors/>. Here, you will find answers to your questions about the local area as well as information to help you easily plan your trip to URI. As mentioned earlier, we will be sending you more detailed information in a couple of months. In the meantime, please feel free to contact us with any questions or concerns you may have.

Good luck and enjoy the summer! I look forward to meeting you soon!

Yours sincerely,

Donna J. K. Figueroa, Assistant Director & NSE Coordinator
Office of International Education, University of Rhode Island