

URI Handbook for Visiting International Exchange Students



**University of Rhode Island
Office of International Education & National Student Exchange**

Rev. 06/08

Welcome to the University of Rhode Island!

Traveling to a foreign country can be interesting and exciting but at times it may also be disorienting. This handbook was created to help you prepare for your exchange to our campus, to help make you feel more comfortable upon your arrival at the University of Rhode Island (URI) and make you aware of the different aspects of campus life. The handbook contains brief descriptions of some of the services you may need on campus and highlights events in which you may wish to participate. Please use the service offices listed in this guide to address any additional questions that you may have, as it is impossible for this handbook to answer all of your questions. You will be considered a full-time student of URI while you are on campus and it is important that you feel comfortable and integrate into the student body. We hope you have a pleasant experience and take full advantage of all URI has to offer.



IMPORTANT! WE HAVE PUT THE SYMBOL IN CERTAIN AREAS THROUGHOUT THE BOOK TO ALERT YOU OF INFORMATION THAT REQUIRES YOUR SPECIAL ATTENTION, HIGHLIGHTS AN IMPORTANT DEADLINE OR REQUIRES ACTION ON YOUR PART. THERE IS ALSO A CHECKLIST IN APPENDIX II THAT SERVES AS A GUIDE TO ENSURE YOU COMPLETE IMPORTANT TASKS BEFORE, DURING AND AFTER YOUR EXCHANGE TO URI.

Please take a copy of this handbook with you when you travel to URI so you may use it as a reference.

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I. The University and Rhode Island

The University

The University of Rhode Island (URI) is located in Kingston, which is about 45 km south of the state's capital and largest city, Providence. URI was founded in 1892 and has been expanding ever since. The center of campus is a quadrangle of old granite buildings surrounded by newer academic facilities, student residence halls, and administrative buildings. On the plain below Kingston Hill are gymnasiums, athletic fields, tennis courts, and agricultural fields. Approximately 13,500 students are enrolled at URI, and though this may seem like a large number, the average class size is only 30 students. There are two villages and one town that make up the area close to the Kingston campus. They are Peace Dale, Wakefield, and Narragansett.

Rhode Island

The state of Rhode Island and Providence Plantations is the smallest state in the United States and is located on the eastern coast of the country. Although it is called Rhode Island, it is not actually an island. It does however possess over 650km of coastline. Three hours north of New York City and just over one hour south of Boston, the state is ideally situated for easy access to all a major metropolitan area has to offer.

The weather in Rhode Island is generally sunny and warm from May to October and often cold and gray from November to the end of March. The temperature in the autumn months is on average 10 degrees Celsius. In winter average temperatures range between -1 to 4 degrees Celsius, but at times is much colder with occasional snow. The spring months usually bring rain and temperatures around 15 degrees Celsius and the summer months are hot with the temperature ranging between 24 to 32 degrees Celsius. The one thing that is predictable about Rhode Island's weather is that it is unpredictable, so be prepared.

For more information on URI, Rhode Island, and area attractions visit: <http://www.uri.edu/home/visitors/index.html>
OR

The Rhode Island Tourism Division's website at: <http://www.VisitRhodeIsland.com>

II. Preparing for Your Exchange to URI

The Office of International Education & National Student Exchange

The Office of International Education & National Student Exchange (OIE/NSE) acts as the liaison between your home institution and URI. The office assists with your paperwork, produces this handbook, and is responsible for your campus orientation. The office will help you with course registration, campus housing, accessing campus services, etc. The OIE/NSE is open 9:00am-4:00pm Monday – Friday. Contact OIE/NSE staff members if you have questions regarding your exchange that are not addressed in this handbook or cannot be answered by the exchange representative at your home campus. Our contact information is provided on the cover of this handbook.



It is very important that you notify the OIE/NSE if you change your contact information prior to your exchange to URI so you do not miss any important information we may send related to your exchange at our institution.

The OIE sponsors our Peer Ambassador Program where we will match international exchange students with a returned study abroad student to help with their adjustment to URI. In order to participate, students must request a Peer Ambassador. The OIE will contact you with more information after your acceptance.

Learning More About URI

The University of Rhode Island has a lot to offer its students. To learn more about URI, we encourage you to examine the University's WWW site: <http://www.uri.edu> From this site, you can access course catalogs, obtain departmental information, learn about student organizations, and much more.

Your Academic Record

Confirm with the appropriate official at your institution that a copy of your academic transcript or grade report, along with a list of any courses you are currently taking, has been sent to our office. If these documents have not been sent, please send us a copy of these materials as soon as possible. We may need to refer to these documents in order to facilitate the course registration process for you.

Course Registration



Visiting exchange students usually register for fall classes in April and for spring classes in early October through a URI student registration system called e-Campus. Students may access the e-Campus system by going to the URI Student webpage (www.uri.edu/home/students) and clicking on the “Log on to e-Campus” link. From the e-Campus system you can examine the courses offered during the semester you will be studying at URI and register for them as well. The first time you register for classes with e-Campus you will need to activate your e-Campus account. The Office of International Education will provide you with a URI Student Identification Number and notify you when it is possible to proceed with account activation and course registration.

Please note: In order to access e-Campus you need to be using a computer with an Internet Explorer 5.0+ or Netscape 6.0+

A. Activating Your e-Campus Account –When students initially go to register for classes on the e-Campus web page (<http://www.uri.edu/ecampus/>), first-time users will need to click on the link that says “First Time Users Register Here.” Using the URI Identification Number the Office of International Education provided, new users will then need to follow the directions provided on the e-Campus screens. The most important part of this process will be creating a User ID name and Password required to use to access the e-Campus system in the future. **(Make sure you remember your UserID/ Password and do not provide them to anyone else).**

B. Registering for Courses via e-Campus - After the e-Campus system has confirmed the new users’ UserID and Password, students can then login to the e-Campus system from the main e-Campus web page by clicking on the “Students” link and then the “Log on to Student Administration” link. The e-Campus system will request that you enter your UserID and Password and then it will allow you to access the system for registration. Once you are logged into the system you will need to click on the “SA Self Service” link followed by the “Learner Services” link. To view courses that will be offered during your semester at URI, click on the “Catalog” link. To begin registering for classes, click on the “Academics” link and follow the directions provided.

If you are having difficulty using the e-Campus system, go to: http://www.uri.edu/ecampus/tutorials/student_guide.pdf
Here you will find a step by step guide on how to use e-Campus



Important: Your Student Identification Number is your personal identification number at the University of Rhode Island. This number will appear on your student I.D. card and allow you access to URI services. It is important that you do not share this number with any individuals other than official university personnel.

Problems with Registration

In the event you have any problems registering for classes, contact the Office of International Education as soon as possible so we can assist you. When contacting us, please advise us of the problem you are experiencing with registration and/or provide any error messages you are receiving when using the e-Campus system. Please refer to the on-line guide first: http://www.uri.edu/ecampus/tutorials/student_guide.pdf

Many times the e-Campus registration system will not allow exchange students to register for classes that are numbered 300 level and higher at URI. Because you have no previous academic record at URI, the e-Campus system is not aware that you may be qualified to take these higher-level courses. If this occurs, you should complete the URI Visiting Exchange Student Registration Worksheet at the end of this handbook (APPENDIX II) and fax or e-mail the information to the Office of International Education. With this information, we can try to assist you in the course registration process.

There are some courses that may be “Closed” or require permission of the instructor/department to enroll in them. If this is the case, you will have to meet with the instructor when you arrive on campus or contact them via e-mail to see if they will permit you to enroll in their class. (You can search for the e-mail addresses of faculty members by clicking on the “Directories” link at the top of the URI Student webpage – www.uri.edu/home/students). If they do grant you permission to enroll in their class, they will provide you with a “Permission Code” number. The “Permission Code” number is a special number that will allow you to register for the class within the “Add Classes” screen that you access when logged onto the e-Campus registration system. Refer to the on-line guide on how to use “Permission Codes” - http://www.uri.edu/ecampus/tutorials/student_guide.pdf

Please be advised that URI may shutdown the e-Campus registration system at times for servicing. If you have trouble accessing the system, try registering during a time that corresponds with business hours in Rhode Island’s time zone. Problems accessing e-Campus may also occur if you are not using a current version of a web browsing software application.

Reserving On-campus Housing



If you intend to live on-campus in student residence hall, **you must notify the OIE/NSE that you want on-campus housing when you submit an application to the Office of International Education at URI.** Do not contact the URI Housing & Residential Life (HRL) Office on your own to try and secure housing, the OIE works with the HRL Office on your behalf. If you are requesting housing, the OIE/NSE must be notified by May 1 for fall or academic year participants, October 1 for spring exchange participants.

Be advised that on-campus housing is limited so it is imperative that you notify us if you require housing as soon as possible. Off-campus housing is very limited as well and the OIE/NSE does not provide off-campus housing assistance. Students considering off-campus housing should take the following into consideration:

- Regular public transportation service in the local area may be limited in certain areas so you may have to arrange for your own transportation to campus which, can be very inconvenient and difficult without an automobile.
- Many times individuals renting apartments or homes give preference to those who wish to rent their property for the full academic year. Therefore, those looking to rent off-campus for only one semester may have more difficulty doing so.
- You should try to arrange for off-campus housing via the WWW months before traveling to the U.S. or plan to arrive several days before the start of classes to search for off-campus housing. A good place to start searching for off-campus housing options would be the Commuter Housing Office WWW site:
http://www.uri.edu/commuter_housing/

Visit <http://www.uri.edu/home/visitors/plan.html> for a list of Inns/Motels/Hotels near URI for those who plan to arrive before the start of classes and need temporary accommodations.

Accident/Health Insurance

It is the policy of the University of Rhode Island that all full-time students as well as international students and their dependents have current health insurance to provide coverage for unexpected, extended, and expensive care resulting from accidents and illnesses that are not covered by the Student Health Services fee at URI. **All full-time students and all international students and their dependents are required to purchase school health insurance unless evidence of comparable coverage in another plan is provided to the University through a completed waiver form.** The waiver process is online at <http://health.uri.edu>

To waive the Accident/Sickness Insurance, a student must complete a waiver each year, prior to the end of the “add” period (the first two weeks of classes). Students that complete the insurance waiver form can determine if the insurance fee has been dropped from their bill by accessing their term bill on the e-Campus system. Unless the waiver is received, the student will be billed for insurance coverage.

There is no dental service on campus and dental coverage is not included in the URI insurance program. The current price for the URI Accident/Sickness Insurance Policy and information on what is considered comparable coverage can be found on the URI Health Services Insurance WWW page: <http://health.uri.edu/departments/insurance.php>

The fees and regulations regarding what is considered comparable insurance are subject to change each academic year.

Immunization Records



Rhode Island state law requires that students provide proof of immunity and testing for certain contagious and communicable diseases. Students will not be able to attend classes if the appropriate immunization documentation is not on file in the URI Health Service Medical Records Office. To determine what immunization records are required or to download an immunization records form, go to the URI Medical Records WWW page at: <http://health.uri.edu/departments/immunizations.php>

Immunization records should be forwarded directly to the URI Health Services Medical Records Office:

URI Health Services
Medical Records
6 Butterfield Road
Kingston, RI 02881

Obtaining a Visa for Study in the U.S.

Before you depart for the U.S., it is important that all required immigration documentation is in order. You will receive a DS-2019 form from the Office of International Students and Scholars (ISS) at the University of Rhode Island. You will need the DS-2019 form and additional supporting documentation when applying for a visa to study in the U.S. Please remember that US embassies are taking between 30 to 90 days to complete all processes before granting a student visa. Please **READ** all instructions that are mailed to you in the letter that accompanies your DS-2019 form; as well as the instructions printed in the back of your DS-2019.

For students that intend to study at URI for the fall semester or for the academic year, you should receive your DS-2019 form no later than July 1st. For students that intend to study at URI for the spring semester, you should receive your DS-2019 form no later than October 15th. If you do not receive this documentation by the date listed above, contact the Office of International Education immediately.

Remember to leave photocopies of important documents (passport, airline tickets, etc.) with a responsible individual at home. In the event that these documents are lost or stolen, photocopies can help you in obtaining replacement forms easier.

For information on the Office of International Students and Scholars, visit their website at: <http://www.uri.edu/iss>

Packing



When packing your luggage you should remember that your dorm room does not have much storage space and that you will be sharing it with another student. It is a good idea to pack light due to storage limitations and for convenience when traveling. It may also be a good idea to bring an extra collapsible bag for all the items you will accumulate during your visit. Be sure to check with your airline before you leave to determine the maximum amount of luggage you are allowed to carry onboard.

You should place in your carry-on luggage all personal necessities and a change of clothing so you can manage in the event your checked baggage gets temporarily misplaced or lost. Be sure to mark all of your bags with a tag indicating your address and phone number both inside and outside of the luggage. If your bags do not arrive at the claim area of the airport when you arrive, insist that a search be instituted immediately.

URI's Housing and Residential Life Office will lend bed linens to international exchange students living on-campus in a student residence for the duration of their stay at URI so it is not essential that you bring these items.

At the beginning of each semester, the OIE sponsors a shopping trip for students to purchase any necessary items (linens, utensils, etc.). More information will be provided after your acceptance.

Please note: If you choose to bring any electrical appliances with you it will be necessary to acquire an electrical adapter as well. The U.S. is on a 110-volt electrical system while most countries are on the 210 or 220-volt system.

Reserving your Flight to the U.S.

Two airports serve the Rhode Island area -- T.F. Green and Logan. Providence's T.F. Green airport (actually in Warwick) is located approximately 35km from URI. It offers service to and from most domestic destinations. Logan Airport in Boston, Massachusetts is approximately 125km from URI and offers service to and from many international and domestic locations. Please note that although it is possible to fly into New York City area airports, these points of arrival require costly and time-consuming transfers in order to reach URI. Therefore, it is not recommended to fly into New York. If you do fly into the New York area, you should seriously consider arranging a connecting flight to T.F. Green airport.

For more information on T.F. Green Airport, go to: <http://www.pvdairport.com/>

For more information on Logan Airport, go to <http://www.massport.com/logan/>

III. After You Arrive in the U.S.

Entering the U.S.

Upon arrival into the U.S. you will be required to pass through U.S. Immigration Services. You must be prepared to provide your passport, U.S. visa, and DS-2019 form. At this time, you will receive an I-94 card, which will be stamped D/S (duration of status). Once you are cleared by Immigration, **it is important that you keep these documents in a safe location at all times while in the U.S.** You will need this documentation anytime you exit the United States, to obtain a social security card, or a driver's license.

OIE/NSE Pick-up Service



The OIE/NSE offers an airport pick-up during designated times at the beginning of the each semester. Materials regarding the dates, times, and how to arrange for a pick-up will be sent to you after your acceptance (usually July for fall students/November for spring students). Students must send the Pick-up Service form (mailed or e-mailed to students) back to the OIE/NSE by the stated deadline in order to receive this service. It is important to note that when offered, the pick-up service is only available from T.F. Green Airport and the Kingston Train Station (<http://www.trainweb.org/kin/>), which is serviced by Amtrak rail service (<http://www.amtrak.com>).

Arriving at T.F. Green Airport

If you fly into T.F. Green Airport (<http://www.pvdairport.com/>) at a time when there is no airport pick-up, you may take a Rhode Island Public Transport Authority (RIPTA) bus (Route 14) from the airport to the downtown Providence Kennedy Plaza. From Providence, you will then transfer to another bus (Route 66) which will stop several times before dropping you off at the Student Union at URI. The fare is approximately \$4-\$5 U.S. dollars – exact change is required so be sure you have small denominations of U.S. currency. On weekends and holidays, RIPTA buses only depart T.F. Green airport for URI on a few occasions throughout the day. You can access the RIPTA schedule on the WWW by visiting <http://www.ripta.com>

You will need to refer to Line 14 West Bay – Inbound schedule.

-AND-

You will need to refer to Line 66 Providence/URI – Outbound schedule.

Taxi service from T.F. Green Airport is available but can be quite expensive. Most taxi services will charge a minimum of \$50 for a fare between T.F. Green and URI. Information on taxi services is available at the Information Desk near the baggage claim area in the airport.

If you expect to arrive late in the evening when bus and taxi service is not available to transport you to URI, there are several accommodation options near the airport. For a list of hotels and motels near the airport visit the Warwick, RI website (<http://www.visitwarwickri.com/>).

Arriving at Logan Airport in Boston, Massachusetts

The OIE/NSE does not offer any pick-up service at Logan Airport in Boston. From Logan Airport there are two ways to travel to URI - by rail or bus.

By Rail - To travel by train from Logan Airport, you must first take the airport shuttle to the subway (called the "T" by locals). If you have any difficulty finding the airport shuttle to the subway system, go to one of the Information Desks located in the airport for assistance. Then take the "T" to South Station. (If you are traveling with companions, it may be more convenient to take a taxi from Logan airport to South Station). At South Station you will need to take an Amtrak train to the Kingston, RI Train Station. Amtrak trains depart regularly for Kingston, RI. You can access the Amtrak schedule on the WWW by visiting <http://www.amtrak.com> You will need to refer to the Northeast Corridor - Northeast Direct schedule. The traveling time between South Station and Kingston is just over 1 hour. Tickets for standard service will cost approximately \$30-\$40 one-way.

The train station in Kingston is located approximately 3km from campus. From the Kingston train station, 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. Taxi fare to URI will be approximately \$10.00. The OIE/NSE offers an airport pick-up during designated times at the beginning of each semester. If this service is being offered information regarding the dates, times, and how to arrange for a pick-up will be sent to you after your acceptance to URI as a visiting student.

By Bus - To travel by bus from Logan Airport, you will need to take the Peter Pan bus service from Logan Airport to the Peter Pan bus terminal Providence. The schedule for these buses is posted at the bus stop, in front of the terminal building. If you have any difficulty locating the bus stop or Peter Pan bus schedule, go to one of the Information Desks located in the airport for assistance. You can also access the Peter Pan bus schedule on the WWW by visiting <http://www.peterpanbus.com>. You will need to refer to the Logan Airport-Foxboro- Providence schedule. Buses usually depart for Providence every hour on the half hour and will take you directly to the Peter Pan Terminal in Providence. Approximate cost from Logan Airport to Providence is approximately \$20 one way.

From the Peter Pan bus terminal in Providence, you must then catch a bus or taxi to Kennedy Plaza in downtown Providence and transfer to a Rhode Island Public Transit Authority (RIPTA) bus to URI. The Peter Pan 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. (Please be advised that passengers may have to make a transfer from the Peter Pan Terminal to downtown Providence to access RIPTA bus service).

A Note on Public Transportation



The beginning of the fall and spring semesters at URI tend to start around the same time as two national holidays (Labor Day in September and Dr. Martin Luther King Day in January). During these holidays, bus and train service may be operating on a holiday schedule with limited service. When scheduling your travel itinerary, you may want to avoid travel on these days or pay close attention to transportation schedules to be sure services you are relying on will be available. Refer to the URI calendar (http://www.uri.edu/es/calexams/index_calexams.html) for the dates of these two holidays.

After You Arrive at URI

Once you arrive at URI you should go directly to your dormitory. All dormitories will have staff available to help you check into your room. The OIE/NSE will try to provide you with your dormitory assignment prior to your departure to the U.S. If we are unable to do so, go directly to the OIE/NSE for your room assignment.

<http://www.uri.edu/home/visitors/Map/index.html> contains a campus map of URI to help you find your way around campus.

If for some unexpected circumstance you arrive at the university very late in the evening and you are unable to enter your dormitory and the OIE is closed, go to the Campus Police Office for assistance. The Campus Police phone number is: 874-2121

Once you have settled into your room, you should visit the OIE/NSE as soon as possible to notify the office of your arrival, obtain orientation materials, and gather other important information you need to be aware of. The OIE/NSE will all provide you with a checklist of tasks you will need to complete during your first few days at URI.

OIE/NSE Orientation Program



At the beginning of each semester, the OIE/NSE provides a mandatory Orientation program for exchange students. Information about the Orientation program, along with OIE/NSE office hours during the beginning of the semester, will be sent to you after your acceptance to URI as a visiting exchange student and appear on the

OIE/NSE web calendar that can be found at <http://www.uri.edu/international>

International Student and Scholars Office (ISS)

The International Students and Scholars (ISS) Office (<http://www.uri.edu/iss>) is also available to assist you during your stay at URI. The ISS office will assist you with visa documentation and is aware of United States government policies and regulations related to immigration (visa) and work issues. For example, if you wish to acquire a Social Security Number so you may work on campus or you wish to go to Canada for a trip and need a re-entry permit, you will need to visit the ISS Office. The ISS Office is also a great place to learn about international student events. It may be to your benefit to join the International Student Organization and participate in various student events on campus. The ISS Office and International Student Organization is located at 37 Lower College Road (across from the police station) and can be reached by phone at (401) 874-2395.

It is recommended that visiting international exchange students join the URI International Students and Scholars e-mail list (listserv) to obtain important information related to international students and scholars. Information on how to subscribe to the list is available on ISS web page (<http://www.uri.edu/iss>).



Please note that all international exchange students MUST report to the ISS Office with their passports and visa documentation during their first week at URI.

Cost of Attending URI

Prior to traveling to URI exchange students should meet with the International Coordinator at their home institution so they are clear on what fees they will need to pay in order to study at URI. If you experience a problem with your bill that you cannot get resolved yourself, contact the Office of International Education staff and they will assist you with having your bill reviewed or adjusted.

Students attending URI as a visiting international exchange student can view their bill by logging into the e-Campus and clicking on the **Campus Finances** link.

Payment can be made with check or money order by visiting the Enrollment Services Office on the 2nd floor of Green Hall. Students can also pay their bills by credit card or electronic transfer of funds from a checking account via an on-line banking service. To learn more about this option, log into e-Campus and clicking on the **Campus Finances** link followed by **Make a Payment**.

A third option for bill payment is to set up a payment plan before arriving at URI. Payment plans are interest-free and allow students the opportunity to pay their bills in 9 or 10 monthly installments instead of all at once. If you are interested in joining a payment plan, you should set one up as early as possible. The deadline for setting up a payment plan for the fall semester is mid-August and for the spring semester it is mid-January. For more information on payment plans visit the Enrollment Services website at: <http://www.uri.edu/es/students/bill/mppletter.html>

Billing Information & Late Fees



It is important to note that URI will not send you a paper copy of your bill. It is your responsibility to check your e-campus account (instructions provided above) and know how much you are responsible for paying. As stated before, there are three ways to pay off your balance: in person via check or money order to Enrollment Services in Green Hall, online with a credit card or electronic payments, or by setting up a payment plan before the beginning of the semester.

If you are not planning on setting up a payment plan, be aware that bills are posted in the beginning of each semester and generally must be paid during the first month of the semester. If you do not pay your bill on time, late fees will accumulate on your account. It is your responsibility to make arrangements to pay your account balance as soon as possible to avoid late fees. The due date for payment for the fall semester is late-October, and the spring semester is late-February. **If you do not pay your bill on time, the OIE/NSE will NOT be able to remove late fees for you.**

Please be aware that if you choose to pay your bill online with a MasterCard, Discover, or American Express credit card, you will be charged a processing fee of 2.4% of the total bill amount. VISA credit cards are **NOT** accepted. Online electronic payments from a checking or savings account will incur a minimal processing fee of \$3.00. **Please note that these fees are subject to change.**

Transcript Fee

All exchange students attending URI, regardless of the institution they are from, must pay a one-time transcript fee to URI. This fee appears automatically on your first URI bill. The transcript fee is currently \$35 (subject to change). This fee allows students to obtain transcripts after they complete their study at URI. After paying this fee students do not need to pay any additional fee in order to secure additional copies of their URI transcript in the future.

Parking at URI

If you will be purchasing an automobile to commute to campus it is important to note that all vehicles must have a valid URI parking pass when parking on campus and can only utilize designated parking areas. In order to obtain a URI parking pass students must register their vehicle with URI Parking Services and pay a parking fee. For information on how to obtain a URI parking pass, parking fees, etc. go to the URI Office of Parking Services web site at:

<http://www.uri.edu/parking/>

It is important to note that you should visit the URI Information Center on Upper College Road to obtain a temporary parking pass until you have registered your vehicle with the Office of Parking Services. Vehicles that are on campus without a valid parking pass are subject to fines or may be towed.

IV. Academic Life

The Classroom

The URI academic year is divided into two halves called semesters. Each semester, full-time students enroll in 4-6 classes or 12-18 credit hours. Students are required to take a set number of credit hours in order to earn their degree. Classes meet Monday – Friday. If a class meets three times a week, you will spend 50 minutes in the class each period. If a class meets only twice a week, you will spend 1 hour and 15 minutes in the classroom each meeting. Classes are not taught or graded any differently if they meet two or three times a week.

It is important that you discuss any problems you are having in the class with your professors. They will do everything they can to help but you must make them aware of your problems or any difficulties you are having with the class. Most classes have an attendance policy that must be strictly observed. **It is very important to attend class, as many professors will lower your grade if you do not meet their class attendance requirement.**

The First Class and Books

During the first class professors will handout a class outline called a syllabus. The syllabus will detail the materials that will be covered throughout the semester in the class and inform you of the various dates throughout the semester that homework is due and when exams will be given. The syllabus you receive will also contain rules and policies the professor has for the class and list all books required for the class. The books can be purchased at the URI Bookstore (<http://www.uri.edu/bookstore/navigate/>) in the Memorial Union or the Rhode Island Book Company located in the Kingston Emporium, a retail shopping area that borders the URI campus: (Visit <http://www.uri.edu/home/visitors/Map/KingstonBasicMap07-08.pdf> to view a campus map).

When purchasing books, it is good to look for used copies, as these are generally less expensive than brand new textbooks. Purchasing several books may be expensive but they can be sold back to the bookstore at the end of the semester for a fraction of their original price.

Course Evaluation and Additional Assistance

URI uses a system of quizzes and exams to evaluate their students. Many classes, especially the science curriculums, have frequent exams and quizzes. A student is required to learn the material and may be quizzed on this material every few

weeks. This method of teaching is very concentrated and time goes by quickly, but this is no reason to be nervous about your classroom experiences at URI, as assistance is available. Research reports, class attendance, and presentations are other assignments that may be used to assess your grade as well.

If you are unable to understand a professor's explanation of a problem, ask him or her to explain it to you again, or ask another student for assistance. If this does not help, there are tutors available to work with you. They can be contacted by visiting the Academic Enhancement Center (<http://www.uri.edu/aec/>) in Roosevelt Hall or by calling 874-2367. If you are having difficulty with a writing assignment, you may obtain assistance from the Writing Center (<http://www.uri.edu/aec/wc/index.php>). The Writing Center is also located in Roosevelt Hall in the Academic Enhancement Center and may be reached by telephone at 874-2367.

Your visit to URI is meant to be an enjoyable way to obtain a better understanding of the culture of Rhode Island and the United States while continuing your academic pursuits. The faculty and staff at URI are very willing to help you but you must also help yourself by attending class and taking your education seriously. Doing well in class will make your stay a more relaxing and enjoyable experience.

V. Life on Campus

On-campus Housing

If you requested on campus housing, you will be provided with a room in a residence hall when you arrive on campus. There are 22 residence halls (also referred to as "dormitories" or "dorms") located on the lower (west) end of campus, just a short walking distance from the dining halls. Most rooms are shared by two or three students. You will be provided with your own study desk, bed linen, and blankets. You may wish to bring posters or pictures from home to decorate the walls of your room. In most rooms there is no running water and the bathrooms and showers on your floor are communal. Phone service is available in each room. Each residence hall has a central office, upon arrival at your residence hall you will have to check-in at the residence hall office for your building. At that time, you will be provided with a packet of information regarding dormitory rules, phone service, etc.

Each dormitory has a Resident Director and several Resident Assistants (RA's). RA's are URI students who assist with student life issues and the administration of the residence halls. If you are having any problems or concerns regarding your stay in the residence hall, you should address these concerns with the RA assigned to your hall or the Resident Director.

Cooking is not allowed in your room, however; there are common areas in each residence hall where you may use cooking facilities. For the most part, you will be eating your meals in one of the four dining halls on campus or at one of the eateries close to campus. Students may rent refrigerators from the university to have in their dorm rooms. If you are interested in renting one, contact the residential life office by calling (401) 874-2215.

Most students in the dorms are in their first or second year of college and it is probably their first stay away from home. These students are going through an adjustment process similar to yours so, in many instances, you will be learning about URI together. Living in dormitories is a great way to meet people and to take advantage of all aspects of campus life.

For more information on on-campus housing, visit the Housing & Residential Life (HRL) website at: <http://housing.uri.edu/>



PLEASE NOTE: The residence halls are closed during Thanksgiving recess, Christmas recess and Spring Break. Therefore, you will need to make alternative housing arrangements during these three vacation periods. View the HRL calendar by going to the HRL WWW site to determine when dormitories are closed.

Meal Plans

Any student living on campus at URI must purchase a meal plan through URI's Dining Services. Information about the student meal plans and Dining Services can be found at: <http://www.uri.edu/dining/>. Visiting exchange students who live on campus are automatically enrolled in a "Any 15" meal plan but can change their meal plan option when they arrive on campus by visiting the ACCESS Office on the first floor of the Memorial Union. The ACCESS Office is the same office where students obtain their URI Student ID card. Students that do not live on campus are also permitted to purchase a meal plan if they are interested. To do so they need to visit the ACCESS Office for information.

URI Student I.D. Cards



Once you arrive at URI, you should acquire your URI Student I.D. card as soon as you can. You will need the URI Student I.D. card to access the various student services on campus such as the library, computer centers, dining services, etc. It will only take you a few minutes to acquire your I.D. card.

To obtain your I.D. card, you need to visit the ACCESS Office on the first floor of the Memorial Union. Bring an official photo I.D. and your student URI Student I.D. number with you (the same number the OIE/NSE provided you with so you could register for courses).

When obtaining your student I.D. card, ask the Access Office about opening a RAM account. The RAM account is an easy way to make purchases at several participating vendors around campus by using your student I.D. card. It works like a debit card and you can load money onto it and check your balance at any time. For more information stop by the Access Office or visit their web page at: <http://www.uri.edu/dining/ramacct.htm>

Health Services

Health Services (<http://health.uri.edu/>) is like your local doctor, hospital, and pharmacy in one building. It is open throughout the semester (Monday – Friday 8:00 AM – 8:00 PM and Saturday and Sunday 10:00 AM – 6:00 PM) for emergencies and appointments, which may be scheduled during the day. A physician will examine you and attend to your needs or refer you to another doctor if special attention is required. They may also prescribe medicine that can be picked up at the pharmacy in the same building. In extreme emergencies, they will send you to a local hospital.

If you need prescription drugs, check with your physician and/or pharmacist about carrying a supply with you. If that is not practical, be sure to carry a prescription that can be filled in the U.S. Brand names sometimes differ but basic generic drugs often are the same. Be sure to check carefully so the pharmacist can provide you with the correct prescription. There is one large drug store (CVS) located in the Emporium. However, there is no pharmacist on the premises so only over the counter medication is available there. If you are dependent on eyeglasses, either carry a spare pair or bring your lens prescription with you.

Counseling Services

The URI Counseling Center (<http://www.uri.edu/coun/>) is open to all students and can assist you with any type of personal adjustment problem you may have. Visiting a foreign country or different state can be very exciting but at times it may also be difficult. The counselors at the Center are there to help you get past these moments. The Counseling Center is an excellent place to go if you need to talk to someone. All conversations are confidential.

If you would like to talk to a chaplain there are several on campus. Catholic, Jewish, Episcopalian, and other Protestant denominations are represented. These chaplains can be contacted by phone at 874-2740. There are also several temples and churches in the area. The chaplains affiliated with the churches above would be happy to help you find one that suits your needs if you wish to attend services.

The Campus Chaplains website is: <http://www.uri.edu/chaplains/>, where a complete listing of additional local places of worship can be found.

Money & Banking

For all transactions, it is recommended that you bring traveler's checks in U.S. Dollars with you. Visa, MasterCard or American Express are widely accepted throughout the U.S. as well.

The most common American coins are the penny (1 cent), the nickel (5 cents), the dime (10 cents) and quarter (25 cents).

Paper money is one size and one color regardless of the denomination. You will encounter bills in denominations of \$1, \$5, \$10, \$20, \$50, and \$100.

The only bank on campus is the State Employees Credit Union that is located in the Memorial Union. You can open a savings account and a checking account at the Credit Union. The costs to open accounts at other area banks vary. At most banks you may obtain an ATM (Automated Teller Machine) card that can be used at bank machines throughout the United States. There is an ATM located in the Kingston Emporium and several banks in Wakefield.

American Express, Visa, MasterCard – are in common use, of course, and convenient to have for large purchases that you wish to pay for later. However, if you do have a credit card, be sure it is one you are authorized to sign for purchases yourself, either in your own name or on behalf of your parents/guardian.



It is recommended you to carry some cash with you to use upon arrival in the United States, especially as many of you may be arriving over a holiday weekend when many banks and businesses are closed. However, you should avoid bringing large amounts of your home currency with you for safety purposes.

Shopping

There are several shops within walking distance of the campus. These shops are located in an area known as the Kingston Emporium and include several restaurants, a convenience store, a drug store (only non-prescription medication available), a hair salon, a bookstore, coin operated laundry, and various other shops. Similar businesses and services are also located in the Memorial Union.

If you are interested in visiting shopping malls outside the local Kingston area, there are two large malls located in Warwick. Warwick is a 30-40 minute bus ride from campus. In addition to the two malls, Warwick has many large department stores, outlets, and restaurants. To learn more about Warwick, visit the website at:

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

Another great area for shopping is Providence Place Mall in downtown Providence, which is a 50-minute bus ride from campus. There are also many restaurants, hotels, and other attractions in the area, such as theaters and sports arenas. To learn more about Providence, visit the website at: **www.providenceri.com**

Exercise

Recreational Services are important facilities on campus, especially if you are interested in sports, athletics, or health-related activities. The field house has an indoor track for running and walking, basketball and volleyball courts, weight rooms, and a training room with the latest exercise equipment. The Keaney gym complex is equipped with basketball courts, three swimming pools, a handball court, and dance studio. There are also tennis courts and playing fields on campus. The field house and gym are home to all types of sporting clubs and organizations. If you are interested in participating in some form of athletics, stop by the field house or call (401) 874-2029 for more information.

The Recreational Services website is: **<http://www.uri.edu/athletics/recreationservices/>**

E-mail and Computing

As a visiting exchange student at URI, you are automatically assigned a network ID when you are accepted to URI via the exchange program. The network ID enables you to process e-mail, dial up to the Internet from home, access class or student information, create a personal WWW site, access special library services, make changes in the Campus Directory on-line, and take advantage of many other Internet services. All URI students may obtain an e-mail account. To do this, you must visit the following website: **<http://www.uri.edu/its/communications/email.html>**

Follow the instructions on this web page to activate your e-mail and learn how to use your e-mail account.

URI offers students access to an abundance of computer facilities and assistance. For information on the location of computing labs, computer help, computer lab hours, etc. visit the URI Office of Information Services website at:

<http://www.uri.edu/its/teaching/its.facilities.schedule.html>

Student Activities and Campus Events

Aside from your academic work, you will find that there are many different events on campus each semester – lectures, dances, etc. These events are usually advertised a week or two in advance. The university has its own theater department

that produces several plays during the year. In addition to its own production, the university offers performances by outside touring companies and performers. There are a variety of musical performances on campus each year too – from popular to classical. Tickets for plays are available through the theater box office located in the Fine Arts Building and the Student Union box office sells tickets for almost all other campus events.

Visit <http://www.uri.edu/greatperformances/> for more information on scheduled performances throughout the season.

URI has several athletic teams that compete against other universities. If you are interested in learning more about a sport such as basketball or American football, you will find these events quite accessible and enjoyable. All events on campus are either free or discounted for students.

As mentioned above, a very important place on campus is the Memorial Union (student union). This building houses student government, student organizations and clubs, and a general information desk that provides public transportation schedules, newspapers, etc. It also houses a food court, the URI Bookstore (<http://www.uri.edu/bookstore/>), a bank, travel agency, hair salon, a florist, the campus radio station (90.3 WRIU), and the campus newspaper *The Good 5 Cent Cigar* (<http://www.ramcigar.com/>) office. The Memorial Union is a good place to go if you are interested in learning about the current events on campus and to meet people.

There are also a number of student organizations and intramural sports leagues. The Memorial Union and Mackal Field House are the primary places to visit to find out about campus organizations. Some of these groups also post meeting dates on the bulletin boards in the various academic buildings. Participating in campus organizations is a good way to become acquainted with other students that have similar interests.

The Student Life and Activities website (<http://www.uri.edu/home/students/getinvolved.html>) lists many of the student organizations' web pages and is worth a visit. Another good WWW site to visit to learn about the numerous student activities on campus is the URI Just for Students page at: <http://www.uri.edu/home/students/>

U.S. Drinking Laws

The legal drinking age in the U.S. is 21. NO EXCEPTIONS!!

Additional Student Services On Campus

We have only mentioned a few of the services and offices listed on the URI campus. Please visit the URI WWW site (<http://www.uri.edu>) to obtain information about additional services you may require or have a particular interest in (i.e. Career Services, Disability Services for Students, Library Services, etc.). You can use the search engine on this site to find what you are looking for. If you cannot find information on a particular service or office on the URI WWW site, please do not hesitate to contact the Office of International Education for assistance. Another good resource for information while on campus is the Information Desk in the Memorial Union.

VI. Staying in Touch with Home

Mail

You will have to go to the Union Express Office in the Memorial Union (Level 1) to obtain a Union Express mailbox in order to receive mail for the time you are on campus. In the meantime, you may have your correspondence sent to us at the following address:

“Your Name”
C/o: Office of International Education & NSE
University of Rhode Island
Room 107, Taft Hall,
Kingston, RI 02881 USA

After arrival at URI and once you are settled into your room, please remember to have all your mail sent to your new address. When you are leaving URI, cancel your Union Express address and leave a forwarding address where mail can be sent after your exchange at our institution.

Mail from abroad can take from 7-10 days to travel to the U.S. Take this into consideration when mailing urgent documents or letters that must arrive at its destination by a particular deadline.

There is a U.S. Post Office located right near campus on Briar Lane (behind the URI Information Center)

Telephone Service

The telephone system in the U.S. is based on ten digits, using the numbers from 0 to 9. The first three digits of a phone number are its area code. Area codes designate a certain area in the U.S. They are mainly used when dialing long distance. The digits "401" are used as the area code for the entire state of Rhode Island. Area codes usually appear in parentheses in front of the seven-digit telephone number. For example, (401) 874-5546. However, if the telephone number is within the local telephone area, the area code is not dialed. If the phone call is within Rhode Island but outside the local vicinity, a "1" plus the area code must be dialed before the seven-digit phone number. If dialing "1 + 401" is necessary, a recorded message will tell you so. When you need to find a phone number within Rhode Island, consult your local telephone directory.

If you are unable to find the number you are looking for, dial "411" for directory assistance. (Please be aware that there is usually a charge for this service and it will appear on your monthly phone bill). Be prepared to provide the operator with the following information: 1) the name of the city and state where the person or business you are trying to reach is located and 2) the name of the person or business you are trying to reach.

If you urgently require the police or have a medical emergency while you are in the United States, dial "911" for emergency assistance. If you are on campus you can dial "911" or "2121" for emergency assistance. For non-emergencies while on campus, you may contact the Campus Police at 874-2121. If you need some assistance completing your call, dial "0" for operator assistance.

Calling on campus - The seven-digit telephone numbers on the URI campus start with "874". When making phone calls within campus you only need to dial a "4" and the last four digits of the seven digit number. For example, if you were trying to call the on-campus number of 874-5546 you would only have to dial 4-5546 if you were calling from another on-campus phone.

For information on URI's telephone system, visit the RamTel website: <http://www.uri.edu/ramconnection/ramtel/>

To call overseas, you need to dial in the following sequence:

011+ country code + city code + local number

To call overseas with operator assistance dial the following sequence:

01+ country code + city code + local number

If you are unsure of the country and city codes of the areas you would like to call, LDPost offers a good reference at: http://www.longdistancepost.com/Country_City_Telephone_Codes.htm

VII. Transportation and Travel

Ram Tours

Throughout the academic year the University arranges off-campus travel opportunities for students called Ram Tours. Ram Tour activities are reasonably priced for students and are a good way to experience other aspects of life in the U.S. In the past, Ram Tours has organized trips to New York, Boston, professional baseball and hockey games, and much more. Watch for Ram Tour flyers and promotional materials when you arrive on campus

Bus Service

The URI campus is in a rural setting, approximately 40 minutes from Providence, the largest city in Rhode Island. Transportation to other areas of the state is accessible though the state-run bus service called RIPTA. RIPTA offers service between such locations as Providence, Newport, the airport, shopping malls, the train station, etc. Bus schedules for all

these routes may be found at the Information Desk in the Memorial Union, by calling RIPTA at (401) 781-9400 or by visiting the RIPTA website at: <http://www.ripta.com/>

If you are interested in taking a bus to a location outside of the state, Greyhound bus lines provides the service throughout the U.S. For more information, their phone number is (401) 454-0790 and website is: <http://www.greyhound.com/>. Peter Pan bus lines operates a service to New York and Boston. They may be contacted by phone at (401) 751-8800 or by the WWW at: <http://www.peterpanbus.com>

Train Service

An alternative to the bus is the train (Amtrak). Kingston Station (<http://www.trainweb.org/kin/>) is about 3km from campus and has service to Providence and all major East Coast cities. A train schedule can be obtained at the station or by calling 1-800-872-7245 (in the U.S.). Amtrak's website is: <http://www.amtrak.com/>

Air Service

For flight arrangements, you can either make arrangements through a travel agent or dial an airline directly. Most airlines have toll free numbers listed in the telephone book. Be aware that in the U.S., for cheaper fares reservations usually must be made close to one month in advance. If your wish to rent a car, there are several car rental companies located near the T.F. Green airport outside of Providence. If you wish to rent a vehicle, it is necessary to acquire driver's license and have a major credit card.

Travel

The Kingston area is an excellent base for travel along the East Coast, as well as many other locations in the United States. Rhode Island has some local attractions that are worth visiting as well. Southern Rhode Island is known for its beaches, which are only 10 km from campus. The closest ones are the Narragansett Town Beach and Scarborough Beach. Entrance to the beaches is free during the spring and fall but there is a small entry fee during the summer months.

There are many places to visit only a short bus ride from campus. Newport is a well-known resort town. It is one of the oldest port cities in the U.S. and is the site of many international sailing events. Most of Newport's shopping and restaurant district can be seen on foot. The town is filled with many small shops and a variety of restaurants. Some of Newport's greatest attractions are its mansions. In the late 19th and early 20th centuries, it was the premier resort town for many of the wealthiest industrialists in the United States. Although mansions, the estates were referred to as "summer cottages". Many of the mansions are still private residences but there are several that are open to the public. If you are interested in touring the mansions or visiting Newport's many attractions, contact the Newport County Convention and Visitor's Bureau at 1-800-976-5122 or visit their website at: <http://www.GoNewport.com>

Providence, the largest city in Rhode Island, is a 50-minute bus ride from campus. Providence offers several cultural advantages over the South County area. The city has an excellent Performing Arts Center (PPAC) and a famous repertory theater company, the Trinity Rep. PPAC and Trinity schedule different plays and musicals during the year and the PPAC offers concerts and other types of performances. Both theaters offer special discounted rates to students. The city also has a convention center and the Dunkin Donuts Center that acts as a sports arena and concert hall for large events.

You can find more information about scheduled events and tickets at the following websites:

<http://www.ppacri.org/>
<http://www.dunkindonutscenter.com/>
<http://www.riconvention.com/>

Thayer and Wickendon Streets on the eastside of Providence have many cafes, interesting shops, an international and alternative theater (The Avon), and international restaurants. These streets are located near the Brown University campus. The Rhode Island School of Design museum (also located on the eastside) is also a worthwhile visit.

The easiest way to find out about upcoming events is to read the Providence Journal Bulletin (On-line edition at <http://www.projo.com> Another newspaper called the Providence Phoenix (On-line edition at <http://www.thephoenix.com/Providence/Default.aspx?Location=Providence>) has concert and club listings. The Phoenix is free a weekly publication that is distributed on Thursdays and is available in the Memorial Union.

For more information on Providence, visit the Providence Convention and Visitors Bureau website at:
<http://www.providenccecvb.com/>

In addition to being a good base for local travel, URI is an excellent starting point for regional and national exploration as well. The campus is less than a two-hour drive from Boston and only three hours from New York City. Philadelphia and Washington D.C. are also within a day's travel away. The U.S. is a very large country but by reaching any of the cities mentioned above, you may access even more expansive transportation hubs that link to an endless array of travel destinations throughout the nation.

There is also a student travel agency in Providence, STA Travel (<http://www.STAtravel.com/>), which caters to university students. There are also several travel agencies in Wakefield and Narragansett, such as Yankee Travel (<http://www.yankeetravel.com/>), or Mariner Travel (<http://www.marinertravel.com/>). Useful travel information can also be found at AAA Southern New England (<http://www.aaa.com/aaa/240/sne/index.html?zip=02881>) or by visiting the Narragansett AAA branch office. Directions to the Narragansett office can be found online at <http://www.aaa.com/aaa/240/sne/membership/branches/narragansett.html>.

VIII. Before You Leave URI

Leave a Forwarding Address



Before you leave URI at the end of your exchange, please make sure you leave a forwarding address for your mail with the Union Express Office in the Memorial Union. You should also contact any companies (credit card, magazines, etc.) with whom you receive regular mail and inform them of the address where you should receive mail after your exchange at URI. Additionally, confirm that the Registrar's Office in Green Hall has your address in your home country (you can update your address by logging on to the e-Campus system) and please provide the Office of International Education & National Student Exchange with a forwarding address before you leave - in the event we need to contact you after you return home.

Resolve Your Financial Matters

Before you depart, please confirm that you do not have any outstanding bills with the university. You can confirm this by checking your semester bill via the e-Campus registration system on the WWW or by visiting the Bursars Office in Green Hall. Also make sure you do not have any outstanding bills for telephone service. If you do have any outstanding bills at URI, please resolve these financial matters before your departure.

Please be advised that URI will not release the transcript (grades) for any student that owes the university money until all indebtedness is resolved.

It is also wise to close any bank, checking, or credit cards accounts that you have opened during your stay at the University of Rhode Island so that you can finalize these matters and retrieve any money you have in the accounts before you return to your home country.

Request That a Transcript Be Sent To Your University



Before you leave URI, make sure you have made the appropriate arrangements to have your transcript (grades) sent back to your home institution. All visiting exchange students pay a one-time \$35 transcript fee (fee subject to change) on their initial URI bill so they can request transcripts at any time without having to pay any additional charges.

All requests for transcripts must be done online through your E-Campus account. Simply log-on and click on the **Records & Enrollment** link, followed by **Transcripts** then **Transcript Request**.

You will then be able to specify how many transcripts you would like to order and to which addresses you would like them sent. For addresses in your home country please be sure to provide complete and specific address information, including country name. Requests must be submitted by pressing the "submit" button after all address information has been entered. Please be advised that the Office of International Education staff cannot request a transcript on behalf of a student due to U.S. confidentiality laws.

APPENDIX I

Checklist of Important Tasks for International Exchange Students Studying at URI

Before Arriving at URI

- Confirm that a current transcript/grade report of your academic record has been forwarded to the Office of International Education (page 4)
- Log into the e-Campus system and register for classes once the OIE has provided you with your student ID number (page 5)
- Notify the OIE as soon as possible if you would like on-campus housing – by April 1 for fall and academic year exchange participants, October 1 for spring exchange participants (page 6)
- Mail your immunization records to URI's Health Services/Medical Records Office (page 7)
- Log into the URI Health Services/Insurance Office website and complete the on-line 'Insurance Waiver' if you plan to waive URI's Accident/Sickness Insurance (page 6)
- Apply for your US Student Visa early (page 7)
- Send your Pick-up Service Form to the OIE if you would like to take advantage of this service (page 8)

After Arrival at URI

- Visit the OIE/NSE for your 'Welcome Packet' (page 9)
- Attend the mandatory Exchange Student Orientation provided by the OIE (page 9)
- Acquire your student identification card in the ACCESS Office located in the Memorial Union (page 13)
- Go to the Office of International Students and Scholars (37 Lower College Road) to let them know you are here and to clarify any outstanding visa issues. **Bring your visa and passport with you. YOU MUST VISIT THEM DURING YOUR FIRST WEEK AT URI!** (page 9)
- Confirm that the OIE has your current address and contact information for the semester(s) you are at URI. Notify the OIE when your address/contact information changes. (page 5)
- Join the Office of International Students & Scholars e-mail list (listserv) so you are aware of important information related to international students and scholars at URI (page 9)
- Pay your bill early to avoid late fees!** You can do this online with a credit card or by check or money order to Enrollment Services in Green Hall (page 10)

Before Departing URI

- Log into the e-Campus registration system or visit Enrollment Services in Green Hall to have your address changed in the URI student records system so any mail you receive can be forwarded to you after you leave URI (page 18)
- Make sure you resolve all financial matters at URI prior to your departure (page 18)
- Log into e-Campus and request that a transcripts (your grades) is sent back to your home university (page 18)

APPENDIX II

URI VISITING EXCHANGE STUDENT REGISTRATION WORKSHEET

Using both sides of this worksheet & the online schedule of courses at <http://www.uri.edu/ecampus/>, plan your schedule. (Ensure course-selection tables are complete & accurate.) Then, register for your courses online at the same web site. If you have problems, follow the instructions below, and we will assist you.

First-Choice (F) Course Selections:

	Course Title	Course #	Sec	Class #	Days & Time	Cr
1.						
2.						
3.						
4.						
5.						
6.						

Alternate Course (A) Selections:

	Course Title	Course #	Sec	Class #	Days & Time	Cr
1.						
2.						
3.						
4.						
5.						
6.						

Seeking Assistance:

If you cannot enroll in your courses, please answer the following questions & submit this completed worksheet to the Office of International Education & NSE (fax: 401-874-4573 or e-mail: oi@etal.uri.edu). Please describe any problems or messages you are receiving while trying to access the e-Campus registration system:

Ensure the information above is complete & indicate below which courses are not accessible to you:

Course #	Sec	Reason the system is giving you for not allowing you to enroll in this course

**Office of International Education & National Student Exchange
107 Taft Hall
Kingston, RI 02881**

(401) 874-5546

(401) 874-4573

www.uri.edu/international

oie@etal.uri.edu