Truman State University
International Student
Registration Guide

Freshmen and Transfer Students

Important Dates to Remember

☼ Residence halls open on Monday, August 12, 2013 for check-in.
☼ Plan on arriving to campus by Tuesday, August 13, 2013.
☼ Mandatory Orientation Classes begin for new students at 9:00 am on Wednesday, August 14, 2013.

All tuition and fees are due the first week of each semester
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Checklist for New Students

A student identification number has been assigned to you, and this Banner ID will be e-mailed to you! Forms may be mailed, emailed, or faxed back to us. You can also complete your forms through the International Student Affairs Office Website: http://isao.truman.edu under ‘Admitted Students’ and ‘Online Enrollment Forms’. You can also complete them on TruView: http://truview.truman.edu after logging to your account.

YOU MAY BEGIN TO RETURN YOUR FORMS EVEN BEFORE RECEIVING YOUR VISA.

___ 1. Visa Status Notification – Complete and return immediately after you receive the results of your visa interview.

___ 2. Travel Plan Confirmation – Complete and return immediately upon making your flight reservations and other travel arrangements. Enclosed is a list of recommended methods of travel to Truman State University.

___ 3. Shuttle Reservation – Complete and return if you wish to be met at the Kansas City international airport, at the Kirksville Regional Airport, or at the Amtrak train station in La Plata. Please note that Truman is several hours away from the nearest large airport and a SHUTTLE IS ONLY AVAILABLE on August 12th and 13th and will be leaving the airport at 10 AM. Please make your travel plans accordingly.

___ 4. Residence Hall/Apartment Application – Available online at http://truview.truman.edu. We will email you instructions and log-in information. Also, you will need to pay a $150 housing deposit. Beginning freshmen are required to live in the residence halls for two semesters if beginning classes in the fall (August) and one semester if beginning classes in the spring (January).

___ 5. Pre-Orientaion Questionnaire/Transfer Registration Questionnaire – Available online at http://truview.truman.edu. You should log in with your Banner ID Number. It is very important to complete this before arriving at Truman in order to prepare you for course registration.


___ 7. Foreign Language Placement Test – Available online at http://truview.truman.edu. You should log in with your Banner ID Number. If you have studied a foreign language other than English and would like to continue your study, please complete a Foreign Language Placement Test.

___ 8. Medical History – Please complete and return. The Immunization Verification Form and Meningococcal Form are required. If you have not already completed the necessary immunizations, you may want to obtain them in your home country and bring the report with you, as healthcare can be very expensive in the US.

___ 9. Meningococcal Vaccination Form – If you decide to opt out of the Meningococcal Vaccine, please complete and return this form.

___ 10. Arrange for the payment of your tuition and fees prior to leaving your home country.

Obtaining Your Student Visa

Visa Status Notification
You should begin the process of application for your student visa immediately upon receiving your I-20. Contact the US Consulate in your country either in person or by accessing their web page to determine the application procedures. The following section entitled “Tips for a Successful Visa Interview” suggests many ways to maximize your chances of obtaining a student visa. Once you have obtained your student visa, you should submit the Visa Status Notification to the International Student Affairs Office.

Complete Visa Status Notification located in the Forms Section or online at isao.truman.edu.
Tips for a Successful Visa Interview

A few things to consider about the visa application before preparing for the content of the interview:

- Apply IMMEDIATELY. Do not wait! New security clearances take time.

- Access the United States consulate website for instructions on applying for the student visa. If the consulate does not have a website, call the consulate for instructions.

For many students, obtaining a student visa seems to be a highly unpredictable process; however, many applicants for a student visa are denied for reasons that can be avoided if advance knowledge and planning are applied. Here are some fundamental principles to help you have a successful visa interview.

Before conducting the interview visa officers hold the basic assumption that you have an inclination for immigration. Thus, the fundamental principle you need to keep in mind when conducting the visa interview is to provide any and all evidence that you will return to your home country when you receive your degree. Excellent examples of this type of evidence include job offers, family-owned business to take over, ownership of property, family ties, political ties, etc.

Centered on this fundamental principle, try to organize your answers and materials in the following ways:

- Be prepared to discuss, in positive terms, what you expect to get out of your education in the US. Most importantly, volunteer (without being asked) how you will use your education upon your return to your country. They want to know your reasons for coming to the US, and in this instance, a fine education that can provide you with better career opportunities back at home will expel doubt about your staying in the US.

- If given the opportunity, try to impress the consular officer with your academic success thus far in your own country. If you achieved an especially high honor in completing secondary school or in achieving a university degree, do not hesitate to mention this during the interview. Showing that you are academically capable of completing your university degree will enhance your chance of receiving a student visa.

- Provide documents which show sufficient funds. A student visa applicant should be able to provide financial evidence that shows you, your parents, or your sponsor have sufficient funds to cover your tuition and living expenses during your period of intended study. This allows the visa officers to know you are financially capable of completing your education in the US and will be able to return to your country afterwards.

- If you have any family members, such as an older brother or sister, who completed higher education in the United States and have now returned to your country and are successfully pursuing careers, mention this. It will greatly strengthen your own application.

- If you are a male applicant, and your country imposes mandatory military service, be prepared to state that you intend to fully comply with your own country's laws concerning military service.

Do keep in mind that all consular officers are under considerable pressure to conduct a quick and effective interview. They must make a decision, for the most part, on those impressions they form during the first minute or two of the interview. Consequently, what you say first and the initial impression you create are most critical to your success. Also, keep your answers to the officer's questions short and to the point — do not reply simply in regard to the aforementioned points without answering the officer's questions. Listen carefully and make sure you understand the question; if you are not absolutely sure you heard the question correctly, ask the officer to please repeat it — it is much better to ask the officer to repeat the question than to answer it in the wrong manner.
A few other tips to follow:

- Anticipate that the interview will be conducted in English and not in your native language. Thus, practice English conversation, preferably with a native speaker, before the consular interview.

- Maintain a positive attitude. Do not engage the consular officer in an argument.

- At all times, be friendly and courteous to the consular officer and appear confident that you will receive the visa.

- Do not bring parents or siblings with you to the interview. The officer wants to interview you, not your family, and other relatives will be asked to remain seated. If you are not prepared to speak on your own behalf, this creates a negative impression.

Finally, organize your supporting documentation so that it can be logically presented without hesitation. Do not bring papers with you to the interview unless you are prepared to present them to the consular officer. Officers will frequently ask to see other papers you may be carrying with you, and if you refuse your visa may be denied. Additionally, start preparing the documents early. Some documents may take time to generate.

The following is a list of documents that are required or that may considerably enhance your chance of obtaining a student visa:

- I-20 (required)
- Passport (required)
- Visa Application Receipt (required)
- SEVIS Receipt (required)
- DS-160 (required)
- Admission Letter (required)
- Bank statements (required)
- TOEFL/SAT/ACT Official Transcript (highly recommended)
- High school or college transcripts (highly recommended)
- High School Graduation Certificate (recommended)

Overcoming a Visa Denial

If you are denied a student visa, be sure to request the reasons for the denial in writing. In addition, you should politely ask for a list of documents that you can provide in order to reapply. Be sure to maintain a positive and polite attitude even if your visa is denied. Inquire about the rules for reconsideration and make an appointment as soon as allowed.

Former prospective students have found it helpful to email the International Admissions Coordinator at Truman and discuss the reasons for a denial. Reasons for visa denials are often complicated. The International Admissions Coordinator will make an effort to help you plan a strategy for reapplying for the visa.

If the primary reason the officer at the Consulate denied the visa is that they suspect that you intend to immigrate to the United States, you should provide extensive evidence that you will return home.

Traveling to Truman State University

Travel Plan Confirmation Notice

As soon as you have obtained the student visa, you should finalize your travel arrangements. It is important that you keep us fully informed of your travel arrangements, including dates, times, methods and places of departure and arrival. To do so, please complete the Travel Plan Confirmation Notice and submit it to the International Student Affairs Office.

Complete Travel Plan Confirmation Notice located in the Forms Section or online on isao.truman.edu
Recommended Routes of Travel to Truman

1. Fly from your home to Kansas City, Missouri; take the Truman shuttle from Kansas City, Missouri to Kirksville, Missouri (3 hours)
2. Fly from your home to Kansas City, Missouri; take the Amtrak Train from Kansas City, Missouri to La Plata, Missouri (2 hours).
   The train leaves Kansas City daily at 7:43 am and arrives in La Plata at 9:55 am; take the Truman shuttle from La Plata, Missouri to Kirksville, Missouri (15 minutes).
3. Fly from your home to Chicago, Illinois; take the Amtrak train from Chicago, Illinois to La Plata, Missouri (5 hours). Take the Truman Shuttle or taxi from La Plata, Missouri to Kirksville, Missouri (10 minutes); the train leaves Chicago daily at 3:00 pm and arrives in La Plata at 7:51 pm; take the Truman shuttle from La Plata, Missouri to Kirksville, Missouri (15 minutes).
4. Fly to from your home to St. Louis, Missouri; take the Cape Air commuter flight to Kirksville Regional Airport. Flight times can be found at www.kirksvillecity.com/content/72/152/default.aspx. Ticket prices depend on when the flight is scheduled and the time at which ticket is purchased. Take the Truman Shuttle or a taxi into campus (10 minutes).

Amtrak Train

Chicago, Illinois to Kirksville, Missouri – Students may choose to fly into Chicago, Illinois and take the Amtrak Train to La Plata, Missouri (15 minutes). For your convenience and to save money, we recommend that you book the tickets prior to your arrival (you can do it online on www.amtrak.com). The train trip from Chicago, Illinois to La Plata, Missouri, takes approximately five hours. At O'Hare International Airport (ORD), you must go through the taxicab line to get a taxi from O'Hare to the Amtrak Union Station. It is about 30 minutes from the airport. The taxicab fare is around $25.00. Students choosing to travel by train from Chicago should inform the International Student Affairs Office at least 10 days in advance to arrange to be met at the La Plata train station by the Truman Shuttle.

Amtrak Schedule:
Departs Chicago, Illinois 3:00 pm Daily
Arrives La Plata, Missouri 7:51 pm Daily

Kansas City, Missouri to Kirksville, Missouri – Students may choose to travel by train from Kansas City, Missouri to La Plata, Missouri (15 minutes from Kirksville). For your convenience and to save money, we recommend that you book the tickets prior to your arrival (you can do it online on www.amtrak.com). The train trip from Kansas City to Kirksville takes approximately 2 hours. At the Kansas City International Airport (MCI) terminal, students must first go to the KCI Shuttle (Red Booth) to buy the shuttle ticket in order to get to the Amtrak Train Station. The fare for the shuttle is $13.00. Students choosing to travel by train from Kansas City should inform the International Student Affairs Office at least 10 days in advance to arrange to be picked up at the La Plata train station by the Truman Shuttle.

Amtrak Schedule:
Departs Kansas City, Missouri 7:43 am Daily
Arrives La Plata, Missouri 9:55 am Daily

For train travel and fare information, visit the Amtrak web site at http://reservations.amtrak.com/

SHUTTLES TO TRUMAN
(Reservations Required)

The International Students Affairs Office offers limited shuttle service from the Kansas City Airport to Truman State University on the day prior to orientation each semester. The shuttle will depart at 10:00 AM at Gate 45 in Terminal B of Kansas City International Airport. The shuttle attendants will carry signs identifying TRUMAN STATE UNIVERSITY. There is a charge of $50.00 per person for the Truman Shuttle. Students must reserve shuttle seats at least 10 days in advance of arrival. See the "Shuttle Reservation Form" for dates and times.

Why should I choose to take this Truman Shuttle from Kansas City Airport?

It gets you directly to Truman State University without having to change transportation methods. Moreover, you can meet many fellow international students on the shuttle. The orientation leaders on the shuttle will also introduce Truman to you and help you learn more about the life at Truman.

Fall Semester Shuttle Options

Monday, August 12th

Option #1-- Kansas City Shuttle  Meets students at the Kansas City International Airport
Kansas City International Airport to Kirksville, Missouri
- Shuttle picks up passengers at Kansas City International Airport - Terminal B – Gate 45
Options #2-- La Plata Train Shuttle  Meets the Amtrak Train from Kansas City, Missouri or Chicago, Illinois
- Shuttle is free. Please fill out the shuttle form so that we know when your train will be arriving.

Options #3-- Kirksville Airport Shuttle  Meets students at Kirksville Regional Airport
- Shuttle is free. Please fill out the shuttle form so that we know when your flight will be arriving.

**Tuesday, August 13th**

Option #4-- Kansas City Shuttle  Meets students at the Kansas City International Airport

**Kansas City International Airport to Kirksville, Missouri**
- Shuttle picks up passengers at Kansas City International Airport - Terminal B – Gate 45
- Shuttle leaves KCI at 10:00 AM
- Shuttle arrives in Kirksville at approximately 3:00 pm
- Shuttle cost is $50

Options #5-- La Plata Train Shuttle  Meets the Amtrak Train from Kansas City, Missouri or Chicago, Illinois
- Shuttle is free. Please fill out the shuttle form so that we know when your train will be arriving.

Options #6-- Kirksville Airport Shuttle  Meets students at Kirksville Regional Airport
- Shuttle is free. Please fill out the shuttle form so that we know when your flight will be arriving.

**Kansas City Airport Hotels**

Many international flights arrive at Kansas City International Airport late in the afternoon or in the evening. Because it takes three hours to reach Truman State University from the Kansas City Airport by bus, our shuttles are scheduled earlier in the day to allow for the travel time required. If your flight arrives after the time the shuttle is scheduled to depart the airport or if you arrange to arrive a day earlier than the shuttles are scheduled, you may need to stay one night in a Kansas City Airport hotel. Many of the airport hotels provide free shuttle service to and from the airport. Across from the luggage carousels where you pick up your suitcases there is a hotel directory with free phone service. From that phone you can call one of the hotels and inquire about room availability, cost and shuttle pick up. They will pick you up from the airport and take you to your hotel. The next day you can arrange for them to bring you back to the airport in time to meet our shuttle. Prices range from about $50 to $120 per night. Below is a list of hotels that are known to be clean and reputable.

<table>
<thead>
<tr>
<th>Hotel Name</th>
<th>Address</th>
<th>City, State</th>
<th>Zip Code</th>
<th>Phone No.</th>
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<tr>
<td>Comfort Inn – Airport*</td>
<td>1200 Highway 92</td>
<td>Platte City, MO</td>
<td>64079</td>
<td>816-858-5430</td>
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<tr>
<td>Best Western Country Inn</td>
<td>11900 Plaza Circle Drive</td>
<td>Kansas City, MO</td>
<td>64153</td>
<td>816-431-2823</td>
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<tr>
<td>Best Western – Airport*</td>
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<td>Platte City, MO</td>
<td>64079</td>
<td>816-464-2424</td>
</tr>
<tr>
<td>Courtyard by Marriott</td>
<td>7901 N Tiffany Springs Rd</td>
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<td>64153</td>
<td>816-891-7500</td>
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<tr>
<td>Fairfield Inn</td>
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<td>64153</td>
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<tr>
<td>Hampton Inn</td>
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<td>64153</td>
<td>816-464-5454</td>
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<td>Holiday Inn*</td>
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<td>64153</td>
<td>816-464-2345</td>
</tr>
<tr>
<td>Hilton</td>
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<td>64153</td>
<td>816-891-8900</td>
</tr>
<tr>
<td>Marriott</td>
<td>775 Brasilia Avenue</td>
<td>Kansas City, MO</td>
<td>64153</td>
<td>816-464-2200</td>
</tr>
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<td>Ramada Airport Hotel</td>
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<td>64153</td>
<td>816-741-9500</td>
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<td>Residence Inn</td>
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<td>64153</td>
<td>816-891-9009</td>
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<tr>
<td>Sleep Inn</td>
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<td>64153</td>
<td>816-891-0111</td>
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<tr>
<td>Econolodge*</td>
<td>11300 NW Prairie View Rd.</td>
<td>Kansas City, MO</td>
<td>64153</td>
<td>816-464-5082</td>
</tr>
</tbody>
</table>

*Economy lodging

**Early Arrivals**

Students who arrive in Kirksville prior to the opening of the residence halls may consider staying in a local hotel until the halls open. A list of local Kirksville hotels follows.
Housing

On-Campus Housing
Truman is a residential campus, which means that we provide on-campus housing for approximately 3000 students. Since the total student population of Truman is approximately 6000 students, the remaining 3000 live in the community surrounding the university. For information about the different on-campus housing options, see the Residence Life website at http://reslife.truman.edu/.

Upon being accepted for admission, a new student must consider their housing options. Please take the following Truman policies into consideration.

Truman State University policies concerning the housing of freshmen and transfer students are as follows:
1. All freshmen* under the age of 21 are required to live on campus.
   - Freshmen under 21 will not be allowed to move off campus for any reason during the term of their contract.
   - Freshmen who arrive in August must live on campus for two semesters (Fall and Spring).
   - Freshmen who arrive in January will be required to live on campus for spring semester only.
2. Freshmen* over the age of 21 may choose to live on or off campus.
3. Transfer students** may choose to live on or off campus.
4. Upperclassmen who choose to break their housing contract and move off campus during the term of their contract are subject to penalties of a minimum of $700 USD.

* “Freshman” is defined as a student who has attended college or university for less than 1 full year.
**“Transfer Student” is defined as a student who has attended college or university for 1 full year or more.

What Are the Benefits of Living on Campus?
There are a lot of services offered to students living on campus, and some are specifically focused on international students. In each residence hall, there will be one or two Cultural Integration Leaders offering help to international students. Cultural Integration Leaders are American students who live in the residence halls and help promote a supportive living and learning environment for new international students. Cultural Integration Leaders focus on helping new international students in their adjustment and integration into the Truman community. They assist the international students in adjusting culturally, creating social relationships, and learning about American culture.

In addition to the Cultural Integration Leaders, there are also Student Advisors living on each wing of the residence halls. Student Advisors are specially trained peers that assist students in transition and adjustment to college. Their specific tasks include fostering an academic atmosphere, programming, counseling, policy enforcement, administrative tasks, crisis intervention, and more.

Now, let’s hear what international students say about living on campus:

Q: How do you like the housing conditions?
A: On-campus housing is clean and comfortable. The facilities are good. There’s a big TV in every lounge, and the kitchen on every floor is awesome. It has a big fridge. I can check out cookers from the hall desk and cook food from my country when I miss home.

Q: Do you find it easy to get along with your roommate and others in your dormitory?
A: My roommate is very friendly and understanding. I also know that a lot of international students have nice roommates who care about them and love to learn about their cultures. Most of the people living in the same dormitory are easy to talk with and are very friendly to international students like me. They are also very curious about different cultures and like to learn about our customs.

Q: Do you think living on campus helps you make a better transition to the life here and learn more about American culture?
A: Living on campus certainly helps me make more American friends. Through chatting with them, I learn more about American culture and adapt more quickly to life here.

Q: How helpful do you think your Student Advisors are?
A: They are very friendly and helpful. Whenever I have any problems, I go to my Student Advisors and they help me or point me in the right direction.

Q: How about personal and property safety?
A: I feel very safe living in the dorms. They lock the entrances every night after 10:30 except for the main entrance, where you have to check in. There are also Student Advisors on patrol every night. My belongings are also safe; I have never lost anything in the dorm.

Q: Since you have lived off-campus for sometime, how do you compare on-campus and off-campus housing?
A: After living off-campus for a semester, I feel like living on-campus fits me better. Although it costs a little more money, it’s much more convenient. Living on campus makes it easier to walk to my classes and the cafeterias. I don’t have to pay the many separate bills such as rent, water, electric, gas, cable, and internet. It also takes away worries about repair needs, yard care, and snow removal, all of which are taken care of for me when I’m living on campus.

How to Obtain On-Campus Housing
To secure the on campus living accommodation, you must complete and return the Residence Hall/Apartment Application, along with a $150 housing deposit. When you submit your housing application it becomes a contract and your application fee becomes a deposit, $125 of which is refundable at the end of the academic year as long as you leave your room in good condition and meet the terms and conditions of your contract. The Residence Life Office does its best to accommodate your preferences, but hall choice is NOT guaranteed.

Note: The on campus apartments are not listed on the Residence Hall/Apartment Application and freshmen may not apply for the on-campus apartments. If you are a transfer student and are interested in the on-campus apartments, please write the name of the apartment you prefer on the Residence Hall/Apartment Application. The Residential Living Office receives many applications for apartment housing. Apartment placement is NOT guaranteed. Apartments are described in the following sections.

Important Information Concerning Housing
- If you are required or want to live on campus, you need to complete the Residence Hall/Apartment Application as soon as possible after receiving your admission packet.
- You can find the housing application on TruView (where you can also pay your deposit), on our website isao.truman.edu under ‘Admitted Students’ and ‘Online Enrollment Forms’, or in the Forms Section of the Registration Guide.
- If your visa should be denied, the housing deposit will be refunded to you.
- When completing the Residence Hall/Apartment Application, you will be given the chance to indicate the housing you prefer. We cannot guarantee placement in the hall you specify as placement depends on availability of space.
• You will be placed with an American roommate. We do not place international students from the same country together.
• Freshmen will be placed in the residence halls.
• Freshmen are not allowed to live in the on-campus apartments. On-campus apartments are reserved for upperclassmen.
• If you are an upperclassman and you indicate a preference for an on-campus apartment, you will be contacted if there are no spaces. You may then tell us if you wish to be placed in residence halls or if you wish to withdraw your on-campus housing contract and find an apartment off campus.
• Beginning freshmen that arrive in August must live on campus for two semesters (Fall and Spring).
• Freshmen that arrive in January will be required to live on campus for the Spring semester only.
• Students who choose to live off campus should arrive several days prior to the beginning of the semester to locate an off-campus apartment or use the internet to try to find an apartment.
• Students may not live on campus while searching for an off-campus apartment. We do not provide temporary housing on campus. You may find it necessary to stay in a hotel until you find an apartment.
• The Residence Hall/Apartment Application is a legal document. Breaking the Housing Contract to move off campus will result in a severe financial penalty!

University Residence Halls
(Lists of current prices can be found online at http://reslife.truman.edu/information/fees/index.asp)

Blanton-Nason-Brewer Hall (BNB) – BNB offers two- or multiple-person rooms. The building was newly remodeled in 2008 and holds 300 students. Features of the hall include air conditioning in every room, laundry facilities, kitchenettes, computer stations, and study facilities on each floor. The closest dining facility is right next door in Missouri Hall.

Centennial Hall (C Hall) – Centennial Hall is located directly across from the Student Union Building, right next to the Student Recreation Center, and houses approximately 700 students. The rooms in Centennial are arranged into suites with two rooms sharing an adjoining bathroom. Although most rooms in Centennial house just two students, the hall also offers three-and four-person rooms. Features of the hall include a large main lounge, study and television lounges, a computer room, kitchenettes, laundry facilities, a quiet floor, and an elevator. Centennial residents have a dining facility within the building. Centennial does not have air conditioning, but is currently being renovated.

Dobson Hall – Dobson Hall is located directly across from Violette Hall. Approximately 430 students live in this air-conditioned facility which was remodeled in 2009. The two-, three-, and four-person rooms in Dobson Hall are arranged so that groups of 8-10 rooms in single-gender wings share a large bathroom facility. Dobson Hall offers air conditioning in every room, a main lounge and recreation area, computer stations on every floor, television lounges, kitchenettes, laundry facilities, a quiet area, and a convenience store. Dobson residents dine across the street in Ryle Hall.

Ezra C. Grim Hall (Grim) – Grim Hall houses 68 students in a suite-style setting. The rooms are arranged into suites with two rooms sharing an adjoining bathroom. The building is adjacent to Pershing Building and is near Violette Hall. Grim features a study area, a computer room, television lounge, kitchenette, and laundry facilities. Residents dine in Centennial or Ryle Hall, each a short distance away. Grim Hall does not have air conditioning or an elevator.

Missouri Hall (MO Hall) – Missouri Hall is located just off the main quadrangle, next to Ophelia Parrish, and houses approximately 600 students. The building was renovated in 2007. The coeducational community centers around moderately segregated single-gender wings, each consisting of 8-10 rooms with a shared
bathroom facility. Features of Missouri Hall include air conditioning in every room, computer and television lounges on every floor, laundry facilities, quiet areas, and a dining room within the building. Missouri Hall is a building with two-, three- and four-person rooms. Missouri Hall is home of the Romance Languages house, where residents focus on language and culture in the French and Spanish speaking world.

Ryle Hall – Ryle Hall is located near Stokes Stadium, Pershing Building, and Violette Hall. The facility, which houses 600 students in a coeducational environment, features computer labs, a spacious main lounge, laundry facilities, television and study lounges on each floor, kitchenettes, and a cafeteria within the building. Some of the rooms are arranged in a suite system where two rooms are joined by a bathroom, but some wings have community-style bathrooms. While most rooms are designed for two residents, some three- and four-person rooms are available. Quiet areas are available. This building was just renovated in 2011.

West Campus Suites – West Campus Suites is the newest dorm on campus, opened in 2006. It hosts 416 students. Each student has a jumbo-style, air-conditioned room with a large living room (including a sofa and chair) and bathroom with two bedrooms. The facility offers a convenience store (the largest one on campus), a large multipurpose room with television, laundry facilities, kitchenettes, and computer lounges and study rooms on each floor. It is located near the dining facility of Centennial Hall and the Student Recreation Center.

University Apartments
In addition to the residence halls, Truman has three on-campus apartment complexes. An apartment manager and student advisors are available to assist students in these facilities. Freshmen are not placed in apartments.

Campbell Apartments – Campbell Apartments are located near Stokes Stadium and the other athletic fields. The facility provides housing for married students and 170 undergraduate men and women. Each of these one- and two-bedroom apartments features a kitchenette and houses two to three residents.

Fair Apartments – Fair Apartments are located across from Ryle hall near Violette Hall and Pershing Auditorium. These apartments come with a meal plan and house two to three residents.

Randolph Apartments – Randolph Apartments are located near Dobson Hall. Approximately 30 students live in Randolph in three- and four-person apartments. The apartments have kitchenettes

NOTE: Truman State University is a dry campus, which prohibits public intoxication and the possession, use, and distribution of alcoholic beverages at any time on University premises, regardless of age. In addition, smoking within any area (rooms, community spaces, hallways, etc.) in the residence halls or apartments is strictly prohibited.

Additional On-Campus Housing Information...
What is provided:
- Bed and mattress
- Desk with drawers and shelves
- Desk chair
- Chest of drawers
- Closet or wardrobe
- Window blinds
- Toilet paper (community bathroom facilities only)
  Note: Microfridges are available to rent from the University

What to bring or buy when you arrive:
- Bed linen (sheets, pillows, blankets, and bedspread)
- Bath towels
Clothes hangers
Desk light
Posters and personal decorations
Toilet paper (suite bathrooms)

What is NOT permitted in the halls:
Pets (except fish)
Hot plates
Hot pots
Toaster ovens
Microwave ovens
Waterbeds
Electric Heaters

Note: You may not bring an air conditioner unless you have a physician’s request and pay an additional fee for electricity. Your request to bring an air conditioner must be included with your housing application.

Additional Services with On-Campus Housing
Cable Television – Basic cable television is provided free of charge in the residence halls and apartments.

Computer Access – Truman is proud to offer free campus-wide wireless internet access to all students, faculty, staff, alumni and sponsored guests. All buildings on campus have wireless internet access, and most outdoor areas are covered as well. Each residence hall room has access to the campus network, which allows students to use the internet, e-mail, and library systems from their rooms. Also, rooms have one network port per resident. You may want an Ethernet card and coaxial cable to “plug in” to the campus system. Information on hardware requirements is available from Truman’s Information Technology Services on the web at www2.edu/cs/stu/EthernetAccess/html.

Dining Services – Centennial Hall, Ryle Hall, and Missouri Hall each house dining facilities that serve 20 meals per week. Three hot meals are provided each day except Sunday, when no evening meal is served. We provide several different options which give you the flexibility to choose a Meal Plan that will fit your desires.

The Block Meal Plan enables you maximum flexibility. You may eat whenever, and as often as you would like because you have a set number of meals per semester. This flexibility also allows you the ability to purchase your friends/family meals with your card. Pick one of the following meal plans.

- 225 meals per semester with no Dining Dollars
- 210 meals per semester plus $50.00 Dining Dollars
- 185 meals per semester plus $100 Dining Dollars
- 165 meals per semester plus $150.00 Dining Dollars
- 145 meals per semester plus $200.00 Dining Dollars
- 20 meals per week plus $50.00 Dining Dollars (The equivalent of 1 meal for every breakfast, lunch, and dinner offered plus $50 dining dollars. However, there are limitations:
  - You must eat in the Residential Dining Halls only.
  - It does not allow any unused meals to carry over to the next week.
  - It can not be used for any transfer options or purchases in any retail facilities on campus.

At each meal, a variety of food is served including salad bar, soup, main entrées (including vegetarian and vegan options), side dishes, deli bar, desserts, and ice cream. There is also a broad selection of low-fat and
fat-free food available, and nutrition information is provided for many menu items. Unlimited portions of food are available except on specialty nights, when entrees such as steak and shrimp are served.

Your student ID is your ticket to enter the dining hall at each meal and can be used in any of the three cafeterias. On days when you must miss the regularly scheduled meal time, or when you want to eat in the Student Union Building, you can use your meal credit or Dining Dollars in Mainstreet Market.

Furniture – All of Truman’s residence hall rooms feature modular furniture, which includes desks and chairs, drawer space, shelf space, and beds. The beds can be converted into lofts, bunk beds, or traditional beds, so you and your roommate can arrange your room in a style to suit you.

**Tips for an Easy Transition to Living on Campus**

Moving into a residence hall can be the single best way for you to learn about the American culture. Yet it is not without challenges. Below are listed some answers to questions commonly asked by new students moving into our residence halls.

- Items such as sheets, blankets, pillows, towels, and telephones are not included with the room. You should plan to spend approximately $200 for these and other personal items such as shampoo, soap, toothpaste, etc. The staff of the International Student Office will take you shopping during orientation week so you can purchase these items. Note: Sheets, blankets, and pillows are provided to all Exchange Students.
- Roommate assignments are made by the Residence Life Office. You may request a change in your room assignment online at http://reslife.truman.edu/services/roomchange/RoommateIssues.asp.
- The contract you sign is a legally binding agreement. If you decide to move from the hall during the nine-month lease, you may be subject to a sizeable breakage fee and penalties.
- A meal plan is included as a part of all housing contracts except in Campbell and Randolph Apartments.
- Laundry facilities are available in each hall and the cost is included in your room and board fees.
- The halls sponsor a number of activities, including intramural sports, educational speakers, picnics, and dances. These events provide you with an opportunity to meet American students and to become involved in the campus community.
- Get to know the Student Advisor on your wing. Every wing of every hall has a Student Advisor who is there to answer any questions you may have.

*The Residence Hall/Apartment Contract will be available online on TruView or at isao.truman.edu.*

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**Class Registration**

You can complete your Class Registration, also known as the Pre-Orientation Questionnaire/Transfer Registration Questionnaire online at http://truview.truman.edu.

**Course Offerings and Course Descriptions**

For individual descriptions of each course and explanations of the requirements for each major, see the Truman Catalog at [http://catalog.truman.edu](http://catalog.truman.edu).

**Foreign Language Requirements for International Students**

As a liberal arts and sciences university, Truman requires students to attain proficiency in a foreign language. In most cases, this requirement is waived for international students who are NON-NATIVE SPEAKERS OF ENGLISH. However, many international students wish to study a third language. Truman offers several foreign languages. In order to be placed in the correct level of study in the language you wish to pursue, you will need to take the Foreign Language Placement Test in that language. Foreign Language Placement Test can be completed online at [http://truview.truman.edu](http://truview.truman.edu).

**English Placement Test**
The University also requires that each non-native speaker of English take a written English Placement test upon arrival. Based on the outcome of this test, students may be required to take English for Non-Native Speakers or may be placed directly in writing and speech courses with native speakers.

Transfer Credit

Every new student should read this section on transfer credit. The differences in educational systems around the world, may mean that you have unexpected sources of transfer credit such as A-levels, advanced high school courses (13th year) and professional preparation programs. In order to be considered for transfer credit and to avoid taking classes for which you might have received transfer credit, you need to provide Truman with original or certified copies of the results of all your studies before you arrive at Truman. Doing so will mean that transfer credits will be considered when advisors are creating your course schedule. The following summarizes the various sources of transfer credit.

Sources of Transfer Credit

- **Secondary School:** On occasion, transfer credit will be awarded for higher level high school courses in which the subject content equals or surpasses the content of a Truman course.
- **A-Levels:** Transfer credit may be given for A-level examinations with a grade of C and above.
- **International Baccalaureate:** Students who complete the IB with a minimum score of 30 will receive a minimum of 30 transfer credits equal to one academic year of study. More information about International Baccalaureate transfer credits can be found here.
- **Caribbean Advanced Proficiency Examination:** Truman will accept scores of 1-4 on CAPE results for transfer credit. A list of CAPE Exams accepted by Truman and how they are articulated into Truman credits can be found at this website: [http://registrar.truman.edu/transfer/cape.asp](http://registrar.truman.edu/transfer/cape.asp).
- **Colleges and Universities:** There is no limit on the number of credits that can be transferred from a university. However, students must complete a minimum of 45 credit hours at Truman in order to qualify for a degree at Truman. Of this 45, the last 28 credits must immediately precede the granting of the degree. A minimum of 15 credit hours of required major coursework must be completed at Truman.

Evaluation of Transfer Credit

- Truman has already evaluated courses at several universities worldwide for transfer credit. Visit [http://ruby.truman.edu/admin/bzskthst.p_selectstate?](http://ruby.truman.edu/admin/bzskthst.p_selectstate?) and select 'Foreign Country' to look for your international college or university.
- International students are encouraged to submit course descriptions and/or syllabi to the Registrar's Office if they want their courses to transfer as equivalent to Truman courses. Both the course description and the course syllabus are recommended.
- English official translations of transcripts must be submitted along with the official transcripts. The Registrar's Office will not translate transcripts.
- English versions of the course descriptions and/or syllabi must be submitted.
- Official translations of all documentation must be submitted. Student translated versions are not accepted.
- Coursework taken for the purpose of English language learning will not be accepted for transfer credit. However, other English subject courses (i.e. literature, poetry, creative writing) will be evaluated for possible transfer.

Important Aspects of Transfer Credit

- Do not count on all courses qualifying for transfer credit.
- Transfer credit will be given only for those courses that are identical or similar to the courses offered at Truman.
A large number of transfer credits DOES NOT necessarily mean a student will complete a degree in a shorter length of time. Credits may transfer but may or may not meet the requirements for a degree at Truman State University.

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**Health and Health Insurance**

**Student Health Center**
The Student Health Center welcomes you to Truman State University. The Student Health Center is staffed by a physician, nurse practitioners, a registered nurse, a laboratory technician, and a secretary. The center is open Monday through Friday when classes are in session.

Students make an appointment by calling the Student Health Center. The fees for the Student Health Center charges will be filed with your insurance. Students are responsible for fees not paid by insurance. Any charges remaining after insurance payment are placed on the student’s university account.

Allergy injection services are available to those students who need to continue allergy injections while at school. There is a fee for this service. Students needing allergy injections must contact the Student Health Center before arriving on campus.

**Services Provided:**
- General Medical Care
- Health and Wellness Education
- Immunizations & TB Testing
- Nursing Assessments
- Nutritional Counseling
- Reproductive Health Care (for men and women)
- Lab (In-house and SmithKline Beecham Clinical Lab)
- Allergy Injections

All services provided are confidential

**University Immunization Requirements**

In order to more fully protect the health and well being of its students, Truman State University requires that all students born on or after January 1, of 1957 must have two doses of measles vaccine in order to demonstrate adequate immunity. Students must provide the Student Health Center with official verification of immunization. Students should bring proof of all the immunizations they have received during their lifetime. This can be a separate record signed by your healthcare provider or a completed part of the Medical History Form. The following forms of documentation of immunization are acceptable forms of verification: a copy of immunization records from a physician, health department, military record, high school record, or verification of immunity by serological titer. Failure to meet this requirement will result in a hold being placed on next semester's registration.

Students requesting medical or religious waivers should contact the Student Health Center. Serological titers will be required for students requesting permanent medical or religious waivers of the immunization requirements. **FAILURE TO PROVIDE VERIFICATION OF THE REQUIRED IMMUNIZATIONS WILL RESULT IN A BLOCK ON THE NEXT SEMESTERS' REGISTRATION.**

The two doses of measles required by the immunization policy can be met in a number of ways. An individual may receive two doses of a combined vaccine such as measles, mumps, rubella (MMR), or a measles & rubella (MR), or two separate measles immunizations. The first measles immunization must have been on or after the first birthday. The second must have been given at least one month after the first. Documentation of the required immunizations must be attached to the health center history form.
Mandatory Tuberculosis Testing

Truman has adopted a policy requiring Tuberculosis (TB) screening and testing for all incoming international students. All students will be tested at orientation before classes begin. This TB test is NOT optional regardless of any prior TB testing that you have received. If you have received a recent TB test in the United States, then there is a possibility that you will be able to use those results instead of receiving another exam. However, all decisions regarding the viability of previous testing within the United States are made by the Student Health Center. Anyone testing positive for TB will have a chest x-ray and follow-up treatment. The cost of the testing ($100) will be billed on your student account along with tuition, housing, and other fees.

Medical History Form
In the forms section, you will find a Medical History Form. It is important that you complete this form as thoroughly as possible. The Medical History Form is a valuable tool to the health care providers. Students who do not have a health history on file will be required to complete one prior to being seen for any non-emergency care.

Health and Accident Insurance
Healthcare is very expensive in the United States. Truman State University requires health insurance coverage for all international students (any student attending Truman State University who is not a citizen or permanent resident of the United States). Students are automatically billed for the International Student Medical Insurance Plan ($570 per semester) on their student account and pay for it with their tuition and other fees.

Please note that the US does not have a national insurance provided by the government. Each person is responsible for their own insurance and medical expenses. To protect you from extreme medical expenses, we have chosen the following insurance. Even with insurance, some expenses will be the responsibility of the student.

The insurance that Truman has chosen for international students includes the following benefits:
- Maximum total benefits of $250,000
- Copay of $20 at an in-network office or clinic
- Copay of $50 at an in-network hospital
- Reimbursement for 50% of prescription medicines
- Medical evacuation $25,000
- Repatriation $10,000

This policy is provided by The Lewer Agency, Inc.

Insurance Exclusions:
This insurance is subject to certain exclusions which will be described in the brochure provided upon arrival. This insurance plan does NOT cover dental or vision care.

Cost:
The cost of health insurance coverage for the Fall 2013 academic semester must be paid with your tuition upon arrival.

Complete Medical History Form located in the Forms Section.
Payment of Tuition and Fees

Payment of tuition, housing, orientation, insurance and activities fees is required by the last day of the first week of classes. Students must make arrangements to have the funds available by the first week of courses or be prepared to be disenrolled from the University. Options for payment of the fees include:

- Pay using the Flexible Payment Plan which allows installment payments through the semester. To sign up, go online to http://truview.truman.edu, Student Tab, My Accounts section and click Flexible Payment Plan Agreement.
- Pay by e-check, an electronic debit to your checking or savings account, available online at mybill.truman.edu for authorized users, or via TruView for students. There is no fee for this option. If you are using your debit card as a credit card, you will be charged the 2.75% convenience fee. For checking or savings account debits, please use the e-check option to avoid paying the convenience fee.
- Pay by check mailed to Truman State University, Student Account Payment, PO Box 754, Kirksville, MO 63501-0754 or drop by the payment drop box at the cashier window in McClain Hall 105. There is no fee for this option.
- Pay by wiring funds to our bank (The Bank of Kirksville, routing number 081501340, bank account number 007668- include your student name and student ID number on the wire document).
- Pay by MasterCard, Discover or American Express credit card online at mybill.truman.edu (authorized users) or via TruView (students). A 2.75% convenience fee will be added to the payment amount. Due to limitations imposed by Visa, Truman State University does NOT accept Visa credit card payments for student accounts.
- Do NOT bring cash to pay your fees. In cases of theft cash is generally irreplaceable.

BANK DRAFTS
Students who choose to pay fees by bank draft should have the bank draft made payable to Truman State University. Any funds over the amount owed to the University will be refunded to the student within one week. If the amount of excess funds exceeds $500, the University will require written permission from the primary sponsor to refund the excess money to the student.

Bank drafts should be drawn on a large national or international bank and must include the proper bank routing numbers on the bottom of the check. These numbers identify the bank that issued the bank draft and allow the money to be paid to the University in 7-10 days from the originating bank. Drafts without the proper bank routing number must be sent for collection and may incur large collection fees and a long delay in payment of funds to the University.

WIRING FUNDS
Funds may be wired to the University prior to or immediately after your arrival. Funds wired to the University will be credited to the student’s account at the University and used to pay those fees owed to the University. Banks usually charge $15 or more to wire funds. Be sure to include this fee in the amount wired. Any funds over the amount owed to the University will be refunded to the student within one week. If the amount of excess funds exceeds $500, the University will require written permission from the primary sponsor to refund the excess money to the student.

In order to prepay your tuition and other fees by electronic wire, please request the instructions from the International Student Affairs Office at intladmit@truman.edu.

For additional information related to payment options, please visit: http://businessoffice.truman.edu/studentaccts/
Your Legal Status in the United States

As a visitor applying to come to the US to study, you are issued a student visa (F-1 for degree-seeking students). By using the student visa to enter the US, you become subject to the laws and regulations of the US and the legal requirements and restrictions of your visa.

In the last few years, American laws and regulations regarding non-citizens have become much stricter. Be careful to know and understand the requirements and limitations of your immigration status in the US. Some of the requirements are:

- You must report to the school that issued your I-20 on the appropriate, designated date.
- You must maintain a full course load every semester (a full course load is 12-17 credit hours).
- You must make normal progress toward your degree.
- You may not work off campus without the permission of the federal government.
- YOU MAY NOT DROP OUT OF SCHOOL OR TAKE A SEMESTER OFF AND REMAIN IN THE US.

The student visa allows you to enter the United States. As you enter the US, your I-20 is stamped with the date and place of entry, immigration status and date of expiration of your stay. You are also issued a small white card called the I-94 and it is also stamped with the same information. THESE ARE VERY IMPORTANT DOCUMENTS. DO NOT LOSE THEM. CARRY THEM WITH YOU AT ALL TIMES.

Instead of an actual expiration date, your I-20 and I-94 will say that you may stay until “D/S.” “D/S” stands for “Duration of Status”. This means that you may remain in the US for the full duration of your program so long as you maintain your legal status and do not violate the conditions of your visa classification. As an international student, maintaining your “status” means that you are an F-1 visa holder; you are attending the school that issued your I-20; you are maintaining a full course load each semester; you are making normal progress towards your degree; you are not working illegally and are not breaking the laws of the US; your I-20 expiration date is in the future.

If you violate your student status, you are immediately considered to be illegally present in the US and may be required to leave. It is essential that you make every effort to abide by the conditions of your status.

Employment

Employment for international students in the US is limited by law. Students may work on campus up to a maximum of 20 hours per week while classes are in session and up to 39 hours per week during breaks and holidays. However, the availability of on-campus jobs is limited and students should not count on on-campus employment as a significant source of support. Students may not work off campus without permission of the US government and this permission is very limited.

Academic Success Mentoring Program

The Academic Success Mentoring Program (ASMP) is an academic mentoring program organized by the International Student Affairs Office (ISAO) aimed at helping new and continuing international students develop stronger study skills, adjust to the different academic environment, and perform their best.

New students will attend scheduled meetings with a mentor to discuss things such as time management, improving grades, and setting goals. The ISAO has found this program to be an invaluable resource for international students when it comes to getting the most out of your education. Students are expected to begin the ASM program upon arrival. More information will be given during International Student Orientation. Below you will find a quick Q&A session that will cover the basics of ASM mentoring.
Q. What does a mentor do?
A. A student mentor will help you understand the course syllabus, help you schedule your time, answer your questions about general academic issues, help you find the resources you need for tutoring or other assistance, and generally encourage and hold you accountable for your success. A student mentor will help you set goals for the semester, as well as assist you in reaching those goals.

Q. How much time am I going to need to devote to this?
A. Not much! Each meeting with your mentor will last 20 minutes or so. You might find, however, that the way you manage your time improves drastically.

Q. What do I need to do?
A. You will need to be an active and committed participant in the process. You will attend regular meetings with your mentor and give advance notice to the mentor if you have to cancel or reschedule. You should complete the tasks that your mentor recommends and give them feedback so that we can find out how best to help you. The more you put into this relationship, the more you will get out of it! Bring your day planner, syllabi, and think of topics to discuss and questions to ask. Don’t be afraid to share your successes with the mentor by showing them your homework, papers and tests.

Q. Will others know about me doing this?
A. Only if you want them to! You should feel comfortable about your ASM meetings, and should know that personal information will never be discussed beyond you, your mentor, and evaluations by the ISAO professional staff. However, we hope that you will be proud of your involvement and recommend ASM to others!
Truman State University

International Student

Registration Guide

Forms Section for Freshmen and Transfer Students
Truman State University
International Student Affairs Office
Form Submission Checklist

To ensure highest priority in housing placement and course selections, please submit the following forms to the International Student Affairs Office no later than

July 1, 2013

Please return all forms to International Student Affairs Office as early as possible. The forms do not have to be submitted in the order they are presented.

The following forms can be completed ONLINE (http://trувiew.truman.edu or http://isao.truman.edu under “Admitted Students”) or emailed (intl admit@truman.edu), mailed, or faxed (660-785-5395) to us.

- Residence Hall/Apartment Application (required for freshmen under 21)
- Visa Status Notification
- Travel Plan Confirmation
- Shuttle Reservation Form
- Medical History Form
- Meningococcal Waiver Form

The following forms must be completed online at: https://truvie в.truman.edu

- Pre-Orientation Questionnaire/Transfer Registration Questionnaire
- Mathematics Placement Test

International Student Affairs Office
Truman State University
Kirk Building 120
100 East Normal Avenue
Kirkville, Missouri, USA 63501
Phone: 660-785-4215
Fax: 660-785-5395
Web: http://isao.truman.edu
Email: intladmit@truman.edu
SPECIFIC ROOMMATE REQUEST

Roommate requests must be stated on both parties' applications. Priority is given to roommate requests submitted prior to February 1. Changes and additions will not be permitted after May 1.

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I hereby apply for housing in the residence halls at Truman State University for the academic period indicated on this application. I acknowledge that the $150 housing application fee/deposit must be paid by May 1 in order to receive a housing placement.

Requests after May 1 are accommodated on a space available basis. One hundred and twenty-five dollars of this fee is the housing deposit and is refundable if I cancel my housing application in writing by May 1. After May 1, the entire fee is non-refundable. I further acknowledge that if I am granted housing, I will receive further information about rules and regulations related to University housing and will need to complete an agreement form accepting the Terms & Conditions of Residence.

SIGNATURE DATE

PARENT OR LEGAL GUARDIAN (if under 18 years of age) DATE

HOUSING APPLICATION

INSTRUCTIONS

Please PRINT clearly and complete the entire application. The completed housing application should be returned to:

Truman State University
Office of Admissions
100 East Normal Avenue
Kirksville, MO 63501-4221

A $150 housing application fee/deposit is due by May 1 in order to receive a housing placement. Placement decisions are made on a first-come, first-served basis with preference to those who apply for housing and pay the fee/deposit by February 1. An early reply increases the chances that we will be able to accommodate your preferences. Roommate requests can only be accommodated if received by May 1 and must be reciprocal.

Students who cancel their admission to the University in writing by May 1 will receive a refund of $125. The remaining $25 is a non-refundable processing fee.

TRUMAN ID

| LAST | FIRST | MI |
ADDRESS |
CITY |
STATE | ZIP |
PHONE |
EMAIL |
Truman State University
International Student Affairs Office
Visa Status Notification

Family Name: ____________________________ Given Name: ____________________________

Country: ___________________________________________ Banner ID: ______________________

☐ My F-1 visa to study at Truman State University was approved on __________________________.

☐ My F-1 visa to study at Truman State University was denied on ____________________________.

The reasons for the denial were:

____________________________________________________________________________________
____________________________________________________________________________________
____________________________________________________________________________________
____________________________________________________________________________________

☐ I will reapply for a visa on ________________________________.

☐ I will not reapply for a visa this semester.

I applied for my visa at the US Consulate in ____________________, __________________________.

City Country

International Student Affairs Office
Truman State University
100 East Normal Avenue
Kirksville, Missouri, USA 63501
Phone: 660-785-4215
Fax: 660-785-5395
Web: http://isao.truman.edu
Email: intladmit@truman.edu
Truman State University
International Student Affairs Office
Travel Plan Confirmation

Family Name: ____________________________________ Given Name: ____________________________________

Country: _________________________________________ Banner ID:_____________________________________

I am currently in ___________________________________, _____________________________.

City Country

I am traveling to Truman State University by: ☐ Air ☐ Train ☐ Car ☐ University Shuttle

(Check all that apply)

My travel itinerary is as follows. Please include all cities of departure/arrival, dates, times, flight numbers, etc.

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<th>Method of Transportation</th>
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**Example Travel Itinerary**

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<td>08/11/13 12:00 am</td>
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<td>Kansas City</td>
<td>Truman Shuttle</td>
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<td>Kirksville</td>
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Truman State University
International Student Affairs Office
Truman Shuttle Reservation Form
Fall 2013 Academic Semester

Family Name: ____________________________ Given Name: ____________________________

Country: ____________________________ Banner ID: ____________________________

I wish to make a reservation on the following shuttle (please check one):

Monday, August 12th, 2013

____ Kansas City International Airport to Truman State University (10:00am)
____ La Plata, Missouri Amtrak Station to Truman State University (times may vary)
____ Kirksville Regional Airport to Truman State University (times may vary)

Tuesday, August 13th, 2013

____ Kansas City International Airport to Truman State University (10:00am)
____ La Plata, Missouri Amtrak Station to Truman State University (times may vary)
____ Kirksville Regional Airport to Truman State University (times may vary)

My flight arrives in __________________________, ____________________________
at ____________________________ on ____________________________

My flight number is ____________________________ on ____________________________

I have ____________________________ pieces of luggage.

I WOULD LIKE TO BOOK THE ____________________________ SHUTTLE ON August 12, 2013 OR
August 13, 2013 (Circle One Date).

Please submit this form as soon as you have your travel plans finalized.

International Student Affairs Office
Truman State University
100 East Normal Avenue
Kirksville, Missouri, USA 63501
Phone: 660-785-4215
Fax: 660-785-5395
Web: http://isao.truman.edu
Email: intladmit@truman.edu
Medical History (confidential)

Completion of this form is required prior to receiving any non-emergency health care at the Student Health Center.

At one office administratively, the Student Health Center and University Counseling Services may share information deemed pertinent to client care.

* Please provide name as it appears on official University registration

**Name:**

Banner/Student ID # __________________________ Social Security # ________________

Permanent Address: ___________________________________________________________

City ___________________ State ______ Zip ___________ Country __________

Marital Status (circle one): Single Married Widowed Divorced

In case of emergency, contact: Name ____________________________

Phone: Day _______ Eve _______ Cell _________

Family physician: ________________________________

I will enter in: Fall 20 _____ Spring 20 _____ Summer 20 _____

Class: ☐ Freshman ☐ International ☐ Grad. Student ☐ Transfer ☐ Other: __________________________

Date of Birth: ________  _______  ________

Phone: Cell ________________________________

Home: ______________________________________

Age: __________________________

Race: __________________________

Gender: ☐ Female ☐ Male

Relationship: __________________________

Height: _______ Weight: _______

Personal Health History

Do you have a present or past history of (check all that apply)

☐ Abnormal Pap Smear ☐ Epilepsy/Seizure Disorder ☐ High Blood Pressure

☐ Allergic Rhinitis ☐ Ear Trouble/Hearing Loss ☐ Intestinal/Stomach Trouble

☐ Anemia ☐ Eye Disease (excluding glasses) ☐ Joint Disease/Injury

☐ Arthritis ☐ Gallbladder Problems ☐ Kidney Infections/Disease

☐ Asthma ☐ Headache ☐ Mononucleosis

☐ Back Problem ☐ Head Injury ☐ Pacemaker

☐ Blood Clots ☐ Heart Condition ☐ Paralysis

☐ Cancer ☐ Hepatitis/Ajaundice ☐ Pneumonia

☐ Diabetes ☐ Hernia/Rupture ☐ Rheumatic Fever

☐ Scarlet Fever ☐ Sexually Transmitted Infection

☐ Sickle Cell Trait/Disease ☐ Stroke

☐ Surgery ☐ Tuberculosis ☐ Thyroid Disease

☐ Other

Describe any conditions checked above with dates: __________________________________________

Current Medications: ________________________________________________________________

List DRUG ALLERGIES: ____________________________________________________________

While at Truman will you need allergy shots? ☐ Yes ☐ No

If yes, you must contact the Health Center at (660) 785-4182 prior to your arrival.

Psycho/Social History

Do you have a present or past history of (check all that apply):

☐ Alcohol Use ☐ Bipolar/Mood Disorder ☐ Depression ☐ Psychological Counseling ☐ Smoker

☐ Anxiety Disorder ☐ Eating Disorder ☐ Drug Use ☐ Smokeless Tobacco

Describe any conditions checked above with dates: __________________________________________
### Family Medical History

<table>
<thead>
<tr>
<th></th>
<th>Age</th>
<th>State of Health</th>
<th>Age at Death</th>
<th>Cause of Death</th>
</tr>
</thead>
<tbody>
<tr>
<td>Father</td>
<td></td>
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<tr>
<td>Mother</td>
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<tr>
<td>Sisters</td>
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<td></td>
<td></td>
</tr>
<tr>
<td>Brothers</td>
<td></td>
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<td></td>
</tr>
</tbody>
</table>

Has any relative (father, mother, sister, brother, or grandparent) suffered from the following:

- Asthma
- Drug Allergy
- Cancer
- Diabetes
- Heart Disease
- High Blood Pressure
- Kidney Disease
- Mental Health Disorders
- Genetic Problem
- Tuberculosis
- Other:

Is there any other information which could be helpful to the health care providers at the Student Health Center?

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### Health Insurance Information

Students are required to bring all pertinent health insurance information with them to Truman State University. This would include a copy of the front and back of the medical insurance card and the prescription card if applicable.

Students without any insurance may purchase a school plan endorsed by Truman. This plan application is available online at www.sas-mn.com or by contacting the Student Health Center. Those with no insurance must so advise the Health Center personnel.

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I hereby certify that the above history is complete to the best of my knowledge:

Date: __________ Signature of Student: __________

TO PARENTS OF STUDENTS UNDER AGE 18: I hereby grant permission to the medical staff of the Student Health Center at Truman State University to carry out necessary medical treatment on the above named patient.

Date: __________ Signature of Parent: __________

(2)
Instructions for Meeting Truman State University Immunization Requirements

Please read carefully. Failure to comply may result in registration delays.

Complete the Tuberculosis Screening below, obtain copies of your immunization records and attach to this form. Mail to Student Health Center, Truman State University, McKinney Building, 100 E. Normal Ave., Kirksville, MO 63501, ATTN: Immunization Clerk. You may, instead, fax records to (660) 785-4011 or e-mail scanned attachments to cdavis@truman.edu. (Please send scanned documents in jpg or PDF format.) Truman's immunization requirements are specified on p. 4.

Name: ___________________________ Student ID#: ___________________________

E-Mail Address: ___________________________

Records sent to other offices are not guaranteed to reach the Health Center. Students should retain original documents. Copies of records may be destroyed after entry into the University database. Examples of acceptable documents include:

• Copies of personal immunization records ("baby book")
• Copies of physician office, Health Department or military immunization records
• Copies of high school or previous college immunization records

Tuberculosis (TB) Screening

Check any that apply:
(If any apply, TB Screening with a TB Skin test is required. Documentation of PPD Mantoux skin test [done in the US within the past 12 months], read and documented in millimeters of induration, must be provided with this document. Chest x-rays [from the US] will be required for anyone with a positive skin test. A negative chest x-ray is not a substitute for a skin test.

I certify that I:

_____ am from or have lived for two months or more in Asia, Africa, Central or South America or Eastern Europe.

_____ have been diagnosed with a chronic medical condition that may impair my immune system.

_____ am a health care worker.

_____ am a volunteer or employee of a nursing home, prison or other residential institution.

_____ have contact with a person known to have active tuberculosis.

Individuals who have been treated for latent or active TB disease must provide documentation of adequate treatment as specified by the CDC (Centers for Disease Control).

(3)
Required Immunizations

1. All students born after Dec. 31, 1956, must comply with Truman’s two-dose Measles Immunization Requirement. The requirement can be met any of the following ways:

   a. 2 doses of MMR vaccine. The first dose must have been given at age 12 months or later. The second dose must have been given at least one month after the first one.

   b. 1 dose of MMR vaccine and 1 dose of rubella. The first dose must have been given at 12 months of age or later. The second dose must have been given at least one month after the first dose.

   c. Titre (blood test) results proving immune status. (Documentation is required.)

2. All students living in University housing (residence halls or apartments) must either:

   a. show documentation of meningococcal vaccine, or

   b. sign a waiver that indicates they have been provided educational materials, but have chosen not to receive the vaccine at this time. To obtain the waiver for meningococcal vaccine, the pdf may be downloaded and printed from:
   http://studenthealth.truman.edu/meningitis_form.asp

Recommended Immunizations

The following immunizations are recommended, but not required, for all University students:

- **Tetanus/Diphtheria** administered within the past 10 years.
- **Hepatitis B series** (3 doses). Even if incomplete, provide dates of any doses received.
- **Influenza vaccine**. Available each fall and advised for all students.
- **Varicella** (chicken pox). No vaccine is needed if there is a good history of natural infection. If history is questionable, a blood test can be done at the student’s expense to determine immune status. If history of chicken pox infection, indicate approximate: Month _____ Year _____
- **Human Papilloma Virus** series. Recommended for females over age 11.

CHECKLIST OF ITEMS TO SEND TO STUDENT HEALTH CENTER:

- Completed Medical History Form
- Copy Insurance Card, front & back
- New Patient Information/Insurance Sheet
- Immunization Record Copy
- Meningitis Waiver Form (if no vaccination)
In accordance with Missouri Senate Bill 686, which states:

“Section 1.1. Beginning with the 2004-2005 school year and for each school year thereafter, every public institution of higher education in this state shall require all students who reside in on-campus housing to sign a written waiver stating that the institution of higher education has provided the student, or if the student is a minor, the student’s parents or guardian, with detailed written information on the risks associated with meningococcal disease and the availability and effectiveness of the meningococcal vaccine.

2. Any student who elects to receive the meningococcal vaccine shall not be required to sign a waiver referenced in subsection 1 of this section and shall present a record of said vaccination to the institution of higher education.”

Truman State University now requires all students living in Residential Colleges to either show proof of the meningococcal vaccine (within 3 years) OR sign the waiver below. STUDENTS WILL NOT BE ALLOWED TO MOVE IN TO THEIR RESIDENCE HALL UNTIL THIS REQUIREMENT IS MET.

Please fill out Sections 1 and 2 OR Sections 1 and 3 below.

<table>
<thead>
<tr>
<th>SECTION 1</th>
<th>STUDENT NAME ___________________________________________ SSN ____________________________</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>SECTION 2</th>
<th>To be completed by a health care provider: (Documentation from a physician showing receipt of vaccine or copy of immunization record is also acceptable.)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Health Care Provider Name ___________________________________ Phone __________________________</td>
<td></td>
</tr>
<tr>
<td>Address: Street __________________________________ City State Zip ____________________________</td>
<td></td>
</tr>
<tr>
<td>Signature of Provider __________________________________ Date ______________________________</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>SECTION 3</th>
<th>VACCINE WAIVER: To be completed by the individual (or parent/guardian for individuals less than 18 years of age).</th>
</tr>
</thead>
</table>

**SECTION 3A: For individuals 18 years of age or older:**

I am 18 years of age or older. I have received and read the information in the brochure provided by Truman State University, which explained the risks of meningococcal disease. I am aware of the effectiveness and availability of the vaccine at the Student Health Center. I am aware that meningococcal disease is a rare, but life-threatening illness. I understand that students residing in on-campus housing must be vaccinated against meningococcal disease or sign a waiver. I voluntarily agree to release, discharge, indemnify and hold harmless Truman State University, its officers, employees and agents from any and all costs, liabilities, expenses, claims or causes of action on account of any loss or personal injury that might result from my decision not to be immunized against meningococcal disease.

NAME OF STUDENT ___________________________ SIGNATURE OF STUDENT ___________________________ DATE ___________________________

**SECTION 3B: For individuals under 18 years of age, parent or guardian must complete Section 3B.**

I am the parent/guardian of ___________________________. I have received and read the information in the brochure provided by Truman State University about meningococcal disease and am aware of the effectiveness and availability of the vaccine at the Student Health Center. I am aware that meningococcal disease is a rare, but life-threatening illness. I understand that students residing in on-campus housing must be vaccinated against meningococcal disease or sign a waiver. I voluntarily agree to release, discharge, indemnify and hold harmless Truman State University, its officers, employees and agents from any and all costs, liabilities, expenses, claims or causes of action on account of any loss or personal injury that might result from my decision not to have the above-named individual immunized against meningococcal disease.

NAME OF PARENT/GUARDIAN ___________________________ SIGNATURE OF PARENT/GUARDIAN ___________________________ DATE ___________________________