**Making Arrangements for Study at Villanova University:**

**A Checklist**

**Before You Arrive**

**Mark Your Calendar**

* Mark your calendar for both the general Graduate Studies Student Orientation and The International Student Orientation. You are expected to attend both meetings for new students. The date of the general graduate student orientation will be posted on the main webpage of the [Office of Graduate Studies](http://www.gradartsci.villanova.edu). The [Office or International Student Services](http://www1.villanova.edu/villanova/studentlife/intl_students.html) will inform you of the date of their full-day orientation meeting. Be sure to bring your passport and I-20 to the International Student Orientation.

**Obtain and Assemble Your Documents**

* **Visa** Apply for your Student Visa (F-1) well in advance. The earliest date to apply for your student visa is 120 days before the start of your academic program as listed on your I-20. Please also keep in mind that processing your visa application may take longer than the processing times as listed on the U.S. Consulate’s website.
* **Dependents** If you wish to bring your spouse and/or children, you must inform the Villanova Office of International Student Services as soon as possible so that Villanova can issue each dependent a I-20. If you are successful in obtaining your Student Visa at the U.S consulate, your dependent(s) will be given an F-2 visa.
* Make sure you do NOT pack your passport and I-20 in your checked luggage. CARRY your passport and I-20 on your person.

For all visa and other document questions, contact Hubert WhanTong [hubert.whantong@villanova.edu](mailto:hubert.whantong@villanova.edu) at the [Office of International Student Services](http://www1.villanova.edu/villanova/studentlife/intl_students.html) at Villanova University.

**Make Housing Arrangements**

* Make permanent housing arrangements.
* You may stay temporarily in a local hotel: This option includes staying at the [Villanova Conference Center](http://www.acc-villanovaconferencecenter.com/) or other interim hotel shown in the links below.
* <http://www1.villanova.edu/villanova/studentlife/parents/visit/hotels.html>
* <http://valleyforge.org/visitors/>

Villanova University does not have any on-campus housing for graduate students. The area surrounding the university has affordable apartments and rooms in private homes, called “off-campus” housing. You will probably need funds for an initial deposit, first month of rent and a security deposit. Villanova staff should be available to co-sign a lease.

Information about off-campus housing opportunities is available from the [Office of Residence Life](https://www1.villanova.edu/villanova/studentlife/reslife/offcampus.html) and the housing section of the website of the [Office of International Student Services](http://www1.villanova.edu/villanova/studentlife/intl_students/services/housing.html).   
For additional information on housing costs and leases, see the booklet, “Graduate Pre-Departure Information,” issued to you by the Office of International Student Services.

**Obtain Health Insurance and Immunizations**

International graduate students are **required** to possess health insurance that includes an agent in the U.S. Villanova staff can assist you in exploring the available options. You may purchase a health insurance policy through [Villanova’s Student Health Center](http://www1.villanova.edu/villanova/studentlife/health/center/prerequisites.html). Once on campus you may use the services of the Student Health Center if you become ill for a small fee.

* Obtain health insurance.
* Schedule your immunizations or any vaccinations you may need prior to arrival because they do not provide immediate protection.
* Obtain your prescription medication (if applicable).
* As an option, visit a dentist or optometrist before arrival because these visits are typically not covered in U.S. health insurance.
* Complete the Medical Record forms sent to you by Villanova University, and bring them with you to submit to the Villanova Student Health Center upon your arrival.

**Make Financial Arrangements**

**Banking -** The Wells Fargo Bank has an office and an ATM on campus. Several other well-known banks are nearby the University, including the Bank of America. Please note that your international checks may take a long time to process; it can take up to sixty days before a check from a non-US bank clears and the funds become available. ,

* Obtain debit/credit card, travelers checks, etc.
* Pack approximately $300 U.S. currency.
* Identify bank account access and international support information

**Tuition and Fees -** Villanova requires that all tuition and fees be paid in full before the beginning of each term. But the university does **not** require a deposit or other advance payment for tuition and fees. You may take care of your tuition bill after arrival by visiting the [Office of the Bursar](http://www1.villanova.edu/villanova/finance/bursar.html). The university does not accept credit cards for payment of student bills. If you prefer to pay tuition/fees before your departure, you may send payment by wire transfer to the Bursar who will provide the instructions by email. Contact the Office of the Bursar: [bursar@villanova.edu](mailto:bursar@villanova.edu)

**Make Travel Arrangements**

Note that your initial entry into the U.S. is **not** permitted more than 30 days before the start of the program as noted on the I-20.

* Make sure that your name on any travel documents – airline tickets, etc. – is precisely the same as your full name as it appears on your Visa.
* [Philadelphia International Airport](http://www.phl.org/Pages/HomePage.aspx) is the closest airport to the university. The University is also easily accessible by train, bus and car from New York or Washington. You will find full information on driving directions and public transportation to the university at <http://www1.villanova.edu/villanova/admission/visit/maps.html>
* Arrange to have someone meet you at the Philadelphia Airport or [Amtrak train station (30th Street Station)](http://www.amtrak.com/servlet/ContentServer?pagename=am/am2Station/Station_Page&code=PHL) in Philadelphia.
* The [Villanova Indian Student Association (VISA)](http://www.students.villanova.edu/visa/), which serves all international students, can pick up students at the Philadelphia Airport. It is necessary to make advance arrangements with VISA. Visit their [website](http://www.students.villanova.edu/visa/new_students.htm) for instructions on how to arrange to be met at the airport; if you wish to be met at the airport, complete VISA’s [Pick-up Request Form](http://www.students.villanova.edu/visa/Flight_details.htm). The website provides other useful information, including what to pack, housing information, and how to prepare for departure.
* For your baggage tags you may use the address of the Office of Graduate Studies, Kennedy Hall, Villanova University, 800 Lancaster Ave., Villanova, PA

**What to Pack**

Consider that Villanova is located in a suburban area in a four-season climate. Depending upon the time of year, the temperatures can range between -10 and 40 degrees Centigrade. The winters will include snow. Familiarize yourself with [US government rules and baggage safety limitations](http://www.tsa.gov/traveler-information).

It is very important to include in your **carry-on bag**:

**Official Documents**

* + Passport with a current date validity
  + All Visa documentation – I-20\*
  + Any document from the U. S. consulate
  + Optional: Driving License *(necessary for car hire)*

**Academic Documents**

* + Insurance Policy Documents
  + Your acceptance letters
  + Any important correspondence from the university
  + Financial Award documents
  + Bank Statement demonstrating financial ability to pay fees

**Understand and Use Your Villanova E-mail and MyNova Accounts**

Once you have indicated your intent to enroll, you will receive an email from the University within 5 to 7 business days, with your Villanova email address, user name and temporary password, which you should change to your own password. This email address will be used for ALL official correspondence with you by your professors, the Office of International Student Services, the Office of Graduate Studies, and all other university departments. MyNova is your student portal, used for registration, viewing grades, etc. The website of the [University’s Office of Information Technology (UNIT)](http://www1.villanova.edu/villanova/unit/accounts.html) provides detailed information on your Villanova email and MyNova accounts.

**Register for Classes**

Once you have indicated to the Office of Graduate Studies that you intend to enroll, you will receive a letter by email about registration and other useful information. You should then contact the [director of your graduate program](http://www1.villanova.edu/villanova/artsci/graduate/programs.html) by email for guidance and instructions on how to select and register for your first semester’s classes.

**After You Arrive**

**Attend Orientations** At the student orientations you will receive information about the following:

student support services and resources; academic policies; alcohol and drug policies; employment, driver’s license, and Social Security numbers; safety and travel.

**Obtain Your Student Identification Card** Your University ID is called the “WildCard”, which is obtained by visiting the [Wildcard Office in Dougherty Hall](http://www1.villanova.edu/villanova/unit/wildcard.html).

**Familiarize Yourself with Local Transportation to and from the Villanova Campus** See [this website](http://www1.villanova.edu/villanova/services/conferenceservices/localinfo.html) for two useful guides to local resources and transportation. Additional links are below for campus directions and transportation. <http://www1.villanova.edu/villanova/studentlife/parents/visit/travel.html>

**Use Student Services and Resources, when needed**

Offices: <http://www1.villanova.edu/villanova/artsci/graduate/studentservices.html>