



# PRE-ARRIVAL GUIDE FOR INTERNATIONAL STUDENTS



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## WELCOME TO EKU!

Dear International Student:

Greetings from the Office of International Students and Scholar Services at Eastern Kentucky University! We are excited that you have decided to join Eastern Kentucky University (EKU) and look forward to welcoming you to Richmond, Kentucky.

This booklet has been prepared to assist you with your visa application, planning and preparation for your trip to the United States and transition to Eastern Kentucky University. It is designed to answer many of the most frequently asked questions by international students. Please use this guide in addition with information provided in the "Admitted Students" section on [Office of International Student and Scholar Services website](#).

Please read the information carefully and carry the guide with you on your trip to EKU. Upon your arrival on campus, we will also conduct a comprehensive international student orientation that will provide you with additional information and prepare you for a successful stay at EKU in Richmond, Kentucky.

If you have any question, please contact us by telephone at: +1-859-622-1478 or by email at: [international@eku.edu](mailto:international@eku.edu).

We wish you a safe and happy journey and look forward to welcoming you to Eastern Kentucky University soon!

Sincerely,

International Students & Scholar Services Staff



## REVIEW & SIGN YOUR FORM I-20/DS-2019

Enclosed is your Form I-20 or DS-2019, Certificate of Eligibility for Non-immigrant (F-1 or J-1) Student Status. Please verify that the following information on your Form I-20 or DS-2019 is correct:

- Name
- Date of birth
- Country of birth
- Country of citizenship

If you find a mistake, notify the Office of International Student and Scholar Services **immediately** by email at [international@eku.edu](mailto:international@eku.edu). We will correct the mistake and send you the corrected I-20 or DS-2019 by express mail.

If the information is correct, read the information on page 3 of the I-20 or page 2 of the DS-2019 and then sign above your name next to the X sign at the bottom of page 1.

## PAY THE I-901 SEVIS FEE

All students in F-1 or J-1 status with forms I-20 or DS-2019 are required to pay the I-901 SEVIS fee (\$200 for F-1 students and \$180 for J-1 exchange visitors) before their visa interview.

As soon as you receive your Form I-20 or DS-2019 from EKU pay the SEVIS fee and no later than three business days before your visa interview and obtain a receipt before your visa interview.

Dependents in F-2 or J-2 status and students transferring their SEVIS records from other U.S. institutions to EKU are exempt from paying the fee.

The fee can be paid online by credit card at [fmjfee.com](http://fmjfee.com). However, students with country of citizenship or country of birth of Cameroon, Ghana, Kenya, Nigeria or Gambia must pay by money order, Western Union Quick Pay or certified check drawn from a U.S. bank. Visit the Student and Exchange Visitor Program (SEVP) [link](#) for instructions on how to complete the Western Union Quick Pay/Quick Collect form.

## APPLY FOR VISA

After paying your I-901 SEVIS fee, apply for your student visa as soon as possible. You may apply for an F-1 visa up to 120 days prior to the I-20 start date and you may apply for a J-1 visa at any time after receiving the DS-2019. If you received Form I-20, you will apply for an F-1 visa and if you received Form DS-2019 (exchange student) you will apply for a J-1 student visa.

Do not enter the United States on a visa other than F-1 or J-1 if your primary plan is to study at ECU. Individuals who enter the U.S. on a B-1/B-2 visa are NOT permitted to engage in study. They must apply for change of status inside the U.S. or leave the U.S. and apply for student visa at a U.S. embassy or consulate in their home country and return to study at ECU after obtaining the student visa.

To apply for a U.S. visa, you will need to take the following steps:

### Step 1: Locate the Nearest U.S. Embassy or Consulate in Your Country

You can find information about embassy and consulate including location, instructions and documents required to apply for a visa from [usembassy.com](http://usembassy.com).

### Step 2: Schedule an Appointment for Your Visa Interview

Your local embassy or consulate will have specific instructions for scheduling an appointment.

### Step 3: Prepare Documents for Your Visa Interview

More information about F-1 visas preparing is available [here](#). Bring them to your visa interview:

- Passport (valid for at least six months beyond the date of your arrival to the U.S.)
- Signed Form I-20, or Form DS-2019
- Form DS-160 Visa Application Confirmation page, printed out after completing [Form DS-160 non-immigrant visa application](#) online.
- Visa application fee payment receipt
- I-901 SEVIS fee payment confirmation page

- Photograph: Upload digital photograph or bring one, 2 x 2 inches photograph.
- Evidence of financial resources such as bank statements, scholarship award letter etc.
- Transcripts and diplomas from high school or previous institutions attended.
- Proof of English Proficiency (such as TOEFL or IELTS) and other standardized test such as GRE or GMAT for graduate students etc.
- Eastern Kentucky University Admission Letter.
- Birth and/or marriage certificate if bringing a spouse or child in F-2/J-2 status.

Successful visa interviews require preparation. Please check your local U.S. Embassy website for information on which documents to prepare and bring with you to the interview. If your dependents (spouse and children) will come with you to the U.S. you must provide proof of your relationship (e.g. birth certificate, marriage certificate).

### Step 4: Learn Tips for Visa Interview

The following tips are provided to help you prepare for your visa interview:

- **Keep your answers concise:** Be honest in everything you write on your visa application and say during the interview. Anticipate that the interview will be conducted in English. Do not bring other people to speak on your behalf.
- **Nonimmigrant Intent/Evidence that you will return to your home country:** As a nonimmigrant or temporary visitor you may be asked about your intention to return to your home country after completing your studies. You should be ready to show that you have compelling ties to your home country that you don't intend to abandon. Example of compelling ties are family, property ownership, financial ties and job offer.
- **Your financial ability:** You should be ready to show that you have sufficient funds to pay for your education and living expenses throughout your program.

If you have been offered scholarship from Eastern Kentucky University, you should present your scholarship



award letter as well.

- **Your educational plans and interest in U.S. education.** You should be able to explain the following:

- What you plan to study (that is degree program or major)
- Why you chose to study at Eastern Kentucky University
- Your reason for studying in the United States and not in your home country.
- How you will use the knowledge you have learned when you return to your home country.

### STUDENTS FROM VISA EXEMPT COUNTRIES

A visa is generally not required for Canadian and Bermudian citizens, coming as F-1 or J-1 students and therefore, do not need to apply for visas at a U.S. embassy or consulate. However, an I-20/DS-2019, a valid passport and proof of payment of the I-901 SEVIS fee is required for every Canadian and Bermudian citizen arriving in the United States.

### DEPENDENTS

Your spouse and any children under age 21 are eligible to accompany you to the United States with a dependent visa (F-2 or J-2). If your dependent plans to join you at ECU, he or she will need a Form I-20 or Form DS-2019 to apply for an F-2 or J-2 visa. To request a Form I-20 or Form DS-2019 for a dependent, please complete Dependent Request Form available from [here](#). Dependents are not required to pay the SEVIS fee. Please note dependents in F-2 status are not permitted to engage in employment in the United States.

### VISA DELAY, DENIAL AND POSTPONEMENT OF STUDY

If you will not enroll at ECU during the semester stated on your current Form I-20 or DS-2019 (either because of visa delay, visa denial, postponement of studies, or withdrawal of admission), please notify OISSS by email at [international@eku.edu](mailto:international@eku.edu) and do one or more of the following:

- Destroy the current Form I-20 or DS-2019 issued you by Eastern Kentucky University.

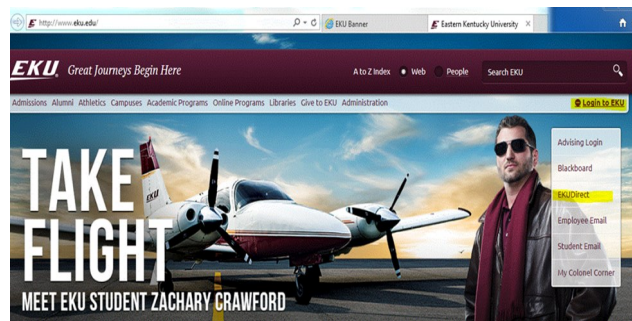
- Inform us that you would like to postpone your studies to a future semester (Please specify the new semester) and request a new I-20 or DS-2019 for the future semester through [eShipGlobal](#). A new Form I-20 or DS-2019 for the new semester will be sent to you as soon as your eShipGlobal request is received.
- Notify us that you will not attend ECU and wish to withdraw your admission

### ACTIVATE YOUR EKUDIRECT & ECU EMAIL

Eastern Kentucky University provides all student information in an online portal called EKUDirect. EKUDirect provides students access to email, student account (view or pay your tuition and other fees) and so forth.

### ACTIVATE YOUR EKUDIRECT ACCOUNT

Please go to our main page [www.eku.edu](http://www.eku.edu) and click a tab “Login to ECU” on the right side of page. Then choose “EKUDirect”. Please use your ECU ID # (found in your acceptance letter) as your USER ID. It should begin with 901.



Your initial PIN is your birth date in the form of mmddyy. For example, a birth date of February 3, 1949 would be entered as 020349. Your PIN is a 6-digit number, which will function like a password. For login assistance please go to [it.eku.edu](http://it.eku.edu).

You may e-mail a request to have your PIN reset through your ECU e-mail account to [registration@eku.edu](mailto:registration@eku.edu) or come in person to either the Registrar's Office on the main campus in Richmond, Kentucky (Whitlock 239) or the Resource Center/(Desk Information at any of the ECU extended campuses.

If you come in person, you will need to bring a photo ID. Telephone requests to reset your PIN cannot be accepted. This may take up to two business days. Once logged in, you will be prompted to select security questions as well as change your PIN.

User ID:   
Forgot your EKU ID?

PIN:   
Forgot your PIN?

### EKU EMAIL SET-UP

After completing the above action, click on “Active EKU Student Email Account” under “Personal Information.” This will include step by step instructions. If you have any questions, please do not hesitate to reach out to our office.

All EKU students receive an email account that must be activated in order to send and receive messages. Your EKU e-mail account is the official means for the university to communicate with you. All announcements from the University, your professors, and so forth are sent to this email address, including tuition bills and other important information from the administrative offices and from the Office of International Student and Scholars Services.

You can set up EKU e-mail to be forwarded to another e-mail account if you choose but you must ensure the OISSS has a valid e-mail address on record at all times.

## HOUSING ARRANGEMENT

### CAMPUS HOUSING

All single, full-time, undergraduate international students under the age of 21 who have not attended college before and/or have completed fewer than 60 credit hours are required to live in university on-campus housing facilities. Please apply for campus housing as soon as you receive your admission letter from EKU. To apply for housing, please see [housing](#) for the necessary forms.

You will need to work with housing to make a prepayment of \$200. Any further question regarding campus housing, please contact [housing@eku.edu](mailto:housing@eku.edu).

Students who do not meet the above criteria can still apply for on-campus housing. Housing will be assigned to you based on availability.



**Global Village:** We encourage you to select the Global Village as your housing option. The Global Village is a living-learning community consisting of both international and domestic students interested in global experience, developing meaningful connections with each other, exploring other cultures and service learning opportunities. For more information go to the [Global Village](#) website.

### RENTING APARTMENT OFF-CAMPUS

EKU does not provide or help you find an off-campus housing option. It is your responsibility to find housing. Apartments are not always readily available, so it may be necessary for you to arrive in Richmond earlier than usual in order to find a suitable apartment on your own. Once you arrive in Richmond, it may take two weeks or longer apartment. If you choose to rent your own apartment or room, be prepared to pay a security deposit (usually the equivalent of one month’s rent) in addition to the first month’s rent.

Many landlords require a 12-month rental agreement. Rent may vary from \$400 to \$700 per month.

We have compiled below a list of a few apartments and rental companies in Richmond, Kentucky for your convenience.

#### RAMSEY RENTALS

Price range: 400\$ - Up

Distance: Within 10 minutes walking distance to EKU.

Phone: 859-623-9304

Website: [www.ramseyrental.com](http://www.ramseyrental.com)

#### FOXGLOVE MANAGEMENT

Price range: 400\$ - Up  
Distance: Some apartment complexes are close to campus, others are far from campus and require a car.  
Phone: 859-624-3545  
Website: <https://www.foxapts.com>

#### NORTHRIDGE APARTMENTS

Price range: 400\$ - Up  
Distance: They have different apartment complexes, some are within 5-10 minutes' drive by car.  
Phone: 859-623-1990  
Website: [www.northridgeapartmenthomes.com](http://www.northridgeapartmenthomes.com)

#### HAGER RENTALS

Price range: 400\$ - Up  
Distance: Some units are within 3-7 minutes' drive.  
Phone: 859-623-8482  
Website: [www.hagerrental.com/](http://www.hagerrental.com/)

#### SADDLEBROOK APARTMENTS

Price range: 553\$ - Up  
Distance: Some units are 7-15 minutes' drive by car.  
Phone: 859-623-8860  
Website: [www.saddlebrook-apartments.com/](http://www.saddlebrook-apartments.com/)

#### HOTELS NEAR EKU CAMPUS

Short-term accommodations may be available at some of the local hotels near EKU campus. These hotels are within 1.1 to 2 miles from Eastern Kentucky University. Please see hotel estimated rental rates and information to make a reservation.

#### BEST WESTERN

Address: 100 Eastern Bypass  
Richmond, KY 40475-2302  
Phone: 1-859-623-9220 ● Fax: 1-859-624-1458  
Website: [Best Western](#)  
Rate: \$95-110 per night

#### QUALITY INN

Address: 2006 Colby Taylor Drive  
Richmond, KY 40475  
Phone: 1-859-623-0063 ● Fax: 1-859-623-7430  
Website: [Quality Inn](#)  
Rate: \$84-130 per night

#### HAMPTON INN

Address: 1099 Barnes Mill Road  
Richmond, KY 40475  
Phone: 1-859-626-1002 ● Fax: 1-859-626-0888  
Website: [Hampton Inn](#)  
Rate: \$100-120 per night

#### COMFORT SUITES

Address: 2007 Colby Taylor Dr.  
Richmond, KY, 40475, US  
Phone: (859) 624-0770 ● Fax: (859) 624-3114  
Website: [Comfort Suites](#)  
Rate: \$95-130 per night

#### HOLIDAY INN EXPRESS & SUITES

Address: 1990 Colby Taylor Drive  
Richmond, KY 40475  
Phone: 1-888-480-0427 (Reservations)  
Phone: 1-859-6244055 (hotel)  
Website: [Holiday Inn Express & Suites](#)  
Rate: \$130-137 per night

#### PLACEMENT TESTING

All first-time undergraduate international students (or freshmen) students who have not taken ACT test or taken but scored below EKU requirement are required to take EKU placement tests before they can enroll for classes. Students take EKU placement tests to:

- Show proficiency of basic skills in English, mathematics, or reading (developmental skills levels at the 090 or 095 level). If you have an ACT score less than 18 in English, less than 19 in Mathematics, or less than 20 in reading, you will need to take the developmental proficiency placement test(s).
- Demonstrate skills needed for Algebra with Applications (MAT 112) or College Algebra (MAT 114). If you need to take MAT 112 or MAT 114 and your ACT Math score is less than 22, you will need to take the MAT 112/114 placement test.

You will be contacted by Academic Advising and Testing Offices when to take your Placement Testing. Based on the results of your placement testing, you will be placed in appropriate Math and English classes.

## REGISTER FOR CLASSES

All new students are required to contact their academic advisors to obtain their degree plans and register for classes as soon as they are admitted.

Graduate students and transfer undergraduate should contact their academic advisors as soon they are admitted to ECU to register for classes.

First-time students/freshmen must first complete the Placement Testing before they can contact their academic advisor to register them for classes.

## WHAT TO BRING

### 1. MONEY

**Cash:** We recommend that you bring \$250-\$500 in cash for your immediate living expenses in Richmond, KY. The amount depends on your travel plans. Please do not carry large sums of cash to avoid the risk of loss or theft when you travel!

**Credit or Debit Card:** If you are planning to use a credit or debit card from your bank in your home country, check that you will be able to use the card in the USA and know the fees that will be charged to your account. Visa, MasterCard, and American Express are widely accepted in the USA.

### 2. ITEMS REPRESENTING YOUR COUNTRY AND CULTURE

You may wish to bring pictures, music, arts, crafts, national dress, maps, traditional dress and other items that represent your country with you. You can use these items to introduce Americans to life and culture in your country. All of these can be useful when the International Student Association hosts its annual "**International Banquet**" when most international students wear traditional clothes from their home countries and play international music.



## ENTERING THE UNITED STATES

### PREPARE FOR ARRIVAL

*International students and their dependents are allowed to enter the United States up to 30 days before the program start date listed on their ECU Forms I-20 or DS-2019.*

You should plan your arrival in time for the International Student Orientation and keep in mind that you will need some time to get settled in Richmond. If you cannot arrive before the start date on your I-20 or DS-2019, please contact us at [international@ecu.edu](mailto:international@ecu.edu) to defer your admission to a future date.

### UPON ARRIVAL

Be sure to have the following documents in your carry-on luggage and ready to present to the immigration officer at the airport:

- Form I-20 or DS-2019
- Passport with F-1 or J-1 visa
- SEVIS I-901 fee payment receipt
- Customs Declaration Form (CF-6059) given to you by flight attendants during your flight.



After inspection:

- The CBP officer will process the Form I-94 arrival information and enter your immigration category, the port of entry, the date of entry into the U.S., the expiration of your stay, and a unique 11-digit identifying number online. This a proof of your legal admission and authorized stay in the U.S. as a full-time student at ECU. Your I-94 Arrival-Departure record will be available online after inspection at [I94.cbp.gov](http://I94.cbp.gov).
- CBP officer will stamp your passport with the admission date, the class of admission, and the end date of your admission.

The admission stamp is notated as “F-1 D/S” or “J-1 D/S” to reflect you have authorization to remain in the U.S for “Duration of Status”. Please verify your documents before leaving the Immigration Officer’s desk to ensure that correct information has been entered on your immigration documents. Errors on these documents will cause complications later on when you apply for a U.S. Social Security Number or a Kentucky Driver’s License.

### SECONDARY INSPECTION REQUIREMENTS

If the CBP officer at the port of entry cannot initially verify your information or you do not have all of the required documentation, you may be directed to an interview area known as “secondary inspection.” Secondary inspection allows inspectors to conduct additional research in order to verify information without causing delays for other arriving passengers.

The inspector will first attempt to verify your status by using the Student and Exchange and Visitor Information System (SEVIS). In the event that the CBP Officer needs to verify information with Eastern Kentucky University, please provide the name and telephone number of the principal designated school official/Responsible officer listed on page 15 of this booklet.

### AIRPORT PICK-UP

The nearest major airport to Richmond, Kentucky is the Blue Grass Airport (LEX). This airport is in Lexington, Kentucky and is 35 miles from Eastern Kentucky University, Richmond, KY.

ECU will provide **FREE** airport pick-up for new international students from Lexington Blue Grass Airport on selected days before International Student Orientation. Please plan to arrive during these arrival dates.

ACADEMIC YEAR 2016-2017	
Fall	August 15, 2016 - August 16, 2016
Spring	January 9, 2017 - January 10, 2017
Summer	May 15, 2017 - May 16, 2017

If you need this free transportation service to campus, you must complete the Airport Pick-up Request Form available [here](#) as soon as possible and no later than **two weeks** of your intended arrival date. Once we receive your flight information and schedule your pick-up, you will receive an email confirmation.

If you miss your flight, your flight is delayed, or re-scheduled, please email us at [international@eku.edu](mailto:international@eku.edu) immediately or call (859) 622-1478.

An ECU representative will be waiting for your arrival with a sign near the Baggage Claims area.

### INTERNATIONAL STUDENT ORIENTATION

To ensure a smooth transition to Eastern Kentucky University, new international students including international students transferring from other U.S educational institutions to ECU MUST attend an International Student Orientation (ISO) organized by Office of International Student and Scholar Services (OISSS) each semester.

ISO is a workshop designed to help international students familiarize themselves with aspects of ECU, U.S. education system, American culture, cultural adjustment, health insurance, employment, banking, and getting connected with other new international students. At the same time, students shall learn about U.S. Immigration regulations pertaining to their immigration status. Accompanying parents and spouses are welcome at the orientation.

OISSS is committed to helping new international students make a smooth transition to life in Richmond, Kentucky area, the United States and to Eastern Kentucky University as they pursue their education. For more information about International Student Orientation please contact Office of International Student and Scholar Services by email at [international@eku.edu](mailto:international@eku.edu) or by phone at +1-859-622-1478.

Information about the location and time of orientation will be sent to you at least two weeks before the program start date. Please do not be late and miss orientation.

### INTERNATIONAL STUDENT ORIENTATION DATES

These are the tentative dates for International Student Orientation for the next couple of academic years, but are subject to change.

ACADEMIC YEAR 2016-2017	
Summer	May 18, 2016-May 20, 2016
Fall	Aug 17, 2016-Aug 19, 2016
Spring	Jan 11, 2017-Jan 13, 2017
Academic Year 2017-2018	
Summer	May 17, 2017-May 19, 2017
Fall	Aug 16, 2017-Aug 18, 2017
Spring	Jan 11, 2018-Jan 13, 2018

### IMMIGRATION CHECK-IN

The U.S. government requires all new international students (including those transferring from other schools to ECU) to report their arrival to the Office of International Student and Scholar Services within 15 days of the program start date on your I-20 or DS-2019.

**To report your arrival, you must attend International Student Orientation and bring the check-in documents specified on the right column with you.**

*Failure to report to OISSS may result in a termination of your I-20 or DS-2019 record and immigration status, that in turn may lead to serious consequences for your legal status and ability to stay or return to the U.S. in the future!*



### CHECK-IN DOCUMENTS

- Passport & visa
- Form I-20/DS-2019
- Form I-94, Arrival/Departure document available from [here](#)
- Immigration Check-in Form available from [here](#)
- Your dependents' documents (passport, Form I-20/DS-2019 & I-94), if you have dependents

**Bring to:**

**Office of International Student & Scholar Services**

**Whitlock Building, Room 455**

**521 Lancaster Ave**

**Richmond, KY 40475**

**Phone: +1(859) 622-1478**

**Email: [international@eku.edu](mailto:international@eku.edu)**

**Web: [www.international.eku.edu](http://www.international.eku.edu)**

## OBTAIN YOUR COLONEL 1 CARD

Upon arrival to campus and after registering for classes you must have a Colonel 1 Card, a photo ID which will be valid any semester a student is registered. The Colonel 1 Card is provided to all registered students of the University at no charge and serves as the official identification card of the University. This card must be carried on you at all times.

Contact the Office of University Card Services located at 114 Powell Student Center, Phone: (859)622-2179 and email: [cardServices@eku.edu](mailto:cardServices@eku.edu) to get your Colonel 1 Card.

Every EKU registered student must activate his/her Colonel 1 Card for campus use. The Colonel 1 Card can also function as a debit card for those students who choose to activate this option.



## BANKING IN THE UNITED STATES

### BANKING

Having a U.S. bank account will make managing your money significantly easier while staying in the United States. With a U.S. bank account, you can deposit money, withdraw money, pay all of your bills and make purchases using debit card issued by the bank.

As a part of International Student Orientation we will have banking officials on campus who will guide you through the process of opening a new U.S. bank account.

### Opening a Bank Account

The following documents are usually required to open

a U.S. bank account:

- Passport
- Documents that prove you are currently enrolled at EKU (I-20, Student ID, Admission Letter).
- Proof of U.S. residency address. This could be your housing contract or confirmation.
- A minimum deposit of \$200 or more.

Please note that these requirements may vary depending on the bank. Additional documents or information may be required by each bank.

### Debit Card

Debit and credit cards are common in the U.S. You can apply for a debit card when you open your bank account. A debit card allows you to withdraw or deposit money and check your account balance. Automated Teller Machines (ATM) can be found at banks, shopping centers, supermarkets, and on the EKU campus.

### Availability of Funds in the U.S.

Depositing a check from your country into your United States bank account may take 7 days or longer before the money is available for withdrawal. A faster way to deposit money is by bank wire transfer. Normally it takes 2-5 business days for the wired funds to be available to you for withdrawal. Please note that bank charges apply for each wire transfer.

### Foreign Exchange

If you are depending on money from abroad for your expenses, you must become familiar with the foreign exchange requirements of your country. Exchange can vary from time-to-time and therefore, make arrangements in advance so that you will have the necessary funds at regular intervals.

### Wire Transfers

To make a wire transfer, you will need to have a U.S. bank account set up. Your bank at home will transfer money electronically to your U.S. bank account. Although wire transfers are quick and safe, they do have service charges.

## HEALTH INSURANCE

Health insurance coverage is mandatory for all international students on F-1 and J-1 visa enrolled at Eastern Kentucky University. You will be automatically enrolled in the Cultural Insurance Services International (CISI) health insurance plan mandated by Eastern Kentucky University. The charges for the student health insurance coverage will be automatically added to the student's account each semester. Click [here](#) for information on our health insurance requirements. Therefore, **DO NOT** purchase health insurance from your country for your studies at EKU. Please read the requirements carefully before you leave your country.

Unlike many other countries, the United States does not provide free health care; individuals are responsible for all costs of their health care by purchasing health insurance. In addition, medical expenses in the United States are extremely high such that, a single day in the hospital can cost thousands of dollars. Please note, international students and their dependents are not eligible to use any federal or state medical assistance.

Limited waiver may be granted to government-sponsored student, we will waive your health insurance charge after we review your financial guarantee document.

## TUITION & PAYMENT

### TUITION

The tuition bill for each semester is due within 3 weeks from the beginning of classes. A billing notification will be sent via email to the EKU email address. Please make sure that you check your email regularly. If you don't make payment on time, you will be charged a late fee of 10% of the past due balance.

### PAYMENT METHODS

Students can make payment using four different methods of payment:

#### 1. Payments using peerTransfer (Flywire)

Eastern Kentucky University has partnered with [peerTransfer \(Flywire\)](#) in order to streamline the

process of international payments. PeerTransfer allows you to pay securely from any country, any bank, and generally in your home country currency. By making your payment with peerTransfer you can:

- Track your payments from start to finish
- Save on bank fees and exchange rates
- Contact their multilingual customer support team with any questions, day or night. Know where your payment is in the bank transfer process.

To get started, click or go to: [eku.peertransfer.com](http://eku.peertransfer.com) to begin the payment process. If you have questions about making an international payment, visit [peerTransfer](#).

#### 2. Credit Card Payment

In addition to peerTransfer, you can also pay online by credit card using Mastercard, American Express and Discover. There is a convenience fee of 2.75% of the transaction total.

#### 3. Installment Payment Plans (IPP)

Any student who is registered for classes is eligible to participate in EKU's Installment Payment Plan. Payment can be made in three or four month installments.

There is a \$25.00 non-refundable charge for this service. This plan requires partial payment and the student's signature on the required (IPP) form for the student's account to be set up on this plan.

#### 4. Third Party or Government Sponsorship

If sponsored by an employer, government or private organization, and direct billing of your tuition and fees is requested, Eastern Kentucky University must have the current billing authorization. Such authorization is presented in the form of a financial guarantee letter. These financial guarantee letters must be submitted to the Student Accounting Services Office as soon as you are you are enrolled.



## CLIMATE AND CLOTHING

Richmond, Kentucky experiences all four distinct seasons: fall (autumn), winter, spring, and summer. Richmond weather can also be unpredictable, changing frequently throughout the day or week.

### FALL (AUTUMN): (SEPTEMBER-NOVEMBER)

**Description:** Dry and cool weather when leaves begin to change color and fall off of the trees.

**Clothing:** Light jackets, scarves, sweaters, sweat-shirts, short-sleeved shirts, shorts, long sleeves shirts.

**Average Temperature:** 46°F-79°F/8°C-26°C



### SPRING: (MARCH - MAY)

**Description:** Spring is well known for green grass, flowers, frequent rainfall, winds and milder weather.

**Clothing:** Coats, sweaters, hats, scarves, umbrella or raincoat.

**Average Temperature:** 36-75° F/2-24° C



### WINTER: (DECEMBER- FEBRUARY)

**Description:** Often brings very cold temperatures, snowfall, freezing temperatures and freezing rain.

**Clothing:** Heavy coats, jackets, all-weather boots, scarves, gloves, hats, long-sleeved shirts and pants.

**Average Temperature:** 24-45° F/-4-7° C



### SUMMER (JUNE - AUGUST)

**Description:** Often very hot, dry, sunny and humid.

**Clothing:** Lightweight clothing, sun protection, shorts, short-sleeved shirts, T-shirts and sandals.

**Average Temperature:** 62-86° F/17-30° C





## STUDENTS WITH DISABILITIES

The Office of Services for Individuals with Disabilities (OSID) mission is to ensure that all students, faculty and staff with disabilities at Eastern Kentucky University are provided equal access to the campus at large; including work and educational environments, the physical campus, and access to university related programs and activities.

If you have a disability that requires an accommodation, you should register with Disability Services. To register for services please complete the “Application for Services” Form from [here](#). Please contact OSID at least one month before your arrival if you have additional questions or wish to register for services.

## CONTACT INFORMATION OF PDSO/RO

Please carry the contact information of the Principal Designated School Official (PDSO) and Responsible Officer (RO). In the event you encounter problem at the airport or border, please call the office phone number below during business hours or the emergency phone number during evening, weekend or holiday hours to reach the PDSO/RO.

### **MR. WENCESLAUS (WENCE) P’ORYEM**

EASTERN KENTUCKY UNIVERSITY  
521 LANCASTER AVENUE  
RICHMOND, KENTUCKY 40475

Office Telephone: **859-622-1478**

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