INFORMATION FOR NEW ENGLISH LANGUAGE STUDENTS
SPRING SEMESTER 2018* (check back frequently for updates)

1) Placement Test for New Students: Friday, January 5, 2018 9:30 a.m. – 12:00 p.m., GSC 330
Please arrive PROMPTLY, and bring number 2 (soft) pencils and eraser.

2) Contacts
Intensive English Program (ESL): Jane Conzett, Director
Center for International Education: May Lee Moua-Vue, Assistant Director, International Student and Scholar Services and Tsvety Karaivanova, International Student Advisor

-For questions about classes, registration, the TOEFL and academic matters, students should speak to Jane Conzett in Schott Hall, Room 704 (Tel. 513 745-2847).

-For questions about immigration, practical matters and cultural concerns, students should speak to May Lee Moua-Vue or Tsvety Karaivanova in the Center for International Education (CIE). It is located on the 2nd floor of the Gallagher Student Center, Room 230 (Tel. 513 745-2864).

All new ESL students must check in with the CIE during the first few days of class. (Attendance at orientation fulfills this requirement.) You should bring your passport, and, if you are in F-1 status, you should bring your I-20.

3) YOU MUST ATTEND ORIENTATION:
If you are a new international student, you must attend orientation.
Date: Friday, January 5, 2018
Time and Location:
8:30 a.m. – Check in & Continental Breakfast – CIE, Gallagher Student Center, Room 230
9:30 a.m. – Placement Test – GSC 214
12:00 p.m. – Lunch – CIE, Gallagher Student Center, Room 214
1:00 p.m. – Orientation Session – Gallagher Student Center, Rm. 214
(This session is required for F-1 visa status students)
4:00 p.m. – Campus Tour with Interlink Peer Mentors
6:00 p.m. – Optional activity – Dinner and Shopping Trip with Interlink Peer Mentors

*All new F-1 international students are charged a $100 orientation fee on their bursar account.

4) ESL REGISTRATION and information meeting: Monday, January 8, 2018
Time and Location: 12:30 p.m., GSC 330
Please arrive promptly. At this meeting, you will find out your class level and receive your schedule and book list. Teachers and interlink mentors will be available to answer any questions you may have.

5) ENGLISH LANGUAGE CLASSES BEGIN:
At 8:30 a.m. on Tuesday, January 9, 2018. Your class schedule will show you your buildings and your room numbers.

6) BOOKS:
You will receive a book list at the registration meeting with the names of all the books required for your classes. You may purchase your books at the Xavier bookstore, which is on the 1st floor of the Gallagher Student Center. The bookstore will be open 9:00 a.m. to 5:00 p.m. Monday through Thursday and 9:00 a.m. to 4:00 p.m. on Friday. It is closed on Saturday and Sunday. BE SURE TO SAVE YOUR RECEIPT!
Bookstore: Telephone: 513-745-3311 - Website: http://www.xavier.edu/auxiliary-services/xavier-bookstore.cfm

BUYING USED BOOKS: Your instructors prefer that you buy only NEW books. School textbooks can be expensive; however, it can be a waste of your time and money if you buy used textbooks that have all the answers written in them. Look before you buy! Look inside all used books to make sure they are “clean.” Sometimes, the difference between a new and used book is only a few dollars.

7) PAYING TUITION:
Students are required each term to sign up for Xavier’s X-Flex payment plan. Doing so provides official acceptance by the student of the plan’s terms and conditions. It is a pledge to pay Xavier for any student charges and fees assessed to the account. Under the plan, students may pay their tuition fees in full or over a four month period. A demonstration will be provided at orientation. Students may pay by personal check, money order, or cashier's check. Students can also pay online with electronic checks or wire transfers. Xavier University will accept credit cards (VISA, MasterCard, American Express, and Discover). If you pay by credit card, there is a convenience fee associated with your transaction. You will be prompted, in advance of completing your transaction, with the amount of the convenience fee associated with your payment. This convenience fee will be reflected on your normal credit card invoice; it will appear as “CASHNet SmartPay - Xavier.” You will need the information found on your credit card to complete this transaction. The Bursar's Office is located in the Musketeer Mezzanine in Fenwicke Place.
Bursar's Office: Telephone: 513-745-3435 - Website: http://www.xavier.edu/bursar

8) COMPUTER/EMAIL ACCOUNT: Xavier Student Hub
All new students are assigned a Xavier User Name for Xavier email and access to the Xavier Student Hub. It is important for English Language students to learn to use the Hub so they can receive important information and announcements, check their bursar bill, and send and receive email. Students should check their Xavier email at least once a day. Xavier also provides network access from (over)
9) STUDENT IDENTIFICATION CARD (“ALL-CARD”):
Your picture will be taken and your “All-Card” will be made for you once you have registered for classes. This card is used for identification; access to buildings, labs, and the sports center; meal plans; checking out books from the XU library; vending machines; and obtaining free or discounted student tickets to sporting or cultural events. If desired, the All-Card can be integrated with a US Bank account. The All-Card Center is located at the Musketeer Mezzanine in Fenwick Place. The All-Card Center hours during the fall are Monday - Thursday, 8:30 a.m. to 6:30 p.m. and Friday, 8:30 a.m. to 5:00 p.m. It costs $20 to replace your All-Card, so be careful not to lose it.
All-Card Center: Telephone: 513-745-3374 - Website: http://www.xavier.edu/auxiliary-services/all-card-center.cfm

10) HEALTH INSURANCE:
Students in F-1 and J-1 status must purchase health insurance directly from the university. Health insurance coverage starts January 1, 2018 and ends August 14, 2018. The spring/summer rate is $1,665. All students on F-1 and J-1 status will be automatically enrolled in the Xavier health insurance plan. Students who already have approved health insurance must waive by the deadline, or they will be charged anyway. Students must provide their medical history to the university. Please bring this form, which you received in your admission packet, to orientation or give it directly to the McGrath Health and Wellness Center, located at 1714 Cleney Ave. Health and Wellness Center: Telephone: 513-745-3022 - Website: http://www.xavier.edu/health-wellness/

11) ON-CAMPUS HOUSING (RESIDENCE HALLS):
Information about on-campus housing is available at the Residence Life Office, located at the Musketeer Mezzanine in Fenwick Place. Students need to check their on-campus mail boxes at least once a week.
Residence Life Office: Telephone: 513-745-3203 - Website: http://www.xavier.edu/residence-life

12) OFF-CAMPUS HOUSING:
Students may receive assistance in finding off-campus apartments or rooms from the Center for International Education or the Commuter Services Office. Both are located in the Gallagher Student Center: the CIE in room 230 and Commuter Services in room 320. If you are having trouble finding a place to stay, go to the CIE to receive information and suggestions. A list of off-campus apartments is available on Xavier’s website at www.xavier.ocm101.com.

13) FOOD SERVICE:
The main place to eat on campus is the Hoff Dining Commons located in Fenwick Place. It is cafeteria-style and has many meal choices available each day. The hours of operation are: Monday through Friday, 7:30 am to 8:00 pm and Saturday and Sunday, 8 am to 8 pm. Students may pay for a meal at a time, $13, or can buy a meal plan (attached). Other places with varying dining options on campus include Coffee Emporium, Ryan’s Pub, Subway, and Blue Gibson in the Gallagher Student Center, the X-Spot in the Conaton Learning Commons, Currito in Fenwick Place, and the Bull Market Café in Smith Hall.
Dining Services: Phone: 513-745-4874 - Website: http://www.dineoncampus.com/xu/

14) PARKING:
If you drive a car to the university, or if you own a car and live on campus, you must purchase a student parking permit. The permit can be purchased online through the Parking Services webpage. The vehicle make, year, model, and license plate number are required to complete the application. For the 2017 spring semester, a student commuter permit is $57.50; a residential permit costs $67.50; and a parking pass for the Commons and Village costs $77.50. You must place your parking pass sticker on the inside of the windshield on the passenger side. If you do not have a parking permit, you could get a parking ticket from the campus police, which will cost you money.
Auxiliary Services: Phone: 513-745-3374 – Website: http://www.xavier.edu/auxiliary-services/Parking-Services.cfm

15) COMPUTER LABS/LANGUAGE LAB:
English Language students may use any of the following labs:
Language Lab: The language lab is located on the 4th floor of the Conaton Learning Commons in Room 404. You may use the language software, listen to recordings from your classes, and make recordings for class assignments.
Wireless laptops: Several laptops with wireless internet access are available for checkout at the Conaton Learning Commons or the Gallagher Student Center (present your All-Card to check them out).

16) O’CONNOR SPORTS CENTER:
As a student at Xavier, you are entitled to use the facilities at the O’Connor Sports Center, across Victory Parkway from the main campus. (You must show your Xavier All-Card to be admitted.) The OSC features a six-lane, 25 meter indoor pool, three court gymnasium, weight room, cardiovascular room, two racquetball/handball courts and shower/locker rooms. Aerobics classes are also offered and intramural/club sports are available. Facility hours are Monday – Thursday from 5:45a.m.-11:00 pm, Friday from 5:45a.m.-7:00p.m., and Saturday and Sunday from 10:00a.m.-7:00pm.
O’Connor Sports Center: Telephone: 513-745-3208 - Website: http://www.xavier.edu/recreational-sports/connor-sports-center/

*All information subject to change*

QUESTIONS? Come to the Center for International Education (Gallagher Student Center, Room 230) - Telephone 513-745-2864 or the Intensive English Program (Schott Hall, Room 704) Telephone 513-745-2847 - We will be happy to assist you at any time.
Meal Passes Available for Purchase at Xavier University

All Xavier students are allowed to purchase a meal pass if they don’t want to cook for themselves. However, students who live in the residence halls or “dorms” ARE REQUIRED to purchase one of the following meal passes:

RESIDENT MEAL PASSES

Xavier Blue
This pass includes unlimited access to the Hoff Dining Commons, $250 Dining Dollars that can be used in all of the on-campus retail eateries, and three guest passes for friends or family.

Xavier Silver
This pass includes unlimited access to the Hoff Dining Commons, $100 Dining Dollars that can be used in all of the on-campus retail eateries, and three guest passes for friends or family.

Xavier White
This pass includes 225 meals per semester in the Hoff Dining Commons, $100 Dining Dollars that can be used in all of the on-campus retail eateries, and three guest passes for friends or family.

COMMUTER MEAL PASSES

AVAILABLE ONLY TO STUDENTS RESIDING IN CAMPUS APARTMENTS, HOUSES OR OFF-CAMPUS RESIDENCES

25 Block
This pass includes 25 meals per semester in the Hoff Dining Commons and $150 in Dining Dollars that can be used in all of the on-campus retail eateries.

40 Block
This pass includes 40 meals per semester in the Hoff Dining Commons and $150 Dining Dollars that can be used in all of the on-campus retail eateries.

80 Block
This pass includes 80 meals per semester in the Hoff Dining Commons and $150 in Dining Dollars that can be used in all of the on-campus retail eateries.

For more information regarding meal plans, nutritional information, hours of operation, menus and special events, please visit the Dining Services web site at www.xavier.edu/dining, or contact Dining Services at 513-745-4874.

Dining Dollars will carry over from the fall semester to the spring semester, unless a meal pass is not carried over from the spring. However, any Dining Dollars that remain at the end of spring semester are non-refundable. Dining Dollars can be used only at campus dining locations to make a la carte food purchases.

Adding X-Cash – You can add additional X-Cash to your account at any time. X-Cash is similar to Dining Dollars in that it can be used at all Dining Services operated locations to make a la carte food purchases. X-Cash will carry over from semester to semester and year to year.

For more information about X-Cash, visit the All Card Center’s web site at www.xavier.edu/allcard or contact the All Card Center 513-745-3374.