The Health Background Form (HBF) must be submitted before January 22. Registration cannot be processed until Student Health Services has approved the HBF. Students submitting their HBF after January 22 will be registered late and charged a $40. late registration fee. [http://www.student-affairs.buffalo.edu/shs/student-health/](http://www.student-affairs.buffalo.edu/shs/student-health/) (click on Immunization and Health Form Requirement).

**Thursday, January 21**

**Arrival Day**

**Students Living Off Campus**

9:00 a.m. to 4:30 p.m. Students living off campus: Report to ELI, 320 Baldy Hall, North Campus. Students arriving after 4:30 p.m. will need to report to ELI on Friday morning.

9:00 a.m. to 4:30 p.m. Student Health Service, Michael Hall, South Campus will be open for students who need to submit their HBF.

**Students Living On Campus**

9:00 a.m. to 4:30 p.m. Students living with residence hall room reservations: Report to the Area Office, Goodyear Hall room 119, South Campus for their residence hall room registration.

9:00 a.m. to 4:30 p.m. Student Health Service, Michael Hall, South Campus will be open for students who need to submit their HBF.

**Friday, January 22**

**Information Day for New Students**

10:00 a.m. to 2:00 p.m. Information Session, UB Cards, Email Activation and Campus Tour

9:00 a.m. to 4:30 p.m. Student Health Service, Michael Hall, South Campus will be open for students who need to submit their HBF.
Students not cleared for registration by today will be registered late and charged the $40.00 late registration fee.

<table>
<thead>
<tr>
<th>Monday, January 25</th>
<th>Placement Evaluation Testing Day for New Students</th>
</tr>
</thead>
<tbody>
<tr>
<td>9:00 a.m. to 11:45 a.m.</td>
<td>Grammar, vocabulary, reading and listening comprehension tests for placement evaluation.</td>
</tr>
<tr>
<td>12:00 p.m.</td>
<td>AT &amp; T Cell Phone information and account processing (optional)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Tuesday, January 26</th>
<th>Placement Speaking Interviews and Bank Account Day</th>
</tr>
</thead>
<tbody>
<tr>
<td>9:00 a.m. to 12:00 p.m.</td>
<td>Speaking interviews for placement of study level.</td>
</tr>
<tr>
<td>1:00 p.m.</td>
<td>Bank of America account processing (optional)</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Wednesday, January 27</th>
<th>Instruction Day</th>
</tr>
</thead>
<tbody>
<tr>
<td>9:00 a.m. to 2:50 p.m.</td>
<td>First Day of Classes</td>
</tr>
</tbody>
</table>

**IMPORTANT DATES**

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>Monday, January 18</td>
<td>Martin Luther King, Jr. Observation - UB will be closed</td>
</tr>
<tr>
<td>Friday, January 22</td>
<td>Last Day for Registration without $40 late fee</td>
</tr>
<tr>
<td>Wednesday, March 9</td>
<td>Payment deadline</td>
</tr>
<tr>
<td>Saturday, March 12 to Sunday, March 20</td>
<td>Spring Recess (no classes, no meal service, residence halls will remain open for a charge; offices/libraries open)</td>
</tr>
<tr>
<td>Friday, May 6</td>
<td>Last day of classes</td>
</tr>
<tr>
<td>Monday, May 9</td>
<td>Institutional TOEFL (ITP, paper based)</td>
</tr>
<tr>
<td>Tuesday, May 10</td>
<td>Closing Ceremony</td>
</tr>
<tr>
<td>Friday, May 13</td>
<td>Residence halls close and meal contracts end</td>
</tr>
</tbody>
</table>

**ARRIVAL INFORMATION**

We hope you will have had a safe and enjoyable journey to Buffalo. We look forward to welcoming you on January 21. Please follow these instructions once you have arrived in Buffalo.

**Students Who will Live Off Campus**

Report to the ELI office, room 320 Baldy Hall, North Campus on Thursday, January 21 anytime between 9 a.m. and 4:30 p.m. If you cannot come on Thursday, then report on
January 22 between 9 – 9:50 a.m., before the start of the Information Session which will begin at 10 a.m.

*Students Who will Live On Campus*

If you have made arrangements to live in the residence hall, report directly to the Area Office, Goodyear Hall room 119, South Campus on Thursday, January 21 for your room registration and key.

**ELI does not provide airport pick up service.** Take a taxi from the Buffalo Niagara International Airport. If you plan to arrive in Buffalo either before or after January 21, send a message to elibuffalo@buffalo.edu at least 1 week before for arrival instructions.

IEP students will be housed in either in Goodyear or Clement Halls, South Campus. The residence halls will officially open on Sunday, January 24 for the spring semester. Spring 2016 IEP students are being asked to arrive on January 21, three days before the opening date. This means IEP students will be charged three (3) extra nights for their early arrival of approximately $35. per night.

Inform the ELI of your arrival plans so that the Campus Living staff will be prepared at Goodyear Hall, South Campus for your room registration on Thursday, January 21.

**The Buffalo Niagara International Airport (BNIA)**

The Buffalo Niagara International Airport (BNIA) is about 6 miles (less than 20 minutes) from UB’s South Campus. As ELI does not provide airport pick up service. Take an Airport Taxi Service cab to Goodyear Hall, South Campus, and report to room 119.

Since you will be arriving in January, your flight could be delayed due to weather conditions or the ride from the airport to the campus could take longer. *Be prepared!* You will be able to check the weather forecast on www.buffalo.com site as well as flight information. An Airport Taxi Service cab will cost about $25. plus tip.

**Early/Late Arrival for Students Living On Campus**

If you plan to arrive in Buffalo before January 21, contact ELI for instructions. All students arriving before January 24 will be charged approximately $35 per night. Arrive before 4:30 p.m.

If you plan to arrive after 4:30 p.m. on January 21, write to elibuffalo@buffalo.edu for instructions.

University Manor Inn, [http://universitymanorinn.com](http://universitymanorinn.com), is located near the South Campus. The phone number is (716) 837-3344 and email address is info@universitymanorinn.com

Campus Living will hold your room reservation until Monday, January 25.
Delayed Baggage for Students Living On Campus

If your baggage is delayed, complete a delayed baggage report before leaving the airport. Use the ELI’s phone number, (716) 645-2077, as a phone contact and the following as a delivery address: University at Buffalo, Goodyear Hall room 119, Buffalo, NY 14214.

The Area Office is open daily from 8:30 a.m. to 8 p.m., and the phone number is (716) 829-3144.

Campus Living

The University houses more than 7,000 students. Most rooms have been occupied since August. New students will be housed in rooms made available by students who have left UB in December. On campus housing is very limited. IEP students will be housed either in Goodyear or Clement Halls, South Campus. Roommate matches are made upon (1) room availability, (2) age and (3) language.

http://student-affairs.buffalo.edu/housing

<table>
<thead>
<tr>
<th>Residence Halls Have</th>
<th>Does Not Have</th>
</tr>
</thead>
<tbody>
<tr>
<td>two-person room with 2 twin beds, 2 dressers, 2 desks &amp; 2 closets inside room bath (1 toilet, 1 shower, 2 sinks) shared by 4 students free laundry central heat, water, electricity elevators 2 Internet connections (bring an Ethernet cable) Wi-Fi small kitchens to prepare simple meals study &amp; TV lounges computer lab on-line room repair service exercise and game room quiet hours, drinking policies and no smoking policy secured entrances male and female students housed on same floor cleaning staff for lounges and hallways Resident Advisor (RA) staff to help floor members Clement Hall is located across the street from a shopping center</td>
<td>single rooms desk lamp, bed linen, pillow, etc. bath tubs cooking utensils, plates, cups, etc. refrigerators air conditioning cleaning staff for room /bathroom room phone service Ethernet cable cleaning staff for kitchen cleaning supplies clothes iron</td>
</tr>
</tbody>
</table>

WARNING: Residence hall room contracts cannot be canceled. The contract dates are from January 24 to May 13. If you cancel your room reservation upon arrival, you will be charged the full rent. Early Arrival and Spring Recess housing is not included in the $3,786. Room charge. Students arriving early will be charged $35. per night. Students remaining in their rooms during the recess will be charged approximately $50. per night.

Room and post box numbers will be confirmed upon your arrival.
FOOD SERVICE

The residence hall cafeterias will open on January 24. If you wish to buy a meal plan, there will be many options for you to choose from. Visit www.myubcard.com/mealplans for information, costs and registration. Meal plans cannot be cancelled once a signed contract has been submitted. All meal contracts will end on May 13. Meal service is not offered during the week of Spring Recess in March.

*Eating your meals in the residence hall cafeteria is a great way to make friends and practice your English!*

EXPENSES

You will need to pay in full your tuition, fees, room and food charges to UB by March 9. Cash, check, traveler checks, wire transfer, VISA or MasterCard are accepted.

- Tuition ($3,800 - $150 deposit = $3,650) $3,650.
- SUNY Mandatory Medical Insurance $543.
- Institutional TOEFL (paper based) $30.
- Comprehensive Fee $1,079.
- Residence Hall ($3,786 - $300 deposit = $3,486) $3,486.
- Dining Service (Any 19 Plan) $2,745.
- Textbooks $225. estimated

*Failure to pay by March 9 will result in a $50. late payment charge.*

Tuition and room reservation deposits are non-refundable. All costs are subject to change without advanced notice. *All costs are mandatory.*

Textbooks are purchased at UB Bookstore.

WIRE TRANSFER INFORMATION

peerTransfer

UB has partnered with peerTransfer. Save on exchange rates, no hidden bank fees. Visit http://studentaccounts.buffalo.edu/billing/international.php for further information.
CANCELLATION RESIGNATION DATES

February 1    Last day to cancel with any tuition and fee cost.
February 2 – 8    30% tuition plus 100% fees;
February 9 – 15   50% tuition plus 100% fees;
February 16 – 22  70% tuition plus 100% fees;
February 23   100% tuition plus 100% fees.

UB COMPREHENSIVE FEE

All UB students are charged a Comprehensive Fee each semester which covers the cost of campus technology, campus life, Student Health Services, campus parking. UB bus services, college fee and Academic Excellence & Success Fee. The Comprehensive Fee is mandatory. All students at UB are charged the Comprehensive Fee.

UB BUS SERVICE

UB operates a daily shuttle from the front of Goodyear Hall, South Campus to the North Campus. On Saturdays UB operates a Mall/Market shuttle to a variety of shopping centers. There is also a North Campus shuttle to various buildings and residence halls.

HTH WORLDWIDE MEDICAL INSURANCE

All F-1 and J-1 visa holders enrolled in any of the 64 State University of New York (SUNY) schools are required by New York State law to buy HTH Worldwide Medical Insurance coverage.  [www.hthstudents.com](http://www.hthstudents.com)

HTH Worldwide Medical Insurance is mandatory for all UB international students on F-1 or J-1 visas.  *Do not buy any other policy if you will enter the U.S. in F-1 or J-1 visa status, since you will be required to buy this one.* Coverage dates are from January 15 – June 14, 2016.

TEXTBOOK INFORMATION

You will be expected to buy your textbooks from the University Bookstore after attending the first day of classes. The bookstore will accept cash, traveler checks, VISA and MasterCard payments. The estimated cost for IEP textbooks is $225.

PROGRAM OF STUDY

Classes begin at 9 a.m. and end at 2:50 p.m. Monday – Friday. All IEP classes will be held on the North Campus. Some classes will be held in the Fillmore Academic Center, Ellicott Complex while others in Clemens and Baldy Halls.
PROGRAM OF STUDY

<table>
<thead>
<tr>
<th>Intermediate &amp; High Intermediate Levels</th>
<th>Advanced Levels</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 hr. Reading</td>
<td>Speaking</td>
</tr>
<tr>
<td>2 hrs. Grammar and Writing</td>
<td>Grammar and Writing</td>
</tr>
<tr>
<td>2 hrs. Speaking and Listening</td>
<td>Reading and Discussion</td>
</tr>
</tbody>
</table>

AFTER CLASS

After classes you will have the opportunity to go to the Listening Lab to practice your listening comprehension and pronunciation or the “Chat Room,” a conversation program. Both are free and open to all UB students. The Listening Lab and Chat Room will open in mid February. We also encourage you to get involved at UB by joining student clubs and UB activities.

CARRYING MONEY

Exchange your money into US currency before leaving your home country. Since it is very expensive to exchange money in Buffalo, you should buy a bank draft or arrange to have a credit card before you leave your home country in order to safely bring money to Buffalo.

U.S. paper money is $1, $5, $10, $20, $50 and $100 bills. Coins are 1 cent (penny, $0.01), 5 cents (nickel, $0.05), 10 cents (dime, $0.10), 25 cents (quarter, $0.25), 50 cents (half-dollar, $0.50) and $1.00 coin.

CLIMATE, CLOTHING & SPORTS

Buffalo has a varying climate with four distinct seasons: Summer (July – August) temperatures range from 50 to 90 F or 10 to 32 C. Fall (September – November) temperatures range from 30 to 80 F or –2 to 25.5 C. Winter (December – March) 0 to 45 F or –18 to 7C. Spring (April – June) from 40 – 70 F or 4.5 to 22 C.

**In General:** During spring and fall periods of rainfall occur. Summers can be very hot and humid (the residence halls are not air conditioned!) Snow regularly falls during the winter months. Buffalo winters can be very long, windy, icy and cold (buildings are heated but not all buildings are not air conditioned).

**During Winter:** heavy jackets, overcoats, warm gloves, hats, scarves, boots are needed as well as warm underwear and sweaters. The first snow of the season usually falls in mid to late November but it has snowed as early as October 12. The last snow of the season usually falls at the end of March (but has also been know to fall in April and even May!). Days are very short during the winter months.
During Fall & Spring: raincoats or light-weight jackets are worn outdoors. Days can be warm while nights cool.

During Summer: shorts and light-weight clothing is necessary as Buffalo can be very hot and humid during the summer months. Days are very long during the summer months.

It is a good idea to bring seasonal clothing with you or have them sent to you. Student dress is casual. Many of the teachers dress informally. Blue jeans and t-shirts are acceptable for class but consider bringing some more formal clothing for special parties and receptions.

Sports: If you are interested in sports, you will either have to bring your equipment with you or buy it in Buffalo. In most cases, other than snowboarding and skiing, equipment cannot be rented. [www.ubathletics.buffalo.edu/recreation](http://www.ubathletics.buffalo.edu/recreation) and [www.schussmeisters.com](http://www.schussmeisters.com).

CANADIAN TOURIST VISA INFORMATION

The Canadian border is less than 20 miles away from Buffalo. Many students visit Canada frequently during their IEP studies. Citizens of some countries are required to obtain a tourist visa before entering Canada. There is no Canadian Consulate in Buffalo, NY. The closest Consulate is located in New York City. The application process is by mail and could take between 1 to 3 months.

It is recommended that you apply for a Canadian tourist visa in your home country before leaving for the US. Visit the Canadian Consulate website at [www.canadainternational.gc.ca/](http://www.canadainternational.gc.ca/) for complete and further information.

AFTER IEP STUDIES & APPLYING TO U.S. COLLEGES AND UNIVERSITIES

If you are planning on applying to a U.S. college or university for academic study upon successful completion of your English language training at ELI/University at Buffalo, please bring with you the following documents:

1) Original transcripts of your high school and/or college/university study (certified English translations – translations are expensive and difficult to make in Buffalo)

2) Original financial statements from your sponsor and your sponsor’s bank for the duration of your academic study (two, three or four years).

You will need to bring original documents for each school you intend to apply to. The deadline for most major colleges and universities for the fall semester is April 1 and October 1 for Spring semester. More information about applying to U.S. colleges and universities will be presented during the semester. Website: [http://buffalo.edu/intadmit](http://buffalo.edu/intadmit)
See you in January!!  The staff of the English Language Institute will be happy to assist you with not only your education but also with any problems you might have while you are a student. It is our job to see that your studies here are successful and that you are happy during your stay with us. Please consider us not only your teachers but also your counselors and friends.

Have a pleasant trip to Buffalo!

KEEP IN MIND!

SEVIS Fee and Applying for an F-1 Visa: The majority of students admitted to the IEP will enter the US in F-1, student, visa status. Please follow the instructions in the acceptance letter which was enclosed with the I-20 form. Additional information about paying the SEVIS fee and applying for an F-1 visa, can be found on ELI’s website: http://buffalo.edu/eli/iep_faq.htm (How Do I apply for IEP?) or http://buffalo.edu/eli and click on Intensive English Program, Apply to the IEP (How to Obtain Your Visa and The SEVIS Fee).

Write to Kathy Curtis at curtiskl@buffalo.edu, if you have additional questions.

Students who will enter the US in J-1 or any other visa status, can contact Kathy Curtis with their questions as well. B-1/B-2 and F-2 visa holders are not permitted to enroll in the IEP.

Health Background Form: Have your doctor complete the form and return it to UB as before January 22.

New York State Driver’s License: Applying for and obtaining a NYS driver’s license is complicated and time consuming. Only the Department of Motor Vehicles (DMV) will be able to determine if you are eligible for a NY State driver’s license. You will be able to drive in New York State and own a car as long as you have from your country (1) a valid driver’s license and (2) a valid international driving permit. However, car insurance will cost more, if you register a car under your name without having a NYS driver’s license.

Social Security Numbers: You will not be able to apply for a Social Security number unless you will be offered a part-time, on campus job.

Canadian Tourist Visa: Apply for a Canadian tourist visa in your home country at the Consulate General. There is no Consulate General in Buffalo.

Dental & Eye Care: Dental and eye care in the US is very expensive. HTH Worldwide Medical Insurance does not cover dental and eye care. It is recommended that you visit the dentist before coming to Buffalo and bring an extra pair of glasses or contact lenses with you.
Cell Phones: Since you will not have a Social Security number, you will be limited in the kind of cell phone service you will be able to arrange. Many cell phone providers require a Social Security number in order to arrange for service without a deposit. Your best option will be to arrange for service provided by one of the pre-paid telephone companies. AT&T representatives will be available on Monday, January 25 to help arrange for an account.

UB is smoke-free! This means no smoking anywhere on campus – inside or outside any building or walkway area. UB’s smoke-free policy is enforced 24/7!

Arrival Information: To better prepare for your arrival, please email your arrival information to elibuffalol@buffalo.edu.

Include in your message your name, date of arrival, the time of arrival and if you will live on or off campus.

Keep in contact: Please write to ELI to tell us when you are coming to Buffalo. Also write to us, if you are having any problems with the visa application or arriving on time.

Kathleen (Kathy) L. Curtis, Associate Director  curtiskl@buffalo.edu
UB’s English Language Institute  Telephone  (716) 645-2077
http://buffalo.edu/eli, click on Intensive English Program
320 Baldy Hall
Buffalo, New York 14260-1000