Dear English Language Institute Student,

I would like to congratulate you on being accepted to the English Language Institute (ELI) at the College of Staten Island/CUNY. The ELI is part of The Center for International Service and we are very happy to welcome you to our campus. To understand the information in this letter, try using Google Translate. [https://translate.google.com/](https://translate.google.com/)

All international students in F-1 or J-1 status are required to check-in on Wednesday, January 18, 2017 and attend the mandatory orientation program. The schedule is attached. Please note that you will be in the orientation program for several days.

**CHECK-IN DATE**
On Wednesday, January 18, please come to The Center for Global Engagement, located at 2800 Victory Boulevard, Building 2A, Room 206, Staten Island, NY. Check-in times are organized by your family name.

- A-L  Check in at 9:30 a.m.
- M-Z  Check in at 10:30 a.m.

Please bring these items:

1. Money for health insurance ($500.00 USD) – Cannot pay with credit card
2. Money for tuition ($3,400.00 USD) – Can pay with credit card
3. Immunization Records – See attached form
4. Passport
5. Original immigration documents (I-20 or DS-2019).

**Tuition and Health Insurance:** You are required to pay the tuition amount of **$3,400.00** and **$500** for health insurance (if in F or J status) This health insurance must be paid by a separate money order, traveler’s check, or bank check payable to the College of Staten Island.

**Tuition can be paid either by traveler’s check, money order, or bank check payable to the College of Staten Island, or by a major credit card (Visa/Master Card.)**

During the orientation program, you will be with other new international students who are coming to the English Language Institute and to degree programs at the College of Staten Island.
VISA AND IMMIGRATION MATTERS

For Students Applying for F-1 or J-1 Student Visa Outside U.S. Enclosed is your SEVIS Form I-20 which you will need in order to apply for the F-1 visa (J-1 students will receive a SEVIS Form DS-2019.) Please review this form to make sure that all the information is correct. To apply for the student visa, you must make an appointment for an interview at the U.S. consulate/embassy, and you must also pay a $200 SEVIS fee for F-1 visa (or) $180 for J-1 visa. At the interview you will need your Form I-20 (or DS-2019), your financial supporting documents, and a SEVIS fee receipt. Enclosed are instructions on how to pay the SEVIS fee, as well as additional information regarding your visa interview.

If you have indicated your intention to apply to the College of Staten Island following successful completion of the English Language Program, an official, verified copy of your secondary education documents should be on file in our office. These must be submitted directly to us, in a sealed envelope, from your secondary institution. This envelope is to be opened ONLY by the admissions Office. In accordance with the admission policy of CSI/CUNY, upon meeting the English proficiency requirements, you will be eligible to apply to the college.

For Students in F-1 Status or J-1 Status At Another U.S. Institution: If you already have F-1 student status at another institution and you are in the United States and not planning on travelling abroad before coming to Staten Island, you must contact your Foreign Student Adviser to indicate your intention to transfer to the College of Staten Island. We will need your current school to complete an F-1 Student Transfer Form from our school before your transfer is complete. The form is available on our website:
http://www.csi.cuny.edu/international/forms/F1_Transfer_Form.pdf Your transfer will be completed as required by law by our office after you have completed the orientation and registration process at this college. If you are in J-1 status, please contact Nina Morgenlander, Foreign Student Advisor, for more information. Her email is: nina.morgenlander@csi.cuny.edu

For Students Already in The United States in a Visa Status Other Than F-1 or J-1: If you are already in the United States under a different non-immigrant visa status other than F-1 or J-1, please contact Nina Morgenlander, by email as soon as possible for information about your legal status. Her email is: nina.morgenlander@csi.cuny.edu

MEDICAL CERTIFICATION FOR MEASLES, MUMPS, RUBELLA and MENINGOCOCCAL MENINGITIS IMMUNIZATIONS

New York State law mandates that every student have an inoculation against Measles, Mumps and Rubella (MMR). In addition, inoculations against Meningococcal Meningitis are recommended. It is therefore necessary to get and provide proof in English that you have had the inoculations. If you have had these inoculations, please have a physician complete the attached form entitled “Medical Certification for Measles, Mumps, and Rubella. You can also find the form here: www.csi.cuny.edu/registrar/forms/medicalcertification2.pdf Also, please complete and sign the Meningococcal Meningitis Immunizations” and bring it with you on the day of check-in on January 20. If you have not had the required immunizations, you will have to get the immunizations in the U.S. and pay for it. The cost could be $75 USD or more.

FACEBOOK FRIENDS

We are on Facebook and invite you to join us there where we have a special group for ELI students. Our International Student Peer Advisors are here to answer your questions. Please accept our friend request on Facebook (or) find us at: www.facebook.com/centerintl. Our ELI page is also at www.facebook.com/EnglishinNewYork.

We look forward to seeing you soon at the English Language Institute. Please email us at elistudy@csi.cuny.edu to let us know in advance whether you obtain your visa or not. Thank you.

Sincerely,

Barbara A. Clark
Deputy Director, Center for Global Engagement
Director, International Student and Scholar Services