International Student Welcome Guide

Lawrence Technological University
Congratulations on your admission to Lawrence Technological University. As the proud host to hundreds of international students from nearly 50 countries, Lawrence Tech places great value on the diversity and global experiences you bring to our campus community. Our faculty, staff, and students are eagerly anticipating your arrival.

Your schedule for the upcoming months will be full of activities as you prepare for the next exciting phase of your educational experience. This Welcome Guide provides you information about what you need to do before you come to LTU and what you can expect once you arrive: how to complete the application/admission process; important documents you’ll need for travel; and what you’ll do during your first days on campus regarding your finances, living accommodations, health requirements, and more.

To ease your transition in making Lawrence Tech your new home, the Offices of Admissions and International Programs require that you attend the International Student Welcome Week Orientation held the week before classes begin. During this mandatory program, you will learn about registering for classes, consulting your academic advisor, maintaining your status as an international student, and accessing campus resources. Visit www.ltu.edu/international for the dates of your orientation week.

During your studies at Lawrence Tech, the Offices of Admissions and International Programs will help you in your cultural adjustment and provide support for your personal and professional growth. Please read this Welcome Guide carefully to gain a better understanding of the services we provide to assist you in your transition to life as a college student in America.

We are proud to welcome you as a member of our university community and look forward to formally greeting you on campus soon!

Best wishes and safe travels,

Jane Rohrback  Cynì Spotts
Director of Admissions  Assistant Dean of Students
BEFORE YOUR ARRIVAL AT LAWRENCE TECH

This checklist outlines each step you must complete before coming to LTU.

1. Complete Your Application. Check your acceptance letter and other acceptance packet materials to verify that you have submitted all required documents. Some students are admitted to Lawrence Tech on a conditional basis. It is important to complete your application file. If you have not submitted the documents, please do so as soon as possible. Acceptance to Lawrence Tech requires all application materials to be submitted prior to enrollment.

2. Submit Your Enrollment Deposit. All international applicants are required to submit a US $500 enrollment deposit to complete their application. Once this is submitted, your place in the incoming class will be confirmed. Please review the important information regarding the enrollment deposit on the Lawrence Tech website: www.ltu.edu/futurestudents/international/international_enrollmentdeposit.asp.

3. Obtain a Passport from your home country.

4. Obtain Your Certificate of Eligibility, the I-20 (F-1) or DS-2019 (J-1) Form. This form is issued by Lawrence Tech as proof of your acceptance to the University. It is used to obtain your visa, but it is not the visa itself. To obtain your certificate of eligibility, you must complete all application requirements and supply the following documents to LTU:
   - Document of Support. This is a current bank statement that proves you have sufficient funds to pay for an entire year of school at Lawrence Tech.
   - Document of Support Verification Form. Used by Lawrence Tech to verify the information contained in the Document of Support, this form is submitted along with the Document of Support.
   - Letter of Sponsorship. If you have a sponsor who is providing you the funding to study at Lawrence Tech, then your sponsor must submit his/her bank statement and a letter stating that he/she is willing to provide you this financial assistance. If you have not yet received your certificate, please contact the Office of Admissions at admissions@ltu.edu or 1.248.204.3160 to verify what steps you must complete in order to receive it.

5. Pay the I-901 Fee. This is a fee collected by the U.S. Federal Government for support of SEVIS. It is for administrative costs and must be paid prior to your visa interview. For more information, including current fee schedules, please visit www.fmjfee.com.

6. Attend Your Visa Interview with the U.S. Consulate. Each international student is required to interview with a U.S. consular officer. Check your local embassy or consulate’s website for scheduling options. When obtaining your visa, you must use the I-20 (F-1) or DS-2019 (J-1) form from the school you plan on attending in the United States.

7. Submit Your Lawrence Tech Housing Application and Deposit. If you wish to live in the University’s on-campus housing, you must complete and submit an application, along with a US $200 deposit, before your arrival at Lawrence Tech. Housing cannot be guaranteed for students who have not completed an application. Applications are available online at www.ltu.edu/housing.

8. Book Your Flight to the United States. Once you have secured your visa and received your move-in date from the Office of University Housing, book a convenient flight. Detroit Metropolitan Airport (Code: DTW) is approximately 30 minutes by car from Lawrence Tech.

9. Secure Transportation to Lawrence Tech. Taxi service is available from the airport to Lawrence Tech. Please be sure to have a copy of the address of the University or the hotel where you will be staying until you check into University housing or other living arrangements. Have at least US $90 to cover the cost of the taxi ride.

10. Register for the New International Student Welcome Week Orientation. Register online at www.ltu.edu/international.

CERTIFICATE OF ELIGIBILITY

The Certificate of Eligibility (I-20 or DS-2019) is issued upon completion of all admission requirements and with appropriate documentation of support. Please review your certificate to ensure the information is correct and complete. You must have this document in order to apply for your U.S. student visa.
MAINTAINING F-1 OR J-1 STATUS

Full-time enrollment is required by the U.S. Federal Government. You must be a full-time student to maintain your student status. At LTU, full-time study requires 12 credit hours at the undergraduate (bachelor’s) level and six credit hours at the graduate (master’s and doctoral) level. Failure to maintain your full-time student status will result in the termination of your student visa and may lead to deportation from the United States.

Notice of Address is Required by the U.S. Federal Government. You must report to Lawrence Tech and provide the University with a current local U.S. address. If your address changes while you are in the United States, you must report it to the University within 10 days. Failure to comply with this regulation is a violation of your student status and will result in the loss of your visa status. Students who violate their visa status may be required to return home.

INTERNATIONAL STUDENT WELCOME WEEK ORIENTATION

The Office of International Programs provides a comprehensive week-long orientation program for all international students the week before classes begin each semester. Please plan your arrival to campus accordingly. Information about the International Student Welcome Week Orientation is available at www.ltu.edu/international.

LIVING ON CAMPUS

LTU offers excellent and affordable on-campus housing to all students. Currently, the University accommodates more than 600 students in three residence halls. All students living in University housing are required to enroll in one of several meal plans.

If you wish to live in University housing, submit your housing application as soon as possible and before you arrive on campus. Housing space fills quickly, and availability is not guaranteed. The Office of University Housing tries to place together students with similar interests and honors specific roommate requests subject to availability.

To reserve your on-campus housing, complete a Housing and Meal Plan Application and Contract and send it in with a US $200 deposit to Lawrence Tech. The Office of University Housing will let you know when you can move into your room.

Visit www.ltu.edu/housing for the application and more information.

OFF-CAMPUS HOUSING

If you prefer to live off-campus while attending LTU, you should arrive as early as possible to make the appropriate arrangements. Suitable and convenient off-campus housing is available, but may take time to find and fills quickly as many other students are also searching for economical and convenient rentals. Lawrence Tech cannot make off-campus arrangements for you.

Until your housing arrangements are confirmed, you will need to secure temporary living arrangements. Keep in mind that you may need to stay in a hotel for several weeks, depending on the time of your arrival and the availability of off-campus housing.

TEMPORARY HOUSING

If you are arriving in the United States before the move-in date given you by the Office of University Housing or you need a place to stay while you look for an off-campus apartment, you must arrange for temporary housing. Plan ahead!

If you choose to stay in a hotel, several located within a short distance of the University are listed on the next page. Check with each hotel, mention that you are a Lawrence Tech student to receive a discounted student rate, find out the exact cost per night, and make your reservations in advance.

TRAVEL DOCUMENTS

All international students must possess a valid passport and visa in order to enter the United States. Go to the U.S. embassy or consulate in your home country to apply for an F-1 or J-1 visa. With an F-1 visa, you’ll receive an F-1 visa with a DS-2019 form; you’ll receive a J-1 visa. You must also submit a statement of financial support for your studies.

At your port of entry to the United States, immigration officials will inspect your passport, visa, I-901 fee receipt, and financial documentation. The I-94 is now issued electronically and can be found at www.cbp.gov/I94.

Note: You must enter the United States using the I-20 (F-1) or DS-2019 (J-1) form that was used to obtain your visa, and then you must report to that school.

HEALTH INSURANCE

You are required by law to maintain health insurance coverage for the duration of your studies in the United States. LTU requires the following minimum health insurance benefits for international students and their dependents:

- Medical benefits of at least US $100,000 per accident or illness
- Repatriation of remains in the amount of US $25,000
- Expenses associated with the medical evacuation of the exchange visitor to his or her home country in the amount of US $50,000
- A deductible not to exceed US $500 per accident or illness

If you are currently covered by medical insurance, obtain a coverage letter, translated into English, from your insurance company prior to your departure to the United States. If your insurance company is located in your home country and does not have a U.S. billing address, you may be responsible for paying all fees accrued and requesting reimbursement from your insurance company. Check with your insurance company for specific payment terms before purchasing a medical insurance policy.

The Office of International Programs recommends that you purchase health insurance from an insurer based in the United States.

If you need to purchase medical insurance, visit www.ltu.edu/international/insurance.asp for information on possible medical plan options.

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**TRAVEL HINTS**

When traveling, carry all important documents, checks, and college information with you. Do not leave this information around campus and to the Southfield City Center and area hot spots, including stores, theaters, and banks.

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THE LTU CAMPUS

1. A. Alfred Taubman Student Services Center. The one-stop center for student services, the Taubman Center is home to the Offices of Admissions, Financial Aid, the Registrar; International Programs, University Housing, Career Services, Dean of Students, Student Government, the DTE Energy One-Stop Center/Enrollment Services, Academic Achievement Center, and the MPC Student Computing Center.

2. Wayne H. Buell Management Building. Contains the offices of the College of Management and most of the classrooms used by the College of Management. Also houses the Real Food on Campus (RFoC) dining area, Einstein Bros. Bagels coffee and sandwich kiosk, the bookstore, and the library. The Buell atrium is one of the largest gathering places on campus.

3. Science Building. Contains the offices, classrooms, and laboratories of the College of Arts and Sciences and the Mary E. Marburger Science and Engineering Auditorium (S100).

4. A. Alfred Taubman Complex, Home of the Marburger STEM Center. Houses biomedical and robotics engineering laboratories, studios, and offices; electrical engineering and computer science laboratories; and molecular and cell biology labs.

5. Athletic Fields. Soccer, lacrosse, flag football, and other outdoor field sports are played in this area.

6. Engineering Building. Contains the offices, classrooms, and laboratories of the College of Engineering. The Structural Testing Center is used for large-scale testing of advanced research projects. The student lounge is a cozy area for studying.

7. Center for Innovative Materials Research. One of the most unique facilities in the world, CIMR is used by the Department of Civil and Architectural Engineering for structural testing on a massive scale. This lab features a fire-testing oven and environmental chamber.

8. University Housing—South. Located across Ten Mile Road, this nine-story residence hall accommodates more than 300 students.

9. University Technology and Learning Center. Contains advanced architecture studios and some digital electronics and computer engineering labs. The Architecture Computer Resource Center is located at the main entrance, as is the Provisions on Demand (P.O.D.) express, which offers grab-and-go salads, sandwiches, snacks, and beverages. The UTLC Gallery is nearby.

10. Architecture Building. Houses the offices, classrooms, and studios of the College of Architecture and Design. The auditorium (A200) hosts lectures and presentations.

11. Edward Donley Residence Hall (formerly University Housing—North). This residence hall near the center of campus offers convenient housing for over 200 students on four floors.

12. Lloyd E. Reuss Residence Hall. This freshman residence houses 150 students.

13. Don Ridler Field House/Applied Research Center. The Ridler Field House athletic facility houses a fully equipped weight training room, racquetball courts, basketball courts, indoor running track, table tennis, billiards, locker rooms, and saunas. The Applied Research Center houses the Johnson Controls Vehicle Engineering Systems Laboratory and a 4 x 4 chassis dynamometer, a clay modeling studio, and engineering labs. It is also home to the Formula, Formula Hybrid, Baja, Supermileage, Aero Design, and Concrete Canoe teams.

14. Art and Design Center. Houses classrooms and studios used by the College of Architecture and Design’s graphic and transportation design programs. Campus Safety is also located in this building.

15. General Services Building. Houses the offices of the University Architect, the athletics coaches, and the mailroom.

16. Business Services Building. Houses the Department of Finance and Administration, the Department of Campus Facilities, and LTU Online and eLearning Services.

17. Enterprise Center.

18. Professional Development Center.

**Places to go and things to do**
Lawrence Tech is located in the suburban city of Southfield in Oakland County, Michigan. One of the nation’s most dynamic business and technology centers, Oakland County is among the wealthiest counties in the United States. Many of America’s Fortune 500 companies have business operations in the county, as well as hundreds of international companies. Oakland County also boasts over 1,400 natural inland lakes, 89,000 acres of parkland, and three downhill skiing facilities.

In addition, LTU students can enjoy the entertainment and cultural venues of the larger Metro Detroit area.

**Sports**
Known for its fascination with sports, the Detroit Metro area has it all.
- The **Pistons** basketball team plays at the Palace in Auburn Hills and the **Tigers** (baseball) and **Lions** (American football) play at Comerica Park and Ford Field, located next to each other in downtown Detroit. Minor league games are also held at these arenas.
- As close neighbors of Canada, Detroiters have always been ice hockey fans. Detroit is not only Motown, it is also Hockeytown. The **Red Wings** also play in downtown Detroit.

**Music, Concerts, Theater**
Too numerous to list, the Metro area offers an incredible variety of music, entertainment, and theater ranging from traveling international acts to small community productions.

**Automobiles**
As the capital of the auto industry in the United States, Detroit is called the Motor City. Although the auto industry is undergoing great change, the area remains a treasure trove of automotive history and culture.
- The **North American International Auto Show**, one of the largest auto shows in the world, is held annually in downtown Detroit.
- **Automotive Hall of Fame**, in Dearborn, chronicles the history of the international auto industry.

**Museums and Cultural Institutions**
The Metro area offers a wide range of museums and cultural and historical attractions.
- The **Detroit Institute of Arts**, in Detroit’s cultural center, has been extensively renovated and showcases many famous works of art. It also has a film theater.
- The **Museum of Contemporary Art Detroit** presents art at the forefront of contemporary culture.
- The **Charles H. Wright Museum of African American History**, in Detroit’s cultural center, chronicles the history of African Americans in the United States and hosts regular traveling exhibits.
- The **Michigan Science Center**, in Detroit’s cultural center, features an enticing array of hands-on exhibits and displays, a planetarium, and an IMAX theater.
- Located in Royal Oak, about five miles from campus, the **Detroit Zoo** is a great weekend excursion. The animals are housed in realistic park-like settings along beautifully landscaped paths.
- The **Motown Historical Museum**, “Hitsville USA,” in Detroit, is the home of the famous Motown sound and Motown Records. Smokey Robinson, Stevie Wonder, Marvin Gaye, the Supremes, the Temptations, the Four Tops, and the Jackson Five all got their start here.
- The **Henry Ford Museum and Greenfield Village**, in Dearborn, highlight American history and culture and feature a huge outdoor working village and an IMAX theater.
- The **Arab American National Museum**, also in Dearborn, is devoted to Arab American history and culture and features a permanent collection of artifacts, documents, and photographs.
- The **Holocaust Memorial Center** in Farmington Hills chronicles the history of the Jews in Europe, the rise of Nazi Germany, and the Holocaust.
- The **Cranbrook Art Museum** focuses on contemporary art; the **Cranbrook Institute of Science** specializes in natural history and features a planetarium, and the **Detroit Institute of Arts**, in Detroit’s cultural center, has been extensively renovated and showcases many famous works of art.
- **The Ford Rouge Factory tour** encompasses the entire vehicle production process, starting with raw ore and finishing with cars ready for sale.
- Tour the homes of past auto magnates, such as the Edsel and Eleanor Ford House and Meadow Brook Hall.
- The **Woodward Dream Cruise** in August features tens of thousands of classic cars and celebrates the Golden Age of automobiles.

**Fabulous Food**
The Metro area also has many specialty food markets. If you are craving the taste of home, stop by one of them to buy something familiar. Visit the ethnic centers around the area and try a restaurant for an American take on one of your favorites.
- **Mexicantown**, located next to the Ambassador Bridge to Canada, offers authentic Mexican culture and food. Feel free to speak either English or Spanish.
- **Greektown** offers a dynamic cultural experience in downtown Detroit.
- **Dearborn**, home to the largest population of Arab Americans in the United States, features many Middle Eastern restaurants, bakeries, grocery stores, and mosques.
- **Hamtramck**, home to Polish immigrants for many years, features some of the best Polish restaurants in the area and a changing multicultural vibe.

**Downtown Detroit and the Detroit River**
A half-hour automobile ride from campus.
THE UNITED STATES

While studying in the United States, take the opportunity to explore and experience as much as you can during your stay. Although you are expected to remain at Lawrence Tech while your classes are in session, your visa allows you to freely travel throughout the country during scheduled holiday breaks.

If you choose to travel by car, get a map and mark your routes. Michigan, the Great Lakes State, is a good place to start. Surrounded by the largest source of fresh water in the world, Michigan has beautiful beaches, rivers, streams, and forests. Western Michigan is especially well known for its sandy beaches. Check out Grand Haven for the U.S. Coast Guard Festival, Holland for the Tulip Festival, and Traverse City for the National Cherry Festival. Mackinac Island is a particularly beautiful step back in time with its old British fort, Victorian homes, and ban on all motorized vehicles.

Chicago, the third largest city in the United States, is only about a five-hour drive from campus. Here you can see the Sears Tower, the tallest building in the United States. Visit the many museums, and shop along Michigan Avenue’s “Magnificent Mile.” Take some time to enjoy the entertainment venues along Navy Pier.

Many other areas are easily accessible via air travel leaving Detroit Metropolitan Airport, which is a hub for Delta Airlines. Metro Airport also provides service to most major U.S. cities from a variety of airlines.

CANADA

The United States’ northern border with Canada is the longest common border in the world. Travel and trade between the two countries is peaceful and plentiful, but you need the proper documentation to enter Canada. You must have a resident visitor visa and you will be required to clear immigration and customs, just as you did when you entered the United States. Carry all of your documents while traveling. More information about obtaining a resident visitor visa can be found at www.cic.gc.ca/english/information/applications/visa.asp.

A geographical quirk of southeastern Michigan is that people who wish to visit Canada must initially travel south. There are two nearby ways to cross the border by car: the Ambassador Bridge and the Windsor Tunnel, both of which take you directly into downtown Windsor, Ontario. Windsor is a great city to explore with its beautiful riverfront park, diverse restaurants, shopping, galleries, and museums. Toronto, Ontario, the largest city in Canada, is easily accessible by car or train. In only about four and a half hours, you can be in this huge international city that is the center of Canada’s economic engine. Toronto’s cultural diversity rivals many of the great cities of the world. Be sure to visit its museums or see a play, a concert, or a great game of hockey.

Only a short drive from Toronto is Niagara Falls. These massive waterfalls on the Niagara River straddle the U.S./Canadian border between Ontario and the state of New York. The largest portion of the falls is on the Canadian side, and they are best viewed there. This natural wonder is awe-inspiring any time of the year.

CONTACT

We are so pleased you have chosen Lawrence Technological University for your international study. Please do not hesitate to contact us if you have questions or need further information. We are here to help you!

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