

Keiser
International Center



INTERNATIONAL STUDENT HANDBOOK

Your Guide. Your Journey. Your Future.



**Global
Community**



**Support
& Resources**



**Academic
Success**



**Engage
& Belong**

ABOUT THIS HANDBOOK

This handbook will provide you with critical information needed to maintain your F-1 or J-1 immigration status and take full advantage of its benefits. Keep it with you at the time you depart your current place to help you get started at Keiser.

COMING TO KEISER FLAGSHIP

MOVING TO KEISER

Keiser University will be a great place for you to seek knowledge (with over 120 programs) and develop a new understanding of the world. We are committed to a “student first” philosophy, provide small classes to our students, and feature engaging faculty. At Keiser University, each student is considered an individual, and the University strives to be aware at all times of the needs of each member of its student body.

International Student Page:

[keiseruniversity.edu/international-students/](https://www.keiseruniversity.edu/international-students/)

Student Handbook:

<https://www.keiseruniversity.edu/flagship-handbook/>

As you become more familiar with your new surroundings you will discover commonalities and differences between your home country and the U.S. You are encouraged to maintain your own standards and values, and be aware that there may be times when it will be more appropriate to conform to the customs of the people among whom you are living. Experience and familiarity will help guide you.

Remember to always be yourself, friendly, relaxed, and open to learning about American customs and teaching others about your culture and country!

FLAGSHIP LOCATION

We are so proud to have you join us in Florida, the Sunshine State. At Keiser University, we would also like to introduce you to the many wonderful things that Florida has to offer, including many amazing attractions.

The state’s natural wonders are complemented by family-friendly fantasy at Florida’s theme parks and attractions. From the Walt Disney World and Universal complexes in Orlando to Busch Gardens in Tampa and many more zoos and botanical gardens, there is no end of ways to entertain the family

Source: [Visitflorida.com](https://www.visitflorida.com)



Keiser Flagship Campus, West Palm Beach

ORIENTATION PROGRAM

Orientation programs are the first step to success at Keiser. As an International student, you **must** attend orientation on your campus. Orientation sessions cover many topics that relate to students staying in the United States while holding an F-1 visa.

Orientation: keiseruniversity.edu/international-students/ku-orientation/

WHAT TO BRING YOU YOUR ORIENTATION SESSION:

- Immigration
- Maintaining your F-1 Status
- Unlawful Presence
- Designated School Official (DSO)
- Employment
- Curricular Practical Training (CPT)
- Optional Practical Training (OPT)
- Driver's License application, and much more

ORIENTATION DATES:

The orientation program, held prior to the first day of each term, is designed to facilitate the students' transition to the University and to help familiarize new students with the organization and operation of the University. During orientation, students review the mission, traditions, rules, and regulations of the University. Additionally, study techniques, academic standards, and counseling resources are discussed. All new and transfer students are encouraged to attend orientation. Please view the Keiser University Catalog for future orientation dates.

UNDERGRADUATE TRANSFER STUDENTS

- Copy of Passport and visa page
- Form I-94
- Copies all previous I-20 forms
- Bank letter which provides enough funds to cover 12-months of tuition, fees, books, living expenses and medical insurance.
- Official High School transcript (unless you have a college degree)
- Official college transcripts
- Official translation/evaluation reports by a NACES approved member agency – please obtain a list of agencies from your admission's counselor or Registrar's office
- Have your prior college/institution complete an F-1 Transfer eligibility form to give to us

If you are an Undergraduate International student transferring from an International institution you will need to submit all of the above, including:

- Official translation/evaluation reports by a NACES approved member agency – Please obtain a list of agencies from your admission's counselor or Registrar's office

GRADUATE STUDENTS

For Graduate Level Students you must have all the above documents in addition to:

- Professional Resume
- Up to two letters of recommendation



IMMIGRATION INFORMATION

YOUR DATE OF ENTRY INTO THE U.S.

You can enter the U.S. up to 30 days before the start date stated on your I-20 or DS-2019.

FORM I-20

Once you are accepted into an SEVP-certified school, your school’s designated school official will send you a document called the Form I-20, “Certificate of Eligibility for Nonimmigrant Student Status.” The Form I-20 is a paper record of your information in our Student and Exchange Visitor Information System (SEVIS) database. Each school that accepts you will mail you a Form I-20.

FORM I-20 USES

The Form I-20 is an important document that you should keep safe, as you will need it throughout the international student process. For more information about the

SEVIS

The Student and Exchange Visitor Information System (SEVIS) is the Web-based system that the U.S. Department of Homeland Security (DHS) uses to maintain information on Student and Exchange Visitor Program (SEVP)-certified schools, F-1 and M-1 students who come to the United States to attend those schools.

After receiving your Form I-20, you must **pay the I-901 SEVIS Fee**.

Federal regulations require all F, M and J students pay the I-901 SEVIS Fee before applying for their U.S. student visa. You can pay your I-901 SEVIS Fee online at [FMJfee.com](https://fmjfee.com) or by using [Western Union Quick Pay](#). You must present the receipt as proof of payment when you apply for visa. It’s important that the SEVIS ID number on your I-901 SEVIS Fee receipt matches your SEVIS ID number on your Form I-20. If it does not, or you encounter other issues paying your fee, please contact SEVP.

HOW TO GET A VISA:

Before you begin your F-1 visa application, you must take the following steps:

- Get accepted by a SEVP-certified institution before submitting your visa application. When you are accepted, you will receive your I-20 form, which you will need to apply for your F-1 visa.
- Pay your SEVIS fee.
- Complete your DS-160 visa application.
- Schedule your visa interview.
- Attend your visa interview.

VISA REQUIRED DOCUMENTS:

- A valid passport
- A copy of the photo you will use for your visa
- Printed copies of your DS-160 and I-901 SEVIS payment confirmations
- I-20 form
- School transcript and official test scores cited on your university application
- Diploma (if applicable)
- Bank statements or other proof of finances

WHEN & WHERE TO APPLY TO YOUR VISA

You can schedule your F1 visa interview with the U.S. embassy or consulate. An F1 student visa for the USA can be issued up to 120 days in advance of your course of study start date.

TIPS FOR YOUR VISA INTERVIEW



1 - Ties To Home Country

Under United States law, all applicants for non-immigrant visas are viewed as intending immigrants until they can convince the consular officer that they are not. Be prepared to show that you have reasons for returning to your home country that are stronger than those for remaining in the United States.

2 - Be Clear and Brief

Anticipate that the interview will be conducted in English. Keep your answers to the officer's questions short and to the point. Because of the volume of applications received, all consular officers are under considerable time pressure to conduct a quick and efficient interview.

3 - Be prepared to explain your major and how it fits your future career plans

You should be able to explain the reasons you will study in a particular major and how studying in the U.S. relates to your future professional career when you return home.

3 - Employment

Your main purpose in coming to the United States should be to study, not for the chance to work before or after graduation. You must be able to clearly articulate your plan to return home at the end of your program

4 - Maintain a Positive Attitude

Do not engage the consular officer in an argument. If you are denied a student visa, ask the officer for a list of documents he or she would suggest you bring in order to overcome refusal, and try to get the reason you were denied in writing.

PREPARING FOR YOUR ARRIVAL

BEFORE ARRIVING TO THE U.S., YOU MUST OBTAIN:

- A valid passport
- Stamped F-1 Visa (not required for Canadians students)
- Form I-20

PASSPORT

A passport is issued by the student's home country. It must be valid at all times, especially if student will be traveling and must remain valid for 6 months beyond your stay in the United States.

F-1 VISA

An F-1 Visa must be obtained from an American Embassy or Consulate in the student's home country. The Visa page is added to the passport. The dates on the Visa do not represent your authorized stay in the U.S., it merely shows the last day upon which you can use it to enter the United States.

FORM I-20

An I-20 is a United States Department of Homeland Security, specifically ICE and the Student and Exchange Visitor Program (SEVP), document issued by SEVP certified schools that provide supporting information on a student's F-1 visa. To apply for an I-20, please refer to the checklist below.

I-20 CHECKLIST:

Before your I-20 can be issued, please complete the following:

- Complete the admissions application.

Application Fees

- **All Campuses (except the Flagship Campus):**
 - Pay the **\$55 application fee**
 - Pay the **\$145 registration fee**
- **Flagship Campus:**
 - Pay the **\$150 tuition deposit**
 - Pay the **\$250 housing deposit**
 - *Note: Flagship Residential students do **not** pay a registration fee, as it is included in the tuition/housing deposit.*

Financial Documentation

- Provide a **bank letter** (on bank letterhead) that is no more than 30 days old.
- The letter must:
 - State the amount of money available for your education.
 - Cover tuition, fees, books, living expenses, and medical insurance for a **12-month period**.
 - Be converted to **U.S. dollars (USD)**.

Academic Documents

- Provide an **official high school transcript**.
- Provide an **official college transcript** (if applicable).
- Provide an **official translation and evaluation of foreign credentials** (if applicable).
 - A list of approved evaluation agencies is available through the Registrar's Office.
- Provide an **official TOEFL or IELTS score report** if you attended a **non-English speaking** high school or college.

Identification Documents

- Provide copies of the **first four pages** of your passport.
- Provide a copy of your **visa page** (if applicable).

Sponsorship Documents (if applicable)

- Provide a **notarized sponsor letter** if someone other than you or your parents is sponsoring your education.
- Provide a **notarized Affidavit of Support** for living expenses if those expenses are not covered in the bank letter.

Contact Information

- Provide:
 - Your **U.S. residential address and current phone number**.
 - Your **foreign address and phone number**.
- **Note:** *It is your responsibility to notify Keiser University of any changes to your address or phone number.*

HELPFUL ONLINE RESOURCES

Study in the States:

<https://studyinthestates.dhs.gov/students/prepare/students-and-the-form-i-20>

Applying for a Visa travel to the U.S.:

<https://studyinthestates.dhs.gov/students/applying-for-a-visa-to-travel-to-the-united-states>

Paying for your Visa to travel to the U.S.

<https://studyinthestates.dhs.gov/students/applying-for-a-visa-to-travel-to-the-united-states>

Arriving to the United States

<https://studyinthestates.dhs.gov/students/getting-to-the-united-states>

COLLEGE PACKING LIST

IMPORTANT DOCUMENTS

- ☐ Passport
- ☐ Your I-20
- ☐ Academic Documents
- ☐ Health Insurance Documents
- ☐ Contact Information

ELECTRONICS

- ☐ Phone charger
- ☐ Laptop/Ipad
- ☐ Laptop/Ipad charger
- ☐ Headphones
- ☐ Plug adapters

WARDROBE BASICS

- ☐ Nice shoes
- ☐ Sneakers, sandals
- ☐ Underwear and socks
- ☐ Tank tops, undershirts
- ☐ Shorts and long sleeve shirts
- ☐ Sweatshirts or hoodies
- ☐ A formal outfit
- ☐ Exercise clothing
- ☐ Swimsuit
- ☐ Pants and shorts
- ☐ Pajamas
- ☐ Belts and accesories

LUGGAGE GUIDELINES:

- Each check-in bag should not exceed 158 cm (62 inches). The total weight must not be more than 23 kg (50 pounds).
- You are allowed to carry one hand baggage, plus a laptop, briefcase and a purse. Maximum weight of hand baggage should not exceed a certain limit, usually 5 to 10 kg.
- In the case of loss of luggage and accidents, make sure you have a travel insurance cover that can protect you.

TOILETRIES AND PERSONAL HYGIENE

- ☐ Shampoo, soap, face wash
- ☐ Lotion/Cream
- ☐ Toothpaste and toothbrush
- ☐ Deodorant and perfume
- ☐ Makeup bag

MEDICATIONS AND SAFETY KITS

- ☐ Prescribed medicines
- ☐ Pain killers
- ☐ Band-aids

A LITTLE BIT FROM HOME

- ☐ Photos
- ☐ Memories from home
- ☐ Snacks/Food
- ☐ Spices

QUICK TIP:

Pack in small quantities or travel size for immediate use only. You can always buy more if you need.



IMMIGRATION PROCESS AT THE U.S. PORT ENTRY

PREPARING FOR YOUR TRIP

Before you leave for the United States, familiarize yourself with the different kinds of documents you might need. It is always a good idea to carry your original documents with you at all times. Do not put them in your checked baggage.

It is also a good idea to make at least two sets of copies of these documents: one copy to leave with your family before you depart and one copy to give to your school officials.

Important immigration documents:

- Passport;
- Visa; and
- Form I-20, "Certificate of Eligibility for Nonimmigrant Student Status."
- Proof of admission to Keiser
- I-901 receipt of SEVIS fee

FORM I-94

If you arrive at the port of entry by air or sea, an automated Form I-94 record will automatically be generated for you by U.S. Customs and Border Protection (CBP) officers. The electronic arrival/departure record can be obtained at www.cbp.gov/I94.



TRAVEL TIP

Carry all of your documents with you because you will need to have access to these important documents at the port of entry. Do not pack documents in checked baggage.

I-515A FORM

If you are granted entry to the U.S. after coming with insufficient documentation, you may receive an I-515A Form at the time of entry; which allows you to stay in the U.S. for 30 days. If you receive an I-515A form, you **MUST** come to the International Center (Registrar's office) to meet with the DSO advisor.



Location: Devos-Cook Building

REPORTING TO YOUR SCHOOL

You have **30 days** to enter the country before your official program start date, which is recorded in SEVIS. You must report to your school by the program start date listed on the Form I-20 you received.

CANADIAN CITIZENS

If you are a Canadian citizen, you are not required to obtain an entry visa to enter the U.S. in F-1 or J-1 student status. However, you must present the following upon entering the United States in order to obtain F-1 or J-1 student status:

- A valid Form I-20 (for F-1 status) or DS-2019
- Your Keiser admission letter
- Original financial documents
- Proof of payment of the I-901 SEVIS Fee
- Canadian passport



WHEN YOU ARRIVE

AIRPORTS NEAR KEISER FLAGSHIP

There are 3 major airports near Keiser:

- **Palm Beach International Airport (PBI)**
5 miles (8km) from Keiser
- **Fort Lauderdale International (FLL)**
100 Terminal Dr, Fort Lauderdale, FL 33315
- **Miami International Airport (MIA)**
75 miles (120km) from Keiser

TRANSPORTATION

[visitflorida.com](https://www.visitflorida.com)

All airports have transportation options such as shuttle service, public transportation, taxis, etc.

- **Uber**
- **Lyft**
- **Super Shuttle** (Shares van service)
- Taxi
- Car Rentals (To rent a car you must have your driving license, passport and a credit card.

Driving rules & Toll Roads:

<https://www.visitflorida.com/more/visitor-and-tourism-services/view=list&sort=qualityScore&bounds=false>

ACCOMODATIONS

(should be booked prior to your arrival in the U.S.)

- Hotels
- **AirBnB®**
- **Apartment Rental**
- **Residential On-Campus Housing** (KU Flagship Campus Only)

HOTEL ACCOMMODATIONS IN KEISER UNIVERSITY AREA

Keiser University has numerous accommodation options. Contact the hotel in advance to confirm rates, availability and amenities. Make your reservation early.

West Palm Beach Marriott

1001 Okeechobee Blvd
West Palm Beach, FL 33401
561-833-1234 or 800-228-9000
www.marriott.com

The Hampton Inn

2025 Vista Parkway
Okeechobee Blvd. & Florida Trunpike
West palm Beach, FL 33411
561-682-9990
www.hilton.com

Coutyard Marriott

600 Northpoint Parkway
West Palm Beach, FL, 33407
561-640-9000 or 800-640-9000
www.marriott.com

Hyatt Place West Palm Beach/Downtown

295 Lakeview Avenue
West Palm Beach, FL, 33401
561-655-1454
www.hyatt.com

Holiday Inn - Airport Hotel & Conference Center

1301 Belvedere Road
West Palm Beach, FL 33405
561-833-9218
ihg.com



WELCOME!

VISIT FLORIDA

The state’s natural wonders are complemented by family-friendly fantasy at Florida’s theme parks and attractions. From the Walt Disney World and Universal complexes in Orlando to Busch Gardens in Tampa and many more zoos and botanical gardens, there is no end of ways to entertain the family (and adults who act like kids) north to south, east to west.

Source: [Visitflorida.com](https://www.visitflorida.com)



FLORIDA THEME PARKS

Walt Disney World (Orlando)
<https://disneyworld.disney.go.com/>

Busch Gardens (Orlando)
<https://buschgardens.com/tampa/>

Universal Studios (Orlando)
<https://www.universalorlando.com/web/en/us>

Lego Land (Orlando)
<https://www.legoland.com/florida/>



ZOOS & AQUARIUMS

Central Florida Zoo & Botanical Gardens (Sanford)
<https://www.centralfloridazoo.org/>

Lion Country Safari (Loxahatchee)
<https://www.lioncountrysafari.com/>

Palm Beach Zoo (West Palm Beach)
<https://www.palmbeachzoo.org/>

Jacksonville Zoo and Gardens (Jacksonville)
www.jacksonvillezoo.org



ENTERTAINMENT & ACTIVITIES

Cirque Du Soleil Orlando: La Nouba
<https://www.cirquedusoleil.com/about-us/our-shows>

Florida College Tailgate
<https://www.visitflorida.com/travel-ideas/articles/attractions-florida-football-tailgating-culture/>

5 Dinner Shows in Orlando
<https://www.visitflorida.com/travel-ideas/articles/attractions-5-great-family-dinner-shows-orlando/>

Downtown Miami
<https://www.miamiandbeaches.com>



OUTDOOR ACTIVITIES

Manatee Lagoon (West Palm beach)
<https://www.visitmanateelagoon.com/>

Tubing at Ichetucknee Springs
<https://ichetuckneesprings.com/ichetucknee-springs-tubing/plan-your-day/tubing-ichetucknee-springs/>

Everglades National Park
<https://www.nps.gov/ever/index.htm>

Blue Grotto Dive
<https://divebluegrotto.com/>

MAINTAINING STATUS

While studying in the United States, it is important to maintain your F or M student status. Your status relates to the purpose, or reason for why you want to come to the United States. The U.S. Department of State issues you your visa based on your intended purpose.

Maintaining your status means:

- Fulfilling the purpose for why the Department of State issued you your visa.
- Following the regulations associated with that purpose.

When arriving to the United States, both F and M students must:

1. ARRIVAL

- Enter the United States no more than 30 days before your program of study begins.
- Immediately contact your designated school official (DSO) when you enter the United States.
- When you arrive at school, you need to contact your DSO again, no later than the program start date listed on your Form I-20, "Certificate of Eligibility for Nonimmigrant Student Status."

2. EDUCATION

- Attend all your classes, and maintain normal academic progress. If school is too difficult, speak with your DSO immediately.
- Enroll in 12 credits each semester
- Talk to your DSO about requesting a possible program extension if you do not think you will complete your program of study by the end date listed on your Form I-20. An extension must be requested before your program end date.

3. WORK AND PRACTICAL TRAINING

- Get employment authorization BEFORE you start working. • Employment off campus must ALWAYS be authorized, including volunteer work. • Employment hours per week are limited to **20** during the school year (fall, winter, spring quarters), and full-time (over 20 hours) during the summer.
- F students are eligible for curricular practical training (CPT) . CPT employment must be an integral part of an established curriculum and the position must directly relate to your major area of study

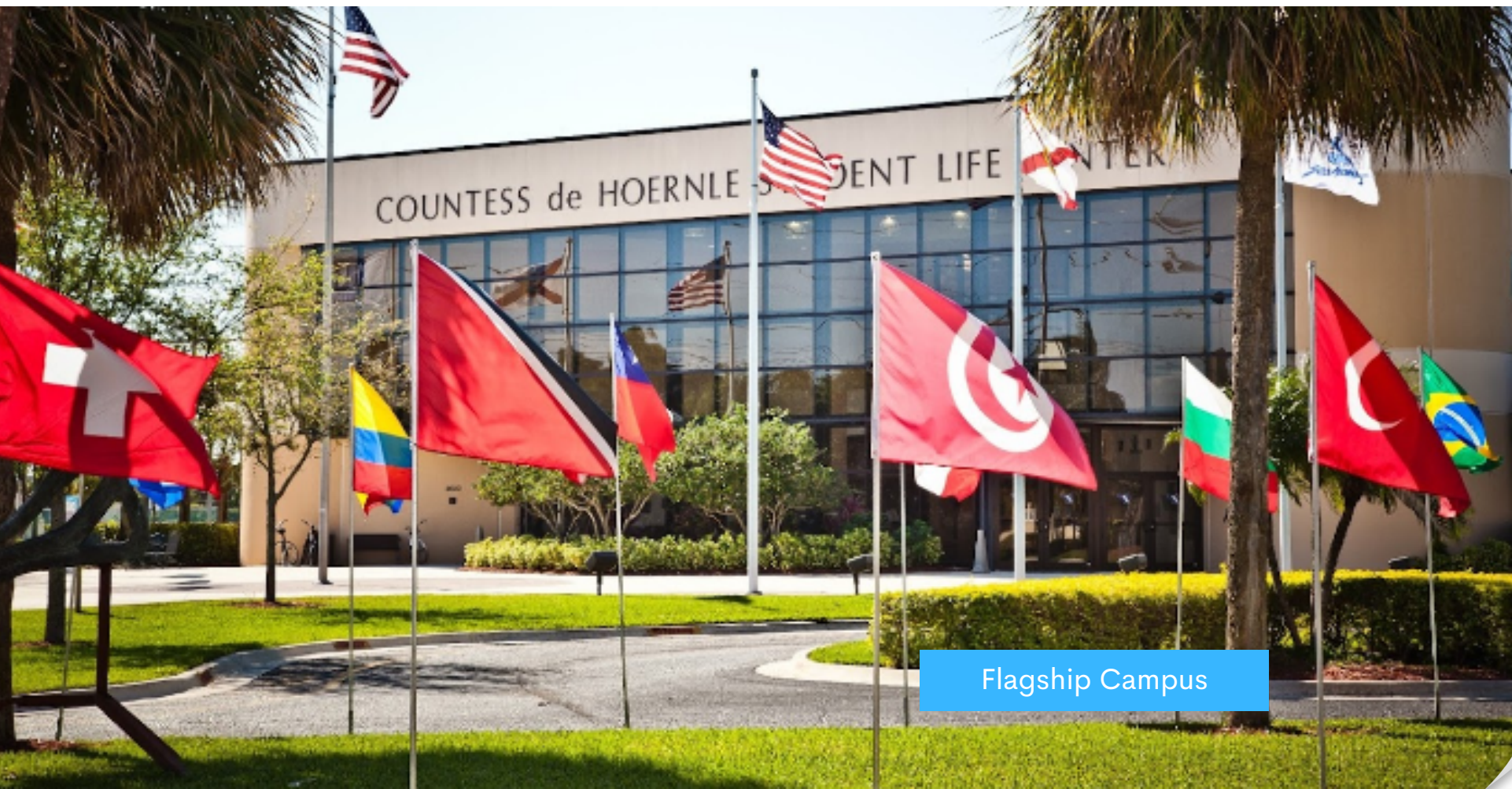
4. UPON PROGRAM COMPLETION

Once you complete your program of study and any authorized period of practical training, F students have 60 days after completion of your program (the program end date on your Form I-20) to leave the United States.



TRAVEL & RE-ENTRY TO THE U.S.

- Passport (valid at least 6 months into the future)
- Valid Visa (with multiple entry stamp)
- I-20 form with valid travel signature. Travel signatures are good for one year, or until the end of the program, whichever date is earlier. *NOTE: F-1 students on Optional Practical Training (OPT) must have travel documents signed every 6 months
- SEVIS fee receipt (I-901): Don't have your receipt? You can print it at www.fmjfee.com



Flagship Campus



LIFE AT KEISER UNIVERSITY

FLAGSHIP CAMPUS

STUDENT HOUSING ON CAMPUS

Keiser University's only residential campus (Flagship) is located in West Palm Beach, Florida.

All Freshmen and Sophomore students are required to live in the Residence Hall until they complete 60 semester credit hours of work, or they meet one of the following criteria which will allow them to live off campus.

- Living at Home- The student will be living at home with a Parent/Legal Guardian within 50 miles of the campus when they apply to the University.
 - Age 21 or older- Student reaching age 21 prior to the beginning of the fall semester.
 - Married/Single Parent with custody- Student must submit a copy of his/her marriage license/proof of custody.
 - Completed 60 Credit Hours- Student with 60 or more semester credit hours. Must be verified by the Registrar's Office.
 - Veteran of the United States Military
 - Extenuating Circumstances Exemption Request
- Students meeting any of the above criteria must complete a housing waiver form.

The Flagship Campus offers on-campus housing options for all new incoming international freshmen, transfer and graduate students. There is an online application process and there are requirements, processes and other important factors to consider before you begin.

APPLYING FOR HOUSING

Apply to Live on Campus Today by visiting <https://keiser.starrezhousing.com/StarRezPortal/7FB8D2A2/1/1/Home-Home>

Residency Requirements

There are requirements, processes and other important factors to consider before you begin. Please review the provided information thoughtfully and carefully so you can make the most well-informed decisions when choosing your on-campus living experience.

HOUSING

At Keiser University, most students live on campus for a year or more because of all the great benefits. Living on campus is about learning to be independent, getting along with others, and making friends.

LAKESIDE HALL

Lakeside Hall is a four-story residential complex with interior corridors that houses both first year and upperclass students. Rooms are suite style with the capacity to house between two and four students in each suite, one to two in each bedroom. Each suite has two bedrooms, one bathroom and one common area living room. The common room is furnished with basic living room furnishings and each bedroom has beds, closet space and dressers provided.

STAUFFER HALL

Stauffer Hall is a two-story residential complex with exterior corridors that houses both first year and upperclass students. Rooms are suite style with the capacity to house between four and eight students in each suite, two to four in each bedroom. Each suite has two bedrooms and one common area living room. The common room is furnished with basic living room furnishings and each bedroom has beds, closet space and dressers provided.

DINING PLAN

Visit the Keiser University dining website for more information at <https://keiseruniversity.sodexomyway.com/my-meal-plan/index>

CHECK OUT OUR COLLEGIATE HOUSING SERVICES

Looking for Off-Campus Housing? Students who qualify to live off campus are encouraged to explore Keiser University's partnership with Collegiate Housing Services (CHS). Through this partnership, students can search for verified off-campus housing options, roommate matching, and housing resources designed specifically for Keiser students.

<https://residential.keiseruniversity.edu/student-housing/>



Lakeside Residence Hall

Essential Services & Daily Life in the U.S.

BANKING

OPENING A BANK ACCOUNT

After you are done settling in you will be able to take care of other important matters such as opening a U.S. bank account. Generally students open a bank account at banks near Keiser. However, you must look around and make sure that the bank you select meets your banking needs.

Banks Near Flagship:

- **Chase Bank:** 2959 N Military Trl, West Palm Beach, FL 33409
- **PNC Bank:** 701 Village Blvd, West Palm Beach, FL 33409
- **Bank United:** 4871 Okeechobee Blvd, West Palm Beach, FL 33417

DOCUMENTS NEEDED TO OPEN A BANK ACCOUNT

Most banks will have a list on their website of the documents international students require to open a bank account. Be sure to double-check online or over the phone that you have everything you need before making a trip to the bank.

- Visa
- Your I-20
- Proof of residency
- Verification of enrollment at your college or university
- Birth certificate
- U.S Driver's License or U.S. ID Card

Before selecting a bank, you should conduct your own research to determine which will best suit your personal financial needs. Once you've chosen a bank, you may have to pay a fee to open an account. This fee amount will be listed on the bank's website and will vary by financial institution. If you can't seem to find the information you're looking for on the bank's website, don't hesitate to speak to a bank representative, who can help answer any questions you may have.

CELL PHONES

Obtaining a cell phone is a process that involves comparing costs between cell phone providers and deciding on a plan that includes the services you need.

Call Phones Providers Near Flagship Campus:

- **AT&T:** (561) 290-0190
801 Village Blvd Unit 305, West Palm Beach, FL, 33409
- **Boost Mobile:** (561) 599-3333
2695 N Military Trl #8, West Palm Beach, FL 33409
- **Metro by T-Mobile:** (561) 684-2355
N Military Trl, West Palm Beach, FL 33409
- **Verizon:** (561) 8588823
1000 S State Rd 7, Wellington, FL 33414

***Note:** Many mobile carriers require a Social Security Number (SSN) and a U.S. credit history to qualify for traditional monthly plans and phone financing. If you do not have either, you may be asked to pay a security deposit. As an alternative, you can choose a prepaid phone plan or a student-friendly eSIM plan, which typically do not require an SSN or credit check.*

TAXES IN US

All international students inside the United States must file their tax return each year before or on April 15th. Our tax section has all the information and advice you need to file your tax return and get professional help, if needed.

- Every international student, along with their dependents, will need to file [Form 8843](#) separately.
- If you have received income in the last calendar year then you will need to file [Form 8843](#) and most likely [Form 1040-NR](#) also.



Flagship Campus

DRIVING IN THE U.S.

If you plan on driving in Florida, you must obtain a Florida Driver License from the Department of Motor Vehicles (DMV). You will be required to take a driving and written test. It is highly encouraged that you schedule an appointment in advance by <https://www.pbctax.com/appointments/>

REQUIRED DOCUMENTS FOR A FLORIDA DRIVER LICENSE

To apply for a Florida Driver License, international students must provide the following documents:

- **Valid passport**
- **F-1 or J-1 status documentation**
 - **Form I-20 (F-1 students)**
 - **Form DS-2019 (J-1 students)**
- **Proof of non-immigrant status**
 - **Form I-94 issued by the U.S. Department of Homeland Security**
- **Social Security Number (SSN) documentation**
 - **Social Security Number card, or**
 - **Letter of Ineligibility for an SSN issued by the Social Security Administration**
- **Driver License processing fee**
- **Two original proofs of Florida residency**
 - **Examples include:**
 - **Educational institution transcript forms for the current school year**
 - **Home utility bills (cable, cell phone, electric, etc.) issued within the required timeframe**
 - **Mail from financial institutions, such as checking or savings account statements**
 - **Address verification letter issued by the International Student Services (ISS) Office**

Department of Motor Vehicles (DMV) near Flagship:

- **Palm Beach Gardens** 3188 PGA Blvd.
Palm Beach Gardens, FL 33410
- **Westlake:** 16440 Town Center Parkway South
Westlake, FL 33470
- **West Palm Beach:** 301 N. Olive Ave.
First Floor West Palm Beach, FL 33401

For more information, visit the Department of Motor Vehicles website: <https://www.flhsmv.gov/>

APPLICATION PROCESS

- Talking with your designated school official (DSO) about driving rules and regulations in your state or territory.
- Confirming with your DSO that your student record is Active in the Student and Exchange Visitor Information System.
- Waiting 10 days after arriving in the United States to apply for a driver's license so that your Form I-94, "Arrival/Departure Record," information can update in all the government systems.
- Obtaining a Social Security number (SSN), if required by your state or territory.
- Visiting and submitting the proper documentation to the DMV.

CAR REGISTRATION

In the state of Florida, a vehicle must have a valid registration to operate on Florida roads, and vehicle with out-of-state registrations are required by law to be registered within 10 days of the owner either becoming employed, placing children in public school, or establishing residency.

PARKING & VEHICLE DECALS

If you plan to bring a vehicle to campus, please review the following parking guidelines:

- Keiser University campuses require all student, faculty, and staff vehicles to display a valid parking decal.
- Parking decals must be displayed in a clearly visible location, such as the rear window or rear bumper, as instructed by your campus.
- Always obey campus parking signs and park only in designated parking areas.
- Drive slowly and use caution while traveling through campus parking lots. Be alert for pedestrians, cyclists, and other vehicles.
- Contact your campus Student Services Office for information on how to obtain a parking decal and learn about any campus-specific parking policies.



WORKING & VOLUNTEERING

ON-CAMPUS EMPLOYMENT

Students with F-1 or J-1 visas are eligible to work on their home campuses while studying in the U.S. A student can begin working up to 30 days before the start date on their I-20. Students may only work on campus while they maintain status. A valid I-20 document serves as proof of work eligibility for on-campus employment.

1. You can work up to **20 hours** per week while school is in session
2. You can work **full-time on campus during holidays** and vacation periods if you intend to register for the next academic semester

HOW TO DETERMINE IF YOUR EMPLOYMENT QUALIFIES AS ON-CAMPUS EMPLOYMENT

Your job may qualify as on-campus employment if you can answer **"Yes"** to the following questions:

- Is the job located on a Keiser University campus?
- Are you employed and paid by Keiser University?
- Does the position provide a direct service to Keiser University?

OFF-CAMPUS EMPLOYMENT

F-1 students may not work off-campus during the first academic year, but may accept on-campus employment subject to certain conditions and restrictions. After the first academic year, F-1 students may engage in three types of off-campus employment:

- Curricular Practical Training (CPT)
- Optional Practical Training (OPT)
- Science, Technology, Engineering, and Mathematics (STEM)

or F-1 students any off-campus training employment must be related to their area of study and must be authorized prior to starting any work by the Designated School Official and USCIS.



Job & Internship Fair

VOLUNTEERING

As an F or M student, you may volunteer while you study in the United States, but you must maintain your nonimmigrant student status by complying with Department of Homeland Security rules and regulations.

Here are some important reminders if you plan on volunteering:

- You cannot receive any form of taxable income from your volunteer activity.
- If the volunteer position is one for which an employer would otherwise officially hire someone, you may work there only with all necessary employment authorization.

To find volunteer activities in your area, visit serve.gov, where you can read inspiring service stories, create and register your own project, recruit volunteers or share your experiences.

NOTE: *It is your responsibility to research and understand your on-campus work eligibility. It is generally not the job of Keiser staff outside of ISS to thoroughly know the immigration regulations. It is possible you will be offered employment that you are not eligible to accept or for your employment eligibility to expire without your payroll coordinator notifying you. Be sure to review all information provided by ISS and consult ISS if you have any concerns or questions.*

KU JOB & INTERSHIPS FAIR

The Keiser University Flagship Campus' Internship and Job Fair provides students the opportunity to connect with multiple jobs and volunteer opportunities.

SETTLING IN

ADJUSTMENT TO KU AND THE U.S.

In an increasingly globalized world, international students who attend school in the United States get an early start in forming multi-cultural relationships, gaining new perspectives, developing new ways to innovate and problem-solve, and in becoming future ambassadors.

The experience of attending school in another country also introduces challenges, such as culture shock and homesickness, language barriers, and making new friends. However, these obstacles are only temporary and set you up for future success.

Understanding and preparing to embrace differences in classroom instruction and environments ahead of arrival on campuses in the fall can help students start out strong.

CULTURAL ADJUSTMENT

One of the most common challenges of coming to US. to study is the "cultural adjustment/shock." Culture shock is a feeling of disorientation many people feel when experiencing an entirely new way of life. Many international students find it difficult to adjust to the culture of their host country, so we are here to help you deal with culture shock and make the most of your experience abroad.

COMMON SIGNS OF CULTURE SHOCK

Before you leave to study in the US, make sure you're familiar with the typical symptoms of culture shock so you can recognize and combat it early on.

These symptoms generally include:

- Sadness, loneliness, melancholy
- Preoccupation with health
- Aches, pains, allergies
- Insomnia or excessive sleep
- Changes in mood, depression, feeling vulnerable
- Anger, irritability, resentment
- Loss identity
- Lack of confidence
- Obsessions over cleanliness
- Longing for family
- Feeling of being lost or overlooked
- Boredom or fatigue

Some tips to ease your transition:

- Remind yourself that cultural shock is part of your transition.
- Keep contact with your friends and family from back home. You can call, Facetime, text, or email them.
- Surround your self with things from home such as photos, or ornaments.
- Keep a healthy diet, and find familiar food
- Meet people and make new friends, both from your culture and other cultures, especially Americans to help you learn about the cultural similarities and differences.
- Take care of your self by getting rest, exercise regularly, and maintain a good hygiene.
- Find activities that will help you meet other students who share your interests
- Maintain your confidence about yourself, and remember that your here to growth and gain new experiences that will be beneficial in your future.
- Talk about your situation with a close friend that understands, or seek professional help.

RESOURCES AT KEISER

Comprehensive Wellness Centers

Our campus mental health services provider:

660 S. Dixie Hwy, Lantana, FL 33462
(800) 844-4673

keiser@cwcrecovery.com

Include name and contact number. Telehealth (online) or in person sessions.

Check page 17 for more information



Fall Festival

CAMPUS SAFETY

SAFETY AND SECURITY

Keiser University considers the safety and security of all university community members integral to its educational mission.

In preparation for natural and man-made emergencies, Keiser University has developed an emergency management strategy that is intended to prevent, prepare, respond and recover from disasters while providing a safe and secure environment to students, staff, faculty and visitors.

BLUE LIGHT PHONES

Blue light telephones are emergency telephones located throughout campus and provide direct communication to the UCI Police Department. Use the phones to report crime, fire or medical emergencies 24 hours a day. There are over 185 blue light phones on campus that can be easily identified on a UCI campus map by a diamond shaped symbol.

THEFT

Always keep your personal property safe. It is possible that theft of personal property may occur in different areas of campus. It is important to lock the door to your residence at all times, even when sleeping. Many students choose to purchase locks for items of value, such as computers.

STUDENT EMERNGY RESPONSE

***** In Case of Emergency Always Dial 911*****

911 is the phone number you call to contact an emergency operator. This person will help you get the emergency assistance you need. This emergency number can be used from any phone in the United States

Police and Community Safety:

West Palm Beach Police Department (PBC) creates a strong presence on the campus as well as surrounding areas. They are on campus Thursday through Sunday night. The Keiser University safety team (G4S) responds directly to any emergencies in residence halls and other campus buildings.

FIRE EVACUATION

- Evacuation is mandatory when a fire alarm is activated.
- Follow CRT instructions if given.
- Do not use the elevators.
- Assist people with disabilities if possible.

USEFUL LINKS

- Florida Crime Stoppers – <http://www.floridacrimestoppers.com/>
- Florida Department of Law enforcement – <https://www.fdle.state.fl.us/>
- Florida Division of Emergency Management – <http://www.floridadisaster.org/>
- Florida Department of Health – <http://www.doh.state.fl.us/>
- National Suicide Prevention Hotline 1-800-273-TALK (8255). Press 1 or text 838255 for confidential help for veterans and their families.
- NOAA National Weather Service – <http://www.weather.gov/>
- Tornado Safety Guide – <https://www.basementguides.com/tornado-safety-guide/>



Blue Light Phone



Keiser University has been ranked #4 in the NICHE Safest College Campuses in Florida.

HEALTH & WELLNESS

We are always listening to the student body to enhance and adapt resources according to their needs.

We are student driven. We are students first.

WELLNESS CENTER

Our Open Office hours will be on Monday and Friday from 11am to 1pm. This will be for students who are curious about how the Wellness Center works and how they can schedule a session. (This won't be for an actual session though).

Kate Silverman:
Wellness Center Director/Primary Therapist

PALM BEACH COUNTY MENTAL HEALTH RESOURCES

Crises Line:

Suicide Hotline: 988

If you or someone you know has thoughts of death or suicide, call 988 immediately. Or contact a medical professional, clergy member, loved one, friend, or hospital emergency room.

Helpline 211

24 hrs/7 days a week

Call 211 - Will assist by connecting to a suicide hotline or helping to find services for mental health, including substance abuse issues, in your area.

Crisistextline.org

Text **HOME** to **741741** to connect with a Crisis Counselor

Crisis Text Line is here for any crisis. A live, trained Crisis Counselor receives the text and responds, all from our secure online platform. The volunteer Crisis Counselor will help you move from a hot moment to a cool moment.

Mental Health Service Providers

Comprehensive Wellness Centers

Our campus mental health services provider:

660 S. Dixie Hwy, Lantana, FL 33462

(800) 844-4673

keiser@cwcrecovery.com

Include name and contact number. Telehealth (online) or in person sessions.

Faulk Center for Counseling

22455 Boca Rio Rd, Boca Raton, FL 33433

(561) 483-5300

faulkcenterforcounseling.org

Provides free and low cost mental health services, including group and individual therapy, and support groups.



GROCERIES & STORES

INTERNATIONAL GROCERY STORES:

- **International Market**
Speaks Mandarin
7306 Lake Worth Rd
Lake Worth,
FL 33467
- **Euro Market**
European grocery store
4603 Okeechobee Blvd Ste 120
West Palm Beach,
FL 33417
- **Asian Market**
Asian grocery store
5891 S Military Trl
Lake Worth,
FL 33463
- **Vinh Hung Oriental Market**
Asian grocery store
5891 S Military Trl
Lake Worth,
FL 33463
- **La Ranchera Meat Market**
Mexican supermarket
2838 S Military Trail
West Palm Beach, FL 33415
- **India Bazaar**
Indian grocery store
4780 Okeechobee Blvd,
West Palm Beach, FL 33417
- **Oriental Caribbean**
Oriental Caribbean grocery store
3355 Lake Worth Rd #1
Palm Springs,
FL 33461

HOUSEHOLD ITEMS & RETAILS:

- **Home Goods**
1875 Palm Beach Lakes Blvd,
West Palm Beach,
FL 33401
- **Dollar Tree**
2491 Okeechobee Blvd Suites A,
West Palm Beach,
FL 33409
- **Walmart**
4225 45th Street,
West Palm Beach,
FL 33407
- **Target**
1760 Palm Beach Lakes Blvd,
West Palm Beach,
FL 33401

SHOPPING CENTERS:

- **Tanger Outlets**
1751 Palm Beach Lakes Blvd,
West Palm Beach,
FL 33401
- **The Square**
700 S Rosemary Ave Suite 200,
West Palm Beach,
FL 33401
- **The Mall at Wellington Green**
10300 Forest Hill Blvd,
Wellington,
FL 33414



ACADEMIC HONESTY AT KEISER

Keiser University expects students to observe all accepted principles of academic honesty. Academic honesty in the advancement of knowledge requires that students respect the integrity of one another's work and recognize the importance of acknowledging and safeguarding the validity of intellectual property. Students are expected to maintain complete honesty and integrity in all academic work attempted while enrolled at the University. Academic dishonesty is a serious violation of the trust upon which an academic community depends

LINK TO TUTION/FEE PAYMENTS

We are in this together!



Tuition, Scholarships & Financial Assistance

We believe in students first, and providing the best flagship experience, which is why we offer tens of millions of dollars each year in financial assistance to help offset the cost of attending and remove financial barriers to a premier private university education.



Thank you for being part of the
Keiser International Center!

YOUR JOURNEY CONTINUES HERE.



Global
Community



Support
& Resources



Academic
Success



Engage
& Belong

We are here to support you every step of the way.
Reach out, get involved, and make the most
of your Keiser experience!



Keiser University Flagship Campus
International Student Center



2600 N Military Trail
West Palm Beach, FL 33409



Phone: (561) 478-5500



Fax: (561) 640-3328



admissionsinfoflag@keiseruniversity.edu



keiseruniversity.edu/international-students/



See you
around campus!
Go Seahawks!

*We're here
for you!*