



NATIONAL AMERICAN UNIVERSITY

THE NATIONAL COLLEGE SYSTEM

CAMPUSES

Albuquerque

4775 Indian School Rd. NE, Ste. 200
Albuquerque, NM 87110
(505) 265-7517
(505) 265-7542 FAX

Brooklyn Center

6120 Earle Brown Dr., Ste. 100
Brooklyn Center, MN 55430
(763) 560-8377
(763) 549-9955 FAX

Central Administration

14 St. Joseph Street, Suite 300
Rapid City, SD 57701
(605) 721-5200
(605) 721-5240 FAX

Colorado Springs

5125 N. Academy Blvd.
Colorado Springs, CO 80918
(719) 277-0588
(719) 277-0589 FAX

Denver

1325 S. Colorado Blvd., Ste. 100
Denver, CO 80222
(303) 758-6700
(303) 758-6810 FAX

Distance Learning

321 Kansas City St.
Rapid City, SD 57701
(605) 394-4933
(605) 394-4871 FAX

Ellsworth AFB Extension

2700 Doolittle Drive
Ellsworth AFB, SD 57706-4800
(605) 923-5856
(605) 923-7674 FAX

Kansas City

4200 Blue Ridge Blvd.
Kansas City, MO 64133
(816) 353-4554
(816) 353-1176 FAX

Mall of America

W-112 West Market
Bloomington, MN 55425
(952) 883-0439
(952) 883-0106 FAX

Overland Park

10310 Mastin
Overland Park, KS 66212
(913) 217-2900
(913) 217-2909 FAX

Rio Rancho

1601 Rio Rancho, Ste. 200
Rio Rancho, NM 87124
(505) 891-1111
(505) 896-2818 FAX

Roseville

1550 West Highway 36
Roseville, MN 55113
(651) 644-1265
(651) 644-0690 FAX

Sioux Falls

Vista Park Ste. 100
2801 S. Kiwanis Ave.
Sioux Falls, SD 57105
(605) 334-5430
(605) 334-1575 FAX

Congratulations on your admission to National American University (NAU)! We welcome you to NAU and look forward to you joining our educational community. Please read this letter carefully. It obtains valuable information to help make your transition to the U.S. and NAU a little easier. We believe this letter contains information and advice that will be helpful to you in making final plans for your educational program at NAU and in arranging your trip to the U.S.

Soon after your arrival at NAU, you will be required to report to the international advisor. An appointment is not needed; you may come in anytime during normal business hours (8:00am – 5:00pm, Monday through Friday). The international advisor will be a primary contact for you during your studies at NAU. When you report to the international advisor for the first time, bring your passport and all your immigration documents with you so that we may obtain required information for your student file. While you are a student at NAU, please remember that the international advisor can help you find answers to many of your questions. The NAU staff is dedicated to providing a full range of professional services, which are essential to you as a student studying in a different culture. All of the resources of the international advisor are at your disposal at all times.

PROCEDURES FOR VISA APPLICATION: Enclosed is SEVIS Form I-20 consisting of three pages. You should read the entire form carefully. The information will help acquaint you with some of your obligation under U.S. immigration law while you are studying in the U.S. The I-20 form, along with proof of your financial support for your proposed program of study, should be taken to the U.S. Embassy or Consulate where you apply for your student visa (F-1).

After your visa has been approved, the I-20, and possibly other documents, will be returned to you by the visa officer for presentation to authorities of the U.S. Bureau of Citizenship and Immigration Services (BCIS) at your port of entry into the U.S. This I-20 becomes the official proof of your legal status in the United States. All immigration transactions after your arrival in the U.S., including visits abroad and reentry's to the U.S., will be recorded on this document as well as in the computerized tracking and monitoring system called SEVIS. Therefore, please safeguard your passport, I-20 and other immigration information.

ARRIVAL INFORMATION: We urge you to plan your travel date to the U.S. carefully. The date listed in #5 of your Form I-20 is the day you must be on campus. If you are unable to make it to NAU by the date listed on your I-20, please consider starting a later term. You should contact the international advisor if this situation occurs so it can be decided what to do.

GENERAL FINANCIAL REQUIREMENTS AND LIVING EXPENSES: Financing your education is of crucial importance to all students. It is of even greater importance to you as an international student because you must meet requirements of the U.S. immigration law while studying here. Immigration laws require you to enroll in a full-time course of study, thus subjecting you to a high rate of fees. If your funds run low during your study program, you are not permitted to drop out of school and remain in the U.S. to earn money. **You are not allowed to be employed, either on campus or off campus, without official permission.** Throughout this letter, therefore, the importance of sound financial planning will be emphasized. You will have to make numerous adjustments during your first and subsequent years on campus – adjustments to American society and its educational system, to the English language, to the local community, and to your fellow students. These adjustments can be made without too much difficulty, if you are not forced to worry about money at the same time. **The money amounts, which appear in item #7 of the Form I-20, provide specific information on current required university fees and a general outline of**

Rapid City

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annual living expenses. These expenses will have to be met each year you study at NAU, along with increases due to inflation and raises in fees. The following advice about finances and expenses is offered for your general guidance in planning your trip to the U.S. and your studies at NAU. Since many of these expenses are essential and cannot be delayed, you must arrange to have sufficient funds available to you as you travel to the U.S. and after your arrival to NAU.

FEES/BANKING: You will be required to pay university expenses in full at the beginning of each quarter you are attending. National American University accepts credit cards, cash, and personal checks. Personal checks must be obtained through an account at a United States bank. If you have been awarded a scholarship or other financial support that includes direct payment of fees by your government or sponsor, arrangements will be made through the NAU Student Accounts Office for the fees to be obtained and distributed to your account.

SPECIAL PURCHASES: You may have to purchase additional clothing to accommodate the differences between the various U.S. climates and that of your home area. You need to prepare for a cold climate with snow at many of the NAU locations. One-time purchases of special books or equipment, such as calculators or computers, may also be additional expenses to consider.

GENERAL LIVING EXPENSES: The estimated cost for living and other incidental expenses, which appears in item #7 of your I-20, is a minimum amount for a single student. The largest portion of your living expenses will be costs associated with housing and food. Only the NAU Rapid City campus offers on-campus housing and food service. Additional costs will vary widely according to individual habits, customs, and circumstances. Our estimate for additional expenses is limited to books, insurance, and personal incidentals. Very little is allowed for recreation and travel expenses. Please be prepared for additional personal expenses if so desired.

MEDICAL CARE/INSURANCE: The health care system in the U.S. is very complicated. Your country may provide public health care free, or at a low cost to all its citizens, whereas health care in the U.S. is a private system and is extremely expensive. All international students are **strongly encouraged** to purchase medical insurance to provide coverage for hospitalization, surgery or complex medical treatment resulting from serious illness or accident. NAU offers medical coverage for \$153.30 or 211.50 per quarter. Student-athletes (Rapid City campus only) are required to purchase this insurance program.

EMPLOYMENT: Authorization for part-time employment on some of the NAU campuses is available. Jobs are not guaranteed for every student. It is based upon a first come, first serve basis and is also based upon experience and work skills. Working off campus, however, is not prohibited unless prior authorization has been approved. Our immigration law prohibits all U.S. employers from hiring anyone who does not have verifiable, legal permission for employment, and such employment permission cannot be applied for by international students until they have completed one full academic year of studies.

UNIVERSITY ON-CAMPUS HOUSING (Rapid City campus only): Single student residence halls (dormitories) are available to single students at National American University. Residence hall living includes meal plans, which consist of basic American menus served cafeteria style. The residence hall remains open throughout the year. However, the hall may close or provide no food service between quarters and during holiday vacation periods. Please review the residence hall contract to become familiar with situations that may occur over breaks and holidays.

TRANSFER CREDIT/DEGREE: National American University evaluates any previous college coursework you may have completed and assigns the amount of transfer credit, if any, you will receive toward your degree at NAU. Therefore, all questions concerning transfer credit, degree requirements, course requirements or descriptions, and textbooks must be submitted to the college. In addition, the “normal length of study” and “completion date” noted in item #5 of your form I-20 are standard lengths of time assigned to all students according to the degree program to which they have been admitted without regard to the amount of transfer credit they may receive. Your particular degree program may, therefore, require less time, depending upon the transfer credit you may receive after your past academic work has been evaluated by the NAU staff.

If you have any questions or need any assistance, please contact me at any of the below listed numbers or addresses.

Thank you for cooperation and we look forward to welcoming you to...

NATIONAL AMERICAN UNIVERSITY!

Sincerely,

Ms. Misti Merriam
System Director for International Admission
mmerriam@national.edu
Phone: 605-394-4827
Fax: 605-394-4871
321 Kansas City Street (Main Campus)
Rapid City, SD 57701 USA