



Exchange and Visiting Students: Approximate Timeline of Important Dates

FALL SEMESTER Start Date Participants

	Date	Step	Description
Before Arriving at URI	Due by March 1 st	Application Deadline	Fall semester / Academic Year applications as a visiting or exchange student must be completed and submitted to the Office of International Education.
	Mid/Late October	Admission	Admitted students will receive the following via e-mail: official admission letter, URI student ID number, and instructions pertaining to course registrations.
	Mid/Late October	Visa Paperwork (International Students Only)	After receiving all application materials, proof of funding and the biographical passport page, a DS-2019 visa document will be generated and mailed to your home school coordinator. The DS-2019 will not be sent until all application materials, course options, and visa documents have been received by the OIE.
	Mid-October	Course Enrollment /e-Campus Activation	To register for classes, students must log into the e-Campus registration system when directed to do so by the OIE. Students may not be able to enroll in some courses on their own – it is important that they read OIE instructions on how to proceed with assistance from OIE staff. Participants should also update their personal, emergency contact, and other contact information in their e-Campus account.



Exchange and Visiting Students: Approximate Timeline of Important Dates

FALL SEMESTER Start-Date Participants

	Date	Step	Description
Before Arriving at URI (cont.)	June-July	Health Insurance & Immunization Records	<p>All students are automatically enrolled in, and billed for, URI's Accident & Sickness Insurance plan. If students are enrolled in a comparable plan, they may complete the on-line insurance waiver requesting to have the URI plan waived. URI Health Services makes the final determination whether or not the URI plan may be waived. All Immunization / medical records are to be submitted to URI Health Services.</p> <p>Once students have registered for courses, they are encouraged to submit the insurance waiver on-line and upload immunization forms via the URI Health Services web page. There is also formal time set aside during the Welcome Week Orientation program to resolve any issues.</p>
	Mid-July	Fall Billing	Bills appear in e-Campus system. Payment can be made prior to arrival, time to resolve finances after arrival is also an option.
	July	Welcome Week Form Submission Deadline	Return On-line Welcome Week sign-up and event registration form.
	Mid-July	Arrival Services Form Submission Deadline	Return On-line Arrival information and pick-up requests form.
	Late August (Approx. 2-3 weeks prior to Welcome Week Orientation)	Housing Assignments (On-Campus Housing)	Your housing assignment and roommate information will be accessible on e-Campus, via "My Housing". For IEP/TI House, students work directly with IEP Staff to finalize accommodation details.



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FALL SEMESTER Start-Date Participants

	Date	Step	Description
During the Fall Semester at URI	Late August / Early September	Welcome Week Orientation	Mandatory for all visiting and exchange students. Held the week prior to the start of classes. International Students must report to the Office of International Students & Scholars within 10 days of arrival to comply with Department of Homeland Security regulations.
	Early September	- Classes Begin -	
	Early September	Immunization Records & Insurance Waivers	All immunization documents must be successfully submitted to URI Health Services. Health Insurance Waivers must be successfully submitted or enrollment in accident/sickness plan remains and students are financially responsible for enrollment fee.
	Early to Mid- September	Add/Drop Period	Course changes (Add/Drop) may be performed via e-Campus. Refer to Academic Calendar for official dates.
	Late September	Spring Course Schedule Activated in e-Campus System	
	Mid-October	Spring Semester Course Enrollment Begins	"Spring only" and "Academic Year" students begin spring semester enrollment.
	October- November	Holidays	No classes on Columbus Day, Veterans Day, Thanksgiving Holiday. Refer to URI Academic Calendar. *Weekly class schedules may be altered during holiday weeks.
	Early December	Exchange Students Report to Office of International Education	"Fall only" students attend a mandatory meeting to ensure all is in order prior to their upcoming departure. Assistance provided with ordering official transcripts/grades.
	Mid/Late December	Final Exams	Students must remain to complete final exams and projects. Exam schedule is posted late summer/early fall. Professors are not obligated to make accommodations for students who wish to depart early. Make departure arrangements after scheduled exam "Make-Up Day."
	Immediately after examination period	Transcript of Records	Students may view unofficial grades in e-Campus system. Students must arrange to send official transcripts to home institution via the e-Campus system.
	Late December	Departure	Departing students should update their contact information and resolve holds in their e-Campus account.
	Late December to Mid/Late January	Winter Break	Academic year participants should plan to return to campus in mid/late January for the spring semester. Make accommodation arrangements for winter break in late November, if not leaving for semester break.



Exchange and Visiting Students: Approximate Timeline of Important Dates

SPRING SEMESTER Start Date Participants
&
Continuing **ACADEMIC YEAR** Participants

	Date	Step	Description
Before Arriving at URI	Due by October 1st	Application Deadline (Spring Semester applicants)	Application as a visiting or exchange student must be complete and submitted to the Office of International Education.
	Mid/Late October	Admission (Spring Semester applicants)	Admitted students will receive the following via e-mail: official admission letter, URI student ID number, and instructions pertaining to course registrations.
	Mid/Late October	Visa Paperwork (International Students Only)	After receiving all application materials, proof of funding and the biographical passport page, a DS-2019 visa document will be generated and mailed to your home school coordinator. The DS-2019 will not be sent until all application materials, course options, and visa documents have been received by the OIE.
	Mid-October	Course Enrollment / e-Campus Activation	To register for classes, students must log into the e-Campus registration system when directed to do so by the OIE. Students may not be able to enroll in some courses on their own – it is important that they read OIE instructions on how to proceed with assistance from OIE staff. Participants should also update their personal, emergency contact, and other contact information in their e-Campus account as necessary.



Exchange and Visiting Students: Approximate Timeline of Important Dates

SPRING SEMESTER Start Date Participants
&
Continuing **ACADEMIC YEAR** Participants

	Date	Step	Description
Before Arriving at URI (Cont.)	Late November / Early December	Health Insurance & Immunization Records	All students are automatically enrolled in, and billed for, URI's Accident & Sickness Insurance plan. If students are enrolled in a comparable plan, they may complete the on-line insurance waiver requesting to have the URI plan waived. URI Health Services makes the final determination whether or not the URI plan may be waived. Immunization records are submitted to URI Health Services. Students may attempt to submit the insurance waiver on-line and upload immunization forms via the URI Health Services web page. There is also formal time set aside during the Welcome Week Orientation program to resolve these tasks.
	Early December	Spring Billing	Bills appear in e-Campus system. Payment can be made prior to arrival, time to resolve finances after arrival is an option. Academic Year participants are also billed during this time.
	Mid-November / Early December	Welcome Week Form Submission Deadline ("Spring Only" students)	Return On-line Welcome Week sign up and event registration form.
	Early / Mid-December	Arrival Services Form Submission Deadline ("Spring Only" students)	Return On-line Arrival information and pick-up requests form. Please note: Students are responsible for pick-up service costs.
	Late December / Early January (2-3 weeks prior to Welcome Week)	Housing Assignments	Your housing assignment and roommate information will be accessible on e-Campus via "My Housing". For IEP/TI Housing, students work directly with IEP Staff to finalize accommodation details.



Exchange and Visiting Students: Approximate Timeline of Important Dates

SPRING SEMESTER Start Date Participants
&
Continuing **ACADEMIC YEAR** Participants

	Date	Step	Description
During the Spring Semester at URI	Mid/Late January	Welcome Week Orientation ("Spring Only" students)	Mandatory for all visiting and exchange " Spring Only " students. Held week prior to the start of classes. International Students must report to the Office of International Students & Scholars within 10 days of arrival to comply with Department of Homeland Security regulations.
	Late January	- Classes Begin -	
	Late January	Immunization Records & Insurance Waivers ("Spring Only" students)	All immunization documents must be successfully submitted to URI Health Services. Health Insurance Waivers must be successfully submitted or enrollment in accident/sickness plan remains and students are financially responsible for enrollment fee.
	February-May	Holidays	No classes during Spring Break. Refer to URI Academic Calendar. Weekly class schedules may be altered during holiday weeks.
	Mid/Late January	Add/Drop Period	Course changes (Add/Drop) may be performed via e-Campus. Refer to Academic Calendar for official dates.
	Late April / Early May	Exchange Students Report to Office of International Education	"Spring Only" and Academic Year participants attend a mandatory meeting to ensure all is in order prior to upcoming departure. Assistance with ordering official transcripts/grades.
	Early May	Final Exams	Students must remain to complete final exams and projects. Exam schedule is posted early spring semester online. Professors are not obligated to make accommodations for students who wish to depart early. Make departure arrangements after scheduled exam "make-up day."
	Immediately after examination period	Transcript of Records	Students may view unofficial grades in e-Campus system. Students must arrange to send official transcripts to home institution via the e-Campus system.
	Mid-May	Departure	Departing students should update their contact information and resolve holds in their e-Campus account.