



Pre-Arrival Info for International Students

2019

1301 East Main Street
Murfreesboro, TN
37132-0001 USA
+1.615.898.2300



**International Affairs
MTSU**

Dear International Student:

Congratulations on your acceptance to Middle Tennessee State University!

We are so pleased that you will be joining us at MTSU in August 2019.

To prepare for your studies at MTSU I am sending this along as a reminder of some key dates and information:

- **August 20th, 2019** **International Student Orientation (1:00 – 4:30/BAS S102)**

The international student orientation is mandatory, if you do not check-in you will not be allowed to register for the spring semester and your SEVIS, I-20/DS-2019, registration will be cancelled. Check-In is from 10:00 am – 12:45 pm before the orientation.

- **August 26th, 2019** **Classes begin**
- **???, 2019** **Last Day to register. You must prepay in the Business Office before being allowed to late register**

I encourage you read the info pack before your departure. Please make sure you bring all the required documents to register on the first day of the orientation.

We look forward to welcoming you to our campus and are certain that you will find MTSU a rewarding place to live and study.

If you have any questions or concerns please feel free to write to us directly.

Thank You,

MTSU Office of International Admissions

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July 1st

Deadline to confirm enrollment for spring semester

To confirm you must send an e-mail to international@mtsu.edu

indicating that you will enroll for the Fall 2019 semester

August 19th, Monday

7:30 a.m. and 12 noon

Placement tests (location to be assigned and information will be sent to you once you confirm your attendance)

All day

Health Service Center Visits

August 20th, Tuesday

[Location: Business and Aerospace Building \(BAS\) S102](#)

10:00 AM – 12:45 PM

Check-in at the east lobby of the BAS: Bring your passport, I20/DS2019.

1:00 – 1:20 PM

Session-1: Welcome Remarks from International Affairs

1:20 – 2:05 PM

Session-2: Immigration

2:05 – 2:15 PM

Session 3: Health Services

2:15 – 2:30 PM

Session 4: MTSU Police

2:30 – 2:45 PM

Session 5: Academic Integrity

2:45 – 3:00 PM

Session 6: MTSU and Murfreesboro

3:00 – 3:30 PM

Session 7: MT One Stop

3:30 – 4:00 PM

Session 8: Fee Payment, Blue ID Review

4:00 – 4:30 PM

Questions and Answer Session.

August 21st, Wednesday

All Day	Individual Advising/Course Registration Appointments (appointment information will be sent directly to your e-mail, you must confirm your enrollment to have an appointment scheduled)
9:00 - 11:00 AM	Campus Tour - Meet in front of Walker Library (Will be walking outside – wear comfortable shoes & dress for weather) Contact: Emily McAnally – 615-898-2282/emily.mcanally@mtsu.edu
1:00 – 4:00 PM	Wal-Mart Shopping trips – Meet at Parking Lot to the side of Walker Library for pick-up. Van will leave MTSU every hour and pick up at Wal-Mart every half hour. Contact: Emily McAnally – 615-898-2282/emily.mcanally@mtsu.edu
5:00 - 7:00 PM	Welcome Picnic at Oaklands Park (meet beside Walker Library at 4:30 pm to ride the bus over)

August 22nd, Thursday

All Day	Individual Advising/Course Registration Appointments continued Health Service Center Visits continued
10:00 – 11:00 am	International Student Success Workshop (Optional) – The American Classroom (Peck Hall Room 106 – Confucius Institute Classroom)
11:00 am – 4:00 pm	Intro to Murfreesboro Trip (Optional) – Lunch on the Murfreesboro Square/Rover Hub/Cannonsburg Village/Greenway Trail (following workshop) van space is limited! Must register to attend! <i>Priority given to those who attend the workshop that morning.</i> Contact: Emily McAnally – 615-898-2282/emily.mcanally@mtsu.edu

August 23rd, Friday

All Day	Individual Advising/Course Registration Appointments continued Health Service Center Visits continued
All Day	Optional trip to Nashville – van space is limited Must register to attend! Contact: Emily McAnally – 615-898-2282/emily.mcanally@mtsu.edu

August 26th, Monday

First day of Classes!

Contacts and Office Hours

**Office Hours: 8:00a.m.-4:30p.m.
Monday through Friday**

International Affairs

Room 216, Peck Hall

Dr. David A. Schmidt

Vice Provost, 615-898-2116

David.Schmidt@mtsu.edu

Maureen A. Young

Coordinator, 615-898-2116

Maureen.Young@mtsu.edu

Undergraduate Admission (International)

Room 208, Peck Hall

Angie Parsons

Director, 615-904-8190

Angie.Parsons@mtsu.edu

Randolph Scott

Immigration Specialist, 615-904-8190

Randolph.Scott@mtsu.edu

Tammy Freeze

Secretary, 615-904-8190

Tammy.Freeze@mtsu.edu

Henry Chambers

Coordinator, 615-904-8190

Henry.Chambers@mtsu.edu

International Student & Scholar Services

Room 228C, Peck Hall

Emily McAnally

Coordinator, 615-898-2282

Emily.McAnally@mtsu.edu

Office of Education Abroad

Room 207, Peck Hall

Melissa Miller

Advisor, 615-898-5179

Melissa.Miller@mtsu.edu

Lisa Eddy

Coordinator, 615-898-5179

Lisa.Eddy@mtsu.edu

MTSU Blue ID Cards Office

Room 112, Student Services Building

(615) 898-5523 help@mtsu.edu

Information Technology Division, 24/7 Help

The basement of Cope

(615) 898-5345 help@mtsu.edu

Bursar's Office

Student Services and Admission Center

(SSAC) 2nd Floor

(615) 898-2761

Post Office * M-F: 8:00 AM to 4:00 PM.

1st floor, Student Union Building

(615) 898-2459 cwatts@mtsu.edu

Housing and Residential Life Office

Room 303, KUC

Main Housing office

615-898-2971

Dining Services Office

Room 204, KUC

(615)898-2675 or (615)898-2790

mtddining@aramark.com

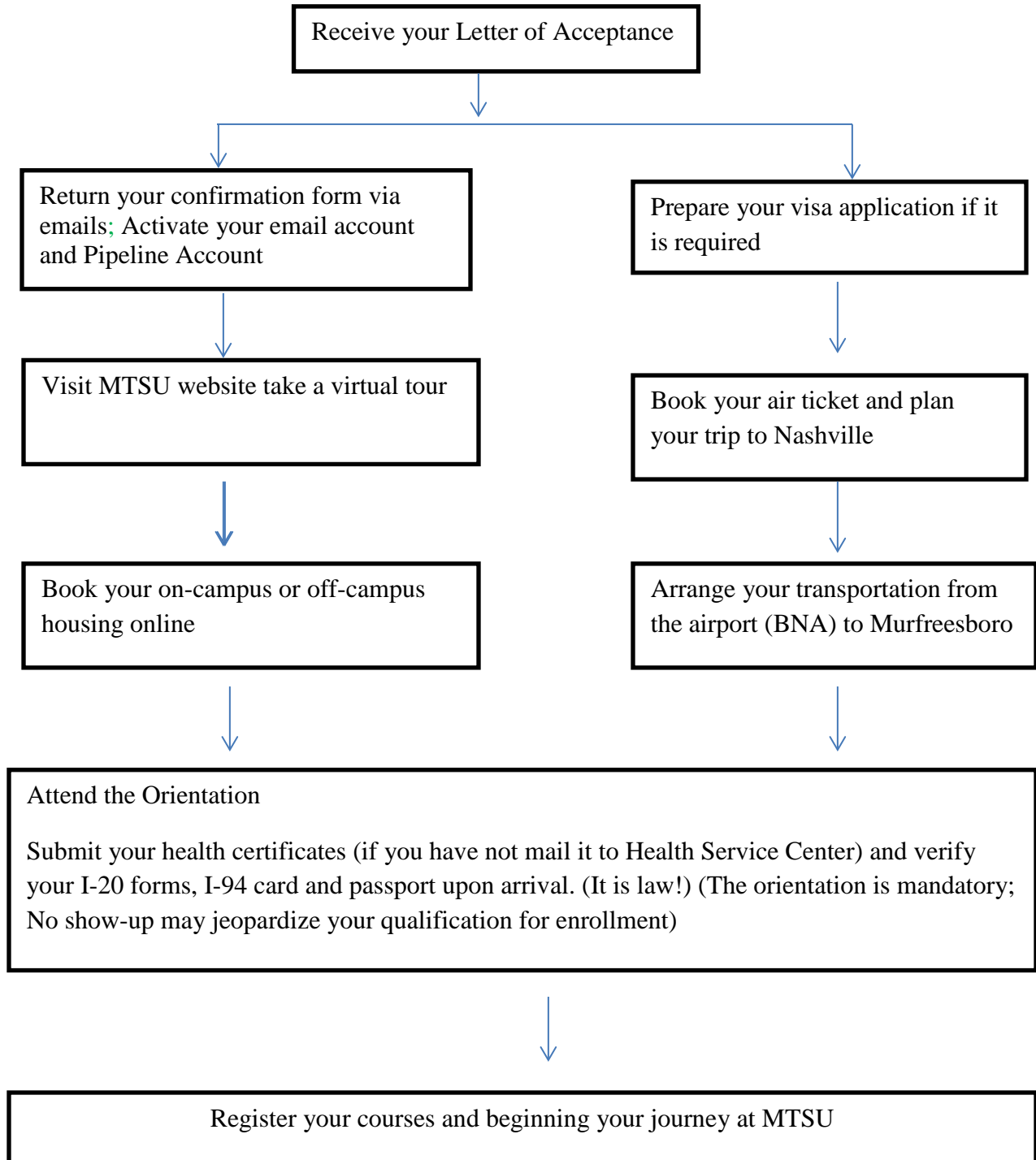
The Health Services Building

Right section on the 1st floor,

The Health, Wellness, and Recreation

(615)898-2988

Flowing chart for getting started at MTSU



Pipeline MT- Your gateway to the MTSU campus!

How can I activate my MT email account and pipeline MT?

- ◆ A complete guide to Navigating Pipeline can be found here: [How to Navigate Pipeline](#)

Where can I use a computer to activate my account?

- ◆ Option 1: You can use the public computers in the library. (You do not have to input your username and password at computers which are set for searching book catalogue, but remember to close your browser at any time when you complete your work.)
- ◆ Option 2: If you have your personal laptop, you may use “WIFI” service on campus to surf on the internet. After having the authorization from ITD office, you can activate your account instead of a temporary guest account.
- ◆ Option 3: Anywhere you have internet access.

What can I do Through Pipeline?

- ◆ Register for your courses
- ◆ Check messages from your advisors
- ◆ Pay your tuition and fees online
- ◆ ...and many more options

What is M#?

- ◆ “For identification purposes, you will be assigned a special identification number. Please use that ID number in all correspondence being sent to International Undergraduate Admissions.”
- ◆ With your M number: M 0XXXXXXXX (M+8 digits), you can activate your MT email, login pipeline MT to register your courses or pay tuition online. When you arrive at MTSU, you may also access recreation center or use other facilities on campus.

Blue ID card - Be a member of the Blue Raiders

What is Blue ID card?

“Every student and employee is issued an ID. This card serves numerous purposes from identification to meal plan card to library card to debit card. A single ID card that can replace multiple cards, cash, coins, and checks, and can provide automat services increases the convenience and safety of campus life for MTSU students and employees.”



What can I do with my MTSU Blue ID on campus?

- Check out books at the MTSU Library
- Access the Student Recreation Center
- Campus computer labs
- Cash checks
- Discounted tickets or free for campus events like movies, concerts or performances

“In addition, students can use the card to receive student health services, vote in student government elections, use student meal plans, and be admitted to residence halls.”

How can I get my Blue ID card?

Bring your passport or other photo ID (if applicable) and M number to the Blue ID office.

(You don't have to bring your photo; there is no payment first time, but if you lose it, you need to pay \$10 for replacement): <http://www.mtsu.edu/itdcommunications/idoffice/#f>

Registration Confirmation and Payments

How can I confirm my registration?

1. **Pay your tuition and fees online with** credit cards, check card or by e-check on [Pipeline](#) **or pay your tuition and fees in person** at the Business Office cashier windows in [MT One Stop](#) Building (8:00 a.m. - 4:30 p.m.)
2. **Confirm your registration**
You must complete registration confirmation on [Pipeline](#). You will be given a CONFIRMATION NUMBER when you are confirmed. Write down this number as this is your proof that you have completed the confirmation process.

How can I pay my fees?

1. Personal check or money order
Checks should be made payable to “Middle Tennessee State University” and include the student's ID number (M#) on the face of the check.
2. American Express, Visa or MasterCard
Credit card or check card payments can be made either on the web or in person. Access the Billing & Payment tab on Pipeline to pay registration fees by credit card or to use your American Express, Visa or MasterCard check card. Students may pay either the full amount due or the down payment on the Deferred Payment Plan by credit card or checking card on Pipeline. Credit card payments may be paid at the cashier windows in the MT One Stop Building, Monday - Friday, 8:00 a.m. - 4:30 p.m. The Business Office will not accept credit card payment over the telephone.
3. Pay from your home country, typically in your home currency, with Flywire. Visit: <https://www.mtsu.edu/tuition/international-payments.php>.
4. Cash: Cash can be taken only at the Business Office in the MT One Stop, Monday - Friday, 8:00 a.m. - 4:30 p.m. Please do NOT mail cash.

Visit here for more information: <https://www.mtsu.edu/tuition/instructions.php>

Housing on/ off campus

◆ Short-term staying at hotels in Murfreesboro

1. www.hotwire.com or other websites provides information about local hotels and there are also some AirBnbs within walking distance of campus (www.airbnb.com). Price ranges from \$33 to \$120 per night, e.g. Murfreesboro Knights Inn hotel, (4 miles, 10-minute drive) Vista Inn & Suites Murfreesboro hotel (4 miles) etc.
2. Temporary housing on MTSU campus may be provided, international students can check room availability at http://www.mtsu.edu/customs/cost_customs.php The following document shows \$35/night for on-campus dormitories

◆ Long-term housing on campus

1. You may check the descriptions of residence halls, apartments and Global Learning Community as to their locations, varied rates, furniture, room size, and layout at <http://www.mtsu.edu/housing/> .
2. Before starting the online application, please read the housing application, agreement, and cancellation policies, making sure you fully understand the on-campus housing policies. <http://www.mtsu.edu/housing/forms.php>
3. You can pay Non-refundable \$300 as prepayment fee and complete the housing application online.
4. Contact the housing staff as early as you can, confirm your application and check in at specific residence hall or apartment as assigned date. More information at <http://www.mtsu.edu/housing/contact.php>

◆ Long-term housing off campus

To check out the off-campus housing availabilities, go to the website

<http://www.mtsuoffcampus.com/>;

or you may also find off-campus housing close to MTSU at Google map. (Click the [link](#))

Meals on/off campus

The map shows the MTSU campus layout with various buildings labeled (e.g., JUB, PH, KUC, CORL, LIB, BRAGG, STU). Blue callout lines connect specific buildings to information boxes. The boxes are arranged in a grid around the map:

- James Union (JUB):** Raider Zone DINING HALL
- Keathley University Center (KUC):** SUBWAY, Chick-fil-A, PIZZA HUT, ASIAN EXPRESS, STARBUCKS BREWED AWAKENINGS
- Business and Aerospace (BAS):** Buy & Fly
- Student Union (STU):** Steak 'n Shake, DUNKIN' DONUTS, BLUE RAIDER GRILL, POD EXPRESS, DIPPERS, happytomato
- Peck Hall (PH):** POD EXPRESS
- Woodmore Hall (WC):** SUBWAY, CYBER CAFE
- Corlew Hall (CORL):** McCallie Dining Hall
- James E. Walker Library (LIB):** STARBUCKS
- Bragg Media and Entertainment (BRAGG):** POD EXPRESS

Hours: For up-to-date hours and holiday hours visit mtsu.campusdish.com or the MTSU mobile app.

Delivery: PIZZA PAPA JOHN'S. Sign up on our website or download the mobile app.

Blue Raider Bookstore

The Boro Bar and Grill

La Siesta Mexican Restaurant

Cup Pop Korean Restaurant

Textbook Brokers

Domino's Pizza

Far East Chinese Restaurant

The Boulevard Bar & Grille

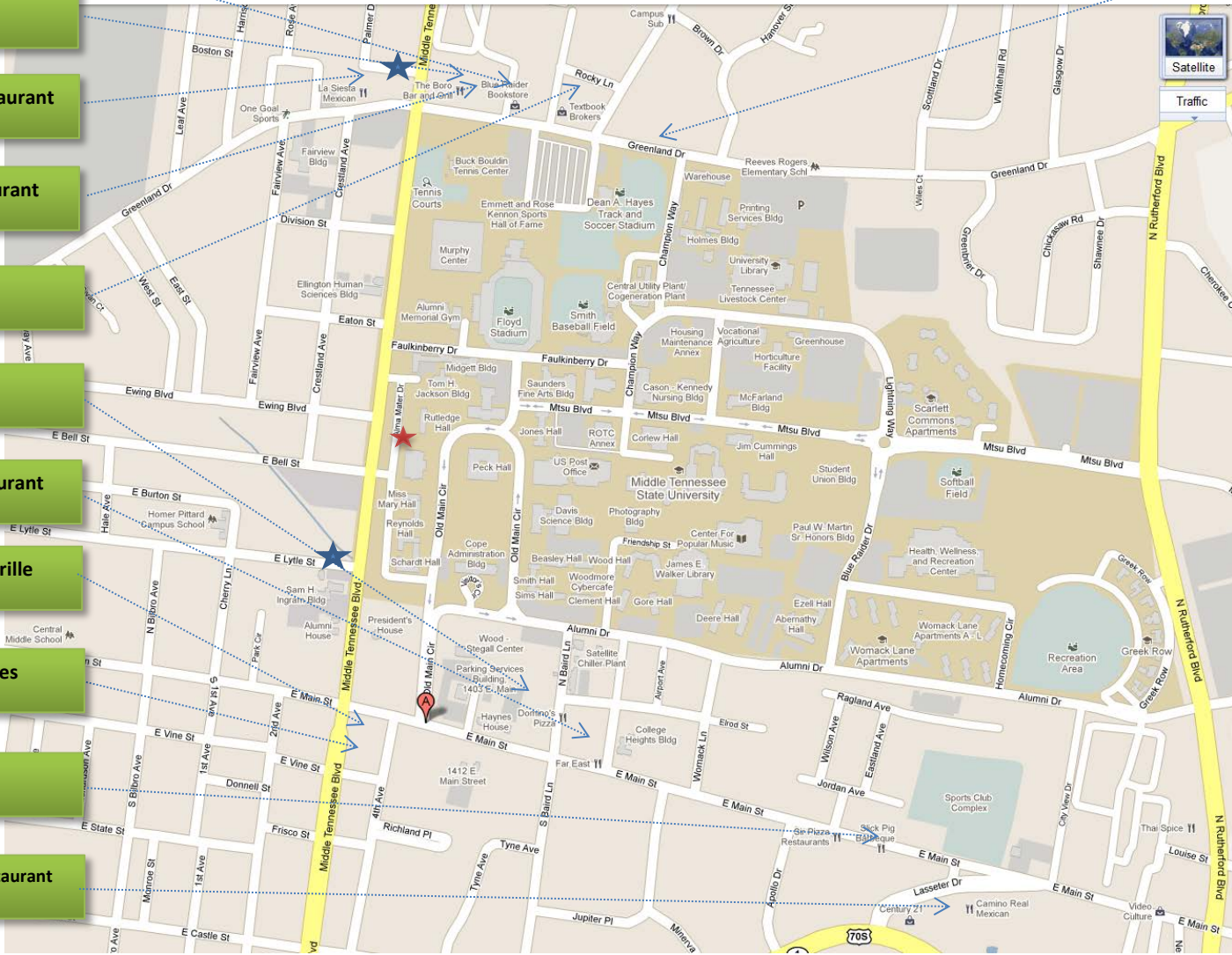
Jimmy John's Sandwiches

Slick Pig Barbeque

Camino Real Mexican Restaurant

Exploring MTSU Community within Walking Distance (All the places listed in the map are within 5-15minutes walking distance.)

Subway Sandwiches



★ Blue Stars where you can take "Rover" - Murfreesboro City Bus System

★ Red Star for Shuttle Bus to Nashville- MTA 96X

This map shows some restaurants, bookstores, and convenience stores within walking distance to MTSU Campus.

If you want to explore a wider area of Murfreesboro community you can ride bicycles, take public transportation such as Rover, MTA, or uber/lyft.

Post Office/Banking/Telephone

Post office

MTSU students who are registered for the current semester receive a mailbox for free if they live on campus. Current students living off campus may rent a box for \$12.00 per semester. Bring your MTSU Blue ID card and register for your mailbox on the first floor of KUC. Your postal address is:

Your Full Name
Box _____
MTSU
1301 E Main Street
Murfreesboro, TN 37132

Banks

(There are many bank options, but the following we know work well with international students without social security numbers and often are present at our orientations)

Bank of America

Location: 120 East Main Street,

Fifth Third Bank

Location: 2927 South Rutherford Boulevard (opposite the Wal-Mart)

ATMs at KUC and Student Union on Campus

Telephone

Visit local stores of T mobile, AT&T or other telephone companies open your phone service or buy prepaid phones at Wal-Mart or Kroger Grocery Store.

Transportation & Drivers License Information

Raider Xpress Bus- campus wide transportation

Blue, Green and Red Bus Routes provide the transportation on campus. It is a free transportation on campus only. <http://www.mtsu.edu/parking/sec12.php>

Rover Buses – Murfreesboro citywide transportation

Eight routes leading to Post Office, Public square, Stones River Mall, Wal-Mart and more locations in Murfreesboro area. Time: 6:00am-6:00pm Monday through Friday

Fare: \$1, free for Transfer. <http://www.murfreesborotn.gov/index.aspx?NID=248>

MTA 96X Bus- Murfreesboro to Nashville metropolitan area

A commuter bus from JUB, MTSU to Music City Central, Nashville

5:53am-4:52pm Monday through Friday

Fare: \$1.75 with MTSU ID

<http://www.nashvillemta.org/maps/route96.pdf>

Greyhound Buses- Nation-wide transportation

2114 South Church Street Murfreesboro, TN 37130-5521 (615) 893-5531

Time and fare varied with your travel plans, <http://www.greyhound.com/>

Taxi - Service provided by calling the taxi company

Local Service Call 615-522-6701; <http://www.borocabtaxiservice.com/> or other cab companies.

Transportation from Nashville Airport (BNA) to MTSU campus

Option 1: Call local Taxi/Shuttle companies 615-217-7433/6040 or reserve taxi/shuttle services online at before your arrival:

- [Key Transport Shuttle](#)
- [In Shuttle](#)
- [Shuttlefare](#)

Option 2: Take a Taxi/Shuttle when you walk out of the terminal to the ground transportation area or download a Ridesharing app to have a driver take you for half the cost of a taxi:

- [Uber](#)
- [Lyft](#)

Option 3: MTA Bus route 18 to Nashville, transfer at Music City Central to MTA96X

Driving License

Check the separate pamphlet or the website at <https://www.tn.gov/driver-services.html>

Recreation, movies and more fun!

You can check the university Master Calendar, subscribe email notice for those events which interest you at <http://www.mtsu.edu/calendar/> .

Recreation Center

The Recreation Center on campus provides state-of-the-art facilities, such as indoors track, basketball court, racquetball room, ping-pong tables, a rock-climbing wall and swimming pools.

<http://www.mtsu.edu/camprec/index.php>

Student Union and Theater

You can watch the latest movies for free or at discounted tickets, and even participate other fun events such as video game night, MT idol, Karaoke Night, open mic nights, etc.

<http://www.mtsu.edu/events/>

Tucker Theater

The theater hosts different concerts, plays, musicals, and dance events on campus.

Health Service, Emergency and Insurance

The Health Services Building on campus is open 8:00a.m - 4:30p Monday-Thursday and 8:00a.m-4:00p.m. Friday.

Emergency Care

If you experience a life-threatening medical emergency, call 911.

Important Numbers

MTSU Health Services: 615-898-2988

Murfreesboro Medical Clinic: 615-893-4480

Middle Tennessee Medical Center: 615-396-4100

Middle Tennessee Medical Center Emergency Room: 615-849-4100

MTSU Campus Police: 615-898-2424

StoneCrest Medical Center Emergency Department: 615-768-2034

Insurance

Questions about Health Insurance, please visit: <https://info.lewemark.com/mtsu>

Appendix

Quick facts of MTSU

Founded on September 11, 1911

Total Enrollment: 22,050

Total full-time employees: 2,284

Area: more than 500 acres

Nickname: Blue Raiders

Mascot: Lightning - a Blue Pegasus (winged horse)

Fall 2019 Academic Calendar

- August 26 - Classes Begin
- September 2- Labor Day Holiday - No Classes
- October 12-15 - Fall Break - No Classes
- November 27-30 - Thanksgiving Holidays - No classes
- December 4 - Last Day of Classes
- December 5 - Study Day - No Classes
- December 6-12 - Final Examinations
- December 12 – Last Day of Term
- December 14 – Commencement
- December 16 - Deadline for Final Grades

Location of Tennessee in the United States



From http://en.wikipedia.org/wiki/File:Map_of_USA_TN.svg

Digital Tools Recommended

www.google.com map service will help you to locate your place and make a trip plan.

www.dropbox.com will offer you a 2 G online disk to store your files, assignments.