Middlebury College

International Student Pre-Arrival Guide

Information for New International Students, including Exchange and U.S. Students Living Abroad, entering Middlebury during the Academic Year 2018/2019

International Student and Scholar Services
Spring 2018
Upon Arrival – Opening of School Programs

International students, including exchange and U.S. students living abroad, begin their Middlebury experience with a series of programs run by various offices at the College. Some of the programs are optional, and some are required. International Student and Scholar Services (ISSS) highly recommends that international students attend all of the opening of school programs that are offered. In the past, students have shared with us that while they were hesitant to attend all programs at first, they were thankful to have done so because it allowed for a more gradual and thorough introduction to life in the U.S. and at the College. This section of the guide outlines the programs that we offer.

Early Arrival (Highly recommended; registration with ISSS required)

Coordinated by International Student and Scholar Services (ISSS)
Friday, August 31–Monday, September 3, 2018

Early Arrival is a pre-orientation program that allows you, a new international student, extra time to recover from your travels around the world while learning about your U.S. visa status and the U.S. higher education system at Middlebury College. During Early Arrival, you will build connections with students, staff and faculty who will assist with your initial entry into the College and beyond. By participating in Early Arrival, you are allowed more time to acclimate to your new home in Middlebury, Vermont with peers experiencing a similar transition. Our hope is that these few days will help launch you into the next phase of student life at Middlebury.

Early Arrival will cover specific topics such as your visa status and responsibilities, student employment options, cultural adjustments and tax planning. Participants will also enjoy organized and informal social activities. While the program is optional, most international students elect to participate.

** To register for Early Arrival, please complete the Early Arrival RSVP Form at http://www.middlebury.edu/international/isss/earlyarrival.

MiddView (Required for all new students; no registration required)

Coordinated by the Office of the Dean of Students
Monday, September 3–Monday, September 10, 2018

MiddView is our new student orientation program. By June, a detailed schedule will be posted on the web at http://www.middlebury.edu/student-life/annual-events/orientation. All new students are required to participate in this program. A broad range of topics are covered in an effort to fully introduce students to College resources and processes. On the initial day of orientation, family members are invited to participate in a few sessions designated to address their specific questions, concerns and interests.

ISSS Sponsored Events

Coordinated by ISSS
Dates to be determined

After the term begins, ISSS will host a variety of gatherings and workshops on topics that may be of interest to you. Many international students find these events help them continue making a successful transition to life at the College. These are also great opportunities to reunite with your international classmates and ISSS staff.
February Orientation

February Orientation
(Required for all new international students entering in February)
Coordinated by International Student and Scholar Services and the Office of the Dean of Students
Tuesday, February 5–Sunday, February 10, 2019

International students entering in February (Febs) will be allowed to arrive on campus on Tuesday, February 5. ISSS will host important pre-orientation sessions focused on addressing key topics that affect international students, such as maintaining status as a student visa holder, navigating the U.S. tax system, local culture and understanding employment options.

New Student Orientation for all new Febs runs from the evening of Wednesday, February 6 until Sunday, February 10. Spring Term classes begin on Monday, February 11, 2019.

February Outdoor Orientation (FOO!) (Optional; early January registration)
Coordinated by Middlebury Outdoor Programs (MOP)
Saturday, February 16–Sunday, February 17, 2019.

An outdoor orientation program is offered to February entrants during the first weekend after classes begin. Participants are selected by lottery since there are a limited number of places for these trips. Additional information will be sent to February entrants from MOP.
Applying for a Form I-20

To enter the United States in a status that allows study, non-U.S. citizens and non-Legal Permanent Residents of the United States must obtain a Form I-20 [Certificate of Eligibility for Non-immigrant (F-1) Student Status] issued from the Student Exchange Visitor Information System (SEVIS). In order for Middlebury College to issue your Form I-20, you must complete the Academic Year Form I-20 Application Form available on the ISSS website (see next page for web link). Students who are already in the U.S. in F-1 status must also submit the application and complete the I-20 SEVIS transfer process.

**Please note:** Canadian citizens need a Form I-20 and a valid passport – they do NOT need to apply for a visa at the U.S. Embassy. Instead, Canadian citizens only need to present their visa-related documents at the U.S. port of entry in order to enter the country in F-1 status.

If you are a U.S. citizen, U.S. Legal Permanent Resident or have another reason for not needing to obtain an I-20 or F-1 visa, please notify ISSS. If possible, provide us with a copy of any pertinent visa status or immigration documents so that we can update your record.

If you are currently studying in the U.S. on an F-1 student visa, please be sure to note that on your I-20 application; special procedures for completing the I-20 transfer process will apply.

**September Entrants:** Please complete your I-20 application by June 1, 2018. We will issue your I-20 with instructions for obtaining an F-1 (student) visa within two weeks of receiving your completed application.

**February Entrants:** Please complete your I-20 application by November 1, 2018. We will issue your I-20 with instructions for obtaining an F-1 (student) visa within two weeks of receiving your completed application.

Once you receive your I-20 from Middlebury College, you may apply for an F-1 visa*. You apply for the visa at a U.S. Embassy or Consulate (ideally in your home country). *Please be aware that the U.S. Embassy or Consulate will not issue an F-1 visa more than 120 days prior to your I-20 program start date. You may want to inquire at the embassy or consulate about the visa application process in advance, including the process for making an appointment. You may consult the following website to determine guidelines and wait times for obtaining a nonimmigrant student visa in your country: [https://travel.state.gov/content/travel/en/us-visas/visa-information-resources/wait-times.html](https://travel.state.gov/content/travel/en/us-visas/visa-information-resources/wait-times.html).

Please note: While you may receive your F-1 visa 120 days prior to your program start date, you may enter the United States in that visa status no more than 30 days prior to your program start date.

Upon receiving your Form I-20 from Middlebury College, you should apply for a visa as soon as possible. Applying for a visa can take one month or more, depending on the country. If you are subject to a security check, the processing could be delayed by weeks. **If you are unable to obtain a visa in time to arrive to Middlebury for your intended start date, you should alert ISSS as soon as possible as you may need to request a deferral to a future academic term.**

While ISSS is here to assist you, remember that you are responsible for completing all the necessary steps to obtain the documents you need to enter the U.S. to begin your studies at Middlebury College.

Please let us know if you have any questions or concerns about the process. Email is the easiest and quickest way to contact us. Our office email address is isss@middlebury.edu.
**I-20 Application Instructions**

**In order for Middlebury College to produce your I-20,** you must submit the following four items:

1. **Completed Middlebury College I-20 Application Form** for Academic Year students located on the ISSS website at [http://www.middlebury.edu/international/isss/visas](http://www.middlebury.edu/international/isss/visas). Read the I-20 Instructions first. You will need to have scanned copies of your financial documents and passport ID page to upload as part of the online submission process.

2. **Copy of your passport identification page.** Copy the page(s) showing your name, photo, date of birth and passport expiration date.

**Financial Documentation.** U.S. immigration law requires official certification that you have the necessary financial resources to pay for your tuition and living expenses for your first academic year in the United States. Financial documentation includes both a bank letter and a financial sponsor letter. (A letter of employment may be used in lieu of a bank letter.) The bank and financial sponsor letters must adhere to the following guidelines.

If more than one person is providing funds for you, submit both a bank and financial sponsor letter for each person.

3. **Bank Letter.** Provide a signed bank letter (or letter of employment). **Copies of the letter will be accepted.** The letter must:

   - Be dated on or after March 1 (*February entrants: dated on or after August 1*);
   - Be on official bank or employer letterhead;
   - Include the account holder’s name (or the name of the employee);
   - Indicate the type of account. Funds need to be immediately available to the student, such as in a checking or savings account. Funds that are invested (mutual funds, or tied up in assets) cannot be used to show financial support;
   - Indicate the balance of the account(s) from where the financial support will come. For any Certificates of Deposit, the funds will need to mature and be available to the student on or before the program start date;
   - Indicate the currency of funds, preferably in U.S. dollars (US$). If your bank cannot issue the letter with a currency conversion, the document must clearly state the currency of funds listed;
   - Be signed by an official of the bank or employer;
   - Be stamped with the bank or employer’s seal, if available;
   - Be written in English or have an official English translation attached;
   - Show available funds to cover your cost for the first year of your education, as listed on your Financial Aid Notification.

   - **If you receive financial assistance from Middlebury College, the bank letter must show funds to cover your costs as listed on your Financial Aid Notification.**

   - **If you do not receive financial assistance from Middlebury College, the bank letter must show funds of at least $71,980 as the estimated total costs.**

**NOTE:** If you indicated in your application to Middlebury that you did not intend to apply for need-based financial aid, please note that financial aid will not be available for you during your four years at Middlebury. This information is noted in your acceptance letter.
February Entrants: If you receive financial aid, your Financial Aid Notification shows amounts for Spring Term only. To issue an I-20, we must see proof of funds to pay the costs for a full academic year. Therefore, you must show documentation for double the amount of your family contribution on your Financial Aid Notification.


The person(s) in whose name the bank funds are held (i.e. the account holder) must submit a letter that:

- Declares that they, as your financial sponsor, intend to cover the costs of the first year of your education with the funds shown in the bank letter, and indicate their intent to pay the costs for your entire enrollment at Middlebury College;
- Refers to the relationship (parent, relative, etc.) between the sponsor and you;
- Is written in English or has an official English translation attached;
- Includes the account holder’s original signature and date.

Submit the online I-20 Application Form with required financial documentation and passport ID page by June 1 (November 1 for February entrants).

You should keep copies of all financial aid and related documents submitted to Middlebury College with this application. Similar information may be requested by the U.S. Embassy/Consulate when you apply for your visa, and in some cases, by the U.S. Department of Homeland Security when you enter the U.S.

Cost Overview

The estimated total cost of attending Middlebury College is based on the following calculation:

<table>
<thead>
<tr>
<th>Estimate of student expenses for 2018–2019</th>
<th>Academic Year (September–May)</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Comprehensive Fee (tuition, room, and board)</td>
<td>$69,562</td>
</tr>
<tr>
<td>• Books and Supplies</td>
<td>$1,000</td>
</tr>
<tr>
<td>• Student Activities Fee</td>
<td>$418</td>
</tr>
<tr>
<td>• Personal Expenses</td>
<td>$1,000</td>
</tr>
<tr>
<td><strong>ESTIMATED TOTAL COST</strong></td>
<td><strong>$71,980</strong></td>
</tr>
</tbody>
</table>

Additional Expenses

In addition to these estimated total costs, some students may need to consider the following additional expenses:

- **Health Insurance**
  If you do not have health insurance with a U.S. based provider that is comparable to the plan offered by Middlebury College, then you will need to purchase the insurance provided by Gallagher Student Health and Special Risk. Fees for the 2018-2019 plan will be published soon. We estimate they will be close to $2,300 for the academic year.

  More information can be found under the FAQs – Frequently Asked Questions section of this guide.

- **Taxes & Tax Liability**
  For students who receive any financial aid/awards from the College and/or earn income through authorized employment, you will need to file a tax return each year. Tax liabilities can exceed $500 per year.
For tax-related questions, please contact the Middlebury Tax Office at middleburytaxoffice@middlebury.edu. For financial aid-related questions, please contact Student Financial Services at Financialaid@middlebury.edu.

- **Official College Breaks: Travel and Lodging**
The College campus is closed for December Recess each year, at which time all students must depart the campus. All College services close, including the dining halls and libraries. Any food, lodging or related expenses will be your responsibility. It may be possible for students to submit a request (evaluated on a case by case basis) to Residential Life for consideration to remain on campus. For 2018-2019, residence halls with close at noon on December 17, 2018 and reopen at 9 a.m. on January 5, 2019. Other breaks include Thanksgiving Recess, Spring Recess and summer break (June, July, August). For a list of dates, please see the Middlebury College academic calendar at http://www.middlebury.edu/academics/calendar/2018-2019.

If you have any questions about this process, please contact:

International Student and Scholar Services (ISSS)
Email: isss@middlebury.edu
Phone: (802) 443-5858
ISO CULTURAL SHOW
Dear Newly Admitted International Students,

Congratulations on your acceptance to Middlebury! On behalf of the International Students’ Organization (ISO), we would like to invite you to join our friendly and diverse community.

Although Middlebury is a small liberal arts college residing in a tiny, picturesque town in Vermont, our school has the reputation of possessing an outstanding global outlook. You, our international students, bring unique cultural backgrounds and personal experiences from every corner across the globe to us. Academic programs and other organizations on campus, such as ISSS and The Rohatyn Center for Global Affairs, value this diversity and focus on topics of high relevance to the international community. The whole campus eagerly waits to welcome you on campus.

Middlebury’s ISO is an awesome family of students who work to bring international and U.S. students together to share our cultures with the wider Middlebury community, and at the same time introduce international students to the amazing American culture. We organize cultural performances that showcase the arts of assorted cultures, field trips to places of interest in Vermont, and activities of interest, such as career panels with international alumni. We are also here to make your transition to Middlebury as smooth as possible and to support you to the best of our ability.

We are sure you will have many great options as you receive acceptance letters from the United States and around the world. In terms of academic rigor and prestige, Middlebury is comparable to any other highly selective institution in the United States, and its study abroad programs across the globe are second to none. The opportunities for academic, personal and professional development here are manifold. Most importantly, we are a welcoming campus full of smiling faces, where intimate relationships among students, faculty and staff members make you feel comfortable.

It is now your turn to embark on this important journey. The ISO wishes you the best as you choose where to spend your undergraduate years. Please feel free to contact us with any questions you may have, or simply just to introduce yourself. We hope to hear from you soon and to see you on campus next year.

Warmly,

The ISO

Email: iso@middlebury.edu

Website: http://sites.middlebury.edu/isowebsite/
**Friends of International Students (FIS) Host Program**

*Are you interested in experiencing life with a U.S. family?*

*Do you want to be able to go off-campus periodically for a change of scenery?*

*Do you want to have an opportunity to get to know people in the local community?*

If so, we invite you to participate in the Friends of International Students (FIS) Host Program. The FIS Host Program matches Middlebury College international students (broadly defined) with a local family. Hosts may be individuals, couples or extended families. Often our hosts have some ties to the College as alumni, faculty or staff. Our hope is that you will form a friendship that will last beyond your first year at the College.

The host program experience begins with an informal questionnaire in which students and potential hosts are asked to convey their expectations for the program. Ultimately, the program is what you and your host family make of it. Some families and students meet weekly for lunch, while others meet periodically throughout the year and primarily during vacation periods. ISSS considers the information on the questionnaires and then matches students with families that have similar interests as well as similar expectations of the program. While we encourage all international students to participate, the program is completely optional.

The matching of students and families occurs in early October (by early March for February entrants). Students meet their host families for the first time at an informal reception arranged by ISSS. After that, you and your host will make arrangements and plans on your own. From holiday celebrations to concerts to motorcycle rides, the possibilities for new experiences with a host family are endless. Sometimes the benefit is simply having a quiet place to cook and enjoy a family meal. In the students’ words:

“My family has been absolutely fantastic—I love them to pieces and they have made such a difference to my time here.”

“The dinner on Saturday was sort of like an escape from seeing the same people and the same places over and over. I felt much better afterwards…I think the host family program is wonderful, thank you.” “My host is my family away from home.”

“It was, for me, a brilliant experience, which I would recommend to anyone. They should not think of the hosts as ‘parents’ but as ‘friends.’”

We hope you will consider participating in the FIS Host Program. Please share with us any information that is not addressed in the questionnaire, but that you think we may find helpful in our search to find the best host for you. Many students also include a hand-written letter and a picture for their future hosts with their applications.

To participate in the FIS Host Program, please complete the student questionnaire by June 1 located on the ISSS website at [http://www.middlebury.edu/international/isss/fis](http://www.middlebury.edu/international/isss/fis). We will still accept applications after that date; however, we will not be able to guarantee a match in your first term. You may return the completed form by mail or email. If you have any questions, contact ISSS by email at isss@middlebury.edu.

Completed forms can be mailed to:

*International Student and Scholar Services*

*84 S. Service Rd. Suite 200*

*Middlebury College*

*Middlebury, Vermont 05753 U.S.A.*
FAQs - Frequently Asked Questions

**When will I get my I-20?**

ISSS will issue documents within 2 weeks of receiving a complete Form I-20 Application (see the I-20 Application Instructions for details). If you have special circumstances that necessitate receipt of an I-20 before early June, please make that request in writing and include details regarding your situation. We evaluate requests on a case-by-case basis and will do our best to accommodate your needs.

**How do I apply for an F-1 (student) visa?**

Complete instructions on applying for an F-1 visa will be sent to you with your I-20. In short, you must first obtain a Form I-20 from Middlebury College. Then, you must arrange for an interview with a U.S. Embassy or Consulate to apply for the visa. To find the nearest Embassy or Consulate, refer to: [https://www.usembassy.gov/](https://www.usembassy.gov/).

Please be aware that an F-1 visa will not be issued by a U.S. Embassy or Consulate prior to 120 days before your program start date. You may want to inquire at the Embassy or Consulate about the visa application process in advance regarding scheduling an appointment, necessary forms, and required fees.

**How long will it take to get my F-1 (student) visa?**

Waiting times vary from country to country. In some cases it only takes a week. In other countries it may take more than a month. For an estimate of current visa wait times at the Embassy nearest you, please refer to the U.S. Department of State’s website at [https://travel.state.gov/content/travel/en/us-visas/visa-information-resources/wait-times.html](https://travel.state.gov/content/travel/en/us-visas/visa-information-resources/wait-times.html).

For additional information on visas to the United States, visit [https://travel.state.gov/content/visas/en.html](https://travel.state.gov/content/visas/en.html).

**What fees do I pay with my visa application?**

You are responsible for paying the visa application fee and the reciprocity fee, which varies by country. A listing of the fees can be found at [https://travel.state.gov/content/travel/en/us-visas/Visa-Reciprocity-and-Civil-Documents-by-Country.html](https://travel.state.gov/content/travel/en/us-visas/Visa-Reciprocity-and-Civil-Documents-by-Country.html).

Additional information regarding the SEVIS (Student and Exchange Visitor Information System) fee will be sent with your I-20. For more information regarding the SEVIS fee, please see [www.ice.gov/visas/i901/](https://www.ice.gov/visas/i901/).

**When can I enter the United States using my new F-1 (student) visa?**

You may enter the U.S. up to 30 days prior to the program start date noted on your I-20. However, please be aware that our transportation service from the Burlington International Airport to Middlebury College is only available on Arrival Day – Friday, August 31, 2018 (Tuesday, February 5, 2019 for Feb entrants) for students who have registered for Early Arrival. You may move into your Middlebury College room on Arrival Day—no earlier. If you wish to arrive to the U.S. prior to Arrival Day, you are responsible for your own transportation and accommodations. Students who register for Early Arrival are expected to stay in their on-campus rooms for full participation in the program beginning on Arrival Day. Students who register for Early Arrival yet fail to arrive to campus by Arrival Day (without prior approval from ISSS) may not be allowed to participate in the program.
Students wishing to enter the U.S. prior to the 30-day grace period must enter in another visa status, usually in tourist status. However, individuals in tourist status are not allowed to enroll in courses. Therefore, you must change from tourist to F-1 student visa status prior to the beginning of the term. Changing from tourist to student visa status is not always possible, and it can be time-consuming, expensive and risky. Again, we strongly advise you to enter the U.S. in F-1 student status within the 30-day grace period allowed by your I-20. If you have questions, please contact ISSS in advance of your travels to discuss your plans.

When is Early Arrival for students entering in February?

Please plan to arrive at Middlebury College on Tuesday, February 5, 2019. ISSS will host sessions for international Early Arrival on Wednesday, February 6.

Can I arrive early to Middlebury College?

If you have registered for Early Arrival, you will have access to your Middlebury College room on Friday, August 31, 2018 [Tuesday, February 5, 2019 for Feb entrants]. Students are not given permission to stay in their rooms prior to this date. If you wish to arrive to the U.S. earlier, you are responsible for your own travel arrangements and accommodations. Family members will need to find off-campus accommodations should they travel with you.

Can I be picked up at the airport?

ISSS assists in coordinating transportation from the Burlington International Airport to the Middlebury College campus for new international students who have registered for the Early Arrival pre-orientation program. Airport pick-ups will commence the morning of the designated Arrival Day and will continue throughout the day. More information about the transportation service will be communicated to students once Early Arrival registration has been confirmed. ISSS will request travel itineraries via email in July.

How can I buy the Student Health Insurance?

Please see the Student Health Insurance website at [http://www.middlebury.edu/offices/administration/vpfin/finance-office/bsnsvcs/student_insurance](http://www.middlebury.edu/offices/administration/vpfin/finance-office/bsnsvcs/student_insurance) for information on purchasing the Student Health Insurance from Gallagher Student Health and Special Risk. Students are expected to have a U.S.-based health insurance policy. Insurance through Gallagher Student Health may cost an average of $2,300 per year, which includes medical evacuation and repatriation. Detailed information on the policy and how to register are available on the website noted above.

**Health insurance fees are not included in the estimated total costs for Middlebury College.**

Where can I open a bank account?

You will be able to open an account within the first several days you are on campus. Many students choose to use the National Bank of Middlebury as it is within walking distance of campus, and there are automated teller machines (ATMs) located on campus. Use of these ATMs is free to students with ATM cards from National Bank of Middlebury.

Other banks in Middlebury are:
Citizens Bank at [www.citizensbank.com](http://www.citizensbank.com)
KeyBank at [www.key.com](http://www.key.com)
People’s United Bank at [www.peoples.com](http://www.peoples.com)
How can I buy a cell phone?

**Carriers and Coverage:** Verizon Wireless and AT&T offer the best reception and service plans for the Middlebury area. Sprint PCS/Nextel also has reception in Middlebury and competitive plans. A TracFone is another option, which allows students to buy phone credit rather than sign up for a contract. For details on these or other cellular carriers’ coverage, please visit their websites. There are Verizon Wireless and AT&T vendors in Middlebury. To purchase other plans, you will need to go to Burlington.

Students should understand that reception may be poor in a few campus locations due to College building design and off-campus due to Vermont’s terrain and limited cell tower coverage.

**Plans:** Many phone carriers require you to have a U.S. Social Security Number or pay a large deposit in order to enroll in a plan. However, you do not need to enroll in a plan! You can go to a phone store and purchase the “pay-as-you-go” option. This means you pay a set monthly fee for a certain amount of talk/texting and data. For example, you could pay $40 per month for unlimited talk and texting. You can renew this each month as you want without being obligated to sign up for a two-year contract.

**Phones:** You can purchase a new phone from a phone store, but it will be expensive if you don't enroll in a plan. Many students choose to purchase an unlocked phone online on websites like Amazon – or from reputable refurbished phone stores – and then take the unlocked phone to a carrier, like Verizon Wireless or AT&T, to purchase a “pay-as-you-go” option. If you plan to use a service provider, such as Verizon Wireless, then you must have an unlocked phone that works with their service. Please check with the service provider BEFORE purchasing an unlocked phone.

Can I talk to someone at Middlebury College from my country?

There are students from over 75 countries at Middlebury College, and even if there is not a student from your particular country, there will certainly be someone from your region of the world! If you are interested in getting in touch with a current Middlebury student from your area of the world, please contact the International Students’ Organization (ISO) at iso@middlebury.edu.

Does Middlebury College have a host family program?

Yes. The Friends of International Students (FIS) host program is a hospitality program whereby international students have an opportunity to become friends with a local family. Information is included in this guide. We, and other students in the program, encourage you to participate.

Can I pay my enrollment deposit online?

Yes. To learn more about paying your deposit online, please visit the Admissions website for newly admitted students: http://www.middlebury.edu/admissions/admitted_students.

Can I pay charges on my college bill (i.e. tuition) through an electronic transfer of funds?

Yes. Please contact Student Financial Services (SFS) by email at Financialaid@middlebury.edu for instructions.

Does my enrollment deposit count towards my family contribution and my College bill?

Yes. The deposit you submit to reserve your place at the College will be applied to your College bill. Therefore, it is considered part of your family contribution. When completing the I-20 Application, you may confirm that the deposit has been paid, which will serve as evidence of that portion of your family contribution.
**Do I need to bring the full amount of my family contribution with me?**

It is highly encouraged that you do. When Student Financial Services (SFS) calculates your financial need and determines if you will receive assistance, they consider the estimated total costs of your first year at Middlebury. This includes items that Middlebury College bills for, and your own personal expenses. The comprehensive fee and the student activities fee will appear on your College Bill. Other expenses (such as books, supplies, personal items and travel), are items that you will need money for throughout the year. You will need to have funds available to pay for those expenses when you make those purchases. Additional expenses may also include health insurance, taxes and tax liability and food/lodging/travel during College breaks.

**How can I find out important dates and vacations in the College calendar?**


**Do I need to purchase a computer?**

While many students choose to have their own computer for convenience, it is not necessary. There are many computers available for student use on campus. If you are interested in purchasing a computer, detailed information regarding computer needs and costs is available at [http://mediawiki.middlebury.edu/wiki/LIS/Computer_purchase_guidelines](http://mediawiki.middlebury.edu/wiki/LIS/Computer_purchase_guidelines).

Please also note that Middlebury students are licensed to install and use certain software products on their **personally-owned computers**. Learn more at [http://www.middlebury.edu/offices/technology/help/technology](http://www.middlebury.edu/offices/technology/help/technology) - see the Software link on this webpage.

**When can I start working on campus?**

Information on obtaining on-campus employment will be shared during Early Arrival. Job openings will be posted online beginning the first day of classes, with additional opportunities being listed as they become available. On-campus summer employment and housing is available. Information will be sent to you in the spring.

ISSS recommends that new students plan to work only 5–10 hours per week (or less, depending on course load) during the first term. Student salaries range from $10.50–$11.92 depending on the position and your experience. You can familiarize yourself with the Student Employment Office by visiting their website at [www.middlebury.edu/offices/business/seo](http://www.middlebury.edu/offices/business/seo).

Please note that international students with visas (F and J) are NOT allowed to engage in off-campus employment without prior authorization. Doing so could result in the loss of your good standing in the U.S. and ability to continue studying at Middlebury. Receiving any form of remuneration, including housing or food, in exchange for services you’ve provided off-campus is considered employment. This will be discussed in detail during Early Arrival.

**Can you explain more about taxes and tax liability?**

All international students in a nonresident alien tax status are required to file tax forms with the U.S. federal government, regardless of whether or not they earned source income during the tax year. To file taxes means to submit documentation, either via mail or electronically, to the Internal Revenue Service (IRS), in order to report income, calculate tax liability, remit payments and/or request refunds. The IRS, a bureau of the U.S. Department of
Treasury and federal tax collection agency, helps individuals understand their tax responsibilities while also enforcing the law (pay or face penalties).

You can expect to pay taxes on income earned in the U.S., including wages from employment and a portion of your grants/scholarships from Middlebury College. **If you are subject to income taxes, the tax on your Middlebury College grants/scholarships will be charged to your College bill at the beginning of each term.** The amount of tax you owe will depend on the amount of funds you earn/receive and the tax treaty (if any) between your home country and the United States. **Taxes may represent an additional expense of $500 to $800, on average, per year.** It is your responsibility to file your income tax forms annually and to pay your taxes (if applicable) in a timely way. While ISSS works closely with the Tax Office to communicate relevant tax information to our international students, any questions regarding taxes should be directed to the Tax Office at middleburytaxoffice@middlebury.edu.
Important Deadlines

All forms can be found online at http://www.middlebury.edu/international/isss/visas

September Entrants:

1. Early Arrival Registration (highly recommended)
2. I-20 Application (required) – Due June 1, 2018
3. Friends of International Students (FIS) Host Program Questionnaire (highly recommended)

February Entrants.

1. Early Arrival Registration form (highly recommended)
2. I-20 Application (required) – Due November 1, 2018
3. Friends of International Students (FIS) Host Program Questionnaire (highly recommended)

International Student and Scholar Services (ISSS) Middlebury College

Middlebury, Vermont 05753 U.S.A.
Phone: 802.443.5858 Fax: 802.443.2063
Email: isss@middlebury.edu
Web address: www.middlebury.edu/international/isss
Travel to Middlebury College

Transportation from Burlington International Airport to Middlebury College will be arranged by International Student and Scholar Services (ISSS) on Arrival Day: Friday, August 31, 2018 (or February 5, 2018 for February entrants).

The transportation service will only be available at set times on the designated arrival day for students who have registered for the service. We encourage students to try to arrive before 10:00 PM. If you are unable to schedule your arrival during these times on Arrival Day, please contact us at isss@middlebury.edu, before you book a flight. You will receive more information about requesting transportation to campus and confirming your travel itineraries via email from ISSS in July.

International students studying at Middlebury on an F-1 (student) visa are eligible to enter the country up to 30 days before their program start date. If you choose to arrive earlier than the Middlebury College Arrival Day, you will be responsible for your own lodging.