



TO: Incoming Exchange Students

FROM: Mary Delgado, External Affairs
Bridgewater State College

RE: Fall 2009 Enrollment and Registration

DATE: April 2009

Welcome to Bridgewater State! We are especially pleased that you have selected to participate in the Bridgewater State College Student Exchange Program for the 2009 Fall Semester. We trust your experience in the states and particularly in our northeast region will be all you anticipate and more.

Since you will be enrolling for the fall semester, please read the following information carefully so that you will be ready to participate in course registration beginning April 24. If you have not already sent a copy of your academic transcript and a listing of courses in which you are currently enrolled, please do so as soon as possible. Here at Bridgewater some classes require prior study in a particular area; this is called a "pre-requisite". Before you will be permitted to register for courses that have pre-requisites we will need to receive documentation that you have had the required background experiences.

Course registration for the fall semester will begin on April 24th. Assuming that you have access to the Internet, please become acquainted with our college web site. http://www.bridgew.edu/ExternalAffairs/Website/information_for_inbound_students.cfm In early April, you will find information on fall courses listed in the Registrar's section.

Working with your academic adviser, select 6 to 8 classes and complete the *Registration Form*. Be very careful to check that you have met the pre-requisites for each course as listed in the Bridgewater college catalog <http://www.bridgew.edu/catalog/>. Although you are required to enroll in a minimum of 4 courses, I suggest you list several alternative classes or sections in the event that a particular course or course section is filled prior to your registration. Enrollment in four 3-credit courses is considered "full time"; most students register for 12-18 credits and then make any necessary adjustments during the "drop/add" period. Please note that there is an extra charge for some courses including private music performance classes.

You may e-mail or fax (508/531-1454) your completed registration form. Please e-mail me at mdelgado@bridgew.edu with any questions you have during the registration process. You will receive a PIN (Personal Identification Number) after we have processed your registration and you may use your PIN to adjust your schedule on the

web over the summer months, but remember to stay in contact with your academic advisor to obtain approval for any change in registration.

Also see attached important information from Health Services regarding the mandatory immunizations required for your exchange. Please act immediately on completing the immunization form as you will not be allowed to move into the residence halls, or attend classes until your file is complete. By college policy you will be required to enroll in the Bridgewater State College Student Health Insurance program during the period of the exchange. The cost is approximately \$550 for the fall semester or \$750 for the full academic year. You will automatically be billed for this coverage.

The Office of Residence Life and Housing will be sending additional information via e-mail in the coming months. Please note for those students who are on exchange for the entire academic year, September through May, 2010, our residence halls will shut down between the Christmas and New Year holiday. International students often take this time to travel. All exchange students will be responsible for charges associated with living on campus.

For planning purposes, you will be permitted to move into the residence halls on **August 25, or August 26, 2009. The International Exchange Orientation Program for all new exchange students will start on Thursday, August 27, at 10 a.m. Classes for the 2009 Fall Semester will begin on Wednesday, September 2 and exams conclude on Thursday, December 18.**

Our orientation sessions are mandatory and this will include shopping trips to area stores to allow you to purchase any necessary items. BSC does not provide linens and bedding, so please plan accordingly. Plan your arrival at Logan Airport for Tuesday, August 25 or Wednesday, August 26 so we can meet you and bring you to the campus. I strongly suggest that you arrange to travel with the other students from your home campus as we cannot make several trips to the airport. I understand some students may choose to arrive in the US before August 25 or 26, with the intent to travel before the start of your academic program. **Please provide me with your travel information as soon as you have made the arrangements, but no later than August 1, 2009.** You will receive additional information on the orientation program during the summer months.

We will plan to send your immigration documents in early June so you will have the summer months to obtain your J-1 visa.

As questions come up, please feel free to e-mail me. Please put "BSC Exchange" in the subject line so I will pay attention!

We have also set up a "student to student" conversation program with two of our current international students. Please take advantage of this opportunity to ask questions of our students. They can be a wonderful resource for you as you plan for your travel and for your exchange program.

Kim Kirkwood is an undergraduate geography student from South Africa:

kkirkwood@bridgew.edu

Ayumi Hirano is a graduate student from Japan preparing for a career in Student Affairs Counseling: ahirano@bridgew.edu

If you change your mind and will not be attending Bridgewater State, please let me know so that I can release your on-campus housing reservation. Again, welcome to Bridgewater.

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www.bridgew.edu/externalAffairs/Website/information_for_inbound_students.cfm