TENNESSEE TECH INFORMATION SHEET 2022-23

*Information that is not under direct control of the host institution (e.g. transportation cost, estimated personal living expenses) is subject to change without notice.

Information Sheet 2022-23

1. **Institution:** **Tennessee Technological University**

   Web site: https://www.tntech.edu/studyabroad/exchange-students/index.php

2. **Study Abroad Office:** Amy Miller
   Tennessee Technological University
   1 William L. Jones Drive, Derryberry Hall 434
   PO Box 5163
   Cookeville, TN 38505

   Office Telephone: 931-372-3659

   E-mail: ALMiller@tntech.edu

   Office hours: 8:00 am-12:00 pm and 1:00 pm-4:30 pm Central Time

3. **Person(s) participant should contact upon arrival:**
   Orientation Check-in with Office of International Education 931-372-3634

   Amy Miller, Study Abroad Office 931-372-3659

   Instructions if contact person is not available:
   Contact University Residential Life (Housing Staff) upon arrival 931-372-3414.

4. **Instructions and contact information in case of emergency occurring outside of business hours:**

   University Police: 931-372-3234

5. | | **Nomination Deadlines** | **Application Deadlines** |
   |---|---|---|
   | **Semester 1/Fall** | **April 15** | **June 1** |
   | **Semester 2/Spring** | **October 15** | **November 15** |

   Application Steps for Exchange and Visiting Students: https://oudev.tntech.edu/studyabroad/exchange-students/app-procedures.php

6. **OFFICIAL ARRIVAL DATE**

	Official Arrival Date	Last Date of Dorm housing
Semester 1/Fall	August 14, 2022	December 8, 2022
Semester 2/Spring	January 10, 2023	May 4, 2023

7. **ACADEMIC CALENDAR**
   Below are the dates of the academic calendar that were available at press time. Specific dates are provided where possible; otherwise general timelines are provided.

	Semester 1/Fall	Semester 2/Spring
Orientation:	August 16-17, 2022	January 11, 2023
Registration:	August 11-12, 2022	January 5-6, 2023
Classes Begin:	August 18, 2022	January 12, 2023
Classes End:	December 2, 2022	April 28, 2023
Examination Period:	December 5-8, 2022	May 1-4, 2023
Vacation Period(s):	Fall break: Oct. 10-11, 2022	Spring break: March 13-17, 2023
	Thanksgiving: Nov. 23-25, 2022	

8. **TRAVEL INFORMATION**

The nearest airport is the Nashville International Airport (BNA) and it is over one hour away driving from Cookeville. There are 2 shuttle services that you can arrange to pick you up when you arrive at the airport no matter when your flight arrives and take you to your assigned housing directly:

Key Transportation	*keytransportshuttle@juno.com or 1-615-217-7433*	$95 one way	cash or credit card
Upper Cumberland Shuttle Service	*ucshuttles@gmail.com*	$115 one way	cash or credit card

9. **PLACES TO STAY**

   For participants who cannot avoid arriving after office hours (cost paid by participant):

   Holiday Inn Express & Suites   **Phone Number:** 931-881-2000

   1228 Bunker Hill Rd., Cookeville, TN

   Fairfield Inn & Suites   **Phone Number:** 931-854-1050

   1200 Sam's St., Cookeville, TN

10. **DESCRIPTION OF ORIENTATION PROGRAM**

The International orientation generally lasts from 1-2 days prior to the beginning of classes. We have sessions on immigration issues, TTU resources and departments. Students get their ID cards, advisement for their classes, and help with registration.

11. **ESL LANGUAGE COURSES**

Student may register for the ESL courses if they feel they need more language exposure.

For more information contact: International Education at Intl_adm@tntech.edu

12. **HOUSING AND MEALS**

Housing benefits begin on the official date of arrival and last through the last day of exams. <mark>Meal plans are obligatory to students who live on campus</mark> and begin on the official date that classes begin and last through the end of each semester.

A. **HOUSING**

Type of on campus housing provided: Residence hall (no kitchen facilities)

Students must apply for housing in advance through an online application:

https://www.tntech.edu/reslife/applications.php

If students wish to live off campus, they must find temporary housing while they search for available apartments.

There are also on campus apartments, however they are unfurnished and students must apply well in advance to reserve one.

Number of students sharing room: 2

Number of students sharing bathroom facilities: varies

The following services are checked if provided: ☐ bed linens ☑ laundry facilities

☐ cooking facilities ☐ blankets ☐ towels

B. **MEALS**

☑ **Meal Plan at Cafeteria** http://www.dineoncampus.com/ttu/?cmd=residents

☑ **Area restaurants** Restaurants are located in walking distance from campus.

13. **ESTIMATED PERSONAL EXPENSES**
    Students are responsible for all of their personal expenses including:

    Fees required for special classes (e.g. computer, language, science lab fees), books, local transportation, entertainment, etc. The amount below is provided as a guide; the actual amount needed will vary depending on courses and personal habits. There is a local bus service which TTU students can use at no cost.

    Your personal expenses per month, including books, are estimated at:
    $250/month personal expenses
    Plus $500 per semester for books and supplies.
    These amounts do not include tuition, housing or meals.

14. **ACADEMIC NOTES FOR EXCHANGE STUDENTS**
    Your home institution sets the policy regarding the award of credit for coursework completed on You are responsible for knowing your home institution's policies and procedures regarding this matter.

    Academic information useful to participants (e.g. how classes work is assessed, grading scale, registration procedures, etc.) can all be accessed on TTU's website at: https://www.tntech.edu/records/records.php

    Number of classes typical student takes per term: Undergrad 4-5, Grad 3-4
    Number of hours per week typical student spends in class: 12
    Number of weeks per term: 16

15. **MEDICAL REQUIREMENTS/ HEALTH SERVICES**
    ALL international students are required to enroll in TTU's insurance plan or show proof of health insurance (in English) and maintain it throughout their stay in the U.S. Coverage needs to include regular doctor visits, pharmacy, emergency, as well as medical evacuation and repatriation. (Step 6 on website for exact requirements)
    https://oudev.tntech.edu/studyabroad/exchange-students/app-procedures.php

    Vaccinations required for registration:
    The University Health Center requires all students to complete a "student health record" including information on vaccinations. Three Health forms are on our website (Step 5)

    https://oudev.tntech.edu/studyabroad/exchange-students/app-procedures.php Please make sure you have these forms completed or you may not be able to register for classes.

    COVID-19 information is available on our website: https://www.tntech.edu/covid19/index.php

16. **TRANSCRIPT ISSUANCE**
    Issued: 20 days after the end of the semester
    Procedure student should follow in order to ensure timely processing of transcripts:
    Students must fill out a **Transcript Request Form on Eagle Online** upon arrival or prior to departure. The Records Office issues transcripts and sends them out to the recipient listed on the form.