

Franklin College

WELCOME

Office of Global Education

Congratulations on being admitted to Franklin College!

Franklin College is a welcoming place for local students, as well as students from around the world. The Office of Global Education is a helpful resource for the diverse international student population, providing resources and guidance for students. Located in Old Main 148, our office is in the central academic building on campus, making it a valuable location for students needing assistance.

We are pleased to welcome a number of international students from a variety of countries to our campus.

We encourage you to follow the Franklin College Office of Global Education on Facebook to learn more about our campus.

We look forward to welcoming you to Franklin College. Should you have any questions, please do not hesitate to contact us.



Jenny Cataldi

Director of Global Education

Jcataldi@franklincollege.edu

FURTHER ACCEPTANCE INFORMATION

Confirming Your Acceptance

Students will be informed of admission into the college by our International Admissions Counselor, Atama Abdourahmane. Once officially accepted by the college, students will need to confirm their position in the program by paying the required \$500. **Students who are enrolling at Franklin College through an exchange program do not need to pay the \$500 deposit.** International students often find it easier to pay this fee directly to the college by a bank transfer. Information needed for a bank transfer can be found below:

Bank: First Financial Bank

Bank Address: 433 North Capitol Ave Ste 100, Indianapolis, Indiana 46204

Routing Number: 042200910

Account Number: 0039870340

Account Name: Franklin College of Indiana

Account Address: 101 Branigin Blvd, Franklin, Indiana 46131

Immigration Documents

Once students have returned their deposit, our Admissions Office will begin preparing needed immigration documents including your I-20 for your visa application. These documents will be issued to students directly from the Admissions Office.



Student Checklist

Following the deposit process, students will receive a link to complete an online Student Checklist. This checklist will allow students to apply for on campus accommodations as well as sign up for a registration session. Students must complete the on campus accommodation application in order to receive housing assignments. During the checklist process, international students should sign-up for the final registration in late-August.

Orientation

The Office of Global Education will hold an orientation an international student orientation shortly before the beginning of class. During the orientation session, students will have the opportunity to purchase cell phones, set-up bank accounts and shop for needed items before the beginning of the academic term. Students will also complete formal registration during orientation where class schedules will be finalized.

LOCATION

Franklin, Indiana

Franklin College is located 20 minutes south of downtown Indianapolis, in the city of Franklin. Franklin is conveniently located just south of Indianapolis on I-65 and approximately an hour north of Louisville, Kentucky.

Downtown Franklin is noted for the number of well-maintained, older houses and early brick streets. Landmark buildings include the Johnson County Courthouse and the Artcraft Theatre.

The Franklin Parks and Recreation Department maintains several miles of walking trails through the city, which connect various parks, community centers, the public library, and the public pool.

Since 1960, Franklin has maintained a sister city relationship with Kuji, Japan. Franklin furthered their international ties by welcoming Luqioa, China, as a sister city in 2010.

Arriving on campus

Students should fly into the Indianapolis International Airport. The airport is approximately a 45-minute drive from campus with many taxi options available. The Franklin College Admissions Office can arrange airport pick-up for international students, if arranged 30 days prior to arrival.

Transportation within Franklin

The City of Franklin does not operate a traditional bus service or have a train station stop.

Super Yellow Cab operates a limited cab service in Franklin. They can be contacted at (317)736-8000.

Residents can take advantage of limited bus services via Access Johnson County. Access Johnson County is a transportation option for students to travel from the county library just south of campus to Walmart and other locations near Highway 31.

Shopping in Franklin

A Walmart Supercenter and Kohl's Department Store are located in the city of Franklin for easy shopping and school supplies.

Weather in Franklin

Franklin experiences hot, humid summers with temperatures often reaching 100 degrees Fahrenheit (38 Celsius). Winters can be moderate, but students should prepare for temperatures below freezing, with snow and ice. Please consult www.weather.com for monthly temperature averages.

Indiana



FRANKLIN COLLEGE

About FC

Founded in 1834, Franklin College is a residential, liberal arts institution with a scenic, wooded campus, spanning 207 acres, including athletic fields and a 31-acre biology woodland.

The college prepares students to think independently, to lead responsibly and to serve with integrity in their professions, their communities and the world.



The college offers its approximately 1,000 students Bachelor of Arts degrees in 55 majors from 25 academic disciplines, 41 minors, 11 pre-professional programs and four cooperative programs.

In 1842, the college began admitting women, becoming the first coeducational institution in Indiana and the seventh in the nation. Franklin College maintains a voluntary association with the American Baptist Churches USA.

Liberal Arts Education

A Franklin College education begins with a general Liberal Arts (LA) curriculum that helps students discover and develop a passion for lifelong learning.

Courses provide broad exposure to math, science, history, fine arts and literature. Discussions encourage critical thinking, global awareness, collaboration and creativity. Educational experiences – both inside and outside of the classroom – involve service learning, intercultural exchange, leadership training and professional development.

Through the complete liberal arts experience, graduates gain valuable skills that they can draw upon in any career they choose. Franklin College offers its students a world of possibilities.

Winter Term

Students at Franklin College may find that they spend the month of January a little differently than their friends at other colleges and universities.

Rather than beginning a full second-semester course load directly after the winter holiday break, students at Franklin College enroll in one Winter Term course that lasts only the month of January. There are many exciting options available for students to choose from including non-traditional classes, internship experiences and study-abroad opportunities. International students are encouraged to enroll in a course during Winter Term. Students not enrolled in a course during winter term will not have access to their campus Residence Halls during the Winter Term period.

Campus Map

A campus map can be viewed online at the below link:

http://www.franklincollege.edu/wp-content/uploads/2013/11/Campus_Map.pdf

STUDENT LIFE

Course Registration

Students will register for a full-time course load (12 credit hours) with upon arrival. International students may be required to enroll in LA 100 Liberal Arts Seminar course for 1 credit hour. International students are not permitted to enroll in more than 18 credit hours per semester.

The FC course catalog can be access online at the below link. Please note that Franklin College reserves the right to cancel a course at any time after the catalog is published.

<http://www.franklincollege.edu/academics/>

Student Clubs and Organizations

Franklin College has over 50 clubs and organizations. International students are encouraged to join campus groups to meet other students. More information on clubs can be found on the FC website.

<http://www.franklincollege.edu/student-life/student-organizations/>

Athletics

Franklin is a member of the Heartland Collegiate Conference, and a Division III powerhouse in the NCAA. More than 35% of our students participate in our 18 varsity sports. International students on exchange programs or enrolled for a full degree can participate in sports at the discretion of the sport coach and if they meet eligibility requirements.

Residence Life

Franklin College students live on campus in one of our four residence hall locations. Our residence life community is safe, dynamic, and provides an important foundation for being successful at FC.

While the college's facilities services staff cleans all of the common (or public) areas of the residence halls, students are responsible for keeping their own rooms clean. Vacuum cleaners and limited cleaning supplies are available in each hall and may be obtained through an RA (resident assistant).

Residents are responsible for bagging trash that accumulates in their room or apartment and disposing of such trash by depositing it in designated dumpster and recycling containers.

Roommates on Campus

Franklin College will do its best to honor roommate requests; however, please note that roommate requests are not guaranteed.

Campus WIFI

Students can access the WIFI system at the college with their issued FC username and password.

Cell Phones

Please note that FC dorms do not have landline phones. Students will need a cell phone if they wish to communicate via phone. Students can talk with their cell phone carrier in their home country to see what they recommend regarding using a phone in the United States. The Office of Global Education will take students to a local cell phone shop during orientation to purchase U.S. cell phone plans, if desired.

Meals on Campus

Franklin College has a full-service student cafeteria and a coffee shop. **The purchase of a meal plan is required for on-campus residents.** In order to meet your campus dining needs, Franklin College has designed the meal plans listed below for the current academic year.

Once a student receives his or her One Card and makes a meal plan selection, the Business Office will authorize the student's card for the appropriate use in Dining Services where the card is swiped as a debit card for meals. Please note that unused meals and Dining Dollars do not carry over each semester:

- **Plan A - Comprehensive**
The Comprehensive Meal Plan provides unlimited usage in The Marketplace. Plan A also includes \$30 in Dining Dollars.
- **Plan B - 150 meals + \$100**
A semester plan which includes 150 meals and \$100 in Dining Dollars
- **Plan D - Limited**
The Limited Meal Plan provides 10 meals per week. Plan D does not include Dining Dollars.



Residence Life During Campus Breaks

Franklin College residence halls are closed for Thanksgiving break, Christmas break and Spring Break. International students are permitted to stay on-campus during these breaks at no charge, if approved by the Director of Residence Life.

During the summer, the residence halls are only open for students taking summer classes, students working on campus, or students with an approved exemption. There is not a summer meal plan.

Catering Services During Campus Breaks

International students remaining on campus over breaks are responsible for providing their own meals as no meal service is provided. The following are options for students remaining on campus over breaks:

Residence Hall

Residence halls are equipped with small cooking facilities students can utilize during campus breaks.

Cafeteria

The Franklin College cafeteria may be open and an available option, if there is a large event on campus over the break. If meals will be available, an email will be sent to all students from the Director of Catering. Please note that meal plans may not be used during breaks. The cost of eating at the cafeteria will be an additional charge payable by cash only (\$3 breakfast, \$4 lunch, and \$5 dinner).

Restaurants within Walking Distance from campus:

Ann's Restaurant: www.annsrestaurant.com

The Willard: www.thewillard.com

BoJacks Bar and Grille (must be 21): www.yelp.com/biz/bojaks-bar-and-grille-franklin

Benjamin's Coffee House: <https://www.facebook.com/BenjaminsCoffeehouse/>

CourtStreet Café: <http://www.courtstcafe.com/>

Restaurants that offer Delivery Services to Campus:

Pizza Hut, Dominos, Papa John's, Noble Romans, Jimmy Johns, Firehouse

What to Bring to Campus

Clothing

Please pack for the weather. As indicated above, temperatures in Indiana can fluctuate from hot and humid to cold and rainy to snowy and icy. Students should check www.weather.com and other weather websites for average temperatures during their stay at Franklin College.

American students dress casually for class. Sweatshirts, t-shirts and jeans are common attire to attend courses and lectures.

The Franklin College campus bookstore offers many FC items for purchase including baseball hats, sweatshirts and t-shirts with the Franklin College logo. Students may purchase FC items in advance of arrival on the bookstore website.

<http://www.bkstr.com/franklinstore/home>



Electronics

The US operates on a 120-volt electric system. It is important that you check that your electronic devices will work on the US system. If your devices are not set to a 120-volt system, you will need to bring an electronic converter.

We use the noted plug ends in the US. If your devices will not fit into a US outlet you will need to bring a US adaptor.



Computers

Most U.S. students will bring their own computers to campus. If you choose to bring your own computer, please note that it must be a computer PC with Windows 7 or 8 and Anti-Virus/Anti-Spyware software or Mac with OS X 10.7 or higher. Students who bring computers to campus without the needed software will be able to work with our IT Department upon arrival to upgrade their machines when necessary.

Bringing a personal computer to campus is not a requirement, as the college offers many computer labs on campus which are open 24 hours a day.

Document Copies

Students will be responsible for keeping copies of their passports and other immigration documents with them while at FC. We recommend that students make copies of these documents and leave them at home in case the originals are misplaced or lost while in the U.S.

Something from Home

We encourage students to bring tokens of their home culture with them abroad. Many of our international students like to bring flags, pictures or other memorabilia to remind them of home and to help showcase their home country to the students at FC.

What to Pack for Dorm Life

Franklin College suggests that international students consider bringing the following items to campus. During international student orientation, the Office of Global Education will take students shopping to allow an opportunity to purchase needed items.

- Alarm clock
- Bandages/aspirin and other necessary medications
- Basic kitchen needs (silverware, manual can opener, microwave-safe dishes, cups, & dish soap)
- Bathrobe
- Bucket or some sort of carrier to carry items to the bathroom
- Camera
- Decorator items (plants, posters, pictures)
- Desk lamp/study lamp
- Fan
- Flashlight
- Hangers for clothes
- Iron & ironing board
- Laundry detergent/dryer softeners and laundry basket/bag
- Linens (mattresses are extra long – 36 x 80)(mattress cover, sheet set, blanket and/or comforter, pillow, towels & washcloths)
- Memo board for room door
- Personal items (soap, Kleenex, hair needs, mirror, toiletries)
- Raincoat/umbrella
- School supplies (paper, pens, scissors, 3-ring notebook, stapler, CD/DVD-ROMs or flash drives)
- Sewing kit
- Shower shoes (to walk to the bathroom and for showers)
- Sports equipment and favorite games (bike, cards, etc.)
- Surge protector/power strip – should be UL rated and grounded

Items Not Permitted in Residence Halls

- ✓ Double-sided foam tape
- ✓ Candles and incense
- ✓ Extension cords or multiple receptacle plugs
- ✓ Halogen and heat lamps
- ✓ Open-coil cooking devices (hot plates, toasters, toaster ovens, indoor grills)
- ✓ Pets (other than fish in aquariums of 10 gallons or less)
- ✓ Space heaters
- ✓ Window air conditioners

Banking

For student convenience, there is an ATM located on campus in the Napolitan Student Center. The ATM is serviced by PNC Bank.

We recommend that students arrive with approximately \$300 in U.S. cash to sustain them until they get settled on campus.

Most students will opt to simply use their ATM card while in the U.S. and withdraw from their bank account in their home country. Check with your bank for any fees that may apply.

Students can cash traveler's checks at most US banks with their passports.

Students are welcome to set-up bank accounts on their own at any U.S. bank, but please note that many U.S. banks require students to have a social security card to setup an account.

During orientation, the Office of Global Education will take students to the local PNC Bank branch to set-up a bank account if they wish to do so. Currently PNC does not require students to have a social security card to setup a student account. Please note that student accounts are free but require a \$25 deposit to activate.

PNC Bank Main Office – Franklin

1500 North Morton Street
Franklin, IN 46131
Phone: (317)738-3000

PNC Hours:

- Sunday: Closed
- Monday: 9:00 AM - 5:00 PM
- Tuesday: 9:00 AM - 5:00 PM
- Wednesday: 9:00 AM - 5:00 PM
- Thursday: 9:00 AM - 5:00 PM
- Friday: 9:00 AM - 6:00 PM
- Saturday: 9:00 AM - 12:00 PM

Credit Cards

Credit cards are used widely in the United States. Common credit cards include MasterCard and Visa. Students are advised to call their credit card companies before leaving their home countries to add a travel notice to their accounts.

ADDITIONAL CAMPUS COSTS

Books

Franklin College students are required to purchase textbooks for each course they are enrolled. Textbooks can be purchased at the on-campus bookstore upon arrival. Textbook costs can vary greatly based on a student's major. Below is a textbook estimate:

Textbooks	Yearly Cost Estimate
1 year of textbook purchases	\$1200

Immunizations

The following are the required vaccinations to study at Franklin College. Students should try to receive these vaccines prior to their arrival in the U.S. and will need to submit to Franklin College records that the vaccines were received. If these vaccines are not available in your home country, you can receive them within the first two weeks of arrival on campus. Franklin College partners with a travel doctor, Dr. Jeffrey Jones, to provide the necessary vaccines. Dr. Jones' prices are noted below for reference:

Vaccinations	Cost Estimate
Tdap (Tetanus, Diphtheria, and Pertussis)	\$45
Td (Tetanus, Diphtheria)	\$25
MMR (Measles, Mumps, Rubella)	\$75
IPV (Inactivated Polio Vaccine)	\$40
Menactra/Menveo (Meningitis)	\$120
Varicella (Chicken Pox)	\$95
Hepatitis B	\$60
TST (Tuberculin Skin Test)	\$25

Insurance

International students are required to purchase insurance coverage for their time in the United States. Students should purchase this coverage prior to arrival in the United States. Franklin College students have found that the insurance company, 7 Corners, provides competitively priced insurance for international students. You can purchase yearly coverage through 7 Corners by calling (800)335-0611.

Insurance Coverage	Yearly Cost Estimate
1 year of coverage	\$400-\$600

Other

Please refer to your Cost Estimator given during the application process for additional optional costs.

Employment

Students cannot begin work of any type until they have received their social security card from the U.S. government. Students cannot apply for a social security card until they have been offered a preliminary place of employment. The process of applying for a social security card can take up to 8 weeks.

Students cannot work off campus during their first year in the United States. During subsequent years they may seek permission to work off campus. Job hours must be limited to 20 hours per week during term time.

Internships

International students can participate in internship programs with prior approval from a school official.

Student Success Modules

At Franklin College we pride ourselves on providing an enlightening college experience, which demands a safe and healthy student environment. To help foster that environment, we are taking one of the country's most proactive stances against sexual assault and alcohol abuse. Nationwide, the statistics on sexual assault and alcohol abuse on college campuses are disturbing. One out of every five women attending college in this country will experience some kind of attempted or completed sexual assault, and many young men will find themselves under legal scrutiny because they did not understand the particulars of the crime. Seventeen hundred students die each year in alcohol-related incidents, 600,000 suffer alcohol-related injuries, and 700,000 are assaulted by someone who has been drinking.

We are, therefore, **requiring** that all students complete the Student Success™ *Sexual Assault Prevention (Not Anymore)* and *Alcohol Abuse Prevention (Zombies, Alcohol and You)* online education programs. While some academic institutions try to keep the nationwide sexual assault and alcohol abuse problems hidden, we believe that an informed student body is in all of our best interests. While we may never fully eliminate sexual assault or alcohol abuse, we are committed to making our campus one of the safest in the nation.

Program Instructions

The online programs are available at the below link. You are **required** to complete the programs prior to your arrival at Franklin College. You are required to earn at least a **75** on both programs. The programs will prompt you to retake the post-tests until you achieve these scores. The programs will allow you to review the program videos before you retake the tests.



Step 1: Log on to your Franklin College Page
<https://myfc.franklincollege.edu/>

Step 2: Click on the link to one of the Student Success™ programs. You will be taken to the program's Account Setup Page. Follow the instructions provided. You will be asked to input an email address and a password of your choosing. Be sure to record your password, as it will allow you to re-enter the program as a returning student and complete the program in several sittings without having to start over. If you run into problems taking or re-entering the program, do not start over. Contact Student Success™ through the HELP button, and we will assist you.

Repeat Steps 1&2 for the second Student Success program.

If, at any time, you have general questions or concerns regarding the program requirements, please contact the Office of Global Education at Franklin College.

If you have any technical difficulties with the program, please contact Student Success™ through the program HELP button or at terrylynn.pearlman@studentsuccess.org.

We thank you in advance for your participation in this critical program. As a reminder, the modules must be passed prior to your arrival at Franklin College.

Through the Student Success™ programs and our other campus efforts and resources, Franklin College is committed to building the safest community possible.

IMMIGRATION REGULATIONS

Primary Designated Student Official (PDSO)

Your primary designated school official for all immigration issues after your arrival is Lisa Mahan, Franklin College Registrar. Lisa's office is located in the Records Office in Old Main and can be contacted by email at lmahan@franklincollege.edu.



Lisa Mahan

Passport

International students must hold a valid passport for their entire stay in the United States. The passport expiration date must be for 6 months after your return to your home country.

I-20

Your I-20 document will verify your F1 Student Visa status. I-20s are issued by the Admissions Department. You must maintain an accurate and up-to-date I-20 throughout your stay in the US.

Entry Visa

Students must apply for and receive a U.S. Entry Visa prior to their arrival in the United States. The entry visa validates a student's visa status.

Changes to Immigration Status

Students must notify Lisa Mahan if there are any changes to their immigration status. Common reasons for a change include:

- Drop below full-time status (12 credit hours)
- Change of address
- Change of field of study
- Employment authorizations
- School transfer
- Disciplinary action
- Traveling outside the United States

Maintaining Immigration Status

It is extremely important for F-1 students to maintain their status while in the U.S. Failure to maintain the conditions of your F-1 student status will result in being "out of status" and subject to deportation.

Filing United States Taxes

All international students are encouraged to speak with a tax professional regarding their possible requirement to file a federal tax. Federal and State income taxes are withheld from most U.S. earned income, and returns are filed by **April 15th** each year for the previous calendar year.

Requesting a Transcript

Following your time at Franklin College, you can request that an official transcript be sent to your address of choice at the below link:

https://www.studentclearinghouse.org/secure_area/Transcript/to_home.asp?t=140017&LoginHome=to_home.asp

PRE-DEPARTURE CHECKLIST

We hope this checklist is a useful tool in preparing to attend Franklin College. Contact the Global Education Office for further information on any of the below listed recommendations:

Immigration and documentation

- Make sure the information on your I-20 is correct.
- Apply for your F-1 Student Visa with plenty of time prior to departure .
- Make sure you make copies and pack originals of all immigration documents in your carry-on.

Flight and overseas travel

- Book your flight to arrive on the date noted by the Office of Global Education.
- Send flight details to the Office of Global Education at least 30 days prior to arrival in Indiana.

Confirming FC acceptance

- Follow the instructions in the International Student Guide to pay your FC deposit (not applicable for exchange students).
- Complete your new student checklist process to apply for campus accommodations as soon as possible.

Staying healthy

- Contact your doctor to check on vaccine requirements, and bring documentation to the U.S.
- Contact your health insurance to arrange coverage abroad, and bring documentation to the U.S.

Packing

- Check out the packing suggestions in the International Student Guide.
- Remember that during orientation we will go shopping for needed items.
- Pack an extra set of clothes in your carry-on in case you and your luggage get separated.

Electronics

- Check the power supply on your electronics (120 volts in the U.S.).
- Buy a universal adapter to fit appliances into a U.S. outlet.

Money abroad

- Call your banks/credit cards and let them know the dates you will be in the U.S.
- Ask your banks/credit cards about any fees associated with using the card overseas.
- Bring a reserve amount of funds for an emergency.
- Leave copies of credit cards and ATM cards at home.

Fun

- Friend the FC Office of Global Education on Facebook.
- Send the Office of Global Education a photo for our bulletin board.

International Student Reminder Checklist

Please use this checklist to successfully guide you through your time at Franklin College.

Meet with Lisa Mahan, Franklin College Registrar, for the following:

- If you are not going to complete your studies by the duration noted in #5 on your I-20
- If there are any errors in your F-1 status
- If you plan on traveling outside of the U.S.
- If you change your address
- If you drop below full-time student status
- If you change your area of study
- If you wish to participate in an internship program

Meet with Jenny Cataldi- Director, Office of Global Education for the following:

- Purchase insurance coverage
- Apply for a social security number when/if you wish to work on campus
- Visit the local license branch to receive state ID card (after you receive a social security card)

Meet with Terri Roberts- Director, Office of Diversity & Inclusion for the following:

- Introductory meeting with the Office of Diversity and Inclusion

YOUR responsibility:

- Make sure your passport is valid for the entire time you plan to be at FC and 6 months beyond
- Make sure you register your needed vaccines with the campus nurse
- Sign your I-20
- Report any changes to your DSO
- File taxes by April 15th of each year

Franklin College Mission Statement

Franklin College prepares graduates, through the liberal arts, to think independently, to lead responsibly, and to serve with integrity in their professions, their communities, and the world.

Franklin College School Colors

Franklin College school colors are navy blue and old gold.

Franklin College Mascot

The school's mascot is the grizzly bear.



Franklin College Fight Song

Stand up and cheer!
Stand up and cheer for Franklin College
For today we raise
The gold and blue above the rest
Rah, rah, rah!

Our team is fighting
For we are out to win the fray.
We've got the steam - rah, rah
We've got the team - rah, rah
For this is Franklin College day.

F-F-F-R-A-N
F-R-A-N-K-L-I-N
GOOOOO, FRANKLIN!



Welcome to Franklin College,



Jenny Cataldi