

Inside, you will find:

- Next Steps
- Visa Process
- Travel Guidance
- Status Responsibilities



ADELPHI
UNIVERSITY
NEW YORK

INTERNATIONAL STUDENT

F-1 PRE-ARRIVAL GUIDE AND IMMIGRATION CHECKLIST

WELCOME, ALL

Commitment to International Student Support

At university, you want to feel welcome, honored and respected—and that is our goal at Adelphi. Adelphi University has a strong support system to contribute to the success of our international students. We are committed to promote diversity, equity and inclusion in our community by learning from one another through exchange, experiences and education.

At Adelphi University, we celebrate traditional cultural activities with the campus community such as:



Diwali—Festival of Lights



East Meets West—Cultural activities and performances from around the world



Lunar New Year—Begin the new year celebrating with International Services



Afternoon Tea—Quintessentially British, but celebrated the world over



Holi—Festival of Colors

ENCLOSED IN THIS PACKET YOU WILL FIND:

- Information About International Services and Your Designated School Official
- Immigration Check-In
- Your Form I-20
- F-1 Status Requirements
- SEVIS I-901 Fee Information
- Immunization and Insurance Requirements
- Directions on How to Apply for a Student Visa
- Locating Your Academic Adviser
- Travel and Arrival Instructions for Students
- eCampus Account Information

INTERNATIONAL SERVICES

As a student enrolled in Adelphi University, the Office of International Services is responsible for providing accurate nonimmigrant guidance and regulatory support to help you achieve your educational goals and maintain valid F-1 status. Located in our office, you will find your Designated School Official (DSO).

Your DSO is appointed by the University to assist international students and provide regulatory guidance.

Any regulatory or status-related questions related to your status should be directed to your DSO through International Services.

ADELPHI UNIVERSITY DESIGNATED SCHOOL OFFICIALS



Wendy Badala, MA '20
Primary Designated School
Official Responsible Officer



Shannon Harrison
Designated School Official
Alternate Responsible
Officer

HOW TO CONTACT YOUR DSO

Hours: Monday through Friday, 8:30 a.m.–4:30 p.m.
Email: is@adelphi.edu
Phone: 516.877.4990
Social media: @intlfeadelphi (Instagram)

OFFICE OF INTERNATIONAL SERVICES
Post Hall, Room 203
516.877.4990 • Fax: 516.877.3871
is@adelphi.edu

CHECKLIST AFTER RECEIVING YOUR FORM I-20

Now that you have received your Form I-20 (Certificate of Eligibility) from Adelphi University, please review the following steps to complete your checklist to F-1 status.

- ☐ Check for errors.
- ☐ Register for eCampus account.
- ☐ Pay the SEVIS I-901 fee.
- ☐ Complete the F-1 Visa process.
- ☐ Contact International Services.
- ☐ Make travel arrangements.
- ☐ Arrive to campus.
- ☐ Complete immigration check-in.
- ☐ Enroll in a full course of study.
- ☐ Maintain Valid F-1 Status.

STEP 1

Check for Errors

Please review and verify that all information listed on your Adelphi University Form I-20 is accurate and printed correctly. This includes your name as it appears on your passport, your program of study, the length of study, your previous school's name if you are a transfer student, country of birth, country of citizenship, date of birth and financial information. If anything is listed incorrectly, please contact International Services at is@adelphi.edu immediately to make a correction.

After you review your document, immediately sign and date the student attestation.

STEP 2

Register Your eCampus Account

The Adelphi eCampus portal gives you secure access to online services in one location. Once you log in to eCampus, you can read your email, view your grades and much more. Setting up your account is your responsibility. No other individual is able to do this for you. See page 12 for more information on how to set up your account.

STEP 3

Pay the SEVIS I-901 Fee

Each international student issued an initial status Form I-20 is responsible for paying the required \$350 SEVIS I-901 fee.

In order to pay the I-901 SEVIS fee, all prospective F students will need to provide their:

- Name, address, date of birth and email address
- Country of birth and country of citizenship
- School Code as listed on the Form I-20 Certificate of Eligibility for Nonimmigrant Student Status
- SEVIS Identification Number as listed on the Form I-20

This required fee must be paid electronically via fmjfee.com.

SEVIS I-901 Frequently Asked Questions:

- Who is responsible for paying this fee?
 - All students issued a Form I-20 who are traveling to the United States to engage in academic study
- How do I pay the fee?
 - This fee must be paid by the student electronically via fmjfee.com.
 - This fee cannot be paid to the University or at the consulate.

STEP 3

(continued)

- Do my F-1 dependents have to pay this fee?
 - No, the fee is only paid by the primary F-1 student.
- When do I pay this fee?
 - This fee must be paid prior to your visa interview.
- Can I transfer my fee from a previous payment?
 - Send an email to fmjfee.sevis@ice.dhs.gov.

STEP 4

Complete the F-1 Visa Process

All nonimmigrants coming to the United States for the purpose of studying must obtain an F-1 student visa necessary for travel to the United States. F-1 student visas can be issued up to 120 days in advance of your course of study start date. This document can be acquired at the nearest U.S. embassy or consulate in your home country or residence and is placed in your valid passport. International travelers who are citizens of Canada or Bermuda and meet all necessary requirements are eligible to travel to the United States without a visa.

- If you have a valid F-1 visa which lists the same SEVIS ID indicated on your Adelphi University-issued Form I-20, you do not need to file for a new F-1 visa.
- If you have a valid F-1 visa which lists a different SEVIS ID than is indicated on your Adelphi University-issued Form I-20, you will need to contact the U.S. consulate to determine if this visa is valid and eligible for entry to the United States along with your currently issued Form I-20.

Information on Filing of an F-1 Visa

- Visit travel.state.gov for detailed information on this process.

Visa Wait Times

- Visa wait times for interview appointments vary by location and season, so you should apply for your F-1 visa early.
- Review the interview wait time for the location you will apply for your visa here: travel.state.gov/content/travel/en/us-visas/visa-information-resources/wait-times.html (Visa Appointment Wait Times)

Complete the Online Visa Application

1. Complete the online visa application.
2. Print the application form confirmation page to bring to your interview.

Schedule Visa Interview

- Students should schedule an appointment for your visa interview at the U.S. embassy or consulate in the country where you live. You may schedule your interview at another U.S. embassy or consulate, but be aware that it may be more difficult to qualify for a visa outside of the country where you live.
- Visit usembassy.gov for a full list of websites of U.S. embassies, consulates and diplomatic missions.

Required Documentation for Your Visa Appointment

You should have the following required documents prior to your visa interview:

- Passport valid for travel to the United States: Your passport must be valid for at least six months beyond your period of stay in the United States.
- Nonimmigrant Visa Application, Form DS-160, confirmation page
- Application fee payment receipt, if you are required to pay before your interview
- Photo: You will upload your photo while completing the online Form DS-160
- Certificate of Eligibility for Nonimmigrant (F-1) Student Status, Form I-20
- Additional documentation may be required.

STEP 4

(continued)

Additional documents may be requested to establish your qualification. Be prepared to present the following documents at your visa interview:

- Transcripts, diplomas, degrees or certificates from schools you attended
- Scores from tests required for admission, such as the TOEFL
- Standardized test scores required by your U.S. school
- Your intent to depart the United States upon completion of the course of study
- How you will pay all educational, living and travel costs

Preparing for Your Visa Interview

In order to secure a student visa, applicants must be able to demonstrate the following at their visa interview:

1. Acceptance to a SEVP-certified institution, as demonstrated by the issuance of an original Form I-20,
2. Proficiency in the English language,
3. Evidence of financial resources sufficient to cover tuition, living expenses and additional costs as designated on the Form I-20 or DS-2019, and
4. Evidence of intent to return home upon completion of the academic program.
5. If you are unable to provide verbal or documentary evidence to support these factors, you risk having your student visa denied.

The visa interview is a conversation, not a document review session. As the applicant, it is recommended that you clearly articulate the following during your appointment. You should practice and be comfortable with these questions prior to your visa interview. Also important, as for any first conversation, is to dress nicely and smile.

- Why do you want to go to Adelphi University?
- What do you plan to study?
- How do you plan to use your education when you return?
- Who will sponsor your education?
- What are your plans after finishing the degree?

Dependents of F-1 Students

Dependents of an F-1 student will be issued an F-2 visa if they are accompanying or joining the F-1 student. You must be able to show that sufficient funds are available to cover the entire family's living expenses.

Attend Your Visa Interview

A consular officer will interview you to determine whether you are qualified to receive a student visa. You must establish that you meet the requirements under U.S. law to receive a visa.

- After your visa interview, the consular officer may determine that your application requires further administrative processing.
 - The consular officer will inform you if this is required.
- After the visa is approved, you may need to pay a visa issuance fee (if applicable to your nationality) and make arrangements for the return of the passport and visa to you.
- If your visa is denied, the consular officer will provide you with a written and verbal reason why the visa was denied. You can choose to file a second time for your F-1 visa. Common reasons for F-1 visa denials include the following reasons:
 - Lack of financial resources
 - Insufficient showing of intent to return home
 - Failure to pass the security check
 - Denial based on inadmissibility

STEP 5

Contact International Services

Once you have completed the F-1 visa process, please email International Services at is@adelphi.edu to inform the Designated School Official of the decision.

STEP 6

Make Travel Arrangements

When You Can Enter the United States

Once your visa has been secured, prepare your travel arrangements.

- The Form I-20 lists your program start date and the earliest admission date you can enter the United States, which is 30 days prior to your program start date.
- If your Form I-20 has been issued as a transfer pending or change of educational level I-20, you do not need to adhere to the 30 days and can enter the United States earlier.

U.S. Entry Required Documents

You are expected to have the original Form I-20 with ink signature on hand as you enter the country. Do not pack it away in your suitcase. A U.S. Customs and Border Protection officer will instruct you to present your Form I-20 at the port of entry.

When you arrive, you must have the following documents in your possession:

1. Valid passport for at least six months in the future
2. Original SEVIS Form I-20
3. A valid F-1 visa
4. Adelphi Letter of Acceptance
5. Documentary evidence of financial support as indicated on the Form I-20



STEP 7

Arrive to Campus

Once you arrive to campus, you will be required to participate in Orientation, comply with mandatory regulatory procedures, move into your on- or off-campus housing, and register for classes at this time.

STEP 8

STEP 8: Complete Immigration Check-In

Prior to the program start date listed on your Form I-20, all students issued a new Form I-20 are required to complete the immigration check-in. This process can be completed through the International Services portal located in your eCampus account.

Each student will be responsible for uploading the following documents prior to the program start date in order to be registered as an active status student in SEVIS:

- I-94 arrival document, which can be retrieved from **i94.cbp.dhs.gov**
- Valid passport
- F-1 visa
- Signed Form I-20
- Any previous Form I-20 documents issued to you
- Emergency contact information
- Local physical address
- Telephone number

STEP 9

STEP 9: Enroll in a Full Course of Study

International students are required to enroll in a full course of study each fall and spring academic semester in order to maintain valid F-1 status. Students who are required to enroll in summer courses as required for their academic program must enroll in the Summer Session as a full-time student as per individual program requirements.

Full Course of Study Requirements

- Graduate students: 9 graduate credits
- Undergraduate students: 12 undergraduate credits
- Academic English students: 18 clock hours
- Master's Accelerator Program students: 12–13 contact hours and 3–6 credits
- Advanced Master's Accelerator Program students: 13 contact hours and 6 credits
- Academic Accelerator Program students: 13–16 contact hours and 10–13 credits
- Extended Accelerator Program students: 13–19 contact hours and 3–13 credits

Online Coursework

- Students in degree-seeking programs are eligible to enroll in online courses when applicable. However, no more than the equivalent of one class or 3 credits per semester may be counted toward the full course of study requirement if the class is taken online or through distance education and does not require the student's physical attendance for classes, examination or other purposes integral to completion of the class.
- Students in Pathway and Language Training programs may NOT consider an online course to count toward a student's full course of study requirement.

STEP 10

STEP 10: Maintain Valid F-1 Status

While studying in the United States, it is the responsibility of the individual visa holder to maintain valid status assigned at the port of entry and determined by the visa classification, which includes:

1. Fulfilling the purpose for which the U.S. Department of State issued the student visa
2. Following the regulations associated with that purpose

The DSO is located in the International Services office located in Post Hall, Room 203, and can be reached by emailing **is@adelphi.edu** or by telephoning **516.877.4990**. Students may contact SEVP by email at **sevp@ice.dhs.gov** if the DSO is not able to assist or if the student seeks additional guidance.

Arrival Requirements

- After arrival at school, the student must contact the DSO, no later than the program start date listed on the Form I-20, by emailing **is@adelphi.edu**.
- The student must complete the immigration check-in through the International Services Portal, located in eCampus, in order to have their SEVIS record registered.

Education Requirements

- While studying in the United States, international students must attend and pass all classes. If school is too difficult, speak with your DSO, located in International Services, immediately.
- If the student believes that they will be unable to complete their program by the end date listed on the Form I-20, request a program extension through the International Services Portal prior to the program end date listed on the Form I-20.
- International Students must enroll in a "full course of study" each academic semester except during official school breaks, or unless approved under a specific exception, in advance, by the DSO.
- Do not drop a class without first speaking with your DSO.

Employment and Practical Training

- A student may only work when authorized by a DSO in some cases, and U.S. Citizenship and Immigration Services (USCIS) in others.
- If a student chooses to work without authorization, the student will be forced to leave the United States immediately, and may not be able to reenter the United States at a later date.
- F-1 students are eligible for curricular practical training (CPT) at either the undergraduate or the graduate level during the program of study. CPT employment must be an integral part of an established curriculum and the position must directly relate to your major area of study. The DSO can provide the school's policy on this option.
- F-1 students are also eligible for optional practical training during or following the program of study. OPT is a form of temporary employment that directly relates to the student's program of study.

Upon Program Completion

- Once the student completes the program of study and any authorized period of practical training, F students have 60 days after completion of the program (the program end date on your Form I-20) to leave the United States.
- For students who wish to extend their stay in the United States, they must speak with the DSO to learn more about doing one of the following:
 - Transfer to another school.
 - Change the education level (e.g., bachelor's to master's degree).
 - Apply to change status.
- Report a change of address to the DSO within 10 days of the change, so that SEVIS can be updated.

ECAMPUS ACCOUNT

What Is eCampus?

The University's eCampus is an essential tool for all students. eCampus is a portal that gives you secure access to University online services in one location. Once you log in to eCampus, you can read your email, view your grades and much more. All students must set up your eCampus account prior to arriving on campus in order to access your email and essential services necessary for international students.

Services Available on eCampus

Once you have created your eCampus account and log in, you will have access to the following services and much more:

- **Gmail:** access to your student email account, which must be used to communicate with University offices, as we cannot communicate with your personal email
- **International Services Portal:** necessary to complete your immigration check-in and request applications from International Services
- **CLASS:** allows you to register and see your classes. If you are an AUI Pathway student, your course registration will be done for you by your academic director. You can also view your personal, financial and academic information in this service.
- **Moodle:** used in addition to your in-person classes. This service provides course materials, assignments and essential information from your professors.

- **MyAULife:** provides information about campus events and student organizations
- **Handshake:** information about campus jobs

Setting Up Your eCampus Account

Setting up your account is your responsibility. No other individual is able to do this for you. To set up your account, check the email account you used when you applied to Adelphi University. You should have received an email from helpdesk@adelphi.edu. In the email, there is a personalized link in a button labeled Create Your Account, which is linked to a unique one-time-use URL to activate your account.

When you click on that link, your username will appear and you will be asked to enter a password. Make sure to enter your password at this time. If you refresh or go back, you may not be able to access this link again.

After you input your password, your account is created. You will receive a follow-up email to confirm the creation of your account, and this email will also let you know what your username is, in case you did not see it when you were creating your password.



COURSE REGISTRATION

AUI Students

Students who have been admitted into an identified Pathway Program with Adelphi University International, which includes the following programs, is identified as an AUI student.

These programs include the following and will be listed on your Form I-20 provided by International Services

- Academic English
- Advanced Masters Accelerator Program
- Master's Accelerator Program
- Academic Accelerator Program
- Extended Accelerator Program
- Direct Master's
- International Direct

Course Registration for AUI Students:

As AUI students follow a specific prescribed curriculum, you do not need to register for your course independently. You will be registered for courses by the program staff once you arrive at the University during Orientation.

AUI Student Advisement

AUI students will be assigned to an Academic Adviser and Student Services Adviser within AUI.

Questions about academic advisement for AUI students should be directed to AUI studentservices@adelphi-international.org

Undergraduate Students

Students who have been admitted directly into an undergraduate program and bachelor's degree is indicated on your Form I-20 under academic level:

The Office of Academic Services is available to develop a customized education plan for you and assist undergraduate students with preparing your course selection and registering for classes. For assistance, please email OASR@adelphi.edu and a member of our academic services team will be able to assist you. If you are an undergraduate student, you will be required to enroll in a minimum of 12 credits in order to maintain valid F-1 status.

Graduate Students

Students who have been admitted directly into an undergraduate program and master's degree is indicated on your Form I-20 under academic level:

As a graduate student, you will need to work with your individual academic adviser in order to gain assistance regarding developing your course selection and registering for classes. As a graduate student, you will be required to enroll in a minimum of 9 credits in order to maintain valid F-1 status.

If you are not sure who your academic adviser is, you can contact International Admissions at intladmissions@adelphi.edu for assistance.

Graduate Student Program Directors:

Business Programs

Britt'ny A. Brown, Director of Graduate Programs
Robert B. Willumstad School of Business
Telephone: 516.877.4605
Email: babrown@adelphi.edu

Biology Programs

Tandra R. Chakraborty, PhD, Chair of Biology, Professor
College of Arts and Sciences
Telephone: 516.877.4202
Email: chakraborty@adelphi.edu

Public Health Programs

Maria-Pilar Martin, MD, Assistant Professor
College of Nursing and Public Health
Telephone: 516.877. 4528
Email: mpmartin@adelphi.edu

Psychology Programs

Errol Rodriguez, PhD, Program Director and Assistant Dean
Gordon F. Derner School of Psychology
Telephone: 516.237.8572
Email: erodriguez@adelphi.edu

TESOL Programs

Diana Schwinge, PhD, Program Director, Associate Professor
College of Education and Health Sciences:
Telephone: 516.877.4396
Email: schwinge@adelphi.edu



At Adelphi University, you'll know you belong. Small classes, usually about 10 students, promise personalized attention from your professors. And you won't feel lost in a crowd. Campus activities provide connections for our international college students and our larger student body. You can participate in a range of activities, community service and cultural events on our beautiful campus in the Village of Garden City on Long Island, as well as in the cultural capital of the world—New York City—just 23 miles away. And we're here to help you every step of the way—from advising you on obtaining your student visa, improving your English and adjusting to life in the United States to preparing you to meet (and exceed!) your career goals.



INTERNATIONAL ORIENTATION

Orientation is an essential part of your Adelphi experience and your introduction to campus life and provides the following value to incoming students:

- Foster and facilitate opportunities for discussion among University constituents.
- Provide relevant resources consistent with the academic, cocurricular and adjustment needs of international students.
- Connect students with appropriate services and resources to be successful.
- Communicate accurate regulatory requirements to students as necessary.

Incoming international students are required to participate in Orientation, which provides in-person and virtual workshops and activities. Students will receive additional information regarding Orientation services for your upcoming semester.

STUDENT REGULATORY REPORTING RESPONSIBILITY

In order to fulfil the requirements of your F-1 status, all international students must complete the following actions prior to the program start date listed on your Form I-20:

1. Students must email International **Services at is@adelphi.edu**, notifying the office you have arrived in the United States and are reporting to school.
2. Complete the Immigration Check-In Process through the International Services portal located in eCampus by providing the following documents: I-94 arrival document, F-1 visa copy, all Form I-20 documents, passport copy.

COMPLETE HEALTH REQUIREMENTS AND FORMS

Students are required to submit all completed forms (translated to English) directly to **healthservicescenter@adelphi.edu**. Due to HIPPA, students must send all forms directly to Health Services.

Immunization Requirements

Please be advised of the mandatory immunization requirements for measles, mumps and rubella, and for meningococcal disease (meningitis). Immunizations must be met prior to the first day of classes for each semester. Public Health Law § 2165 requires proof of immunity for measles, mumps and rubella:

Measles, Mumps and Rubella (German Measles):

New York State Immunization Law requires that all students registered for 6 or more credits, born after 1957, must prove immunity to measles, mumps and rubella. Students who are not in compliance with the mandatory requirements will not be allowed to attend the University, live on campus, or participate in extracurricular or cocurricular activities.

Measles:

- 1. Two doses of live measles vaccine given on or after the first birthday, or
- 2. Physician-documented history of disease, or
- 3. Titers (a blood test) showing immunity

Mumps:

- 1. One dose of live mumps vaccine given on or after the first birthday, or
- 2. Physician-documented history of the disease, or
- 3. Titers showing immunity

Rubella: (German Measles)

- 1. One dose of live virus rubella given on or after the first birthday, or
- 2. Titers showing immunity

For more information, visit **health.adelphi.edu/forms**.

Complete Health and Immunization Form
health.adelphi.edu/files/2018/06/Complete-Health-and-Immunization-Forms.pdf

Insurance Students in AUI Pathway Programs

This is a student who has been admitted into an identified Pathway Program with Adelphi University International (Academic English, Advanced MAP, Master’s Accelerator Program, Academic Accelerator Program, Extended Accelerator Program, Direct Master’s, International Direct)

Students enrolling in Adelphi University through Adelphi University International will be provided guidance and assistance regarding health insurance through your student services adviser. For additional information, contact **studentservices@adelphi-international.org**.



Insurance Degree-Seeking Students

This is a student who has been admitted directly into an undergraduate, masters, or phd program.

International students in degree-seeking programs not participating in AUI will be automatically placed on the Adelphi University insurance program. You will see this fee placed on your student bill.

Health insurance is mandatory for all international students. Health insurance in the United States is not nationalized, and expenses for doctors’ fees, hospitalization, laboratory fees and medications can be very expensive. Insurance fees are billed directly to the student’s tuition statement and listed as Medical Insurance Plan. If you have comparable insurance and want to waive the school plan, you MUST do so by the appropriate University-indicated deadlines. There are NO exceptions.

Waiver Instructions and Requirements

You may elect to waive the school insurance if comparable coverage exists and covers the academic period for the current school year from August 10, 2019, to August 9, 2020, via an outside policy. This policy must meet the following Affordable Care Act (ACA) guidelines, including, but not limited to:

- Unlimited plan maximum
- Medical evacuation: \$50,000 maximum per covered person
- Repatriation of remains: \$25,000 maximum per covered person

Coinsurance: no lower than 80 percent in-network/60 percent out-of-network

If your policy does not meet these requirements, you will not be allowed to waive the school insurance.

Waiver deadline:

Fall semester: October 1

Spring semester: March 1

For further information, contact:

Health Services Center

Waldo Hall

Phone: 516.877.6000

Email: **healthservicescenter@adelphi.edu**

SAFETY FIRST

Adelphi University has been ranked one of the safest campuses in New York State, and one of the 50 safest campuses in the United States.

Colleges and universities are required under federal law to publish and make available an annual campus security report, which includes, among other information, statistics on campus crime. The crime statistics for all colleges and universities required to comply with this law are available from the United States Department of Education.

Adelphi University's annual security report includes statistics for the previous three years concerning reported crimes that occurred on campus; in certain off-campus buildings or property owned or controlled by Adelphi University; and on public property within, or immediately adjacent to and accessible from, the campus. The report also includes institutional policies concerning campus security, such as policies concerning alcohol and drug use, crime prevention, the reporting of crimes, sexual assault, emergency response plan, timely warnings, fire statistics, missing students and other matters. The advisory committee on campus safety will provide upon request all campus crime statistics as reported to the United States Department of Education. You may obtain a copy of this report by contacting the Department of Public Safety and Transportation, Levermore Hall, Suite 113, **516.877.3500**, or by accessing **safety.adelphi.edu**.

The United States Department of Education's website for campus crime statistics is **ope.ed.gov/security**.

As a reminder, the back of any Adelphi University ID card provides you with weather advisory and alert numbers to obtain information on any possible delayed openings or school closings. To register for the University Mass Notification System, log on to eCampus (**ecampus.adelphi.edu**) and click on University Mass Notification System.

ACCREDITATION

Adelphi University, an independent, comprehensive institution, is chartered by the University of the State of New York and is accredited by the Middle States Commission on Higher Education, 3624 Market Street, Philadelphia, PA 19104-2680, **267.284.5000**; the New York State Education Department, 89 Washington Avenue, Albany, NY 12234, **518.474.3852**; the Commission on Collegiate Nursing Education, One Dupont Circle NW, Suite 530, Washington, D.C. 20036, **202.887.6791**; the Council on Academic Accreditation in Audiology and Speech-Language Pathology, American Speech-Language-Hearing Association, 2200 Research Boulevard, Rockville, MD 20850-3289, **800.638.8255**; the Council on Social Work Education, 1701 Duke Street, Suite 200, Alexandria, VA 22314, **703.683.8080**; the Council for the Accreditation of Educator Preparation (CAEP), 1140 19th Street NW, Suite 400, Washington, D.C. 20036, **202.223.0077**; and AACSB International-The Association to Advance Collegiate Schools of Business, 777 South Harbor Island Boulevard, Suite 750, Tampa, FL 33602-5730, **813.769.6500**.

EQUAL OPPORTUNITY AND NOTICE OF NONDISCRIMINATION

Adelphi University is committed to extending equal opportunity in employment and educational programs and activities to all qualified individuals and does not discriminate on the basis of race, religion, age, color, creed, sex, marital status, sexual orientation, ethnicity, national origin, disability, genetic predisposition or carrier status, veteran status, status as a disabled or Vietnam-era veteran, gender expression, or any other basis protected by applicable local, state or federal laws. Adelphi University does not discriminate on the basis of sex or gender in any education program or activity it operates as required by Title IX. All questions regarding Title IX should be referred to Title IX Coordinator and Director of Equity and Compliance Renaire Frierson, Room 207, Levermore Hall, **516.877.4819**, **titleix@adelphi.edu**. The discrimination coordinator for student concerns pursuant to Section 504 of the Rehabilitation Act of 1973 is Rosemary Garabedian, Director of the Student Access Office, Post Hall, **516.877.3145**, **sao@adelphi.edu**; the discrimination coordinator for employee concerns pursuant to Section 504 of the Rehabilitation Act of 1973 is Jane Fisher, Director of Employment, Employee and Labor Relations, Room 203, Levermore Hall, **516.877.3222**; the coordinator of Title VII and the affirmative action officer is Cindy Donnelly, Chief Human Resources Officer, Room 203, Levermore Hall, **516.877.3268**.