

# University of Mary Washington EXCHANGE STUDENT HANDBOOK

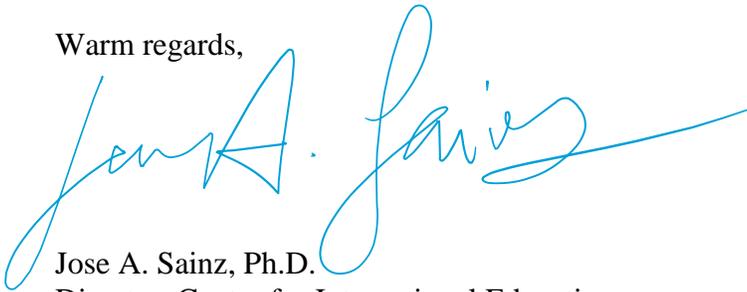


# Welcome

On behalf of the University of Mary Washington (UMW) and the staff in the Center for International Education (CIE), we wish to extend to you our warmest welcome to the United States and to Virginia. We are glad you decided to study with us and we look forward to helping you have a wonderful experience here. The CIE office provides immigration advising, academic, cultural, and social support services to all international students. The orientation program we provide at the beginning of your first semester will help you make your transition to living and studying in Fredericksburg, Virginia.

This handbook is an important resource for you. Please reference this handbook and other CIE issued documents as your primary source for pre-arrival related questions. We look forward to meeting you!

Warm regards,

A handwritten signature in blue ink that reads "Jose A. Sainz". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Jose A. Sainz, Ph.D.  
Director, Center for International Education

## Center for International Education Contact Information

Dr. Jose Sainz	CIE Director International Student Advisor PDSO (F-1 visas) RO (J-1 visas)	<a href="mailto:jsainz@umw.edu">jsainz@umw.edu</a> (540) 654-1261
Jill Hyman	Study Abroad Coordinator ARO (J-1 visas)	<a href="mailto:jhyman@umw.edu">jhyman@umw.edu</a> (540) 654-1434
CIE	Main office	<a href="mailto:cie@umw.edu">cie@umw.edu</a> (540) 654-1434
CIE Emergency	24/7 Emergency	(540) 419-9781
UMW Campus Police	24/7 Emergency	(540) 654-1025
CIE office address	University of Mary Washington 1301 College Avenue Center for International Education Lee Hall 434 Fredericksburg, VA 22401	(540) 654-1434

The Center for International Education (CIE) staff is your primary point of contact for your questions, at least until you become familiar with the university. CIE can answer your immigration and visa-related questions, as well as any questions you have as you prepare for your arrival to Fredericksburg. If CIE does not have the answer, we can put you in contact with someone who does. University business hours are (Monday-Friday 9am-5pm Eastern Standard U.S. Time). If you have an emergency, refer to the emergency numbers listed above. Keep the CIE phone numbers on you at all times (better yet, program them in to your cell phone as soon as possible), just in case!

## Arrival and Departure

### Arrival

Your arrival date is listed on your welcome letter from CIE. Your arrival date will be the same as the program start date on your DS-2019. Your move-in day for your on-campus accommodation is the same as your arrival day. Although you are allowed to arrive to the U.S. 30 days prior to the program start date on your DS-2019, your on-campus accommodation will not be available until your official arrival/move-in date!

To take advantage of our airport shuttle service, you must arrange your flight to **Washington Dulles International Airport (IAD)** on your arrival date. Please try to take a flight that arrives

into Dulles between the hours of 10am and 7pm. **CIE provides free transportation from the Washington Dulles International Airport to the UMW campus on this arrival day only.** To reserve your airport shuttle service, submit the [Airport Shuttle Request & Emergency Contact Information](#) form.

If you plan to make your own way to campus on arrival/move-in day, you must arrive to campus **NO LATER THAN 4pm.** **Upon arrival to Fredericksburg, proceed to Eagle Landing (see [UMW Campus Map](#)) to pick up your room key and ID card, unless you have made arrangements to meet with a CIE staff member or student volunteer to meet you.** Your ID card serves as your access card to your residence hall. Scan the card near the small grey scanner near the door. Should there be any problems with check-in, you can proceed to the Brent House UMW Public Safety Office and ask for assistance. In an emergency, they can phone the CIE emergency phone number and give you access to your residence hall

## Airport Arrival

Upon your arrival at Washington Dulles International Airport, you will be greeted by UMW students/staff **OR** you will meet your shuttle driver, **IF** you submitted your Airport Shuttle Request form. CIE will e-mail you in advance to tell you which set of instructions to follow. Should there be a major delay in your arrival or your flight arrives outside our pick-up service times, please be prepared to make your own way to campus via ground transportation (taxi, UBER, etc.) to campus.

- Most of you will be greeted by UMW students/staff at the **Traveler's Aid/Information Desk** after you exit customs and immigration nearest to baggage carousel 14 & 15. If you do not see a UMW student/staff, please wait near the Traveler's Aid/Information Desk next to carousel 14 & 15.
- If your flight does not arrive within our pick-up service times, we may utilize [Chop Chop Shuttle Service](#) for your transportation to campus. We have partnered with Chop Chop Shuttle for many years. Below are the instructions for Chop Chop Shuttle riders:
  - Locate the Traveler's Aid/Information Desk (near baggage carousel 14 & 15) and ask where the pay phones are (if you do not have your own phone).
  - Call the shuttle driver at the toll free number **(888) 363-2467** and notify him/her that you are ready for pick-up.
  - Take the escalator or elevator to the Departure Level, where the ticket counters are located. Find the **United Airlines** ticket counter.
  - Look outside from the United Airlines ticket counter and **proceed out of the glass door to your right** (door #4). Wait on the sidewalk outside door #4. The shuttle driver should have told you what type of vehicle to look for. It will either be a van marked "Chop Chop Shuttle & Tour," or an unmarked vehicle. You must look for the van/vehicle and wave to get the driver's attention. If you have any problems, please call the toll-free number (888) 363-2467.
  - Sometimes, the shuttle driver will arrange a different meeting point. He/she will tell you where to go, if there is a change in the meeting place.

- Should there be a major delay in your flight and you may be required to make your own way to campus. In this case, follow signs for ground transportation and hail a taxi cab or request an UBER or LYFT. Make sure you keep a copy of your receipt and will do our best to reimburse you the cost.
- Keep the following phone numbers with you in case of complications or emergency:
  - Center for International Education (CIE): 540-654-1870 (8-5pm)
  - CIE Emergency: 540-419-9781 (24/7)

## Departure

A couple things to keep in mind regarding your departure from the U.S.:

- Your program end date is the Saturday after final exams. Residence halls officially close on Saturday morning at 10am. Exchange students may request a few additional days to remain on campus, if necessary. Please know that dining services and your meal plan end when residence halls close.
- **Students must arrange their own transportation to the airport at the conclusion of the semester. CIE can advise you on transportation options, but the cost and reservations will be the responsibility of each student.** Refer to the [UMW Academic Calendar](#) for residence hall closing dates for each semester.
- Your J-1 visa grants a 30-day grace period after the program end date for tourism purposes. Although you cannot remain in your residence hall for the duration of this grace period, your visa does allow you to remain in the U.S. in your J-1 visa status for 30 days.

## Before You Arrive Checklist

Before leaving for the U.S., make sure you have completed the following items:

1. Apply for and obtain your J-1 visa. Instructions can be found [here](#).
2. Submit Health History, Immunization, & TB Screening Form via the [Student Portal](#)
3. Enroll in iNext Global Adventure Plus Insurance [here](#).
4. Review your UMW login/NetID, set up password, and make sure you have access to your UMW accounts.
5. Submit your Housing & Dining Agreement. You will receive an e-mail invitation to complete your application prior to your arrival.
6. Purchase bedding and linens [here](#).
7. Register for courses PRIOR to your arrival, as classes fill quickly. You will have opportunities to make changes to your schedule during orientation and the first week of classes.
8. Submit your ID card photo online (an e-mail reminder will be sent) and learn about your [EagleOne ID Card](#).
9. View your student account and pay your account balance.
10. Submit the [Airport Arrival & Emergency Contact Information](#) form.

11. Prepare for travel. Make sure you have your immigration documents, passport, this handbook, and some cash (US dollars) and keep them with you at all times.
12. Review [International Arrival & Orientation Schedule](#).

## What to Pack

Clearly label your luggage tags with your name and the CIE office address, in case your luggage is lost/delayed:

**University of Mary Washington**  
**1301 College Avenue**  
**CIE, Lee Hall 434**  
**Fredericksburg, VA 22401**  
**Phone (540) 654-1870**  
**(540) 654-1025 (24/7)**

Here are a few tips on packing for the semester:

Check your airline for luggage rules/restrictions. Typically, you are allowed one suitcase that weighs 22.6 kg (50 lbs), or less, one carry-on (such as smaller suitcase or a backpack), and one personal item like a purse, briefcase, or laptop bag. **Remember to check the airline you are using for exact luggage rules and restrictions. Also, do not pack anything that will not pass customs & immigration!!!**

Consider the length and term of your stay (spring or fall semester or full year). Keep in mind that whatever you do not bring with you can be purchased at some point during your stay.

In your suitcase:

- 10 outfits - Including shorts for August/September
- Formal attire - Keep in mind that most students on campus dress in casual attire to attend classes, but if you plan on attending formal university events, it is a good idea to bring either button-down shirts, slacks, a sport jacket or dresses.
- 3-4 pairs of shoes
- A lightweight coat (for fall weather)
- A heavier coat (for winter weather)
- A raincoat
- Electrical adapter/converter for any electronic devices

In your carry-on:

- Devices such as your laptop, phone, camera, etc.
- Passport, Visa Documents (DS-2019), CIE Welcome Letter, proof of funds and this handbook!
- Airline ticket
- Debit/credit card

- Cash - take about \$200 in U.S. dollars
- Prescription medicines (in their original container with prescription label)
- A spare pair of glasses and contact lenses (if you wear them)
- Any other valuable items that you do not want to risk leaving in your suitcase such as electronic devices
- An extra change of clothes in case your luggage is delayed
- Small, travel size toiletries that are 3.4 ounces or less per container in 1 quart size, clear, plastic, zip top bag.\*

\*Full size toiletry items such as shampoo and body wash are heavy items, so in order to conserve weight you should consider purchasing them on your arrival. The campus bookstore sells toiletries, as do the stores in Eagle Village located directly across the street from campus.

## Weather

In Virginia there are four distinct seasons:

- Summer  
June - August\*  
Temperature range: 19.4 - 32°C (67 - 90°F)  
\*If you arrive in August be prepared for hot and extremely *humid* weather.
- Fall  
September - November  
Temperature range: 9.4 - 27°C (49 - 81°F)
- Winter  
December - February  
Temperature range: -1.1 – 9.4°C (30 - 49°F)  
\*If you arrive in January, be prepared for cold, rainy weather
- Spring  
March - May  
Temperature range: 7.5 - 25°C (46 - 77°F)

## UMW Systems and Terminology

Every student will be provided access to a UMW e-mail account and UMW systems. You will need to obtain your NetID and password for your UMW login and UMW e-mail.

1. Your **UMW NetID** is used to login to all UMW systems, such as Banner, Canvas, and MyUMW platforms.
2. **EagleMail** is your student email account. It is a system operated by Microsoft 365.

You will be required to change your NetID password every 90 days. When you do, it will automatically change the password for your e-mail account.

Here is a description of the UMW Systems platforms:

**Banner** - The student information system where you will manage multiple accounts including your academic record and student finance account. Students register for courses through the Banner system. \*Exchange students do not use Banner for course registration.

**Canvas** – A platform where instructors share course materials, post assignments, send announcements, and post grades.

**MyUMW** - A platform where student clubs and organizations communicate upcoming events and where your participation in University events and activities are entered.

## UMW NetID

Set-up your UMW accounts:

1. E-mail [cie@umw.edu](mailto:cie@umw.edu) to request your netID if we have not e-mailed it to you.  
If your study period is the **fall semester**, your net ID is available mid – late May. If your study period is the **spring semester**, your net ID will be available by mid November.
2. Login with your temporary password instructions found at <https://technology.umw.edu/logins/>
3. E-mail [helpdesk@umw.edu](mailto:helpdesk@umw.edu) if you have problems, or need a new temporary password.
4. Create a new password by going to <https://technology.umw.edu/logins/>  
If you need assistance do not hesitate to email the UMW IT Help Desk at [helpdesk@umw.edu](mailto:helpdesk@umw.edu)

## UMW E-MAIL

Set up your e-mail account:

1. Go to <http://webmail.umw.edu/> to log into your email account.  
Your email address will begin with your UMW NetID and end with *@mail.umw.edu*  
For example: John Smith → [jsmith@mail.umw.edu](mailto:jsmith@mail.umw.edu)  
Your password will be the same password you set up for your UMW login.

## Register for Courses

Exchange students are advised to register for a full course load, i.e., 12 credits, *before* you arrive. You will have time to make changes to your schedule after you arrive during orientation and the first week of classes. View the [Schedule of Courses](#) to select courses for your study period.

Credit hours are based on the number of "contact hours" per week in class for one term. A contact hour includes any lecture or lab time when the professor is teaching the student. Most courses at UMW are worth 3 credits each, and the average course load is 12-15 credits per semester, which equates to 4-5 courses (modules) per term.

Courses are numbered 100-400 level, with 100 being introductory, 200-300 level being intermediate, and 400 level being advanced. Exchange students can expect to be approved for 2 upper level (300 level) courses, provided you meet the pre-requisites, and should plan to take 2-3 100 level courses. In general, 400 level courses are not recommended for exchange students AND require additional approval. Requests for 400 level courses will be considered on a case-by-case basis, and may not be approved until the first week of classes. Please avoid courses coded FSEM, LRSP, BLST, NURS, and EDUC, as well.

Exchange students will not be approved to take all of their courses in their field of study at their home institution. Instead, exchange students can expect to take up to 2 courses in their field of study, and the remaining 2-3 courses outside of their field of study.

Exchange students are considered *non-degree students*. Non-degree students cannot register for courses online. Instead, you must work with an academic advisor. E-mail your list of preferred courses to Jennifer Cirbus [jcirbus@umw.edu](mailto:jcirbus@umw.edu). Select 5-7 courses from the [Schedule of Courses](#), and make sure you have the background or “prerequisite” courses to enroll in your preferred courses. Be prepared to provide transcripts to show you have the necessary prerequisites for the courses you wish to take. Review your list of courses with your home university advisor to make sure the credits you earn at UMW will transfer.

- Fall semester students will not be registered for courses until late June-July at the earliest.
- Spring semester students will not be registered for courses until mid to late November.

## How to View Your Course Schedule

After registering for classes, you can view your course schedule on Banner. Log into **Banner > Banner SSB > Student and Financial Aid > Registration > View Registration Information**. Click on **Schedule Details** to view the professor, time, and meeting location of each class. Click on the printer icon to get a printable version of your schedule.

## Health & Wellness

### Health Insurance

You are required to have health insurance for the duration of your program. We partner with [iNext International Insurance](#), which provides accident and illness coverage. **Accident and illness insurance does not cover routine, general wellness visits. Nor does it cover dental or vision exams.**

**J-1 Exchange Visitors** - Please visit the [iNext International Insurance](#) website > For Work/Study: J-Visa > and enroll yourself in the **Global Adventure Plus Plan**. Use the program dates listed on your DS-2019 for your dates of coverage. If you plan to remain in the U.S. after your semester is over, you will want to make sure you have coverage through your last day in country. If you anticipate needing regular medical, dental, or eye care, or have a pre-existing

condition not covered by insurance, you should consider purchasing a supplemental plan in your home country.

## UMW Health Center

Exchange students are required to complete the [UMW Health History, Immunization and TB Screening forms on your Banner account](#). **Be sure to have your health care provider/doctor sign pages 1 and 3 of the Immunization Record.**

The UMW Health Center is available for all full-time students. The Health Center is open Monday-Friday 8:30-5:00 and can treat routine health care needs of students. An urgent care clinic is located near campus if the Student Health Center is closed.

## The Talley Center for Counseling Services

Moving to a new country requires a period of adjustment and adaptation to a new culture. The process of meeting new people, a new language, and learning new ways of doing things will result in culture stress. This is a normal part of the international student experience. Should you need additional help to deal with your culture stress, take advantage of the [Talley Center for Counseling Services](#). The Talley Center offers confidential counseling appointments.

## The Office of Disability Resources

The UMW [Office of Disability Resources](#) provides services for students with learning disabilities. Contact this office to learn how to utilize the variety of resources available to help you succeed as a student.

## UMW EagleOne Card

Your UMW identification card is called the EagleOne card. Your EagleOne ID card will serve as your residence hall access key, your university meal plan card, fitness center pass, and library card. You may deposit money onto your EagleOne card and use it as a debit card to pay for on campus services, as well as at some off-campus businesses.

## Money Matters

### Tuition & Fees

For information regarding payments to UMW, please refer to UMW's [Student Account Billing Information](#) website. Address your billing and finance questions to [umwbills@umw.edu](mailto:umwbills@umw.edu). Fall semester students can expect your first e-bill on/around mid July. **Note: You must be enrolled in a minimum of 12 credits in order for Student Accounts to “waive” the exchange student tuition charges.** If you enrolled in fewer than 12 credits before the first billing cycle, you will be

assessed tuition charges. Exchange Students may disregard the tuition charge. As exchange students, you are responsible for paying only the residence hall and meal plan charges. You should proceed in paying the room and meal plan fees by the payment deadline.

## EaglePay

Your billing statements and deadlines are also available online through [EaglePAY](#). If a family member is responsible for paying your student account, we highly recommend you set them up as an “authorized payer.” Authorized payers will receive e-mail notifications when payments are due. Instructions can be found on the EaglePay website.

To view your account balance statement, payment amount, and payment deadlines, log into **Banner > Finances > EaglePAY**. Refer to [Methods of Payment](#) to learn how you can pay your account balance. If you choose to wire payment to UMW, please notify the Office of Student Accounts at: [umwbills@umw.edu](mailto:umwbills@umw.edu) and request wiring instructions. Make sure your bank includes your name and student ID on your wire payment!!! Do not send payment until you receive a bill from [UMWbills@umw.edu](mailto:UMWbills@umw.edu) or a balance appears on your student account.

## Textbooks

Wait to purchase your textbooks until you arrive in Fredericksburg. Students often make changes to their class schedule through the first week of classes. Therefore, it is better to wait to purchase textbooks once you are completely sure about which classes you will take.

You can purchase textbooks through the UMW Bookstore or online. Textbooks can be very expensive. You should talk to your professors and classmates to learn options for finding the best prices.

Check the [UMW Bookstore’s website](#) to find the titles of the books that you will need for the semester and their ISBNs. With the ISBNs you can search online and price compare between different websites. Renting textbooks is a cheaper way to get textbooks.

## Technology Information

### Mobile Phones

If you prefer to use your current smartphone in the U.S., find out if your smartphone is unlocked and whether you can purchase a SIM card that allows your phone to work here. Or, you can visit <https://www.studentsims.com/>.

Alternatively, you can purchase an affordable phone and a “pay-as-you-go” talk, text, and data plan after your arrival to Fredericksburg. You will have some time during orientation to shop around for one of these plans.

## WiFi

Apogee is UMW's WiFi network that is available all over campus meaning that you can access it in the academic buildings as well as in the residence halls. Once you arrive on campus you can sign up to access Apogee by registering your device(s) at Apogee's myResNet portal.

1. When you first connect your device to the Apogee wireless network on campus, you will be directed to the MyResNet.com account creation page at [www.myresnet.com](http://www.myresnet.com)
2. Select the "Sign Up" button and proceed to fill in the information in the form. **Do not pay for a plan** – choose the free option.
3. Choose "I am resident" at the end of the form and follow instructions in the confirmation email you receive.
4. Log into your ResNet account then click "add device" and select the type of device you are trying to connect and enter the MAC address.

To find the MAC address of your Android phone or tablet:

- Go to Menu and select Settings.
- Select Wireless & networks, and then Wi-Fi Settings.
- Press the Menu key again and choose Advanced.
- Your device's wireless adapter's MAC address should be visible here

Of your iPhone phone or tablet:

- Go to Settings – General – About – "Wi-fi Address"
- Your device's wireless adapter's MAC address should be visible here

## Adapters & Converters

We use 110-volt electricity in the U.S., whereas countries outside North America use 220-volt electricity. In this case, certain devices (like laptops) are dual voltage and can function on 220-volt electricity. For those devices that are not dual voltage, you will need to use a converter to change the 220-volt electricity into 110-volt electricity. It is recommended that you purchase a converter before you arrive in the U.S. If you forget to bring on, ask the CIE office for a spare.

The electrical outlets in the United States are different than those in countries outside of North America. This means that the plug on your device will not fit into the outlet socket in the wall on its own. In purchasing a converter you should search for one that will plug correctly into an American electric outlet. If your device is dual voltage and does not require a converter, then you could simply purchase a plug adapter for that device that would fit into an American outlet socket.

## Living On-Campus

### Residential Students

Exchange students are guaranteed on-campus housing and will be considered “residential students.” You will receive an e-mail from the Office of Residence Life with instructions on how to submit the housing and dining application prior to your arrival.

- Dining/Meal Plans
  - The standard meal plan is the 225 Block Plan
    - Exchange students should select the 225 Block Plan
- Housing
  - you may request a standard, upper-class residence hall. You will be assigned to a double-room, which means you will share your room with one roommate.

**Residence halls close during Thanksgiving, Winter, and Spring Breaks.** Break housing requests are available for students who plan to remain in their residence halls over the official school holidays. Residential students will receive e-mail reminders to submit your break housing requests. To see dates for each break, please see the [Academic Calendar](#) and select the appropriate term.

## Bed Linens

If you plan to live on campus we recommend you purchase bed linens for your room at least 2 weeks prior to your arrival. Bed linens are not provided for you. You can order through the [UMW Bookstore](#) or a vendor of your choice. Be sure to order XL Twin size sheets.

**Use your name on the order and ship items to:** Center for International Education, Lee Hall 434, 1301 College Avenue, Fredericksburg, VA 22401 as the shipping address.

If you choose not to purchase linens in advance, you will be without bed sheets, pillow, and towels for at least a couple of days until we take you shopping during orientation.

## Meal Plans

Meals are a great time to bond with other people on campus, and meal plans offer a stress-free way to get food from the local campus vendors. Residential students are required to have a meal plan.

There is one main dining hall on campus that is located in the University Center. Other dining options on campus are available as well. See [here](#) for a list of options. If you would like to explore the dining options further please visit: <https://umw.sodexomyway.com/my-meal-plan>

**All dining services close during school breaks: Fall Break, Thanksgiving, Winter Break, and Spring Break.**

Exchange students are required to purchase the 225 Block Plan + \$200 Flex Dollars for the semester. This plan gives you 15 meals per week and about \$12.50 in flex dollars per week. The University Center dining hall only accepts meal swipes, while the eateries generally require either a meal swipe or a meal swipe + a few flex dollars.

# Orientation

## International Student Orientation

Our [International Student Orientation](#) is designed to provide important information about maintaining your visa status, as well academic topics (classroom expectations, grades, academic resources), and life in Fredericksburg. A tour of campus and the city of Fredericksburg is included, as well as a shopping trip to Wal-Mart or Target to pick up any items you may need.

## Academics

### Academic Calendar

Please refer to UMW's online [Academic Calendar](#) for important dates. Pay attention to the start and end dates for classes, final exams, school holidays, opening/closing dates of residence halls, as well as deadlines for adding/dropping classes and withdrawing from courses. International students should focus on the 16-week courses, not the 8-week sessions.

### Grading and your GPA

Information about grading and calculating your grade point average (GPA) can be found at the Registrar's website [Grading and our GPA](#). Grades are on a 4.0 scale, with grades ranging from A to F. A = 4.0, A- = 3.7, B+ = 3.3, B = 3.0, B- = 2.7, C+ = 2.3, C = 2.0, C- = 1.7, D+ = 1.3, D = 1.0, F = 0.0. Exchange students should ask your home institution for grade conversions.

## Academic Culture

### Honor Code

What constitutes academic honesty varies from culture to culture. UMW students are required to abide by the Honor Pledge, which states, *"I, as a new member of the University of Mary Washington community, pledge not to lie, cheat, or steal and to actively contribute to a community of trust. I understand that honor is a way of life at Mary Washington and that my words and deeds impact the lives of others. As a Mary Washington student, I therefore promise to hold myself to the highest standards of honesty and integrity in all that I do and say.*

*I further pledge that I will endeavor to create a spirit of honor, both by upholding the Honor System myself and helping others to do so."*

All students are expected to do their own work. When taking quizzes and exams, or turning in papers or other assignments, students sign their name and write the honor pledge, "I hereby declare upon my word of honor that I have neither given nor received unauthorized help on this work."

## Faculty-Student Relationship

The student/instructor relationship during class lectures might seem less formal compared to your home country. For example, it is acceptable and expected for students to ask questions and discuss topics during class. That said, we advise you to address your instructors as “Dr.” or “Professor,” unless they say otherwise. This is true in your face-to-face interactions, as well as in your e-mails.

Professors have regular office hours. During office hours, students may stop by for a meeting without an appointment. If you have a question about what is being covered during class, your reading assignments, or ways to improve your grade, visit your professor during office hours. For meetings outside of office hours, it is best to e-mail your professors and request an appointment.

## The Syllabus

Requirements for each course will vary depending on the subject, professor, and teaching method. On the first day of each class, the professor usually distributes and reviews the course syllabus. The syllabus is the outline of the course objectives, due dates for assignments, exam dates, attendance policies, and much more. The syllabus will also have your professor’s contact information and office hours. Remember, dates and assignments on the syllabus can change at any point during the semester, so be sure to attend all your classes, and ask for updates should you miss a class!

## Class Attendance

Each class has different attendance policies. The syllabus should include the attendance policy for a class. Most professors allow one or two absences over the course of the semester. In some classes, attendance will count toward your final grade. Unlike in some countries, class attendance is an integral part of education in the U.S. college system, and necessary if you plan to succeed in each class. If you have questions about attendance, be sure to ask your professor.

## Class Participation

Generally speaking, students are encouraged and sometimes required to participate in classroom discussions. Your final grade might reflect a combination of mid-term exams, a final exam, research papers, assignments, and class participation. Class participation involves contributing to the class discussions and answering questions. If you sit quietly and never offer an opinion or ask questions, your grade may be adversely affected.

## Taking Notes

It is very important for you to take notes during class. Typically, the material that will be covered on an exam is information that the professor covers in class. Ask your professor if they allow computer use for note taking.

# Student Life

## Clubs and Organizations

The University offers over 120 student organizations that range from club sports teams to performing arts clubs to volunteer organizations and beyond. At the beginning of each semester the University holds a Club Carnival where all of the student organizations set up booths and recruit students to join. Visit the [Clubs and Organizations](#) website.

### Campus Recreation - The Fitness Center

The Department of Campus Recreation is housed in the [Fitness Center](#). The Fitness Center offers up-to-date cardiovascular, free weight, and circuit equipment. Group fitness and wellness programs and various workshops are also available for free.

### Sport Clubs

[Sport Clubs](#) are a great way to stay active and involved in the UMW community without the time commitment necessary for varsity athletics. Students compete locally, regionally, and nationally. Clubs are student run, practice two to three times per week, and compete a minimum of three times per year. See our website for a complete listing of sport clubs.

### Arts at UMW

Whether you take a studio art class, join the orchestra, audition for a play, or sing and dance, you can be part of a vibrant aspect of life at UMW. Contact Prof. Gregg Stull ([gstull@umw.edu](mailto:gstull@umw.edu)) about theater, dance, or music; or Prof. Carole Garmon ([cgarmon@umw.edu](mailto:cgarmon@umw.edu)) about studio art or art history.

### Outdoor Recreation

The [Outdoor Recreation](#) program provides opportunities to explore the beautiful outdoors either through organized trips or by renting equipment to go somewhere on your own.

### Campus Ministries

As a public institution, the University of Mary Washington does not have a denominational affiliation. We know, however, that religious traditions are important to many students and encourage students to reach out to the leaders of several vibrant campus ministries and student organizations.

### Community Service

In the [Community Outreach and Resources](#) (COAR) office, students organize service opportunities on and off campus. COAR has nearly 20 weekly ongoing programs that include tutoring and mentoring children and teens, building with Habitat for Humanity, spending time with the elderly and animals, and working on environmental projects. COAR also sponsors on-campus service programs for the community such as a trick-or-treat in the fall and an egg hunt in the spring. Whether volunteering on your own or with a group, COAR is a great place to start!

## Getting to Know Fredericksburg

## Eagle Village

Eagle Village is a shopping center located across the street from campus and next to the student apartment complex Eagle Landing. Within the center there are a variety of stores and restaurants including a large grocery store.

## Historic Downtown

“Downtown” Fredericksburg refers to the historic downtown neighborhood and commercial district of the city. Just a 10-minute walk from campus, the downtown area is worth checking out! There are multiple cozy restaurants and cafes, boutiques, antique stores, and a farmer’s market. In addition, there are many events throughout the year that are held downtown such as concerts, parades, and holiday-oriented events. The [VisitFred](#) website has more information.

## Rappahannock River and Historic Sites

The Rappahannock River borders downtown Fredericksburg. The river can be used for canoeing or kayaking, swimming or fishing. Many people enjoy using the walking path along the river for walking, running, or biking. **Old Mill Park** on Caroline Street is a nice spot near the river to picnic and enjoy the scenery. There is also the 3-mile **Rappahannock River Heritage Trail** that serves as a nice running/walking trail and is accessible from campus.

## Fredericksburg Battlefield

The Fredericksburg Battlefield is where four pivotal battles in the Civil War were fought. The main hiking path of the battlefield is found along Sunken Road and was the site of the December 1862 and May 1863 battles. Along the route you’ll find different buildings dating from the era as well as the Fredericksburg National Cemetery where over 15,000 Union soldiers are buried.

## Chatham Manor

Part of the Fredericksburg & Spotsylvania National Military Park, Chatham Manor was built between 1768 and 1771 and is the site of extensive Civil War history. Additionally, there were many famous visitors to the property including the first American president George Washington, Confederate General Robert E. Lee, and third President Thomas Jefferson.

## Transportation

As a new student at UMW, you may feel it is difficult to live here without a car. Although public transportation is limited, most of what you need as a student is within walking distance from campus. If you find yourself needing transportation, the most important ones can be found at the CIE Current International Student Services website for [Transportation Services](#).

## Fredericksburg Regional Transit

The [FREdericksburg Regional Transit \(FRED\)](#) buses are FREE to University students with presentation of the student ID card. Convenient stops are located along Double Drive within the main gates off University Avenue, in front of Seacobeck and on Sunken Road. The FRED buses

run to the historic downtown area of shops and eateries, to the Fredericksburg train station, and out to the major shopping areas and movie complexes on Route 3. A special FRED Express service was developed especially for the University students and operates Thurs.-Sun., August through April. The line has also been extended into Spotsylvania County. Advise the bus driver if it is your first time on board and he will assist you with the necessary transfer information. For more information call 540/372-1222.

### **Bicycle**

Biking is an option for getting around campus and the surrounding neighborhoods, to downtown Fredericksburg, which is considered bike-friendly due to its wide one-way streets. We would not recommend attempting to travel by bicycle to the Route 3 area which is a high-traffic area and definitely not pedestrian or bike friendly!

### **Greyhound Bus Lines**

The [Greyhound Bus](#) station is located downtown at 1400 Jefferson Davis Hwy., Fredericksburg.

Telephone Numbers:

Main: 540-373-2103

Greyhound Package Express: 540-373-2103

Customer Service: 540-371-0384

### **Amtrak**

[Amtrak](#) trains stop at the Fredericksburg train station and offer service north to New England and south to Florida. In addition to their regular service, Amtrak trains run on weekends and holidays when the Virginia Railway Express (VRE) trains are not in service. Call 1-800-USA-RAIL or visit their website.

The [Virginia Railway Express \(VRE\)](#) is the fastest and most convenient way to make day trips to all the cultural attractions of the nation's capital or to make Metro connections to the Washington, D.C. airports. These commuter trains start running as early as 5:15 a.m. and return as late as 7:40 p.m. during the week. Weekend service is offered by Amtrak. For more information on VRE call 703/684-1001.

### **Washington, D.C. Metrorail**

Taking the [DC Metro](#) is a wonderful way to get around our nation's capital. It is easy to make connections to Metro from the VRE or Amtrak. Metro also makes convenient connections to Reagan National and Dulles airports. At each station there are large color-coded maps showing fares and travel times. Each passenger needs a farecard to ride and fees are based on when and how far you travel. Farecard machines are in every station. Take a friend from the University and have a day of adventure seeing where you can go on the Metro! Metro operates on weekdays from 5:30 a.m. until midnight and on weekends from 8 a.m. until midnight. For more information on Metro schedules, fares or parking call 202/637-7000.

### **Vamoose Bus**

[Vamoose Bus](#) provides service between Virginia, Maryland, and New York City. One of the bus stops is in Lorton, which can be accessed via the Virginia Railway Express (VRE). Student could take the VRE from the Fredericksburg station to the Lorton station, then transfer to the

Vamoose Bus.

### **Taxi Service**

Don't forget the convenience of taxi service which is available 24 hours a day. Taxi service is also available to the airports with pickup at the University and delivery to the airline terminal for \$130-\$150. This service could be shared by up to 4 students for the same price. (Call ahead for rate information.)

Hilldrup Taxi 373-8294

Virginia Cab Service 373-8555

Bumbrey's Cab 373-6111

### **Rideshare**

Uber and Lyft are ride share services that are generally cheaper than taking a taxi and are widely available in the Fredericksburg area.

### **Airport Shuttle**

Shuttle service to the airports with pickup at the University costs approximately \$130-\$150. This service could be shared by multiple students, with each additional rider fee of about \$25 (call ahead for rate information).

ChopChop SHUTTLE: 703-441-9999 or [chopchopshuttle@gmail.com](mailto:chopchopshuttle@gmail.com)

## **US Postal Service**

The UMW campus has a full-service post office. All students, regardless of whether you live on or off-campus are assigned a mailbox. Your UMW mailbox can be used to send and receive large packages. You can find information about the UMW post office and instructions on finding your mailbox number at <http://adminfinance.umw.edu/mail/student-information/>.

### **On-campus address format:**

Your Full Name

University of Mary Washington

UMW Box \_\_\_\_\_

1701 College Avenue

Fredericksburg, VA 22401