

Dear Scholar,

As the Director of International Services, I would like to be the first to welcome you to the Missouri State University community!

I trust you will have a culturally enriching exchange experience. Scholars like yourself are vital to the community. Whether it be through research, teaching, or engaging in diverse discussions and activities, you bring the world to Missouri State.

This J-1 Scholar Guide provides some valuable information throughout your journey as a scholar. Whether you are leaving your country for the first time, or you are a seasoned traveler, please read this guide carefully.

As you will see, there is an abundance of resources on campus to help you throughout your time here. Nevertheless, should you need anything, feel free to reach out to me. Even if it is to just say hello!

Best Regards,

Patrick Parnell
Director, International Services
Missouri State University

CONTACT INFORMATION

International Services
Missouri State University
301 S Jefferson Ave., Springfield, MO 65806
417-836-6618
internationalservices@missouristate.edu
www.international.missouristate.edu

Individual advising by appointments available:
Mon – Fri 8:00-5:00pm

TABLE OF CONTENTS

- Section 1:** Arrival and Departure Checklists
- Section 2:** J-1 Visa Information
- Section 3:** Medical Insurance and Services
- Section 4:** Traveling
- Section 5:** J-2 Dependents
- Section 6:** Employment, Social Security, and Taxes
- Section 7:** Living in Springfield
- Section 8:** Campus Map

1.0 Checklists

PRE – ARRIVAL CHECKLIST

- Verify that all the information on your DS-2019 is correct. Note the program begin date and notify your inviting department (and International Services) immediately if your travel plans change, including if you face delays in getting your visa.
- Pay the SEVIS FEE online at www.fmjfee.com/i901fee. All J-1 visa applicants must pay the SEVIS fee of \$180. The SEVIS fee must be paid at least three business days before the scheduled visa application interview. Print the electronic receipt immediately at the time of payment. You must show the receipt to the consular officer at the time of the interview. Spouses and dependent children (J-2s) do not pay this fee. The SEVIS fee is not a visa application fee. It is used to operate and maintain the SEVIS system. The fee is non-refundable, even if the visa application is denied.
- Apply for a J-1 Visa at the nearest US Consulate or Embassy to your home residence
- Schedule a pre-arrival Skype orientation with International Services approximately 1 month before arrival.
- Make housing and airport arrival arrangements (email your department and/or International Services, if you need assistance with this).
- Purchase, or make plans to purchase, the required medical insurance. Proof of insurance should be turned into International Services within 20 days of arrival.

ARRIVAL CHECKLIST

- Check-in with International Services within 20 days of arrival. We are located at 301 S Jefferson Ave, Springfield, MO 65806. You will need to bring your signed DS-2019 and local address with you.
- Obtain your University ID Card in the Plaster Student Union lower floor. A BearPass number should be sent to you prior to arrival, as you will need this number to obtain a card. The University ID Card (BearPass) is needed for transactions at the library, etc.
- Visit Computer Services in Cheek Hall to set up a Missouri State login and internet access.
- Make banking arrangements. Within the Plaster Student Union is Commerce Bank, which is just one option for banking. You should take your BearPass card with you when you open your account.
- Complete the required trainings at <http://www.missouristate.edu/human/training/compliance-training.htm> and submit a copy of the certificates to International Services:

- Preventing Discrimination and Harassment Online Training Program
- Preventing Sexual Misconduct (Title IX) Online Training

If the University is paying you as an employee, you will also need to follow these remaining steps:

- Visit both Human Resources (Carrington Hall 118) and Payroll (Carrington Hall 119) to obtain employment and payroll information.
- Obtain a SSN Letter from International Services, and apply for a Social Security Number. After you have received your Social Security card, you will need to bring that to Human Resources for them to make a copy.

DEPARTURE CHECKLIST

- Early Exits: If you are leaving the United States more than 30 days prior to the end date on your DS-2019, notify IS of your expected departure day prior to departure.
- Pay your university fees, if applicable. These can include charges for services at Taylor Health, bookstore charges, etc.
- Save all of your immigration documents, including our DS-2019s, I-94, passports and visas (even after they expire). They may be helpful when arranging your future trips to the United States. Be sure to also keep your Social Security card and Driver's License (if applicable)
- File your tax return or mark your calendar for tax filing season.
- Request the return of your apartment deposit from your apartment complex or landlord. You will need to have a walk-through in the apartment with the manager or landlord to make sure that you are eligible to receive your deposit back. Note: Some leases require a 30-day or 60-day notice before move out.
- Make sure you have reconciled all medical insurance reimbursements and claims. Update your contact information with your insurance provider(s).
- Close your bank account and stop any reoccurring transactions that might go through your account.

2.0 J-1 VISA

J-1 PROGRAM AND KEY DEFINITIONS:

The following information is provided by the U.S. Department of State. We include it in this guide according to the Department of State's requirements for J-1 Program Sponsors.

The U.S. Department of State administers the Mutual Educational and Cultural Exchange Act of 1961, as amended. The Act promotes mutual understanding between the people of the United States and other countries by means of educational and cultural exchange. The Exchange Visitor Program provides foreign nationals with opportunities to participate in exchange programs in the United States and then return home to share their experiences.

SPONSORS: The U.S. Department of State designates sponsors to administer individual Exchange Visitor programs. Sponsors are U.S. organizations such as government agencies, academic institutions,

educational and cultural organizations, and corporations. They screen and select Exchange Visitors participating in their programs, provide them with pre-arrival information and an orientation, and monitor their activities. Sponsors offer Exchange Visitors cross-cultural activities that will expose them to American society, culture, and institutions. Exchange Visitors are encouraged to participate in activities that provide them with an opportunity to share their language, culture, and history with others.

EXCHANGE VISITORS: An Exchange Visitor is a foreign national selected by a sponsor to participate in an exchange program, and is issued a DS-2019 to apply for a J-1 visa. An accompanying spouse and any unmarried children under 21 years of age may apply for J-2 visas, with the permission of your sponsor.

RESPONSIBLE OFFICERS: Sponsors appoint individuals as Responsible Officers and Alternate Responsible Officers to advise and assist Exchange Visitors. These officers have authority to issue the Certificate of Eligibility (DS-2019) to Exchange Visitors and communicate with the Department of State and the Department of Homeland Security on your behalf.

RULES AND REGULATIONS: You must understand and abide by the Exchange Visitor Program regulations, U.S. laws, and sponsor rules. Regular contact with your Responsible Officer will help you keep current of any changes, which may affect your J status.

ACTIVITIES & PROGRAM PROVISIONS: You will enter the United States in one program category and will be required to engage in that category and subject/field of activity listed on your DS-2019. You must comply with the specific program provisions of the regulations relating to your program category.

MAINTENANCE OF STATUS: You are required to have a valid and unexpired DS-2019. Sponsors may terminate an Exchange Visitor's program for violating U.S. laws, Exchange Visitor Program regulations, or the sponsor's rules governing their particular program.

NOTIFICATION: You must inform your Responsible Officer if you change your address or telephone number, or complete or withdraw from your program early. Doing so assists your sponsor in reporting current information to the U.S. Department of State.

CONTACT INFORMATION: U.S. Department of State Bureau of Educational and Cultural Affairs Office of Exchange Coordination and Designation
301 Fourth Street, SW Room 734 Washington, DC 20547

TWO-YEAR HOME RESIDENCE REQUIREMENT

Exchange Visitors and their dependents may be subject to the 212(e) Two-Year Home Residence Requirement. This requirement is different from the 12-month and 24-month repeat participation bars. Please read and understand section 1(a) on the second page of the enclosed DS-2019. This requirement is normally associated with government funding (from your country or the United States) and/or the U.S. Department of State skills list. To see if your country and skill results in this requirement, please check the skills list at travel.state.gov/content/visas/en/study-exchange/exchange/exchange-visitor-skills-list.html.

If you are subject to 212(e), it does not mean that you cannot return to the United States for two years in any nonimmigrant status, (i.e., F student or B tourist). However, it does mean that you cannot change

status in the United States or obtain a work visa (H), permanent residency (green card) or an intra-company transferee visa (L) unless this requirement is waived or met.

The Consular Officer may indicate this requirement on your visa or DS-2019; however, the Department of State Exchange Visitor Program makes the final determination on whether this requirement applies.

REPEAT PARTICIPATION BARS

12-MONTH BAR: USCIS regulation 22 CFR 62.20(d)(ii) established a “12-month bar” on beginning a new J-1 program as a Research Scholar or Professor for those persons who spent the previous year in the United States in any J status (J-1 or J-2). This bar does not apply to transfers from one institution to another, to persons who were Short-Term Scholars, or to persons whose J program lasted less than six months.

24-MONTH BAR: USCIS regulation 22 CFR 62.20(i)(2) established a “24-month bar” on repeat participation as a **Research Scholar or Professor** for those persons were present in the United States in J-1 **Research Scholar/Professor Category** on or after November 17, 2006. The bar does not apply to transfers from one institution to another.

These bars only prevent new programs as Research Scholars and Professors who have previously held J status. They do not prevent someone who has held J status from beginning a new program as a **J-1 Short-Term Scholar**. Once the applicable 12-month or 24-month time period has lapsed, Exchange Visitors are again eligible to begin a program in any J category.

VISA APPLICATION

A valid J-1 visa is required for entry to the United States on the Exchange Visitor Program. For information on processing times and procedures, visit the U.S. Department of State at travel.state.gov/content/visas/study-exchange/exchange.html.

The following is generally required for the consular J-1/J-2 visa application:

- Signed DS-2019(s) – A separate DS-2019 form is required for each visa applicant. Each J visa applicant should sign his/her own DS-2019, with the exception of children under age 14 (the J-1 parent should sign in this instance). The DS-2019(s) will be returned to you to present at the U.S. port of entry.
- Receipt showing payment of the \$180 SEVIS fee (J-1 only)
- Payment of the \$160 visa application fee, and appropriate visa application forms (see usembassy.gov), for each visa applicant.
- Passport(s) valid for at least 6 months into the future, for each visa applicant
- Proof of ties to your home country - Consult the website of your local U.S. Consulate/Embassy for suggestions
- Proof of financial support - You must be able to verify the total funds indicated on the DS-2019 with a personal bank statement and/or a sponsor's official statement of support. If you are receiving payment from UT Austin, you may request a letter from the inviting department that specifies your position and salary.

- Two U.S. Passport-size Photos (often required – check with U.S. Consulate), for each visa applicant
- J-1 Invitation letter from the sponsoring department at Missouri State University (recommended)
- Evidence of J-2 relationship to the J-1 applicant (e.g. marriage or birth certificate)

I-94

Under the current system, your I-94 entry record will be available to you by accessing the following website online: <https://i94.cbp.dhs.gov/i94/consent.html>. You will use your passport information to look up the I-94 record. The record should have the date of your recent arrival. The record should indicate “J-1 D/S” or “J-2 D/S”

MAINTAINING YOUR STATUS

It is important to remember the following items to maintain your J-1 Immigration Status:

- Fully immerse yourself in the activities stated on your DS-2019. You may decide to also engage in other culturally enriching or educational events, which are encouraged. However, your program objectives should remain aligned to those stated on your DS-2019.
- Keep immigration documents current (passport and DS-2019)
- Report local address changes to International Services within 10 days of any change. Immigration regulations require a physical, home address rather than a P.O. Box or an office address.
- Maintain adequate medical, medical evacuation and repatriation insurance for yourself and your J-2 dependents for the entire duration of your program and provide proof of coverage to IS. (see insurance section)
- Engage in authorized employment only (see employment section)
- Report early departure from your program to IS. If you decide to depart the United States more than 30 days prior to the completion date of your program (as indicated on your DS-2019), you must notify IS. Correctly recording your program completion date is important because it can affect the date on which you can return to the United States on a new J-1 program or in another visa status.

30-DAY GRACE PERIOD

Upon Completion of your program, you and your J-2 dependents are allowed a 30-day grace period to depart the United States. It is critical that you depart the United States on time, prior to the end of the grace period. You are not authorized to work during the grace period, nor can you leave the United States and return during this time.

TRANSFERS

Transfers from one J-1 program to another must be initiated with the current program sponsor listed on your DS-2019. Please contact International Services as early as possible if a transfer of institutions (whether into or out of Missouri State University) will be necessary.

REQUESTING AN EXTENSION

It is your responsibility to be aware of the expiration date of your DS-2019, which indicates the period of authorized stay in the United States. If you need additional time to complete your program objective, a J-1 Extension must be requested through IS prior to the expiration date on your DS-2019. Please note the following maximum program durations for specific J-1 categories:

Research Scholar and Professor	5 years
Short-term Scholar	6 months

No extensions can be granted beyond these maximum periods.

To request an extension you will need to present to International Services:

- A letter of recommendation from your sponsoring department to stay for a specified time past the original end date.
- Verification of Funding for support for the additional time.
- Verification that your medical insurance covers the additional time.

Extending your DS-2019 extends your J-1 immigration status, but does not extend the visa stamp in your passport. If your current visa has expired and you travel outside of the United States during the extended period, you must apply for a new visa stamp to return to the United States.

3.0 Medical Insurance and Services

US Department of State regulations require all J-1 Exchange Visitors to have medical insurance for themselves and any accompanying J-2 family members for the full duration of their program.

Willful violation of the insurance requirements can result in termination of your J-1 program by International Services, in accordance with immigration regulations.

Fulfilling this insurance requirement is essential. Not only because of the US Department of State regulations, but because medical treatment in the United States can be very expensive without proper insurance coverage. Your insurance coverage must meet the following minimums:

Coverage	Requirement
Medical Benefits	\$100,000
Medical Evacuation	\$50,000
Repatriation of Remains	\$25,000
Deductible per Accident or Illness	\$500

In addition to the minimum J-1 coverage for accidents and illnesses, you may wish to seek out more comprehensive medical coverage for routine or reoccurring doctor visits. You will need to seek out coverage through outside companies. Below is the contact information for just one such company.

Academic Health Plans

<https://www.ahpcare.com/>

support@ahpcare.com

(817) 809-4700

VISION AND DENTAL CARE

It is important to know that in the United States certain kinds of elective medical care, such as eyeglasses or dentistry, are not ordinarily covered by regular medical insurance. Exchange visitors should take care of such needs before leaving home, or may elect to purchase separate cover for these needs through a private company.

TAYLOR HEALTH AND WELLNESS

Taylor Health and Wellness Center is a medical home for the MSU community conveniently located on the Missouri State University campus next to the University bookstore. Taylor Health and Wellness provides care for patients from 6 years of age through age 90+. It has 19 board certified physicians, nurse practitioner, diabetic educator, dietitian, and psychologist to assist patients. Taylor Health sees faculty and staff, students, as well as their families. Taylor Health and Wellness also provides laboratory services, radiology and a full service pharmacy at reasonable costs. For more information, see <https://health.missouristate.edu/>.

4.0 Travel

TRAVEL WITHIN THE UNITED STATES

Every time you travel outside of the Springfield area, you should carry your passport, DS-2019 and I-94 record. You may also wish to obtain a State of Missouri ID Card so that you do not have to carry your passport around on a daily basis. Obtaining a state ID card can be difficult to navigate, but beneficial once complete. You should visit the following webpage before going to the Department of Motor vehicles to obtain a state ID: <http://dor.mo.gov/drivers/idrequirements.php>. For more information on obtaining a driver's license, see the section 'Living in Springfield'.

TRAVEL OUTSIDE OF THE UNITED STATES

If you decide to travel outside of the country during your program, you will need to the following documents to re-enter the country:

- Passport (valid for 6 months or longer upon entry)
- Valid J-1 Visa (Canadian citizens are exempt from the visa requirement)
- DS-2019 signed for travel within the last 12 months

If you are traveling to a country that is not your country of citizenship or residence, please consult that country's consulate to determine if you require an entry visa. For a list of foreign consulates in the United States, see <https://www.state.gov/s/cpr/fco/>.

If your J-1 Visa has expired and you wish to travel internationally, you must renew your expired visa at the US Consulate or Embassy before you return to the United States. Processing times vary greatly among the different consulates, so please plan accordingly.

Travel with an expired visa using Automatic Visa Revalidation (AVR) is permitted when you travel to a contiguous territory (Canada, Mexico, and certain Caribbean Islands) for 30 days or less. To use AVR, you MUST keep your original I-94 record when you depart the United States. Do not surrender it to the airline or immigration official, as it is required for re-entry to the United States.

5.0 J-2 Dependents

Your immediate family members (spouse and children under the age of 21) are eligible to enter and remain in the United States as J-2 dependents during your J-1 Exchange Visitor Program.

BRINGING YOUR FAMILY

Prior to arrival, and during in the initial stages of your request to come as a scholar, be sure to notify your department that you would like to bring your immediate family member(s), and provide a copy of passport(s).

After arrival, if you wish for your family to visit for 30 days or more, or desire for your family to live with you during your visit, you can request a DS-2019 for you dependents. To make a request, email internationalservices@missouristate.edu with a written request for the DS-2019, including 1) the dependents' passport(s), 2) proof of financial funding (see below for amounts), and 3) the following information:

- Name
- Relation to scholar
- City and Country of Birth
- Country of Citizenship

Financial Proof for Dependents (per month):

	Spouse	Child
Missouri Campuses:	400	200
Fairfax, Virginia Campus:	600	300

MAINTAINING STATUS

J-2 dependent status hinges upon the J-1 Exchange Visitor status. Therefore, a J-1 scholar cannot exit the United States and leave J-2 dependents in the United States for long periods. Also, once the Exchange Visitor has completed the program, or is terminated, the dependents must exit with the Exchange Visitor.

EMPLOYMENT

J-2 dependents may apply for employment authorization through USCIS (US Citizenship and Immigration Services) after arriving in the United States. Applications require a fee and can take approximately 90 days to be processed. For application procedures, please make an appointment with International Services.

STUDY/ RESEARCH

J-2 dependents may enroll in full-time or part-time study, engage in research or volunteer for the duration of the related J-1 Exchange Scholars program. In order to be paid for any activity, the dependent must have prior employment authorization from USCIS.

6.0 Employment, Social Security and Taxes

AUTHORIZED EMPLOYMENT

As a J-1 Exchange Visitor, you are eligible for employment at Missouri State University, but only in the field specified on the DS-2019. Unauthorized employment may result in a violation of immigration regulations and loss of valid J-1 status.

Please consult your IS Advisor regarding any changes in your official title, salary or department to be certain that you are authorized to engage in such employment under your current J-1 status.

J-1 status is not appropriate for tenured or tenure-track positions.

Participants in the J-1 Exchange Visitor Program of Missouri State University may be engage in consulting for institutions other than Missouri State University. The proposed activity must be temporary and/or occasional, related to the original program objective and concurrent to the program at Missouri State.

SOCIAL SECURITY NUMBER (SSN)

If you are employed by and receiving payment from the university, you must obtain a Social Security Number (SSN) from the Social Security Administration (SSA) office in order to receive payment. If you are not receiving employment funds with Missouri State University (or through occasional employment and lectures), then you are not eligible for a SSN. To obtain a SSN, you will need to do the following:

- Wait 10 days from the date you entered the United States or the start date of your DS-2019, whichever is later. This time is needed for your immigration information to appear in government databases.
- Present the following documents in person at the SSA Office:
 - Completed SSN application (see <https://www.ssa.gov/forms/ss-5.pdf>)
 - Passport
 - I-94
 - DS-2019
 - Invitation Letter with employment details

The local SSA office is located at:

1570 W Battlefield Rd. #100, Springfield, MO 65807
800-772-1213

- The SSA office will issue a receipt for your application. You should receive your new SSN card in the mail within 14 business days. Be sure to include a reliable mailing address on

your SSN application. Once an SSN has been issued to you, the same number will be valid indefinitely.

- Take a copy of the SSN card to Human Resources, located in Carrington Hall.

TAX FILING RESPONSIBILITIES

The tax laws in the United States are very complicated. Tax treaty benefits, social security taxes and filing requirements depend on your visa status, the purpose of your visit, the number of days you will be in the United States, and the history of prior visits. Therefore, it is hard to generalize about specific tax situations.

If you are in the United States for even a day in the J-1/J-2 status, you will have tax filing responsibilities during the tax season (January 1-April 15). If you did not have any US source income, you are still required to file Form 8843. Your J-2 dependents must also file an 8843, when applicable. If you have US source income, you may also be required to file a tax return. Because International Services cannot assist you with preparing your taxes, we highly recommends seeing a tax advisor while here during your visit. Common national tax companies are H&R Block and Jackson Hewitt. There are also numerous local tax advisors as well that should be considered.

In order to file taxes, you will need a Social Security number. However, if you are not eligible for a Social Security Number, you will need to apply for an ITIN (Individual Tax Identification Number), and utilize this instead for filing. To apply for an ITIN, and receive more information about it, visit <https://www.irs.gov/individuals/international-taxpayers/general-itin-information>.

If you are paid by Missouri State University, Payroll will issue you a W-2 and/or Form 1042-S for tax filing purposes. Be sure to sign up for electronic delivery of these items through my.missouristate.edu so that you can access them, even if you are no longer in the country.

J-2 dependents with work authorization are fully subject to Federal, Social Security and Medicare taxes, and are not eligible for tax treaty benefits.

7.0 Living in Springfield

LIVING EXPENSES

Depending on your lifestyle, living expenses in Springfield range from \$1,000 to \$1,750 per month or higher. Visitors with dependents should be prepared for increased living expenses - at least \$600 per month for your spouse and \$200 per month more for each child. Please consider the following factors (plus any individual needs) while preparing for your expenses as an Exchange Visitor at Missouri State University:

- In Springfield, you can expect to pay a minimum of \$600 per month for a one-bedroom apartment. The legal occupancy limit for a one-bedroom apartment is two people; thus, a family of three would only be eligible for a two-bedroom apartment.

- You will need to purchase medical insurance for yourself and any accompanying family members if you are ineligible for UT Employee Medical Insurance or another qualifying insurance plan. Supplemental insurance to cover medical evacuation and repatriation is also required for you and your family during your entire J-1 program.
- You may not accept employment that is unrelated to the objective of your Exchange Visitor Program. Therefore, you should not expect to obtain U.S. funding in excess of that indicated on the enclosed DS-2019.
- If your funding is coming from Missouri State University, there may be a delay of up to one month before your first paycheck is received. Visitors are advised to arrive with at least \$2,000 to cover initial expenditures and deposits. A bank draft or cashier's check in U.S. dollars (payable to yourself) is a convenient way to bring money to be deposited with a local bank. However, the bank draft or check may not be available for use until 15-30 days after deposit. Therefore, it is recommended that you bring cash to cover initial basic expenses.

HOUSING

The following information may be useful to you in finding housing in Springfield. You may also wish to contact the office of International Services, who will be happy to assist with your search.

Depending on the apartment complex, you may be able to rent an apartment before your arrival or in person upon your arrival. However, we suggest that you consider a plan for living in a temporary housing for the first few days after your arrival, until you are able to find housing that suits your needs.

Below is a list of hotel suggestions for places nearby campus at a reasonable price:

BEST WESTERN ROUTE 66 RAIL HAVEN

203 S Glenstone Ave, Springfield, MO 65802
417-866-1963

UNIVERSITY PLAZA HOTEL & CONVENTION CENTER

333 S John Q Hammons Pkwy, Springfield, MO 65806
417-864-7333

WALNUT STREET INN

900 E Walnut St, Springfield, MO 65806
417-864-6346

Below is a list of suggestions for property managers for rental apartments:

AFFINITI MANAGEMENT

4940 S. Farm Road 189, Suite 300
Rogersville, MO
417-865-5447
www.affinitimanagementservices.com

ASPEN HEIGHTS

307 S. National Ave.

417-986-1669

www.myaspenheights.com

BRYAN PROPERTIES

840 S. Roanoke

417-864-6303

<https://bryan-properties.net>

PARK EAST

318 Park Central East, Suite 104

417-895-8015

www.liveatparkeast.com

SOUTHWOOD PROPERTIES

1234 E. Elm St.

417-869-5421

www.southwoodproperties.com

THE WOOTEN COMPANY

2010 E. Page Street

417-864-7263

www.thewootenco.com

TRANSPORTATION OPTIONS, OBTAINING A DRIVER'S LICENSE**BEAR LINE SHUTTLE**

The BearLine offers a convenient and safe way to travel on campus and downtown. Just JUMP ON from any of the well-lit, covered shuttle stops conveniently located across campus. No individual fares will be charged to any passenger. Buses are specially equipped for persons with disabilities. Most shuttle routes (Gold, Blue, Red, Green, Orange, Purple, Maroon) operate Monday - Friday from 7:00 a.m. to 6:00 p.m. Find detailed information [here](#).

SATURDAY SHUTTLE:

Missouri State University will provide a shuttle to the Asian Market, the Battlefield Mall, and Walmart on pre-scheduled Saturdays. Tickets are \$10 per semester or \$15 for a full year.

Contact the Office of China Programs located in Carrington Hall 210 at 417-836-5486.

UBER:

Download mobile app or visit uber.com

ORANGE TAXI SERVICE

417-234-8828

YELLOW CAB

417-862-5511

INTRACITY BUSES

A total of 16 routes is offered to get around Springfield. The main transfer station is convenient as it is located downtown on 299 S. Patton Ave., Springfield, MO. For more information on maps, schedules and tickets, visit their website: www.cutransit.net

OBTAINING A DRIVER'S LICENSE

In order to apply for your Driver's License you must first pass a written test. The driver's manual is the book that provides the information you need to know in order to pass your written test and to get your driver's permit. You can either download a copy of the Driver's Guide offered by the Missouri department of Revenue or get a hard copy of the Guide at the License Bureau downtown.

After taking the written test, you can ask for getting the instruction permit. It allows you to learn to drive with the supervision of a licensed adult.

Visit one of three License Bureau Offices for driving test information and testing. The downtown's office is located on 149 Park Central Square, Springfield, MO 65806

***TIP:** If you are interested in getting an American ID, you can apply for a non-driver license. It costs only \$11 and will save you a lot of anxiety from losing your passport.*

CHILDCARE

Missouri State University offers childcare for MSU students, faculty, staff and the community. The **Child Development Center** can serve up to 88 children from 6 weeks to 5 years of age. They are cared for and taught by highly qualified teachers. The Center operates year round and observes the University calendar. Also, all programs operate Monday-Friday, 7:00am to 5:45pm. For more information and enrollment please contact the director at msucdc@missouristate.edu.

If your child is older than 5 years old, Missouri State University also has a school on campus. The **Greenwood Laboratory School** is a competitive and comprehensive K-12 laboratory school. For more information, call 417-836-5124 or send an email at greenwood@missouristate.edu.

Another option is public schooling. The public schools that your children will attend are determined by the location of your housing in Springfield. Exceptions are based on individual circumstances. Immunization records are required to enroll children. School transcripts are also helpful (though not required) for placement of children into appropriate grade levels. For details regarding the public school schedule for registration and classes, visit <http://www.springfieldpublicschools.org/>

You may also want to contact International Services who will be happy to assist with your childcare search.

GETTING INVOLVED IN THE COMMUNITY AND CAMPUS

As a J-1 scholar, we especially welcome your exchange of culture in the community and campus. There are many ways to find events to participate in, including the campus calendar (<https://calendar.missouristate.edu/>). Here are some additional resources.

J-1 SCHOLAR EVENTS

International Services will host quarterly events to bring current scholars together for discussion and fun. Regularly monitor your email after your arrive for invitations.

ITS ALL DOWNTOWN

For up to date information on local events happening in the Springfield Community, visit <http://www.itsalldowntown.com/>.

SPRINGFIELD PARK BOARD

Springfield has an incredible park system with continuous activities for the whole family. For more information, visit <https://www.parkboard.org/>.

INTERNATIONAL FRIENDS:

Missouri State supports a program that allows international students and visitors to meet an American family and exchange culture and friendship. To sign up, or learn more, visit <https://international.missouristate.edu/friends/>.

VOLUNTEER OPPORTUNITIES

For Community Engagement Projects, contact the Office of Public Affairs Support at 417-836-8832 or email publicaffairssupport@missouristate.edu. Additional community engagement opportunities can be found by visiting <https://www.missouristate.edu/communityinvolvement>.