INTERNATIONAL STUDENT ORIENTATION NEWS — ISSUE 5

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Hello again admitted students! This week we will be providing information on student employment and student accounts. Below you will find details on where to look for student employment on-campus, when jobs for fall semester will be posted, and where to go for help when writing your resume and cover letters.You will also find information on how to access your student account, when tuition is due, and how to find your tuition invoice.

Remember to add sandford@up.edu to your safe senders list so we will be sure to land in your inbox! (If you no longer plan to attend the University of Portland, please fill out the Orientation Enrollment Form to cancel your admission - this will stop all UP emails).

REMINDER: If you plan to live on campus and have not already submitted the Orientation Enrollment Form, you must do so to request early move-in access. Standard move-in for on-campus students is Thursday, August 22.

Student Employment

F-1 visa holders are allowed to work in on-campus jobs starting this fall. Exchange students holding J-1 visas should talk to an ISS staff member about work authorization, since the rules differ for these students.
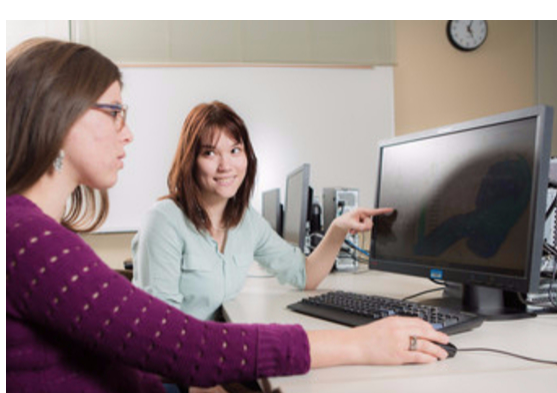
On-campus student employment encompasses a wide variety of job types including working on campus events, serving as an administrative assistant for offices on-campus, helping tutor fellow students in academic subjects, and much more!

Students should arrange work authorization and Social Security Number with International Student Services before starting any work on/off-campus. Employment rules are very strict regarding international students.

Starting August 1st, jobs for fall semester will be posted on the Student Employment Job Board. If you need help preparing a resume and cover letter, you can visit the UP Career Center in the Lower Level of Orrico Hall during Express Advising sessions or may make an appointment by calling 503.943.7201. If you are unable to meet with an advisor in person, the Career Center also provides online resources and handouts with tips to help you write an effective resume and cover letter - Resume and Cover Letter Resources

Student Accounts

The University of Portland Student Accounts Office issues account statements to students before the upcoming semester with an itemized list of charges and credits for that term. Account statements are emailed to your UP email address the first business day of each month. Additionally, your account statement can be viewed online by logging into PilotsUP and accessing Self-Serve (SSB). More information on tuition and fees, account statements, and more can be found on the UP Student Accounts webpage. Fall tuition and fees are due August 2nd, 2019. If you need to arrange later payment, please contact the Student Accounts office directly.

If you would like to pay your tuition online, you may use the services of Flywire. Flywire is a simple and cost-effective method for international students to pay their tuition and fees to the University. For more information about Flywire and its services, visit the International Tuition Payment webpage or the University of Portland's Flywire page.

The University also partners with a system that allows students to arrange tuition payments in installments throughout the year. To learn more about the payment plan and other options for paying your bill, visit the Student Accounts webpage.

Questions?

If you have any questions, please let us know. We look forward to seeing you in August!

Michael and Gwen

International Student Services

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