

Planning your Flights

The amount of staffing support that we have for airport pickups is limited, so we are exploring new ways to accommodate groups of new exchange students upon arrival.

As you plan your itinerary, we would appreciate your taking the following into consideration:

1. If possible, could you arrange to **fly with other students from your school?**
2. Also, we would greatly appreciate it if you would **arrive at Lambert Airport in St. Louis anytime before 8:30 p.m. on December 30 or December 31.**

Later flights are delayed more frequently than earlier flights. If you are scheduled to arrive at 9 p.m. and your flight is delayed, it could mean that you actually arrive very late at night. **Staff members who are responsible for meeting you at your apartment request no check-ins after 10:00 p.m..** If (for any reason – planned or unplanned) you arrive at the airport after 10 p.m., you will need to make other arrangements, such as spending the night at a hotel near the airport and arranging to be picked up by our staff the following morning.

In addition, late arrivals can create problems with getting you checked into your apartments at SIUE. For these reasons, it's best if you book your flight so you will be arriving in St. Louis earlier rather than later in the day, if at all possible.

If you are delayed in transit and do not arrive in St. Louis until after 10 p.m., please be prepared for the possibility that you may need to spend the night at a hotel and be picked up the following morning.

Additionally, if your flight is delayed or changed, you must contact our office immediately. Please call Hayley Schnieder and email her at hschnie@siue.edu.

3. Please remember to send me your itinerary before December 15, so we can arrange your airport pickup. The form is available at:

<http://www.siue.edu/business/international/springincominoph5.shtml>

You may submit the arrival itinerary form in either of these ways:

- **Copy this information into the body of an email** and send it to me (**preferred**),
- Write **ATTN: Hayley Schnieder at the top of the page** and fax it at 618-650-5353.

Important Instructions for your Trip

- We will arrange to pick you up at the airport if you send your itinerary by December 15, arrive on the recommended arrival dates, and keep us informed if you are delayed in transit.
- Edwardsville is about 40 minutes (55 kilometers) by car from the airport. If you cannot arrive on recommended dates or do not keep us informed of your correct arrival time, you will probably need to hire a taxi to bring you to campus. In the past, this has cost students about \$80. Unfortunately, there isn't good public transportation between SIUE and the airport.
- **If you are delayed in transit, please call us as soon as possible to tell them when you will arrive so they will know what time to come get you.** Our office appreciates your help in calling as soon as you are able so no one has to drive to the airport to find that your itinerary has changed and you have not arrived yet.
- It is **crucial** that you bring the following with you when you travel to the US:
 - passport
 - visa/DS 2019 papers
 - letter confirming admission to SIUE.
- **If you forget your visa, passport, or admission letter, you may be sent home to get them. You cannot legally stay in the US as a student without these documents.**
- **In your wallet or carry-on luggage, please be sure to bring**
 - **my contact information** (which is at the bottom of this letter) and
 - **the arrival information and contact telephone number that you will receive in early December** so you will know how to contact us.

Please note:

- **Students should NOT arrive at SIUE earlier than December 30, for the spring term orientation.**

Thanks for your cooperation. We look forward to meeting you!

Hayley Schnieder

hschnie@siue.edu

618-650-2922

Fax: 618-650-5353