

SCHILLER  
INTERNATIONAL  
UNIVERSITY



**Student Handbook**

# Handbook Index

<b>Our Commitment</b>	<b>8</b>
Non-Discrimination Act .....	8
<b>Our History</b>	<b>9</b>
<b>Global Accreditation</b>	<b>10</b>
<b>Schiller Education</b>	<b>11</b>
<b>Academic Information</b>	<b>12</b>
Scheduling .....	12
E-books .....	12
Undergraduate credit hours and course loads .....	13
<b>Evaluation of SAP</b>	<b>13</b>
SAP Criteria .....	13
Academic/Financial Aid Warning for failure to meet SAP Criteria .....	13
SAP Criteria a Procedure for Re-Establishing SAP .....	13
Deans's List .....	14
Final Grade Appeals .....	14
Satisfactory Academic Progress .....	14
How to Request an Official Transcript of Records .....	14
<b>University of Roehampton Partnership</b>	<b>15</b>
University of Roehampton Awards .....	16
Grading System .....	16
Dissertation .....	16
Important Information for Students enrolled in Dual Degree with Univeristy of Roehampton .....	17
<b>Intercampus Transfer</b>	<b>17</b>
Download Application form .....	17
Intercampus Transfer Scholarship .....	17
<b>Grievances</b>	<b>18</b>
<b>Graduation</b>	<b>18</b>
Contact the Graduation Committee .....	18

<b>Policies</b>	<b>19</b>
Leave of Absence Policy .....	19
Readmission Policy .....	19
Refunds and Withdrawals .....	19
Disclosure of Students Records .....	19
Class Attendance Policy .....	19
Academic Integrity and Professional Conduit Policy .....	19
Alcohol and Illegal Drug Use Policy .....	19
Incomplete grade Policy .....	19
Undergraduate credit hours and course loads .....	19
Transfer Credit Policy .....	19
Maximum Class Size Policy .....	19
Copyright Policy .....	19
Grievance Policy .....	19
<b>Student Life</b>	<b>20</b>
Study Abroad .....	21
Student Portal .....	21
<b>Student Journey</b>	<b>22</b>
Student Experiences Department .....	23
Students with Disabilities .....	23
Students Services Department in Madrid .....	23
Students Services Department in Tampa .....	23
Students Services Department in Heidelberg .....	23
Students Services Department in Paris .....	23
<b>Step 1</b>	<b>24</b>
Insurance .....	24
Housing and meals .....	24
<b>Step 2</b>	<b>25</b>
Academic Support Services .....	25
Tutoring .....	25
Library Services .....	25
Student Activities .....	25
Student Council .....	25

<b>Step 3</b>	<b>24</b>
Faculty and Staff .....	24
Tuition Fees .....	24
Schiller's Catalog .....	24
Student Responsibility .....	24
<b>Global Employability Path</b>	<b>25</b>
<b>Alumni Association</b>	<b>28</b>
Schiller Educational Mission .....	28
Global Employability Path .....	28
Punctuation System and Employability Certificate .....	29
<b>Tampa Campus</b>	<b>30</b>
Welcome from Campus Director .....	31
Campus Facilities .....	32
Useful Numbers and Contact Information .....	32
<b>Before Arrival</b>	<b>33</b>
Temporary Housing .....	33
Health Insurance .....	33
Estimated Cost of Living .....	33
<b>Upon Arrival</b>	<b>34</b>
Arrival Procedures .....	34
Transportation from the Airport .....	34
<b>Guide to Tampa</b>	<b>35</b>
Housing .....	35
Short-Term Housing for Students .....	35
220 Madison Student Residence .....	35
Leasing other Housing .....	35
<b>Cable TV/ Phone / Internet</b>	<b>36</b>
<b>Transportation</b>	<b>37</b>
Owning a Car .....	37
Car Insurance .....	38
Car Registration .....	39
The DMV Test .....	39
Individuals with their country's Driver's License .....	39
Individuals without their country's Driver's License .....	39

# Welcome to Schiller International University



# We exist to connect!

**We connect knowledge, people, cultures and technologies** because together we are the engine transforming the world into a more sustainable place.

Our mission is to prepare students, personally and professionally, for future leadership roles in an international setting. The educational process puts particular emphasis on developing international and cross-cultural competencies through foreign language training, intercampus transfer, or other international academic opportunities, and intense interaction among people with diverse backgrounds.

We recognize that international perspectives are crucial to solving contemporary problems and developing a globally literate, intercultural competent citizenry.

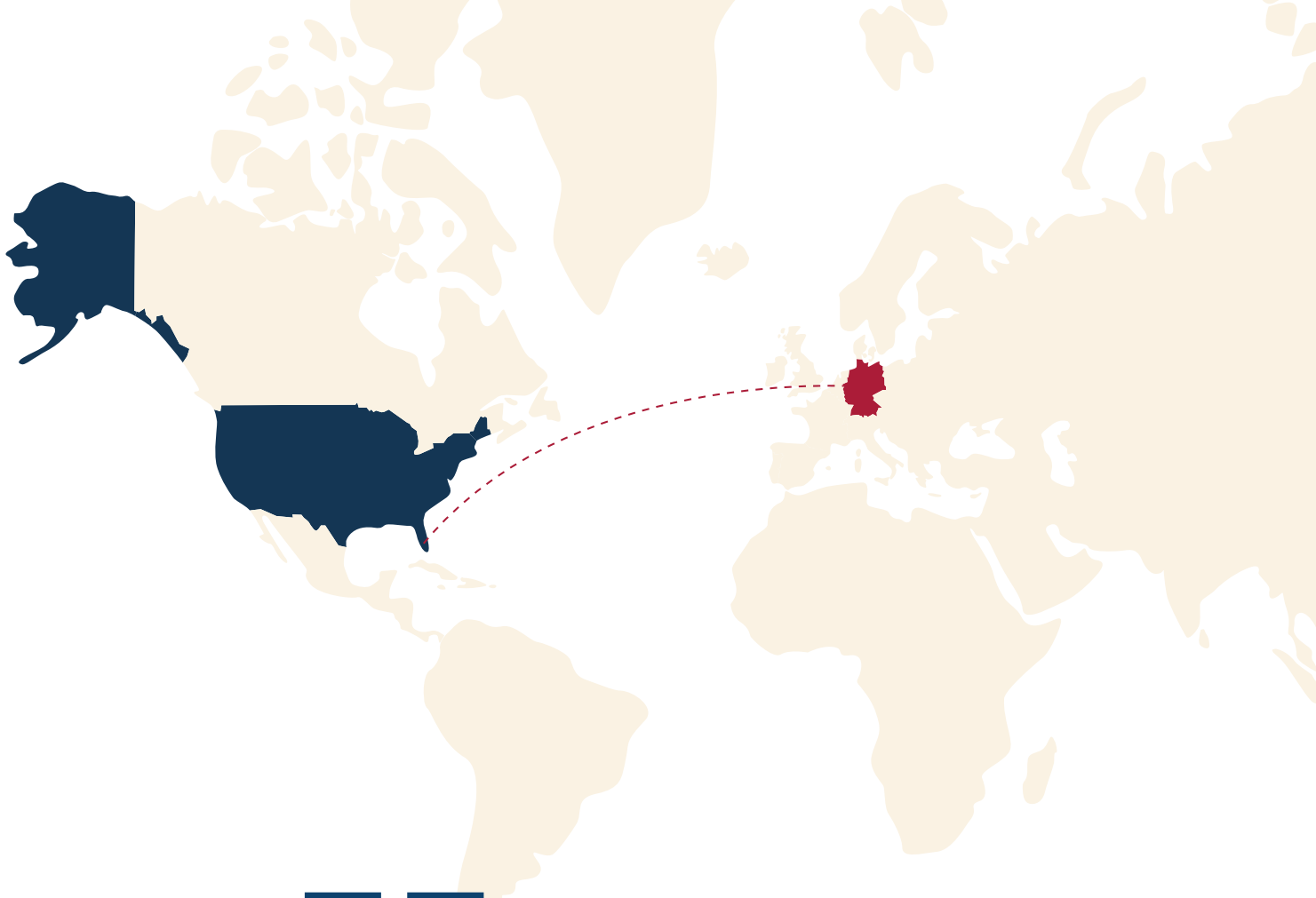
**Schiller is committed** to providing a high-quality education to all students without regard to race or color, gender, sexual orientation, veteran status, religion, age, disability, national origin, creed, ancestry, or political affiliation.

**[Read more about our commitment HERE.](#)**



Non Discrimination





Schiller was named for the German philosopher, poet and dramatist, **Johann Christoph Friedrich von Schiller**. This unique University was founded in 1964 by Dr. Walter Leibrecht for the purpose of providing American students with an **American educational experience in Europe**.

In time, this original concept was broadened to include students from all over the world seeking an **American study program** in an international setting.

Schiller International University has campuses in Heidelberg, Germany; Madrid, Spain; Paris, France; and the Tampa, Florida USA.

# GLOBAL ACCREDITATION

Schiller University performs under strict excellence's parameters, **supporting the quality of our programs**, and including valuable features that help students build a personalized Global Profile.

This academic excellence provides multiple benefits to our students:

- Obtain both US and EUR Degree performing just a single Study Plan
- Apply for an OPT and have access to work in the US for 12 months\*
- Build a customized Global Profile based on your preferences

\*Applicable just for the students that complete their Degree at our SIU Tampa International Campus.



GOBIERNO DE ESPAÑA

MINISTERIO DE CIENCIA, INNOVACIÓN Y UNIVERSIDADES



Bundesministerium für Bildung und Forschung



ACCSC  
Accrediting Commission of Career Schools and Colleges



## US Accreditation (ACCSC)

SIU is a U.S.- Based university with an international scope accredited by the Accrediting Commission of Career Schools and Colleges (ACCSC). Our degrees are valid in the United States and issued under its academic parameters.

## EUR Accreditation (University of Roehampton Partnership)

Thanks to our partnership with the prestigious University of Roehampton (London, UK) our students have the opportunity to add a complementary European Degree to their studies.

## SIU International Recognitions

Schiller International University is an academic institution included in the whitelists of multiple Country Governments around the world, such as China. This fact facilitates student access to the benefits that countries may provide in helping students study abroad.



# Schiller Education



# ACADEMIC INFORMATION



## Scheduling

Students typically complete four courses each semester by taking **one course per month**. Each course is four weeks (one month) in length. Course schedules are specific to the students' degree requirements. [READ MORE](#)

## E-Books

Schiller International University have transitioned from using print textbooks to an online eBook platform for all ground and distance learning students.

Once downloaded and registered with [Vital Source](#), the student will have access to the e-book for three (3) years or more.

Physical books will not be available for purchase with the university unless a formal Student Accommodation has been approved.



[Get Access to E-Books](#)



## Undergraduate credit hours and course loads

Students who meet **specified GPA requirements** may enroll in more than 12 credit hours in a semester only with prior approval of the appropriate University official(s). Undergraduate students must enroll in a minimum of 12 credit hours per semester to be considered a full-time student. Students may enroll in more than 12 credit hours in a semester only (Maximum credit hours possible) with prior approval of the Campus Academic Dean, according to the parameters listed as follows. Each three-credit course class will maintain a minimum of 45 contact hours during the four-week course. Online courses are handled the same way. Students will have to meet with Financial Aid to assure additional funds are available to exceed 12 credit hours per semester.

Undergraduate Course Load	Prior Term GPA	Cumulative GPA
15 credits per semester	2.5 or higher	2.5 or higher
18 credits per semester	3.0 or higher	3.0 or higher
21 credits per semester	3.5 or higher	3.5 or higher

## Evaluation of SAP

To determine if a student is making satisfactory academic progress, a student's CGPA and completion rate are evaluated at the end of every semester after grades are posted (approximately 10 days after the end of the semester). The completion rate is calculated by comparing the amount of credits earned to the amount of credits attempted.

[Click Here](#)

SAP Criteria

[Click Here](#)

Academic / Financial Aid Warning for failure to meet SAP Criteria

[Click Here](#)

Satisfactory Academic Progress Appeals, Academic/Financial Aid/Probation and Academic Plans

[Click Here](#)

Procedure for Re-Establishing Satisfactory Academic Progress

## Dean's List

Students named on the Dean's list have displayed a **high level of academic performance during the preceding semester**. Students are eligible for the Dean's List if they have earned a grade point average of at least 3.5 for Undergraduate Degrees and at least 3.8 for Graduate Degrees and have successfully completed all courses for which they have registered.

## Final Grade Appeals

Students have the right to appeal their final grade in a course if they believe their grades reflect a capricious, arbitrary, or prejudiced academic evaluation, or reflect discrimination based on race, sex, age, handicap, veteran status, religion or creed, sexual orientation, color, or national origin.

[Apply Here](#)

## Satisfactory Academic Progress

Satisfactory Academic Progress (SAP) is designed to monitor a student's progress through their program of study based on **qualitative** (cumulative grade point average) and **quantitative** (completion rate) achievement.

In order to be considered to be making satisfactory academic progress toward a degree, a student must both maintain a minimum cumulative grade point average (CGPA) and a completion rate to ensure they can complete the program within **150 percent of the normal time frame of the program length**.

## How to Request an Official Transcript of Records

[Click Here](#)

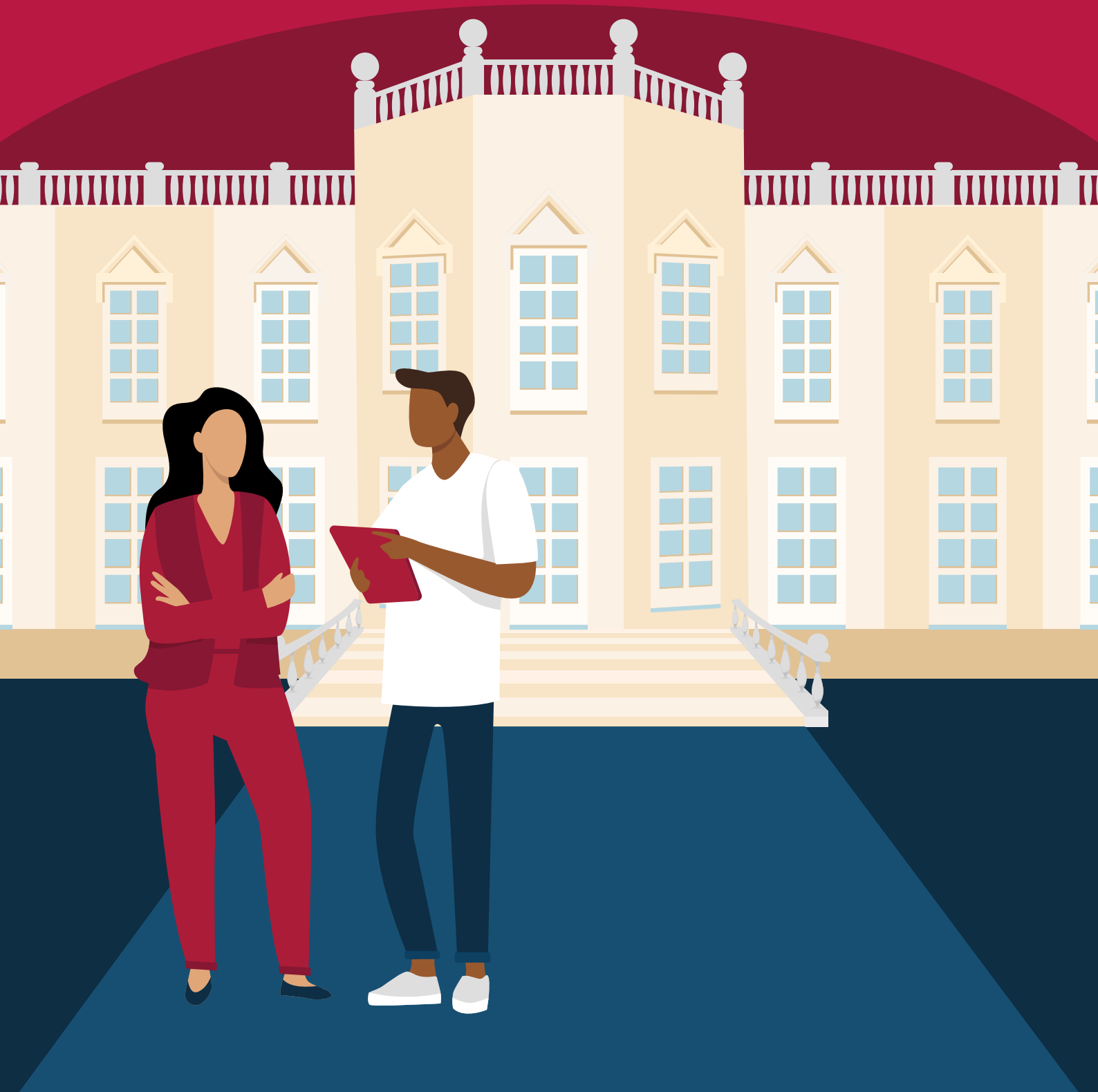




University of  
Roehampton  
London



**SCHILLER**  
INTERNATIONAL  
UNIVERSITY



# UNIVERSITY OF ROEHAMPTON PARTNERSHIP

Schiller International University and the University of Roehampton (UoR) in London have signed **an agreement where students will study for a degree awarded by Roehampton alongside their Schiller degree and receive two separate qualifications.** Students will be enrolled in both Schiller International University and the University of Roehampton (UoR) in London at the same time.

Over a four-year period, (one year for postgraduate programs) **undergraduate students will achieve two degrees**, one from Schiller International University, and one from The University of Roehampton delivered by Schiller.

**Students enrolled in the Distance Education / Online programs are not eligible to receive a second degree awarded by the University of Roehampton.**

Students' courses will include several modules/credits which will count towards both degrees, in addition to a number that are specific to either their Schiller, or their Roehampton qualification, including a Thesis. **All teaching and the Thesis will be carried out by Schiller's academics.**

# UNIVERSITY OF ROEHAMPTON AWARDS

Restrictions apply to the number of online courses an on campus student can take as part of their degree program while maintaining eligibility for the second degree awarded by the University of Roehampton.

For both undergraduate and graduate level students, **25% of the courses required for the University of Roehampton degree can be taken online.** For undergraduates this is a maximum of 7 courses and for graduates a maximum of 3.

Grading System

Dissertation

**IMPORTANT INFORMATION** for students enrolled in Dual Degree with University of Roehampton

Click Here

# INTERCAMPUS TRANSFER

Domestic or international students wishing to transfer **permanently** to another SIU campus must complete an Intercampus Transfer (ICT) form, the student **must complete the form** prior to the semester when he/she plans to attend a different campus. Transfers are normally approved if the program and courses are offered at the location of interest.

The student must be in good academic standing, **have no outstanding financial obligations with the campus, and have an approved legal status to study in the respective country.**

Transfers cannot occur in the middle of a student's term (during a particular 4 month semester) or if a student's required course would not be available at the destination campus in the first month when the student plans to transfer.

**Ask an academic advisor how you can apply.**



# GRIEVANCES

For complaints and other than a final grade appeal that a student wishes to address formally with the University:  
Contact your Student Advisor either in person or via email.

[Contact your Student Advisor via E-Mail](#)



Anonymous reporting to raise concerns about any wrongdoing is available through Schiller International University's whistleblower process. **Incidents may be reported online by [navigating HERE](#).** After submission the reporter will receive confirmation within 7 days that a case has been opened.

Review will begin and the response and outcome will be delivered to the reporter within 3 months. Reporters can track their case and view updates via the portal. Reporters control what information they share and can choose to remain anonymous if preferred. No personally identifiable information is required to submit a new case.

# GRADUATION

**Students are responsible for satisfying the requirements for graduation** in their specific program and for observing the academic policies of Schiller International University.

Petitions for graduation have to be submitted **at least one month before the proposed graduation date.**

The Registrar's Office will have to approve these petitions if all required documents have been submitted before graduation date.

Graduates must fulfill all financial obligations including outstanding tuition charges, fees, and other expenses, before the degree is granted. [READ MORE](#)



Undergraduate Graduation with Honors

[Click Here](#)



Graduate Graduation with Honors

[Click Here](#)



Participation in Graduation Ceremonies

[Click Here](#)

[Contact the Graduation Committee](#)



# POLICIES

[Click Here](#)

## LEAVE OF ABSENCE POLICY

Students are eligible to take up to 180 days of LOA in a 12-month period to include military and lack of course offering absences. LOA does not have to be taken consecutively.

[Click Here](#)

## READMISSION POLICY

Students considered to be in a “drop/dismissal/withdrawal” status must be formally re-admitted to the University.

Re-admitted students will be subject to the requirements set forth in the **current catalog** at the time of readmission including enrollment into the current program version. All students must complete an updated Enrollment Agreement along with all required documentation.

[Click Here](#)

## REFUNDS AND WITHDRAWALS

Our Institutional Refund Policy as outlined here applies to all students who completely withdraw from all classes during a semester. The Return of Title IV Funds Policy applies to students if they received or were scheduled to receive federal student aid program funds.

[Click Here](#)

## DISCLOSURE OF STUDENTS RECORDS

[Click Here](#)

## CLASS ATTENDANCE POLICY

[Click Here](#)

## ACADEMIC INTEGRITY & PROFESSIONAL CONDUCT

[Click Here](#)

## ALCOHOL AND ILLEGAL DRUG USE POLICY

[Click Here](#)

## INCOMPLETE GRADE POLICY

[Click Here](#)

## TRANSFER CREDIT POLICY

[Click Here](#)

## COPYRIGHT POLICY

[Click Here](#)

## GRIEVANCE POLICY

# Student Life

Mobility Options

International Programs

Student Portal



# INTERCAMPUS MOBILITY

Domestic or international students wishing to study at another Schiller campus for a term (4 month semester) or longer **shall apply to the Intercampus Mobility (ICM)** during the call for applications that occur once a year. Students will be notified about the application period in advance.

## Students shall:

- Be in good academic standing
- Have no outstanding financial obligations with the University
- Have an approved legal status to study in the respective country
- Must not have a pending Disciplinary Committee resolution

Intercampus Mobilities cannot occur in the middle or in between a student's term or if a student's required courses would not be available at the destination campus. Intercampus Mobilities are normally approved if the program and courses are offered at the receiving campus. **The University does not guarantee the approval of an Intercampus Mobility application**, reserving the right to postpone or cancel the application for any reason, if necessary, especially in the benefit of a better academic performance of the applicant (student).

[FAQ's](#)

# STUDY ABROAD

Study Abroad programs are options provided by Schiller International University to **complete a semester or a year of your degree program at a different university**, usually in a foreign country.

These programs are an excellent opportunity to see a new part of the world, experience a different culture. Studying abroad can help you expand your academic horizon and develop the capacity to adapt to various educational settings.

[Click Here For More](#)

# STUDENT PORTAL

Our Student Portal will improve the student experience with many new features. **Students will be able to create groups, manage communications, see their grades, access their To-Dos list and book appointments with their advisor(s).**

The portal is fully inclusive and the core functions cover all the academic, administrative, financial as well staff and students communication needs.

[Click Here For More](#)

# Student Journey



# STUDENT EXPERIENCE DEPARTMENT

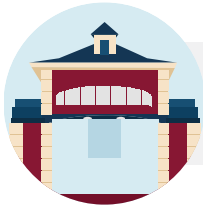
We are committed to ensuring success at every level of a student's education.

The student experience department provides a **variety of services** including orientation, assistance in locating housing, health insurance options, transportation, events, student organizations, volunteerism, and much more. [READ MORE](#)



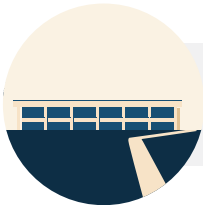
Services for **Students with Disabilities**

[Click Here](#)



Student Experience Department Madrid

[Click Here](#)



Student Experience Department Tampa

[Click Here](#)



Student Experience Department Heidelberg

[Click Here](#)



Student Experience Department Paris

[Click Here](#)

# STEP 1

## Insurance

Students are encouraged to maintain **personal health and accident insurance** through an employer or independent provider. The University **does not provide any type of insurance coverage for students.**

**European students** attending to **Heidelberg campus** must have health insurance coverage or document that their own health insurance covers them in Germany. **Heidelberg** and **Madrid** may register with the National Health Insurance department; however, all non-European students must have private health care.

**Paris campus** students are advised that they can apply for a private student health insurance, as AME, PGA, AVI International.

Students with a student Visa are strongly encouraged to maintain adequate Visa Insurance coverage while studying in the USA; however, there are no insurance requirements set forth by the US Department of State.

**Schiller International University is not responsible for students' lost or stolen personal property. Students are encouraged to take out personal insurance to cover the loss of belongings.**

## Housing and Meals

Housing and meal expenses are the **responsibility of each student and are not included in the cost of tuition and fees.** The costs students can expect to incur for housing and meals may vary greatly with individual student preferences as well as with each campus.

**Each campus should be contacted for current information on this subject.**



## STEP 2

### Academic Support Services

The Department is committed to ensuring success at every level of a student's education.

In addition, the university has an active and growing Alumni Association, to recognize and applaud alumni around the world as well as support current students.

Student Experiences 

### Student Activities

Coordinated by the **Student Experiences Coordinator** in conjunction with students, faculty, and/or Student Experiences and paid for by student activity fees.

**The appropriation of student activity fees requires approval by the Campus Director.** Student activities enable students to immerse themselves in the local culture and activities, participate in sporting programs, and travel on educational trips.

Look for activities from your Campus:

For Current Students, Activities can be Checked Here 

### Tutoring

Students may request assistance for classes in which they are experiencing difficulty. In addition, the university offers 24/7 tutoring for all students through [tutor.com](https://www.tutor.com) and [khanacademy.com](https://www.khanacademy.com) which can be accessed through Blackboard. Contact the Librarian for additional information [HERE](#).

### The SIU Library Dept.

The SIU Library Department is part of the Schiller Student Experience Department and includes four campus libraries in Tampa, Madrid, Heidelberg, and Paris, along with the SIU Digital Library with over 500,000 digital resources. Our collections cater to the needs of undergraduate and graduate programs, accessible via our Blackboard platform. The content of the databases is from ProQuest, Gale Cengage, and Harvard Business Publishing (HBP)."

Please [CLICK HERE](#) for links and information regarding specific campus and country offerings.

### Student Council

The Student Council is the student governing body at SIU which advocates student rights and responsibilities at the University.

Student Experiences and/or Campus Director work closely with the Student Council to provide the best possible guidance to our students.

# STEP 3

## Faculty and Staff

Administration, Faculty and staff for all campuses are listed in the current Catalog Supplement available [HERE](#).

Course syllabi also contain contact information for Schiller instructors.

Separate from the admissions process is the **process of immigration as an international student** to the Tampa Bay campus in the United States as well as to a campus in the European Union.

All applicants who are granted a student visa to attend SIU must commit to an enrollment of at least two academic semesters (eight months) of continuous enrollment in order to be admitted to SIU.

[www.schiller.edu](http://www.schiller.edu)

## Tuition and Fees

Refer to the SIU Catalog Supplement for the current Tuition and Fee schedule available from the Admissions Office and [HERE](#).

[Schiller's Catalog](#)

## Student Responsibility

Students are responsible for knowing their scholastic standing as it relates to the published regulations and standards of SIU which you can find [HERE](#).

This responsibility includes knowing the regulations of the University and the department or division in which a degree is being earned.





# Global Employability Path



# SCHILLER EDUCATIONAL MISSION

To prepare students, personally and professionally for future leadership roles in an international setting.

## Schiller commitment towards the employability of students.

The global employability path is a step forward towards taking the employability of students to the next level. It is built in tandem with the academic life of the students to develop and continuously monitor their skills during their time at Schiller.

## GLOBAL EMPLOYABILITY PATH

The global employability path (GEP) is a non-mandatory extracurricular program that trains undergraduate and graduate students to gain the most demanded skills of the labor market. During their academic life, they will be able to gain those skills by participating in different activities.

Students shall be an active part of their training process. For this reason, the activities proposed to improve their skills shall make them transform from observers to active learning professionals.

Once students complete their global employability path, they will obtain a certificate attesting to the skills acquired.

**Interested?**

[Click Here to Watch a Video](#)

## Competency Bundles



**Innovation  
and Creativity**



**Interpersonal**



**Digital**



**Business  
Entrepreneurial**

# Training Activities



Challenges



Active Training



Simulations



Volunteering



Workshop

[Find Out More About the Skills Trained](#)

## PUNCTUATION SYSTEM

	Bronze	Silver	Gold	Platinum
Undergraduate	≥ 100 pts	≥ 150 pts	≥ 180 pts	≥ 250 pts + volunteering
Graduate	≥ 80 pts	≥ 130 pts	≥ 160 pts	≥ 180 pts + volunteering

## Employability Certificate

▶ Obtain levels in each competency bundle depending on the points gained



▶ Carry out an internship work experience

▶ **Obtain your employability certificate!**

[Find out More](#)



# Alumni Association



# ALUMNI ASSOCIATION

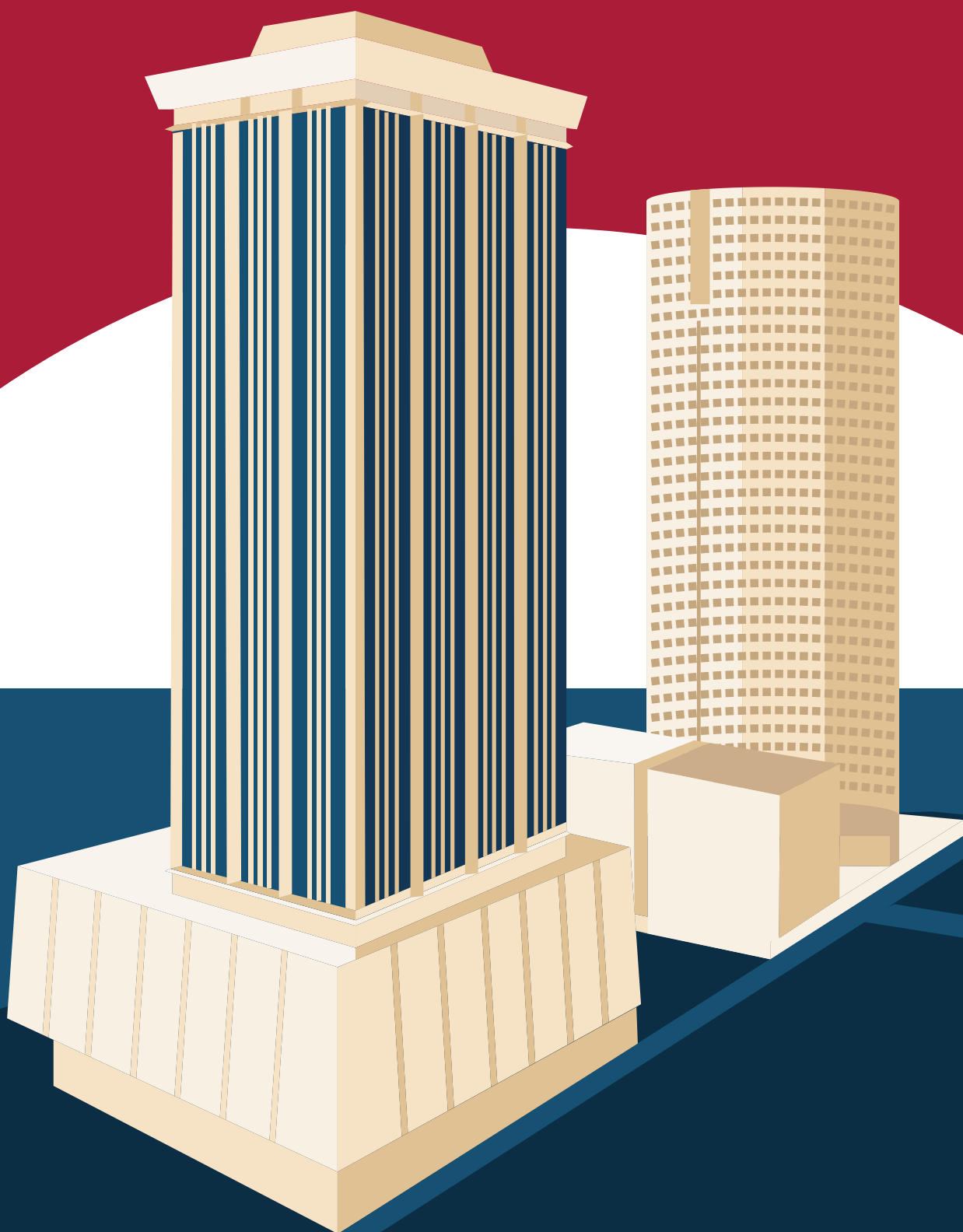
**With more than 50 years of history, the Schiller Global community has a growing network of more than 20,000 graduates of 130 nationalities. Their unique learning experience at Schiller unites them and has helped them to become what they are today. Professionals leading and achieving success for a wide variety of companies and institutions around the world.**

At Schiller, we are devoted to our mission and values and we believe that our Students/Alumni are some of our greatest assets.

With the purpose of promoting the welfare of the University by cultivating a mutually beneficial relationship within our growing worldwide community of Alumni, we have reactivated the Schiller Alumni Association. Through activities, programs, and opportunities, we want to inspire and support our Alumni in their lifelong learning and personal development while engaging and connecting them back to their Alma Mater, so together we can perpetuate a sense of pride and commitment.



# Tampa Campus





## Dear Student,

On behalf of Schiller International University, we welcome you to the Tampa Campus. We are delighted you have made the decision to join our community and are looking forward to getting to know you better. We all know it can be very challenging and exciting at the same time when leaving home, friend, and family but the fun has just begun.

We are here to assist you with registration, help you understand our curriculum, and design an appropriate academic course of study given your goals and interests. We are pleased and appreciate that you have chosen a unique time to study and live in Florida, as events in the surrounding community and business environment will enhance your educational and cultural experience.

The Tampa campus of Schiller International University consists of a modern and inviting building structure. Our modern facilities include a library, computer lab and wireless internet available throughout the campus. A large student lounge allows for studying, relaxing, and socializing on campus. Several housing options, shopping, supermarkets and numerous restaurants are located in close proximity to the campus.

We are certain you will find the information in this booklet useful. Schiller International University proudly awaits your arrival.

Allan Alvarez  
**Campus Director – Tampa**

# WELCOME TO SIU CAMPUS TAMPA

Our campus, located in Tampa, Florida, measuring 6,831 square feet, offers **spacious classrooms equipped with the necessary technology**, a library, two student lounges, spacious administrative and faculty offices, and available parking.

Accessible to public transportation and all major highways, and neighboring Tampa Riverwalk, parks, restaurants, museums, monuments and the beautiful Tampaskyline. **Tampa International Airport is approximately 8 miles from the campus.**

## Useful Numbers & Contact information



Main phone  
**877-298-9078**



Address  
**400 N. Tampa  
St, Tampa,  
Florida 33602**



Office Hours  
**Mon-Thu  
8:30-17:30  
Friday  
8:30-15:00**



Library Hours  
**Mon-Thu  
8:30-17:30  
Friday  
8:30-15:00**

## CAMPUS SECURITY

**The University is not responsible** for lost, damaged or stolen items left unattended in the campus or outside.



**911** 

Police, fire, or ambulance

[See Report](#) 

Annual Campus Security  
Report and Fire Safety Report



# BEFORE ARRIVAL

## Temporary Housing

You may want to secure a temporary stay (up to a week) at a short-term facility prior to or upon arriving in Florida while you visit the local complexes in person before engaging in a lease.

[Find Out More Here](#)

## Health Insurance

The University does not provide any type of insurance coverage for students. **Students are encouraged to maintain personal health and accident insurance through an employer or independent provider.**

Sample websites with different plans that may be available online.

[Click Here for More Info](#)



\* Schiller International University does not endorse and/or recommend any specific website and/or business.



## Estimated Cost of Living

\$2330.00 is just the Estimated total monthly cost. This does not include furnishing the apartment (bed, sofa, TV, etc.)

[Find Out More Here](#)

# UPON ARRIVAL

## Arrival Procedures

Please note that we need to know your arrival details:

- Airport destination name/code
- Flight arrival time in the U.S.
- Flight number
- Country and city you are flying from
- Hotel/Apartment where you will stay
- Phone Number where you can be reached



## Transportation from the Airport

**UNIVERSITY PICK-UP:** The University can arrange airport pickup (Tampa International Airport-only); however, this needs to be arranged with your **Admissions Representative** at least **3 business days before you leave your country/state**. Students arriving at night, during the weekends or on national holidays should be aware that SIU staff may not be available, and those students will need to return to the campus during regular business hours.

**TAXI:** Taxi service by Yellow Cab and United Cab is available at the curbside outside the Baggage Claim Level.

**Yellow Cab** [\(813\) 253-0121](tel:813-253-0121) **United Cab** [\(813\) 777-7777](tel:813-777-7777)

**SHARED PASSENGER VAN SERVICE:** Airport limos and shared passenger van services are available **through advance reservation** or walk-up booking. Please contact the following: **SuperShuttle** [\(800\) 282-6817](tel:800-282-6817) or [\(727\) 572-1111](tel:727-572-1111)

**UBER:** Drivers are ready to pick you up at the airport. Just log in [HERE](#) on your smart phone and follow 3 simple steps to get on your way.

# GUIDE TO TAMPA -HOUSING

Schiller International University- Tampa campus **does not provide student housing facilities**; however, students can choose from a variety of housing options in the Tampa area.

## Short-Term Housing for Students

We recommend that you **contact the hotel/all complexes of your choice directly before arriving** at the Tampa Campus. Florida is a major tourist destination; therefore, housing availability may be **from May until September**. Listed below are local hotels with Schiller agreements:

[Click Here](#)

**SHERATON TAMPA RIVERWALK HOTEL**

[Click Here](#)

**THE BARRYMORE HOTEL TAMPA RIVERWALK**

[Click Here](#)

**HYATT PLACE TAMPA DOWNTOWN**

## 220 Madison Student Residence

Is a Student Residence located across from our campus, housing students from various campuses **in the downtown Tampa area**. Each apartment houses 2-4 students with each student having their own bedroom. The apartments are **fully furnished and all utilities**, cable and high-speed internet are included in the cost of rent. Each apartment has a smart tv.

The residence has laundry facilities, a home movie theater, a tanning bed, massage chair, gym, free bicycle usage, and a huge fellowship area. **Rents are about \$1300-\$1500 per month**. The management works with international students so the normal requirements for state ID is not required. **This facility is 2 minutes from our school.**



**Christin L. Hillis**  
Community Manager

[Contact 220 Madison](#)



## Leasing other housing

In order to rent housing, a student will need a **valid state ID or passport with student VISA and I-20 for an international student, and a Schiller student ID for select locations.** Depending on the facility selected, pre-payment in full or evidence of sufficient funds to cover the entire rental agreement might be required.

[Needed Documentation](#)

## Cable TV/ Phone/Internet

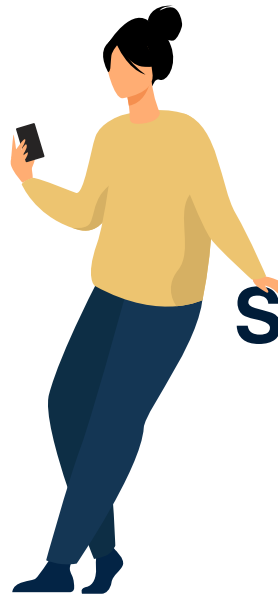
Both companies provide:  
TV, Internet, Phone services.

**Spectrum: 1-844-343-2015**

**Wow!: 1-877-490-8235**

[Visit Spectrum Website](#)

[Visit WOW! Website](#)



**Spectrum**  
**WOW!**

# GUIDE TO TAMPA -TRANSPORTATION

## Owning a Car

For many students owning a car brings **many advantages**. Owning a car could be extremely convenient, permit you to take trips that otherwise would be impossible and making traveling to the campus and recreational activities easier.

There are also significant responsibilities and obligations. As an international student you need to be sure you **learn about the US Federal laws** and the state laws that pertain to owning a car and driving in Florida.

### New Car

Although a new car will most likely give you fewer problems than a used one, it will also prove to be more expensive. **If you buy a new car and sell it 12 months later, you can expect to face a rather substantial loss.**

### Used Car

While there is some risk in buying a used car, **its value decreases far less** than that of a new car over the same period. However, if you are fortunate to find a good one, you will have dependable transportation.

[See Car Dealer List](#)



\*Schiller International University does not endorse and/or recommend any specific website and/or business. Although you may save money buying directly from an owner, we would suggest that you consider purchasing your car from a reputable dealer who will give you a full guarantee on the car. Thus, if anything goes wrong, the dealer will repair it potentially at a minimal cost to you.

## Car Insurance

### With International Driver's License or Origin Driver's License

International students who want to drive a car while attending a college or University in the United States will have to purchase an **International Auto Insurance policy**.

Most major insurance agencies, such as **Geico\*** or **State Farm\*** offer auto insurance for international students who have obtained an international driver's license from their country of origin and show it the insurance agent handling their policy.

**The amount of a short-term policy for someone who is not an American citizen could be costly** since the insurer does not know anything about the applicant's prior driving record.

*\*Schiller International University does not endorse and/or recommend any specific website and/or business.*

### With Local Driver's License

State of Florida law requires all automobile owners to have car insurance with **a minimum of at least Personal Injury Protection (PIP) and property damage**. Florida has a "no-fault" insurance law; it is your responsibility to get informed regarding the insurance laws and regulation, property damage insurance, liability insurance, collision insurance, and comprehensive insurance.

Many private companies offer automobile insurance at different rates. Insurance rates vary with the company; these depend on the value of the car, the age of the driver, and past driving records of the driver. There are a number of different insurance policy options available to help you get the complete auto insurance coverage you need.

## Insurance policy options

- Geico
- Allstate
- State Farm
- Esurance
- Amica
- USAA Auto Insurance
- American Family Auto Insurance
- Liberty Mutual
- Progressive
- AAA

*\*Schiller International University does not endorse and/or recommend any specific website and/or business. Failure to have the minimum insurance requirement is against the law, and leads to fines, possible imprisonment, and having your driver's license revoked or suspended.*

## Car Registration

- Visit a Florida DMV (Department of Motor Vehicles) office.
- Bring your title, proof of ID, and car insurance card.
- Have the VIN (Vehicle Identification Number) and odometer reading handy.
- Pay your initial vehicle registration fee, title fees, plate fees, and taxes.

## The DMV Test

### For individuals that have their country's Driver's License

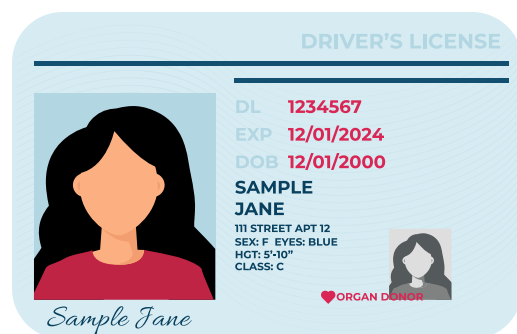
Drivers who hold only international driver's licenses, or who move to Florida and will drive a car or moped, must obtain a Florida State driver's license **within 30 days of arriving in Florida** issued by the Florida Department of Highway Safety Motor Vehicles (DMV). Drivers who receive a driver license for the first time must take a written test, a road test, and a vision test.

Florida Non-immigrants renewing or applying for a new driver license or identification card will be required to submit:

- Primary identification document –valid passport
- F-1 and M-1 classification must be accompanied by an I-20
- Two proofs of residential address (i.e. lease, utility bills, etc.)
- Original Driver's License (for their country)
- Form I-94 which can be downloaded online

### For individuals that don't have their country's Driver's License

All drivers getting their first driver's license in Florida are **required to complete certain steps by Florida Law**. The DMV Test (also known as the Permit Test) is now being offered online.



Applicable Websites

Permit Test Steps

