



Central Washington University

**Study Abroad and  
Exchange Programs**

# **Education Abroad**

Incoming Exchange Student Handbook

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## **Brief History of Central Washington University<sup>1</sup>**

The doors of the Washington State Normal School in Ellensburg opened in 1891. Mr. Benjamin Franklin Barge was the first principal of the school, which was founded to educate future elementary and junior high teachers. Classes were held at the Washington Public School until the normal school's first building, Barge Hall, opened in 1893. The normal school became Central Washington College of Education in 1937, Central Washington State College in 1961, and Central Washington University in 1977.

Today CWU is a comprehensive university that provides high-quality programs to more than 13,000 people at eight locations. CWU is co-located with community colleges in Edmonds, Everett, Des Moines, Steilacoom/Puyallup, Kent, Yakima, Moses Lake, and Wenatchee, where students can complete baccalaureate degrees without leaving their communities. A new dual admission program allows community college students to be admitted to CWU when they are admitted to a college, streamlining the admissions, advising, and transfer processes. CWU also serves more students on-line than any other comprehensive university in Washington. "Finish Line" is an online campus launched in Fall 2011 to enable people to complete degrees online.

## **Admission Requirements**

Exchange students will be admitted to CWU as non degree-seeking guest students, generally for a maximum of three quarters (two semesters). In order to facilitate this admission, several documents are required. Please ensure they are all submitted at the same time prior to the deadline. It is preferred for all documents to be submitted electronically through the exchange coordinator at the student's home institution. It is not necessary to submit hard copies.

Electronic copies of transcripts and bank statements will be considered official only when submitted directly from the home institution.

## **Required Documents**

- Letter of nomination from home university
- Central Washington University International Exchange Student Application
- Official university transcripts
- Proof of English proficiency
- Proof of Financial Responsibility
- Legible copy of passport information page
- Proposed Plan of Study

## **Application**

The CWU exchange application packet will be emailed to students after they are nominated by their home universities.

## **Transcripts**

Students must submit an official, English-language copy of their transcripts. The primary purpose

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<sup>1</sup> <https://www.cwu.edu/about/history>

of this is to help us evaluate prerequisites and register students more easily for classes they need and/or want. If classes for the current term are not listed on the transcripts, students should submit a separate list of them in addition to the transcripts.

### **English Proficiency**

Students should submit a copy of TOEFL or IELTS test results no more than two (2) years old that demonstrate they have met the minimum English proficiency levels (see below).

TOEFL: 71 (IBT) or 525 (PBT)

IELTS: 6.0

Unfortunately, CWU is unable to accept institutional TOEFL scores.

### **Passport**

A *legible* copy of the information/photo page of the student's passport must be submitted. Rather than a photocopy, a scan taken directly from the passport is preferred.

### **Proof of Financial Responsibility**

Students must complete and submit the Proof of Financial Responsibility form, as well as submit financial documentation proving a minimum availability of funds for the stated amount. Documentation may include an official copy of a bank statement, as well as an official letter from the student's bank. All documentation must be in English or include a certified English translation.

### **Financial Obligations at CWU**

#### **Tuition/Fee Remission**

Under the terms of the exchange, students are **not** responsible for tuition and the quarterly university fees except under the following four circumstances:

1. Overload Registration

The exchange covers tuition and fees for up to 18 credits in one quarter. Registration for 19+ credits in a quarter both requires permission from the Associate Director of Education Abroad and incurs additional tuition and fees. These extra costs are not covered by the tuition waiver.

2. Summer Registration

Students on calendar year exchanges are able to stay in the United States over summer and, if they wish, to take summer classes at CWU. However, tuition and fees for summer classes are not covered under the exchange.

3. Extension of Program Outside of Exchange

While rare, students have extended their stays at CWU for additional terms without being considered part of the exchange between CWU and their host institutions. In these cases, tuition and fees are the responsibility of the student.

4. University English as a Second Language

Students should have enough English proficiency to allow them to take regular CWU classes. However, students who have met the minimum proficiency requirements but still would like to take English support classes through the University English as a Second Language program are responsible for the tuition and fees associated with such classes. Unfortunately, such tuition may not be covered by the exchange.

The quarterly university fees paid on the student's behalf are as follows. All other fees are the responsibility of the student.<sup>2</sup>

- Services & Activities Fee
- Wellness Fee
- Athletic Fee
- Recreation Center Fee
- Student Union Fee
- Central Transit Fee
- Health Center Fee
- Student Lobby Fee
- Tutoring Center Fee
- Technology Fee
- Library Fee
- Multimodal Fee

**Nonetheless, due to university accounting processes, tuition charges and university fees still will appear on a student's financial account each term.** This is normal and cannot be changed.

Each student's tuition waiver and payment of university fees will be processed by SAEP at the start of each quarter, though the credit may not appear on the student's account until the end of the first week of classes, commonly called Add/Drop, during which students may more easily make changes to their class schedules. Only if the appropriate credits do not appear at this time should students be concerned. In this case, students should contact SAEP to notify them of the issue.

Any course-specific fees are the student's responsibility. Many CWU classes have a "course fee" attached to them to go toward materials or some other additional cost associated with running the class. Online, art, music and STEM lab classes are some of the types of classes that have such a fee, though any type of class could have one. The course fee should appear very prominently in MyCWU.

### **Housing and Meal Plans**

Exchange students are responsible for charges related to housing and meal plans. See the relevant section below for guidance on housing and meal plan options and selection procedures. For those in residence halls, these charges are billed in one lump sum at the beginning of each term. Rent for apartments is generally billed on a monthly basis.

Please remember that University Housing and Dining review and revise their rates on a yearly basis and are only able to announce changes officially in the summer. Therefore, students should use the previous year's rates only as a guideline and factor in a 5% raise to budget safely. This generally is the maximum rates could rise from one academic year to another. The costs of attendance on the *Proof of Financial Responsibility* form in our exchange application materials factor in this potential raise.

If a third party, such as a student's home institution, will cover housing and/or meals on a student's

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<sup>2</sup> There is some opportunity for the precise configuration of fees to change, particularly in pandemic conditions. However, this list conveys at least the types of fees covered by the exchange.

behalf, they should coordinate closely with that party and ensure all conditions and responsibilities are understood. Please understand that CWU will still consider these charges the responsibility of the student in these cases.

## **Student Financial Responsibility Agreement**

Beginning in the fall of 2018, CWU's financial services office instituted a mandatory *Student Financial Responsibility Agreement* students must read and acknowledge in MyCWU each term before they are able to register for the next term. The text is offered below. Please remember that this form is written with the broader majority of CWU students in mind and, thus, will appear to contradict the information above regarding tuition and fee remission. It does not. Regardless of the text of the agreement, students participating in an exchange are not responsible for tuition and fees, as outlined above.

### Central Washington University Student Financial Responsibility Agreement

#### 1. PAYMENT OF FEES/PROMISE TO PAY

I understand that when I register for any class at Central Washington University ("CWU") or receive any service from CWU, I accept full responsibility to pay all tuition, fees and other associated costs assessed as a result of my registration and/or receipt of services.

*I further understand and agree that any amounts charged to my CWU Student Account that are not paid by the due date shall constitute a student educational debt under § 523(a)(8) of the U.S. Bankruptcy Code that I am obligated to repay. Any overpayment of financial aid or other educational benefit that I receive for any period when I am not enrolled at CWU shall also constitute a student educational debt that I am obligated to repay. All such student debt shall also include any late fees, finance charges, and collection fees and costs as more fully described below in Section 2, "Delinquent Account/Collection."*

I understand and agree that if I drop or withdraw from some or all of the classes for which I register, I will be responsible for paying all or a portion of tuition and fees in accordance with the published tuition refund schedule on the Registrar's Office website <https://www.cwu.edu/registrar/tuition-and-fees>. I have read the terms and conditions of the published tuition refund schedule and understand those terms are incorporated herein by reference.

*I further understand that it is my responsibility to monitor my student account activity via MyCWU online (<https://my.cwu.edu/>) and pay the charges/fees by the published due dates. My failure to pay or not receive a bill does not absolve me of my financial responsibility as described above.*

#### Withdrawal

If I decide to completely withdraw from CWU, I will follow the instructions at <http://www.cwu.edu/registrar/>, which I understand and agree are incorporated herein by reference.

#### 2. DELINQUENT ACCOUNT/COLLECTION

**Financial Hold:** I understand and agree that if I fail to pay my student account bill or any monies due and owing CWU by the scheduled due date, CWU will place a financial hold on my student



account, preventing me from registering for future classes, requesting official transcripts, or receiving my diploma.

#### **Late Payment Charge**

I understand and agree that if I fail to pay my student account bill or any monies due and owing CWU by the scheduled due dates, then CWU will assess a finance charge at the rate of 1% per month on the past due portion of my student account until my past due account is paid in full. The 1% finance charge is in addition to tuition and housing late payment fees. See <https://www.cwu.edu/registrar/tuition-and-fees> for tuition due dates and <http://www.cwu.edu/housing/> for housing due dates.

#### **Collection Agency Fees**

I understand and accept that if I fail to pay my student account bill or any monies due and owing CWU by the scheduled due date, and fail to make acceptable payment arrangements to bring my account current, CWU may refer my delinquent account to a collection agency.

I further understand that I am responsible for paying the collection agency fee, which may be based on a percentage at a maximum of 35% of the amounts collected for first collection efforts (and up to 40% for subsequent collection efforts), together with all costs and expenses, including reasonable attorney's fees, relating to the collection of my delinquent account. Finally, I understand that my delinquent account may be reported to one or more of the national credit bureaus.

### **3. COMMUNICATION**

#### **Method of Communication**

I understand that CWU uses e-mail as an official method of communication with me, and that therefore I am responsible for reading the e-mails I receive from CWU on a timely basis. If I want to receive paper communications then I need to submit the request to [StudentAccounts@cwu.edu](mailto:StudentAccounts@cwu.edu).

#### **Method of Billing**

I understand that CWU uses electronic billing (e-bill) as its official billing method, and therefore I am responsible for viewing and paying my student account e-bill by the scheduled due date. I further understand that failure to review my e-bill does not constitute a valid reason for not paying my bill on time. E-bill information is available at <https://my.cwu.edu/>. If I want to receive paper billings then I need to submit the request to [StudentAccounts@cwu.edu](mailto:StudentAccounts@cwu.edu).

I understand that administrative, clerical or technical billing errors do not absolve me of my financial responsibility to pay the correct amount of tuition, fees and other associated financial obligations assessed as a result of my registration at CWU.

#### **Contact**

I authorize CWU and its agents and contractors to contact me at my current and any future cellular phone number(s), email address(s) or wireless device(s) regarding my delinquent student account(s)/loan(s), any other debt I owe to CWU, or to receive general information from CWU.

I authorize CWU and its agents and contractors to use automated telephone dialing equipment, artificial or pre-recorded voice or text messages, and personal calls and emails, in their efforts to contact me.

Furthermore, I understand that I may withdraw my consent to call my cellular phone by submitting my request in writing to CWU or in writing to the applicable contractor or agent contacting me on behalf of CWU.

## **Updating Contact Information**

I understand and agree that I am responsible for keeping CWU records up to date with my current mailing addresses, email addresses, and phone numbers by following the procedure at the Registrar's Office website <http://catalog.acalog.cwu.edu/content.php?catoid=48&navoid=2639>. The linked procedure is incorporated herein by reference. Upon leaving CWU for any reason, it is my responsibility to provide CWU with updated contact information for purposes of continued communication regarding any amounts that remain due and owing to CWU.

## **4. ENTIRE AGREEMENT**

This agreement supersedes all prior understandings, representations, negotiations and correspondence between the student and CWU, constitutes the entire agreement between the parties with respect to the matters described, and shall not be modified or affected by any course of dealing or course of performance. This agreement may be modified by CWU if the modification is signed by me. Any modification is specifically limited to those policies and/or terms addressed in the modification.

## **Selecting Courses and Registration**

### **Finding Courses**

Students can find courses offered in a given term online through the [Schedule of Classes](#) (click "Search for Classes" at the bottom of the page). Course descriptions are available in the [undergraduate catalog](#). The catalog lists all classes at CWU; not all of those classes will be offered each term. Students should consult the Schedule of Classes to determine whether the specific class(es) they want or need are available during the relevant terms. These links may also be found on the website of the Office of Registrar Services: <http://www.cwu.edu/registrar/>.

Undergraduate courses have 100-level to 400-level course numbers. Graduate courses have course numbers 500 and above. Please note undergraduate students generally may not register for graduate-level classes.

Each quarter, undergraduate students must register for a minimum of 12 credits and may register for a maximum of 18 credits. Students wanting to take more than 18 credits will need permission and incur extra tuition costs.

Central Washington University has multiple campuses at which classes are offered. Students should ensure that their selected classes are offered on the main campus in Ellensburg. Additionally, some courses are offered exclusively online. Due to US immigration laws, no online courses may count toward a student's full-time status. Online courses may only be taken in addition to the 12-credit minimum.

### **Prerequisites**

Some courses may have prerequisites, which are requirements students must satisfy in order to be eligible to register for that class. For example, in order to register for SCM 450 students must have taken SCM 310 or an acceptable equivalent previously. Moreover, the College of Business does not allow for such pairings to be taken concurrently; therefore, until that requirement is met, students may not register for SCM 450.

While each department or college at CWU may vary in its stringency, exchange students generally are subject to prerequisites just as any other students and, thus, should take note of them when selecting classes. Prerequisites are listed in the course descriptions available in the university catalog.

During registration for a student's first quarter, SAEP will note any prerequisites and forward the student's proposed class(es) and their official home university transcript to the appropriate department to request permission to register. In successive quarters, the student should be prepared to address prerequisites themselves, though SAEP will offer support if needed.

Students with questions regarding prerequisites should not hesitate to contact SAEP.

### **Proposed Plan of Study**

It is critical that exchange students complete the Proposed Plan of Study in advance and submit it via e-mail to [steven.cook@cwu.edu](mailto:steven.cook@cwu.edu). Late submission of the worksheet will result in registration upon arrival, a time when many class capacities have already been reached, thus leaving students with few options.

### **Registration Process**

For a student's first quarter at CWU, SAEP—using the Proposed Plan of Study—will work with Registrar Services and, if necessary, departments and instructors to register the student for classes prior to arrival as much as possible. In some instances, a student may need to speak to an instructor in person prior to receiving permission to register for a class and, thus, must wait until they arrive and register for such a class during the first week of the quarter. Once the initial registration is complete, students may alter their schedules through [myCWU](#), though they may still need to work with SAEP to overcome any prerequisites that may present themselves.

In successive quarters, students will register for classes through myCWU. If a prerequisite prevents registration for a particular class, students should work directly with the instructor to obtain permission to override that prerequisite. This will be explained further during orientation.

### **Immigration Basics**

#### **SEVIS (Student and Exchange Visitor Information System)**

[SEVIS \(Student and Exchange Visitor Information System\)](#) is the Department of Homeland Security's (DHS) web-based system that maintains accurate and current information on international students in F-1 and J-1 visa status. SEVIS enables schools and program sponsors to transmit mandatory information and event notifications via the internet to the Department of Homeland Security and Department of State (DOS). Schools must report students' status throughout their stay in the United States.

#### **Immigration Documents**

##### **DS-2019: Certificate of Eligibility for Exchange Visitor (J-1) Status**

Exchange students coming to CWU will do so as a J-1 Exchange Visitor, requiring a Form DS-2019. From the US Department of State: "Form DS-2019, 'Certificate of Eligibility for Exchange Visitor (J-1) Status' is a Department of State controlled document that can only be produced

through the Student and Exchange Visitor Information System (SEVIS). The Form DS-2019 is the basic document required to support an application for an exchange visitor visa (J-1). It is a 2-page document. Foreign nationals are required to sign page one of the form agreeing to the instructions and certification language relating to participation in the exchange program found on page two.

“No blank SEVIS forms exist. Each Form DS-2019 is printed with a unique identifier known as a ‘SEVIS ID number’ in the top right-hand corner, which consists of an ‘alpha’ character (N) and up to 11 numerical characters (e.g. N0002123457).”

SAEP will send the DS-2019 with the Welcome Packet once a student has been admitted to CWU.

### Visa

The visa allows the student to seek entrance to the US at any port of entry and will be affixed in the passport by consular officials in the home country after a successful interview. It will contain a variety of information, including the student’s passport number and the SEVIS number from the DS-2019. Students should verify that all information is correct.

### I-94: Arrival-Departure Record

The Form I-94 is the official record of the student’s arrival to and departure from the US, and the student will complete it upon arrival to the country. Since 2013, this form has become primarily electronic, and visitors do not receive a hard copy at the port of entry.<sup>3</sup> However, the form may be downloaded and printed from this website: <https://i94.cbp.dhs.gov/>. Please print a copy once in Ellensburg.

### **Medical Insurance**

Both federal regulations and CWU policy ([CWUP 2-20-100](#)) require all J visa holders to have valid health insurance while enrolled with the university. For the most update coverage requirements and compliance verification processes, please consult this website: <https://www.cwu.edu/international-programs/international-student-insurance>. These may change from one academic year to another, so it is important to check back accordingly before purchasing coverage.

### **Check-In**

Upon arrival in Ellensburg, students are required to check-in at SAEP in order to activate their SEVIS file. This will take place as part of International Student Orientation.

The following documents should be presented at orientation:

- Passport with visa stamp
- [I-94](#)
- DS-2019
- Proof of Insurance (if a successful waiver request has been made)
- Local Address
- Local/US Phone (if available)

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<sup>3</sup> When crossing a land border, travelers still receive a physical I-94 card.

SAEP must report all student arrivals to the US Department of Homeland Security through SEVIS. If this report is not submitted, students may be considered to be in violation of status in the United States.

## **myCWU Portal & Email**

### **myCWU Portal**

[myCWU](#) is the university's service portal for faculty, staff and students and creates a single access point for a variety of tasks. Through myCWU, students may access university catalogs and course timetables, registration and student timetables, the Canvas online class platform, email, ride share message boards and much more. Students may also view and pay charges, such as housing and meals, and request additional copies of their official CWU transcripts.

### **CWU E-Mail**

CWU's e-mail system is based on the Microsoft Exchange and Outlook platform, and the student email system is web-based. Once login credentials are obtained and activated, students may access their email either through myCWU or by accessing the web app directly: [OWA](#).

Students should check their CWU email addresses daily, as this is the official method of communication by campus offices and important notices will come through it.

### **Log-In Credentials and Activation**

Upon admission, students will be assigned a CWU username; these login credentials will be the same for all CWU computing services, including myCWU, email and logging into campus computers and WiFi. The CWU username will also make up the first part of the university email address: username@cwu.edu.

Within 24-48 hours of admission, students should receive their usernames and account activation instructions via the email account given on the exchange student application. If the message does not arrive, first check the spam or junk folder and then notify SAEP. We may be able to assist or will direct you to those who can.

CWU now uses Multi-Factor Authentication (MFA) for added security. MFA will require you to identify a phone or email address through which you can periodically receive notifications to approve attempts to log into your CWU account.

It is important that students activate their login credentials as soon as possible. Among other reasons, access to myCWU and email is necessary to select housing, as seen in the following section.

## **Accommodations & Meal Plans**

### **On-Campus**

#### Available Options

SAEP recommends exchange students consider living in Kennedy Hall at the north end of campus. Kennedy not only houses the [International House](#) theme community, a group of international and

US students who are interested in learning about other countries and cultures through open communication, living together and participating in culture-focused events, it is also one of the most cost-effective housing options on-campus. Additionally, Kennedy is the only hall that affords students the opportunity to purchase the Liberty Meal Plan, the smallest and lowest-cost possible, and is equipped with a full kitchen in which students may prepare their own meals if desired. International House has cooking and eating utensils available in the kitchen. The majority, though not necessarily all, of the US students living in Kennedy will be first- or second-year students, meaning they will be slightly younger and perhaps more inexperienced living away from home than most incoming exchange students. For more information on Kennedy Hall amenities and facilities, please consult the Housing website: [Kennedy Hall](#).

Other on-campus housing options include additional halls of residence and [university apartments](#). For additional options, please consult the [Housing](#) website. University apartments require a separate [application and contract](#) from that for residence halls. Obtaining placement in some of these housing options may be more difficult given their popularity.

Due to the nature of their contracts and the high-demand for them, openings in university apartments may be unlikely, unless one locates a student in need of a flatmate and agreeing to accept them. Students interested in university apartments are encouraged to complete both the apartment application and the residence hall contract in order to secure a backup option should the apartment fall through. Unfortunately, this does require a second deposit payment.

The best place to look for students in need of flatmates is the [myCWU portal](#) once access is obtained. The *CWU Community* area includes a section for *Classifieds & Ads*; under *Housing – Roommate Wanted*, students looking for flatmates will post notices.

### Housing Deposit/Application Fee

As part of the housing contract, students are required to make a deposit of USD 200 online through the myCWU student portal (see instructions below).

*NB: As of Fall Quarter 2022, University Housing will begin referring to this payment as an application fee for residence halls; for university apartments, it will remain a deposit.*

For the remainder of AY 2021-2022, the deposit will be handled thusly:

The deposit will be refunded at the end of the student's stay at CWU, provided there are no damages or cleaning costs. Breaking one's housing contract once signed also may sacrifice all or part of the deposit. Breaking the contract prior to the start of a student's first term may entitle the student only to a 50% refund of the deposit; breaking it once the term has started may forfeit the entire deposit. Students should read carefully the housing contract and any other materials given by CWU Housing in order to be aware of all deadlines and possibilities.

Prior to leaving CWU, students should inform the Cashier's Office of a credit or bank card to which the deposit refund may be credited in order to avoid having a physical check issued.

Beginning Fall Quarter 2022:

Residence Halls: One half of the (USD 100) will be held as a non-refundable processing fee by University Housing. The remaining half will be applied to the cost of accommodation upon move-

in. Should a student need to cancel their accommodation, only a partial refund (USD 50) is available if cancellation occurs before 1 June. No refund is available should cancellation occur after that date.

*NB: University Housing has made this policy with regular, degree-seeking students in mind. While we cannot make any guarantees, SAEP will try to assist students in obtaining as much of a refund as may be possible should they be forced to cancel their exchange entirely prior to arriving at CWU.*

University Apartments: There should be no change in how the deposit is handled.

### Meal Plan

Depending on a student's housing choice, they may be required to purchase a meal plan. For other students and for those living off-campus, a meal plan is optional. There are several meal plan options of varying costs. Details may be found on the Dining Services website: [Meal Plans](#).

Should a student find the meal plan chosen when applying does not fit their needs, they have the opportunity to change to a smaller or larger plan during the Add/Drop period each quarter. Changes may be made online on the Housing website (link only available during Add/Drop) or in-person at the Connection Card Office in the SURC, but must be made by 1:00 PM on the final day of Add/Drop.

### Selecting Accommodation & Meal Plan

Students select accommodation and dining options and sign the housing contracts electronically through the myCWU student portal. Students will have access to the system within 24-48 hours of admission. It is best to refer to the Housing website (<http://www.cwu.edu/housing/application-process>) for application instructions.

NB: Students wishing to participate in the International House Living and Learning Community should be sure to select it in the drop-down menu labeled "LLC Request". It is possible sign up after-the-fact if necessary, but pre-registration is preferred.

NB: We cannot guarantee space in a specific residence hall will be available, and Housing may choose simply to place students itself where space is available. To ensure the widest selection possible, students should complete and submit all admission and housing documents (including the deposit) as quickly as possible after nomination. Students arriving in January may have fewer options available to them.

NB: In completing the online Housing contract, you may be asked for emergency contact information. We recommend including the exchange coordinator at CWU:

Name: Steven Cook  
Relationship: Advisor  
Street Address: 1212 N. Walnut  
City: Ellensburg  
State: Washington  
ZIP Code: 98926  
Home Phone Number: 509-963-3613



Work Phone Number: 509-963-3621  
Mobile Phone Number: 509-963-3621  
Email address: [steven.cook@cwu.edu](mailto:steven.cook@cwu.edu)

## Bedding

Students living in university housing must supply their own linens and other bedding. SAEP will arrange for a basic starter package, consisting of a pillow, a blanket and a sheet set (fitted sheet, flat sheet and pillowcase(s)), to be purchased through [Dormco.com](http://Dormco.com) on each student's behalf and delivered to our office prior to arrival, so that it is available for the first night. The cost will be placed on the student's account. Should students wish to purchase additional items, they may do so online or locally upon arrival.

## Drug and Alcohol Policy<sup>4</sup>

“The use of drugs, including alcohol, can have a negative effect on your student life and academic success. At Central Washington University, we are committed to providing an atmosphere of creative learning and healthful living for students and have put into effect policies that do not allow the illegal use of alcohol and other drugs, on or off campus.

“Housing and Residence Life’s alcohol and other drugs policy follows all local, state, and federal laws. Please note, students under the influence or in possession of alcohol or other drugs that are violating a local, state, or federal law on CWU’s campus can be cited by University Police.

“In support of a substance free and successful academic environment; Alford-Montgomery, Barto, Beck, Carmody-Munro, Davies, Hitchcock, Meisner, Quigley, Sparks, Wendell B, and Wilson, are designated as “Substance Free” communities. This means that these residence halls are free of alcohol while all of our residence halls do not permit the presence or use of drugs regardless of age.

“When it comes to alcohol and other drugs, the following items apply to this policy:

- Alcohol
  - No one under the age of 21 will possess, consume or be under the influence of alcohol in any residence hall.
    - Are not allowed to have paraphernalia related to the consumption of alcoholic beverages. This includes, but is not limited to, empty bottles, cans, boxes, containers, shot glasses, wine glasses, etc.
    - May not have guests consume or possess alcohol
  - Residents age 21 or older and living in a *substance free hall* may not consume and/or possess alcohol or paraphernalia related to the consumption of alcoholic beverages in substance free residence halls. This includes, but is not limited to, empty bottles, cans, boxes, containers, shot glasses, wine glasses, etc.
  - Residents age 21 or older living in a *non-substance free hall*:
    - May possess and consume alcohol in the privacy of their assigned space, as well as their assigned suite common area with main door closed.
    - If you choose to consume alcohol in your room, you can consume alcohol with other students who are 21 or over.

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<sup>4</sup> [2021-2022 Residence Hall Reference Guide \(pg. 8-9\)](#)



- Are reminded of the legal responsibility placed on them if they have roommate(s) that are underage.
  - There cannot be more than one drink open per person over the age of 21, if underage roommates are present.
- Residents shall not buy or provide alcohol to people under the age of 21.
- Home brewing of alcohol is not allowed in the residence halls.
- Kegs, “party balls,” tap systems, and similar large volume common source containers as well as devices used to promote binge drinking that could cause unhealthy alcohol consumption are not allowed in any residence hall.
- Large amounts of alcohol are not allowed in the Residence Halls. For those in non-substance free halls, this is defined as more than 1 bottle of wine OR more than 1 bottle of spirits OR more than a 6 pack of beer per person who is over the age of 21.
- Cannabis (Marijuana)
  - Possession, consumption or being under the influence of any form of cannabis, marijuana or CBD in any amount is not allowed on campus.
  - Those who have medical marijuana cannot possess, consume or be under the influence of cannabis, marijuana or CBD on campus. Please contact Disability Services if you need assistance.
  - Although Washington State law allows adults age 21 and older to possess cannabis/marijuana for personal use, federal law prohibits cannabis/marijuana possession and use of any kind. The University receives federal funds; therefore, residents must adhere to federal laws relating to possession and use of marijuana
- Drugs
  - Drugs (Controlled substances) and paraphernalia are not allowed in the residence halls. This includes but is not limited to:
    - Chemical substances, compounds or combinations used to induce an altered state
    - Otherwise lawfully available product, over the counter or prescription drug used for any purpose other than its intended use
    - Hallucinogens
    - Nervous system depressant
    - Other stimulants
  - For the full list, please see the Student Conduct Code (WAC 106-125).

“Residents of any age may not be in a residence hall space with someone who is violating any part of the alcohol and other drug policy.

“If found in violation of the alcohol and other drug policy, students may be required to attend an alcohol or other drug education and risk prevention class for first-time violations. Second time violations may result in an educational conversation with a staff member in the Wellness Center to discuss your use of alcohol and other drugs. Third time violations may result in a potentially being referred for a chemical dependency assessment. Potential sanctions are not limited to this list and may include disciplinary probation, deferred suspension or suspension. Please refer to the Student Conduct Code (WAC 106-125) for a complete list of sanctions.”

## Smoking & Tobacco Policy<sup>5</sup>

“In accordance with state law, smoking is prohibited in university buildings. This includes balconies, catwalks, and stairwells to residence hall rooms and public areas. Out of common courtesy and in accordance with State law, we ask that smokers refrain from smoking near entrances, windows that open, and ventilation intakes, and to properly dispose of cigarette butts in appropriate receptacles. Hookahs of any type are not allowed to be activated inside residence hall spaces. Coals, used or unused, should not be brought into the residence halls. Electronic cigarettes and vaping devices are not allowed to be used inside residence hall spaces. Chewing tobacco is not allowed in substance free residence halls. Students may establish further policies regarding distance one can smoke from the building in community living agreements. Fees can be assessed to clean drapes for those who violate smoking policy.

“All current Washington State law, including possession of chewing tobacco, tobacco, e-cigarettes, vaping devices, etc., is applicable at the time of instatement.”

## **Off-Campus**

While not recommended, students may choose to live off-campus, though SAEP is unable to facilitate locating and securing such housing. Students should understand that a 12-month lease is the standard contract for private accommodation in Ellensburg, which means tenants are required to pay the full rent for the duration of the contract, find someone to take over the lease (if allowed) or pay a significant fee to break the contract. Moreover, most properties in Ellensburg structure lease contracts to begin in July and end in June and unwilling or reluctant to hold units until exchange students arrive in September. Some properties may offer more flexible leasing options, but they likely will charge a higher monthly rent. Furthermore, most off-campus housing options are unfurnished.

The best place to look for off-campus housing options is the [myCWU portal](#), in the same place mentioned above in regard to university apartments.

## **Dining Facilities**

CWU offers a variety of on-campus dining options and styles, including all-you-care-to-eat/buffet style and *a la carte*. Throughout the academic year, Dining Services also has a number of theme dinners, such as Mardi Gras. To explore the variety of dining facilities and options at CWU, please consult the Dining Services website: [Locations](#).

## **Housing During Breaks**<sup>6</sup>

Residence halls close during Winter Break (December to January) and Summer Quarter (June to August); however, one or two halls will be designated as break housing and remain open. Students enrolled in the terms bookending the break, i.e. Fall & Winter Quarters for winter and Spring & Fall Quarters for summer, may request accommodation in break housing for an extra fee. Requests must be made through the Housing Office in Barto Hall.

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<sup>5</sup> [2021-2022 Residence Hall Reference Guide \(pg. 13\)](#)

<sup>6</sup> NB: This information is written based on normal, pre-pandemic conditions. Should pandemic conditions continue, availability may be subject to change.

Residence halls remain open during the Thanksgiving holiday in November and Spring Break in March. Nonetheless, students must be enrolled in Spring Quarter to remain in their rooms during Spring Break.

Students should note that campus dining facilities may be closed or have reduced hours during breaks.

## **Arrival**<sup>7</sup>

### **When to Arrive**

J-1 students are permitted to enter the US up to 30 days before the start of their program as listed on the DS-2019. Students must arrive in Ellensburg in time for the International Student Orientation, the dates of which will be included in the Letter of Admission.

Prior to arrival, SAEP will ask students to complete a form informing us of their travel plans. Students planning to visit Canada or Mexico prior to arriving in Ellensburg should consult SAEP prior to making travel plans to avoid immigration complications.

### **Airport**

Seattle-Tacoma International Airport (Abbreviation: SEA) is approximately 110 miles northwest of Ellensburg. Unfortunately, we are unable to provide transportation from the airport, and it is ultimately the students' responsibility to find their way to campus. However, there is an alternative that will conveniently transport you from the airport to the campus.

### **Getting to Campus**

The easiest and most cost-effective way to travel from Sea-Tac Airport to Ellensburg is the Airporter Shuttle ([www.airporter.com](http://www.airporter.com)). The Airporter Shuttle requires advanced ticket purchase, which can be done online. Should students have issues entering a non-US address and phone number in the online reservation forms, they may use the SAEP office address and phone number:

400 E. University Way  
Ellensburg, WA 98926-7407  
Tel: 509.963.3622

NB: When booking through the Airporter Shuttle, students should be sure to select "Central Washington University–Starbucks" as the destination. This is *very* important if students wish to be dropped off on campus. After booking a reservation, students should notify SAEP for pick-up at Starbucks.

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<sup>7</sup> NB: This information is written based on normal, pre-pandemic conditions. Arrival processes and requirements may differ in the event pandemic conditions continue.

## **Temporary Housing**

If needed, temporary housing can be arranged at local hotels/motels near campus. Below are a few options, though the list is not exhaustive:

- [Econo Lodge Ellensburg Near University](#)
- [Motel 6](#) (nearest to campus)
- [CWU Conference Program: Munson Hall](#) (on-campus)
- [Red Lion](#)
- [Holiday Inn Express](#)
- [Super 8](#)

## **International Student Orientation**

The *mandatory* International Student Orientation is held immediately prior to the start of the quarter, and students should be sure to arrive in Ellensburg the evening prior in order to attend. Precise dates will be included in the Letter of Admission.

## **Connection Card**

The [Connection Card](#) is CWU's official university ID card and serves as a student's meal and declining balance card, library card, and printing and copying card, among other things. It also allows for free admission to most on-campus events, including home varsity sports games or matches. Students who wish to open an account on the US Bank branch on-campus may also choose to combine their connection card with a debit card, called the Connection Card Maxx. However, students who take advantage of this option must be sure to close the account prior to returning home.

As part of orientation, students will be taken to the Connection Card Office in the Student Union and Recreation Center, or SURC, (Room 131) to obtain their first connection cards. Students will need their student ID number and passport.

Should the card be lost or damaged, students may obtain a replacement from this same office for a fee. Students should notify the Connection Card office of lost cards as soon as possible in order to prevent unauthorized use.

## **CWU Transcripts**

Due to US privacy laws, SAEP may not request an official transcript of your marks at CWU be sent to your home university without your involvement. Therefore, at orientation, students will receive a form, called a Transcript Request Form, to complete and sign in order to allow us to request and send their transcripts to their host universities at no cost.

Students who wish to order additional copies for their own purposes or records may do so through the myCWU portal or by completing a Transcript Request Form and submitting it to Registrar Services or the Cashier's Office in person. CWU does charge a fee for each transcript copy.

## **Library**

The [Dr. James E. Brooks Library](#) is the only library on the main campus. The library has a variety of collections in addition to its books, including music and other recordings, government publications, and periodicals and journals. Items can be searched and reserved for checkout online,

and students also have access to a variety of electronic databases, such as JSTOR. Through interlibrary loan, students have access to other libraries' collections and the ability to request materials from those collections. The library also has computer labs and study space.

## **US Classroom Culture**

### **Grading**

Grades for a course are determined by the instructor of the course. The grading scheme for the course should be represented in the course syllabus, which is typically given to students on the first day of class.

For more information on grading, visit [Grade Policies and Regulations](#).

### **Attendance**

Most faculty members expect attendance every class session; they will explain their attendance policies in the class syllabus and on the first day of instruction. If a student misses a class, it is expected that they will notify the instructor ahead of time when possible or, at least, provide an e-mail or phone call to provide an explanation. In classes where strict attendance is kept, it is possible to receive top marks on all exams and yet fail the class.

### **Homework**

It is quite common for the instructor to assign frequent homework during the term, and assignments are typically listed in the course syllabus and/or in the Canvas portal. When homework is assigned, it is required and will be factored into the final marks.

### **Student-Professor Dynamic**

The relationship between students and instructors may be quite different in the US to that in the student's home country. In the US, students are expected to participate and ask questions in class; participation is often factored into the final marks.

Instructors differ in how they approach formality with students, particular in forms of address. Unless given permission otherwise, it is best to address an instructor as "Doctor [Family Name]" if the instructor has doctoral degree. If the instructor does not have a doctoral degree or if one is unsure, it is most polite to address the instructor as "Professor [Family Name]". Unlike in some countries, this is not a presumptuous and potentially embarrassing "promotion" of the instructor in the US. It is also perfectly acceptable to ask how someone would prefer to be addressed if there is any doubt.

### **Office Hours**

All instructors have office hours during which they should be able to meet. If a student needs to meet with an instructor, office hours should be the first resort. If it is not possible to attend an instructor's office for some reason, students should contact the instructor to arrange for an alternate time. An instructor's office hours should be included on the course syllabus.

## **Campus Life**

The [Department of Campus Life](#), as well as other departments, offices and clubs, sponsor a variety of activities and events for students throughout the year, including sports, concerts, theatre productions, speakers, films, etc. Below are a few highlights and places to find information.

### **CWU Events Calendar**

The [CWU Events Calendar](#) is the central location to find out about events on campus, such as concerts, speakers and athletic events. Many events will be free to students with their Connection Card; however, some events may require purchasing tickets. [Wildcat Tickets](#) is the starting point for purchasing or—in some cases—winning tickets.

### **Student Organizations**

There is a variety of student clubs and organizations on campus, with such diverse interest areas as campus ministry, cosplay, gaming, culture and language, and specific majors or fields. Students may find a list of organizations and other information regarding clubs on the [ASCWU Student Government](#) website. Exchange students are certainly encouraged to join the International Club, which brings together both US and international students.

### **Diversity & Equity Center and Student leadership, Involvement, and Community Engagement**

CWU's [Diversity & Equity Center \(DEC\)](#) and [Student leadership, Involvement, and Community Engagement \(SLICE\)](#) are two centers on campus that sponsor activities and programs to engage students in topics of diversity of all types and engaging with the campus and local communities. Both will welcome involvement from international students.

### **Varsity Athletics**

The majority of CWU's varsity athletic teams compete in the Great Northwest Athletic Conference of the NCAA Division 2 and include (American) football, baseball, softball, women's soccer, women's volleyball, track and field, cross-country, basketball and rugby. CWU rugby sides routinely rank nationally and have both players and coaches who compete internationally. Entry to games and matches should be free to students with their Connection Cards. Schedules and further information may be found on the [CWU Athletics](#) website.

### **Sport & Recreation**

[University Recreation](#) offers a variety of options for sport and recreation on campus. Students are entitled to free use of Recreation Center facilities across campus, including the fitness facilities and climbing wall in the SURC and the Aquatic Center. If desired, students may also take part in group fitness classes and work with a [personal trainer](#) at additional cost.

Interested students may also take part in a number of [club](#) and [intramural](#) sports. Club sports are a step down from varsity sports, but still compete intercollegiately. Examples of sport clubs include wrestling, equestrian, men's and women's soccer, rodeo, swimming and many more. Intramural sports are more relaxed and informal, with all teams made up of CWU students. Examples of intramural sports include basketball (both 5-on-5 and 3-on-3), indoor (American) football, indoor

soccer, outdoor soccer (both 7-on-7 and 11-on-11), table tennis/ping pong, billiards and more. Available sports vary by quarter.

Ellensburg's location offers many opportunities for hiking and outdoor recreation. [Outdoor Pursuits and Rentals \(OPR\)](#), located outside the SURC, offers equipment rental for a variety of outdoor activities, including camping, rafting and snowshoeing. OPR also offers maps, directions and advice on local outdoor recreation destinations and even offers guided excursions students may join for modest cost.

## **Health Care Resources**

### **Overview of US System**

The health care system in the United States has a variety of components, as you will see below. Some treatment options can be expensive, even with insurance coverage. To avoid large bills, students should only go to a hospital for medical emergencies or when referred by a clinic physician. For routine illnesses and procedures, students are advised to go first to the Student Health Services clinic or to an off-campus clinic.

### **CWU Immunization Requirements**

CWU requires all incoming students have certain immunizations up-to-date, and recommends several others. Students may also seek a waiver for medical or religious reasons if needed. If necessary, you may wish to consider obtaining immunizations prior to arriving in the US; however, CWU Student Health Services can provide immunizations for a fee. Please consult the Student Health Services for more detailed information: <https://www.cwu.edu/health-services/cwu-immunizations>.

### **Facilities**

#### **On-Campus**

[Student Health Services](#) is located in the Student Medical and Counseling Clinic (SMACC) on campus, across the street from Meisner Residence Hall at the corner of 11<sup>th</sup> Avenue and Poplar Street. It provides a variety of services and lower costs than an off-campus clinic or hospital. A mandatory Medical, Counseling and Wellness fee is set for each quarter by the Board of Trustees. Additional fees may occur depending on the nature of your appointment, and these charges may be covered by insurance. The medical staff includes board-certified medical doctors, registered nurses, nurse practitioners and x-ray and lab technicians. The online patient portal allows students to schedule appointments, request a physical, review prior services and obtain a summary of their billed services.

#### **Clinics**

Off-campus clinics in Ellensburg manage their patient load by limiting the number of patients and/or the types of insurance they accept. Unfortunately, Ellensburg has no walk-in clinics that see patients regardless of insurance coverage or whether they are already under a physician's care. However, should students wish to attempt to be seen, here are a few such clinics: [KVH Family Medicine – Ellensburg](#), [Compass Direct Healthcare](#) and [Community Health of Central Washington – Ellensburg](#).

## Hospital

For most major procedures and emergency medicine, [Kittitas Valley Healthcare \(KVH\) Hospital](#) is Ellensburg's hospital and includes an Emergency Room that is open around the clock. In some cases, patients may also be sent to larger regional hospitals in Yakima.

## **Counseling/Psychological Services**

The university's [Counseling Clinic](#) is located in the same building as Student Health Services and available to all students. The Center provides comprehensive psychological services for free. A culturally diverse staff of licensed psychologists and doctoral trainees provide psychological counseling and psychotherapy, career counseling, testing services, outreach and consultation to the university community.

## **Banking**

Students, especially those studying at CWU for longer periods of time, may find it convenient to open a bank account in the US. The most conveniently located is US Bank, which has a branch on the CWU campus in the SURC. It also has ATMs across the country. Other major banks with branches in Ellensburg are Chase Bank, located inside Fred Meyer, and Wells Fargo Bank. Local and regional banks include Bank of the West, Umpqua and Cashmere Valley Bank.

Students should also check with their financial institution at home country and verify usability of their debit or credit card in the US and any associated fees. Most banks in the United States charge fees for ATM transactions unless one has an account with that bank, as well as transactions made at another bank's ATM.

## **Transportation**

### **Central Transit Shuttle**

The [Ellensburg Central Transit](#) is collaboratively offered by CWU, the City of Ellensburg and the local human services non-profit Hope Source and provides free transportation around town throughout the week. The routes include multiple stops on or near the CWU campus, as well as stops at or near shopping locations such as Grocery Outlet, Safeway, Fred Meyer and Super-1 Foods and also the Grand Meridian Cinema.

### **Ride Sharing**

The myCWU portal includes a ride-sharing forum in the *CWU Community* area. Within this forum, other CWU students planning to travel out of town may offer a space in their vehicle and students needing a ride may request a ride. This can be an inexpensive way to travel to other parts of the state.

### **Uber**

Uber does have a small presence in Ellensburg.



## **Taxis**

For the relatively rare instances in which a taxi is needed, Ellensburg has two providers: Rodeo Town Taxi (509-929-4222) and [KC Cab](tel:509-929-3055) (509-929-3055).

## **Yakima-Ellensburg Commuter**

The [Yakima-Ellensburg Commuter](#) is collaboratively offered by CWU, [Yakima Transit](#) and the Washington State Department of Transportation (WSDOT) and runs from the CWU campus to various locations in Yakima, the nearest city of any size. Yakima locations include the Yakima Transit Center, from where riders may transfer to public transportation lines, and the Yakima regional airport. Fares may be purchased as single rides or monthly passes.

## **Apple Line**

The [Apple Line](#) is a collaboration between WSDOT and Northwestern Trailways and offers regional service from Ellensburg through Wenatchee and on to the north-central Washington town of Omak. The bus leaves from the Subway/Loves Truck Stop at the western edge of Ellensburg.

## **Airporter Shuttle**

As mentioned above, the [Airporter Shuttle](#) is the most convenient way to travel between Ellensburg and Seattle-Tacoma International Airport. However, it may also be used for regional travel, to such places as Yakima, the outlet store shopping area in North Bend and downtown Seattle. From Seattle, the shuttle also offers service to the San Juan Islands and Bellingham areas of northwestern Washington. The shuttle stops at two places in Ellensburg: the Starbucks adjacent to the CWU campus and the Quality Inn. Reservations are required.

## **Greyhound Bus Lines**

The [Greyhound Bus Lines](#) operates from the same Subway/Loves Truck Stop as the Apple Line and offers coach service across the state and beyond.

## **Communication**

### **Mobile Phones**

Students who have an unlocked mobile phone, may be able to purchase a US SIM card for it, though it will likely still conform to one of the types below. When purchasing a mobile phone, there are two main options available in the US: contract phones and prepaid phones. Students should understand that, unlike in many places, mobile phones users are charged for calls and texts they receive as well as those they make.

### **Contract Phones**

Depending on the provider, one may be required to sign a contract for services with billing on a monthly basis; contracts are generally 12 to 24 months. One exception to this is AT&T, which has recently moved away from the two-year contract to a monthly, lease-like model. It can be difficult and expensive to cancel a contract. Plans generally include a minimum amount that will be charged for a set amount of minutes (calls), text messages and/or data usage. If one goes over the usage amount as set forth in the contract, extra costs will be added to the monthly bill. Normally, most

contracts range from \$30-50 per month without a data plan or \$80-\$130 per month with a data plan. However, for international students without a Social Security Number, a large deposit may be required and perhaps make such phones prohibitively expensive.

### Prepaid Phones

A prepaid phone may be the most convenient mobile phone option for exchange students. No contract is signed with prepaid phones; one simply purchases credit to pay for calls and services before usage. One must also purchase the phone, which generally starts around \$20.00. Most prepaid phones range from \$35-\$45 per month with limited talk time or \$45-\$65 with unlimited talk time.

### **Internet**

The majority of the CWU campus and buildings have accessible WiFi (network: cwu-wildcats). The login credentials students use for myCWU and other computing needs apply to the WiFi network, as well. Some buildings and rooms, such as residence halls, may also have DSL access, though students may need to purchase a connection cable themselves.

### **Computer Labs**

A number of computer labs are located across campus and, unless reserved for a class or other purpose, are free for students to use. For a list of all computer labs and their locations, as well as specific locations with specialized software, please consult [Computer Support Services](#).

### Printing

CWU utilizes the [Wēpa Print Away](#) system, which allows students to print not only in computer labs, but also through kiosks across campus via a downloadable app (both desktop and mobile). Each quarter, students receive a USD 15.00 printing allocation, and they are able to add additional funds as needed through their Wēpa account.

### **Postal Services**

Students are able to receive post and packages at their on-campus address and will receive notification of this address with their room assignments. Addresses are also available on the Housing website in the description of each residence hall.

Ellensburg's United States Postal Service Office is located downtown at [100 E. 3rd Ave](#). It maintains relatively narrow opening hours, Monday through Friday from 8:00 AM to 5:00 PM.

The UPS Store, also located in downtown Ellensburg at [110 W 6th Ave](#), offers postal, shipping and various other related services and has operating hours that may be more convenient. However, they may mark up postal services, making them more expensive than going to the Post Office itself.

The [Copy Shop](#), located across University Ave from campus, also serves a Federal Express shipping location.

## **Ellensburg and Washington**

### **Weather**

Ellensburg has a dry continental climate, with cold but changeable winters; windy, cool springs; warm (sometimes hot) and windy summers; and cool, rather dry autumns.

During Fall Quarter, average temperatures can range from a high of 76°F (24°C) and a low of 43°F (6°C) in September to a high of 33°F (1°C) and a low of 20°F (-7°C) in December. At this time of year, particularly as autumn gives way to winter, Ellensburg can experience significant winds. Snow and ice may arrive as early as late November, depending on the severity of the winter. However, late fall and early winter can also bring rain.

During Winter Quarter average temperatures can range from a high of 35°F (2°C) and a low of 21°F (-6°C) in January to a high of 53°F (12°C) and a low of 29°F (-2°C) in March. Winter, particularly January and February, often brings snow and ice, though the amount of snow depends on how bad the winter is. Nonetheless, CWU rarely—if ever—closes due to weather, though individual faculty members may cancel class if they live in an area where travel is significantly hampered by snow and ice.

During Spring Quarter average temperatures can range from a high of 61°F (16°C) and a low of 34°F (1°C) in April to a high of 76°F (24°C) and a low of 49°F (9°C) in June. Like in the fall, spring can bring significant winds to Ellensburg. Thunderstorms are also not an uncommon feature of spring in Ellensburg.

### **Supermarkets**

[Grocery Outlet](#) (705 N. Ruby St.) is a low-cost supermarket very close to the CWU campus, across the street from Jerrol's Book Store. [Safeway](#) (400 N. Ruby St.) is within walking distance from campus, but is also on the Central Transit route. [Fred Meyer](#) (201 S. Water St.) and [Super 1](#) (200 E. Mountain View Ave.) are two other supermarkets accessible by Central Transit. Fred Meyer is also very much like a European hypermarket and offers clothes, bedding and many other items in addition to food and household items.

### **Ellensburg Downtown Association**

[Ellensburg Downtown Association \(EDA\)](#) is a non-profit downtown revitalization program, the mission of which is to enhance the economic and cultural vitality of historic downtown Ellensburg. It is a good resource for events in town.

### **Washington State Department of Licensing Driver Licensing Office**

The most recognizable form of identification students will bring with them will be their passports; local restaurants, bars or other entities requiring photo ID (with a birthdate) are unlikely to accept a national ID or driver's license as they are unfamiliar. However, carrying around one's passport for such purposes increases the likelihood it could be stolen. Therefore, students might consider whether it is beneficial to obtain a Washington State Identification Card (not a driver's license). Those students who wish to obtain such an ID card may do so at the [Washington State Department of Licensing Driver Licensing Office](#) (605 E. Mountain View Ave.) for a [fee of \\$54](#) (subject to change).

## Activities

The City of Ellensburg offers many free activities throughout the year. The activities can range from concerts to food festivals and holiday festivals. To find a full listing of activities, visit MyEllensburg.

## Sights

Central Washington is home or provides easy access to many sights and attractions, including:

### Parks

[Dry Falls Visitor Center](#)

[Ellensburg Parks](#)

[Lake Chelan](#)

[Lake Easton](#)

[Ginko Petrified Forest/Wanapum Recreation](#)

[Area](#)

[Maryhill State Park](#)

[Olmstead Place State Park](#)

[Peshastin Pinnacles](#)

[Squilchuck](#)

[Sun Lakes-Dry Falls State Park](#)

[Leavenworth Christmas Lighting Festival](#)

[Leavenworth Oktoberfest](#)

[Liberty Orchards \(Aplets & Cotlets\) Factory](#)

[Tour \[Cashmere, WA\]](#)

[Manastash Metric Bike Ride](#)

[Museum of Culture and Environment](#)

[Thorp Mill Town Historical Preservation](#)

[Society](#)

[Valley Musical Theatre](#)

[Wenatchee River Salmon Festival](#)

[\[Leavenworth, WA\]](#)

[Western Art Association](#)

### Museums, Culture and the Arts

[Barn Quilt Trail](#)

[Clymer Museum of Art](#)

[Dachshunds on Parade](#)

[Ellensburg Film Festival](#)

[Ellensburg Rodeo](#)

[Gallery One](#)

[Grand Meridian Cinema](#)

[Hometown Holidays](#)

[Horseback Riding](#)

[Jazz in the Valley](#)

[Kittitas County Fair](#)

[Kittitas County Historical Museum](#)

[Leavenworth Christkindlmarkt](#)

### Sports

[Everett Silvertips](#) (WHL-Everett, WA)

[Golf](#)

[Rodeo City RollerGirls Roller Derby](#)

[Seattle Kraken](#) (NHL-Seattle, WA)

[Seattle Mariners](#) (MLB-Seattle, WA)

[Seattle Seahawks](#) (NFL-Seattle, WA)

[Seattle Sounders FC](#) (MLS-Seattle, WA)

[Seattle Thunderbirds](#) (WHL-Seattle, WA)

[Spokane Chiefs](#) (WHL-Spokane, WA)

[The Summit Ski Resort](#)

[Tri-City Americans](#) (WHL-Kennewick, WA)

[Wenatchee Wild](#) (BCHL-Wenatchee, WA)

## **Contact Information**

<b>NAME</b>	<b>OFFICE</b>	<b>PHONE</b>	<b>EMAIL</b>
Steven Cook Associate Director of Education Abroad	<a href="#">Study Abroad and Exchange Programs</a>	+1-509-963-3621	<a href="mailto:steven.cook@cwu.edu">steven.cook@cwu.edu</a>
	<a href="#">Office of International Studies and Programs</a>	+1-509-963-3613	
	<a href="#">University Housing and New Student Programs</a>	+1-509-963-1831	<a href="mailto:housing@cwu.edu">housing@cwu.edu</a>
	<a href="#">Registrar Services</a>	+1-509-963-3001	<a href="mailto:reg@cwu.edu">reg@cwu.edu</a>
	<a href="#">Counseling Center</a>	+1-509-963-1391	
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	<a href="#">CWU Police Department</a>	+1-509-963-2959	