



The forms for the Office of Student Accounts are available online.

## **REQUIRED: ONCE EVERY YEAR**

### **Financial Responsibility Agreement Form**

Signing that you have read and agree to follow the financial policies of the college.

## **OPTIONAL:**

### **Authorization for the Release of Financial Information (Financial FERPA) (recommended)**

Submit this form to give permission for AIC to discuss financial information with parents, guardians, spouse, siblings, etc.

FERPA: Family Educational Rights and Privacy Act: All information about the student is private and confidential unless written permission is provided to discuss with a third party.

### **Authorization for Federal Student Aid**

Submit this form to indicate how AIC may use your Federal Student Aid. All options offered on this form are assumed to be declined unless you submit the form indicating that you accept a specific option.

**aic.edu/studentaccounts**

1. Choose Forms from the options listed
2. Login using your AIC email and password
3. Complete and submit forms





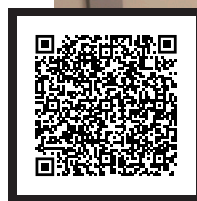


## RESIDENCE LIFE

### AIC has Graduate Housing options!

Apply for housing and an associated meal plan at [www.aic.edu/myhousing](http://www.aic.edu/myhousing)

- Resident Students are required to have a meal plan, unless the Residence Hall is the Acorn Complex.
- Meal plans start on the official move-in date at the beginning of each semester. **Your student ID must be shown at each meal.**
- Residents may decrease their meal plan through the end of the add/drop period. You may increase your meal plan at any time.
- Additional fees may be charged for housing during Thanksgiving, Winter break, Spring break, and during the Summer.



## COMMUTER MEAL PLANS

AIC has Meal Plans available to commuter students!

### PLAN: 30 Meals per semester: \$580

- 30 meal swipes for the Dining Commons
- \$200 Dining Dollars
- Up to 5 Meal Exchange Swipes per week to be used in the Hive\*

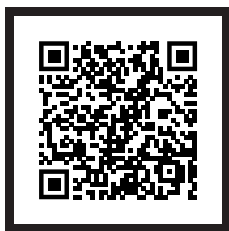
### Commuter Student Meal Plan Request Form

*Additional plans that include more meals are available. Commuters must purchase a plan each semester.*

## BUZZ BUCKS

Students can purchase Buzz Bucks. Buzz Bucks are added to your ID card. They are similar to a debit account and decline as you use them. They are valid at any dining location on campus and at Dominos.

### CONTACT RESIDENCE LIFE



**Residence Life**  
Campus Center, 2nd Floor  
413-205-3271  
[residence.life@aic.edu](mailto:residence.life@aic.edu)

### CONTACT FOOD SERVICE



**Food Service**  
Dining Commons  
413-654-1416

*Note: all information subject to change. For the most up-to-date information, please visit: [aic.edu/studentaccounts](http://aic.edu/studentaccounts)*



# AIC | SAREMI CENTER FOR CAREER DEVELOPMENT



## STAY CONNECTED

**Saremi Center for Career Development**  
Schwartz Campus Center, 2nd Floor  
413-654-1411  
Monday–Friday: 8:30 a.m.–4:30 p.m.  
[saremi.center@aic.edu](mailto:saremi.center@aic.edu)

## HOW CAN WE HELP?

- Resume and Cover letters
- Graduate Assistantships
- Interview Preparation
- Career Counseling
- Job Search

*Note: all information subject to change. For the most up-to-date information, please visit: [aic.edu/studentaccounts](http://aic.edu/studentaccounts)*



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AMERICAN INTERNATIONAL COLLEGE

## SAREMI CENTER FOR CAREER DEVELOPMENT

Individual meetings offered in person or via email,  
phone, or video chat:



- Individual career counseling, exploration, and planning
- Resume and cover letter review
- Job search strategy building
- Interview preparation and mock-interviews
- Networking advice and coaching
- Referrals to resources
- Some graduate students may be eligible to hold Federal Work Study Positions. It is necessary to complete a FAFSA to make this determination. Job information can be found at [aic.studentemployment.ngwebsolutions.com/](https://aic.studentemployment.ngwebsolutions.com/)
- Webpage: [aic.edu/student-life/saremi-center-for-career-development](https://aic.edu/student-life/saremi-center-for-career-development)
- Contact us now so we can help you define, develop and achieve your employment goals!



**STUDENT EMPLOYMENT**  
<https://aic.studentemployment.ngwebsolutions.com/>



Scan the QRcode  
for **i9 documents**.

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# YOU'RE AT AIC NOW!

Congrats, you've made it - welcome to American International College. We're glad you're here - and we're in this together from orientation to graduation and beyond!

## LET'S GET STARTED.

### TEXTBOOKS & COURSE MATERIALS

We work with the instructor community to ensure we have the right materials in enough quantities every term.



#### How do you like to learn?

We've got you covered. We find all the formats we can to save you money.



##### Digital Textbooks

The ultimate in eco-friendly convenience: anytime, anywhere, on any device.



##### Used Textbooks

An easy option that's eco and cost-friendly.



##### New Textbooks

When you just really want a pristine book that's all your own. We get you.



##### Rental Textbooks

Save and simply return when you're done. You can even highlight and write in them too.

#### Drop or change classes?

No problem. Full refunds are available during the designated drop/add timeframe.

## TECH & MORE

### The Best Place for Tech

#### Need a new laptop?

Save with low educational pricing on select laptops, tablets and more. Our online store has the latest models from the top brands.



#### Accessories

Browse our vast selection of the latest audio, keyboards, cases and more!

Order online and pick up in store.

#### School Supplies to Keep You on Track

Pens, pencils, paper, supply kits, you name it - we carry it. Add them to your online order for extra convenience or pick them up when you are shopping in store.

## GET GEARED UP

Show you AIC pride! From tees and sweatshirts to mugs and more, we've got the best selection of gear for you and the whole family. Plus, shop more styles and sizes online.

## READY TO SHOW YOUR SCHOOL SPIRIT?

Sign up to get your welcome coupon and gear up to start your college journey.

# 30% OFF

ONE APPAREL, GIFT, OR SUPPLY ITEM\*

DayOneWelcome.com

Access Code: 0088

Use URL above to enter email address in order to get your 30% off coupon, textbook information and reminders.

\*This is not a coupon. Please sign up using the web address to receive one.



The Jed Foundation

We are proud to support the important work of the JED Foundation, aligned to our collective mission: to help students thrive. JED is a nonprofit that protects emotional health and prevents suicide for teens and young adults, giving them the skills and support they need to thrive today...and tomorrow. Learn more at JedFoundation.org.

AIC Campus Store | Schwartz Campus Center | 413-205-3353 | AICshop.com



## Students may request book vouchers to be used at the AIC Campus Store

### Requirements:

- Vouchers may be issued to students with an **anticipated credit balance** due to awarded financial aid.
- Vouchers will not be issued based on anticipated credits due to the monthly payment plan or for financial aid recipients who have not completed all required forms/procedures.

### Vouchers Can be Used For:

- Vouchers may only be used to purchase books and supplies (paper, pens, etc.).
- Vouchers cannot be used for uniforms, equipment, laptops, or non-course related items.

### How to Request:

- Vouchers are requested online via the myAIC portal at [www.aic.edu/studentaccounts](http://www.aic.edu/studentaccounts). Choose Book Voucher in the Directory or use the QR code listed below. Students will need to login in order to submit a voucher request.



### Processing:

- Your voucher request will be reviewed by Student Accounts.
- Student Accounts will respond indicating whether the voucher was approved or denied.
- Approved vouchers will be forwarded to the AIC Campus Store. Student's may then go directly to the bookstore (in person or online) to make their purchases. Please allow 1-3 business days for processing prior to using the voucher.
- After the books are purchased, the total amount will be added to the student's account.

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