

Arkansas State University International Programs

Airport Transportation Guidelines – Mid - Spring 2009

- International Programs (IP) at ASU offers FREE airport transportation to all ASU's faculty, staff, and students during following dates only to/from to **Memphis International Airport (MEM-Airport Code) in Memphis, Tennessee.**

Arrivals

New Incoming Students

February 24 – March 01, 2009

- Only those who are traveling internationally can use this service.
- The Airport shuttle will leave the ASU campus according to the earliest flight and will pick up students from the airport according to the latest flight. Please wait for the IP representative in the luggage claim area. The representative will carry a *Welcome to ASU sign*. Please be aware that you may have to wait for later arrivals who will be utilizing the same shuttle service.
- Please check with the reception desk at IP five business days prior to your departure to learn of the time and location at which your ride to the airport will depart.
- Interested faculty, students, and staff must fill out the *Airport Transportation Form* and submit it to (IP) 5 business days before arriving or departing. The form can be printed at <http://www.astate.edu/international>
- The shuttle service is a courtesy service of the University. All costs (taxi, bus, etc.) accrued by students coordinating their own ground transportation are the individual responsibility of the student.
- For more information please contact International Students Services at international@astate.edu

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