

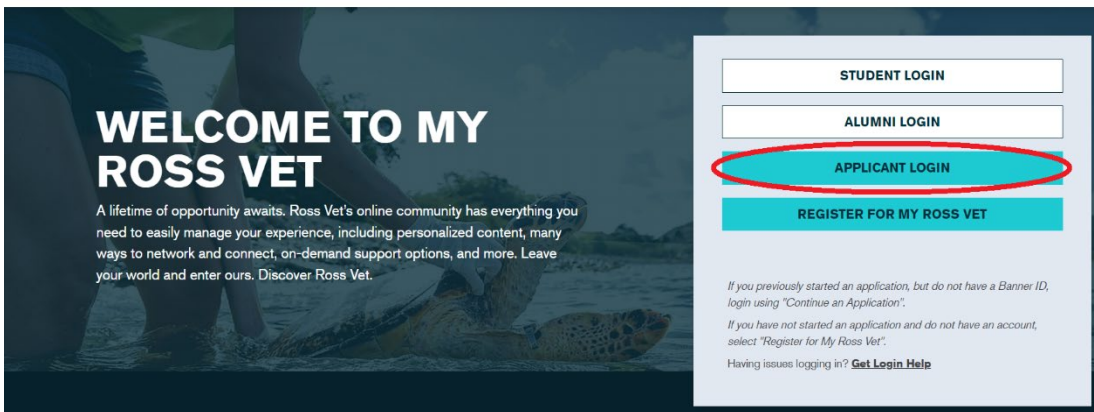
HOW TO UPLOAD FLIGHT INFO AND ITINERARY

UPLOADING YOUR FLIGHT INFORMATION AND ITINERARY

To upload your flight itinerary and arrival information, log into the [My Ross Vet Community](#) portal using your credentials.

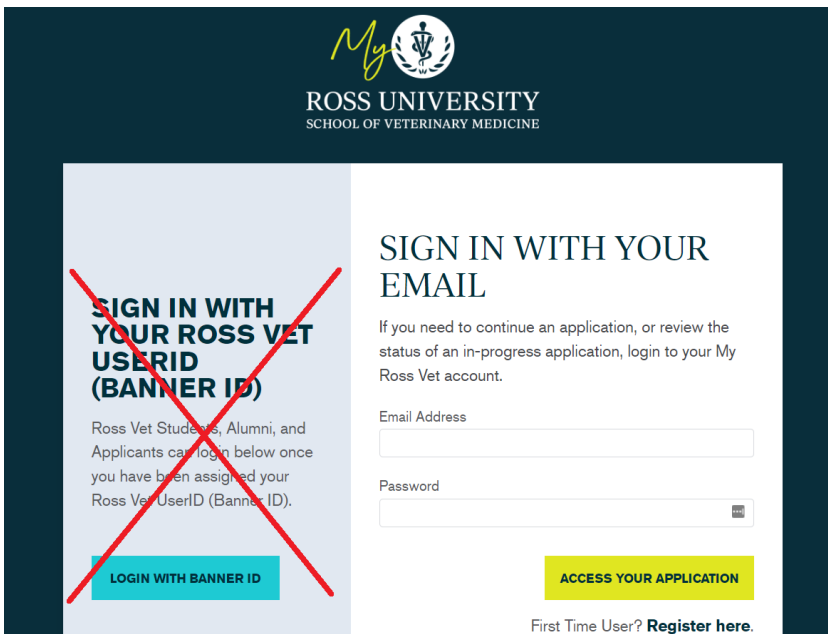
If you have already been assigned a @students.rossu.edu email address, select the 'Student Login' button to log into the portal.

If you are an incoming student and have not yet been assigned a @students.rossu.edu email address, select the 'Applicant Login' button to log into the portal.



On the next screen, sign in using the email address you used in your Ross Vet application. **Do not sign in using your Banner ID.**

If you applied through VMCAS and have not yet registered for My Ross Vet, select the 'Register here' link below the 'Access Your Application' button. You will be prompted to create an account. When creating your account, be sure to use the email address you used in your VMCAS application.



Once you are logged in, you will be taken to the home page of your milestone tracker. On the left-hand side of the milestone tracker, you will see the 'Your Next Steps' menu which outlines the list of outstanding items we need from you.

HOW TO UPLOAD FLIGHT INFO AND ITINERARY



STEP 1: SELECT 'SUBMIT YOUR FLIGHT ITINERARY' FROM NAVIGATION MENU

Please note: The location of the 'Submit Your Flight Itinerary' link in the left-hand menu may change based on where you are in your milestone tracker.

You will see guidelines for booking your flight to St. Kitts on this page. To input your flight arrival information, you will see the option to select the 'Submit Arrival Information' button at the bottom of the page.

We are committed to preparing students to pursue their dream of a career in veterinary medicine to become future leaders and researchers to advance human, animal and ecosystem health (One Health).

Your Next Steps: Explore Apply **3 Accept** 4 Attend

REQUIRED

- SUBMIT PROFESSIONAL LETTER OF RECOMMENDATION
- SUBMIT YOUR APPLICATION FEE
- RESERVE YOUR HOUSING
- SUBMIT YOUR ACADEMIC LETTER

OPTIONAL

- SUBMIT TOEFL SCORES
- SUBMIT MCAT SCORES
- SUBMIT CASPER SCORES
- FINANCE YOUR EDUCATION
- SUBMIT GRE SCORES

WHAT'S NEXT

- SUBMIT YOUR FLIGHT ITINERARY
- COMPLETE YOUR PRE-REQUISITES
- SUBMIT OFFICIAL TRANSCRIPTS
- SUBMIT VISA APPLICATION
- PAY YOUR SEAT DEPOSIT

RESERVE YOUR HOUSING

Ross Vet offers both on and off-campus housing options—details can be found below, but keep in mind if you're coming with family or pets, you'll need to secure off-campus housing. Accommodations can fill up quickly so be sure to reserve your housing choice today.

ON-CAMPUS HOUSING

Furnished student apartments are available for incoming students on a first-come, first-served basis. These efficiency, double, and triple occupancy units are outfitted with an AC unit, internet, a desk, chairs, sofa, dining table, refrigerator, stove, microwave, bed, dresser, utensils, and more.

OFF-CAMPUS HOUSING OPTIONS

Ross Vet students can choose to live in a variety of off-campus apartment complexes. Our Office of Housing maintains a database of options that you can search based on criteria such as housing distance, amenities, and price.

Questions? Please contact:
On-Campus: Dereka Thompson: dthompson@rossvet.edu.kn
Off Campus: Andrea Liburd: anliburd@rossvet.edu.kn

QUICK LINKS

- Pets, Guests & Companions FAQ
- On-Campus Housing
- Off-Campus Housing

We are committed to preparing students to pursue their dream of a career in veterinary medicine to become future leaders and researchers to advance human, animal and ecosystem health (One Health).

Your Next Steps: Explore Apply Accept **4 Attend**

REQUIRED

- SUBMIT COPY OF BIRTH CERTIFICATE
- REGISTRATION CHECK-IN
- SUBMIT PROOF OF FUNDING
- SUBMIT YOUR FLIGHT ITINERARY
- SUBMIT COPY OF PASSPORT
- SUBMIT HEALTH CERTIFICATE
- SUBMIT POLICE REPORT
- SUBMIT VISA APPLICATION
- PAY YOUR SEAT DEPOSIT
- SUBMIT PASSPORT SIZED PHOTO

OPTIONAL

- SUBMIT GRE SCORES
- SUBMIT MARRIAGE CERTIFICATE AND/OR DIVORCE DECREE (IF APPLICABLE)
- FINANCE YOUR EDUCATION
- SUBMIT MCAT SCORES
- SUBMIT TOEFL SCORES
- SUBMIT CASPER SCORES

SUBMIT YOUR FLIGHT ITINERARY

NOT STARTED UNOFFICIAL RECEIVED OFFICIAL IN PROGRESS FOLLOW-UP NEEDED OFFICIAL APPROVED

Did you book your flight to the island?

Please submit your flight arrival information using the "Submit Arrival Information" button below. Then upload a copy of your flight itinerary using the "Upload Your Flight Itinerary" button.

You must book a flight reservation to leave at the end of your first semester. Here is a helpful checklist of what you'll need:

- You **MUST** book a flight reservation to leave no earlier than the end of your first semester.
- Your name must be visible (printed) on the itinerary.
- Your reservation must be confirmed (not showing "pending").
- Your confirmation/reservation code must be visible.

Print your travel itinerary and put it along with your other visa documents.

Be sure to gather the original documents and photocopies and place them in a folder or envelope. You'll need these documents once you get to St. Kitts.

UPLOAD YOUR FLIGHT ITINERARY **SUBMIT ARRIVAL INFORMATION**

QUICK LINKS

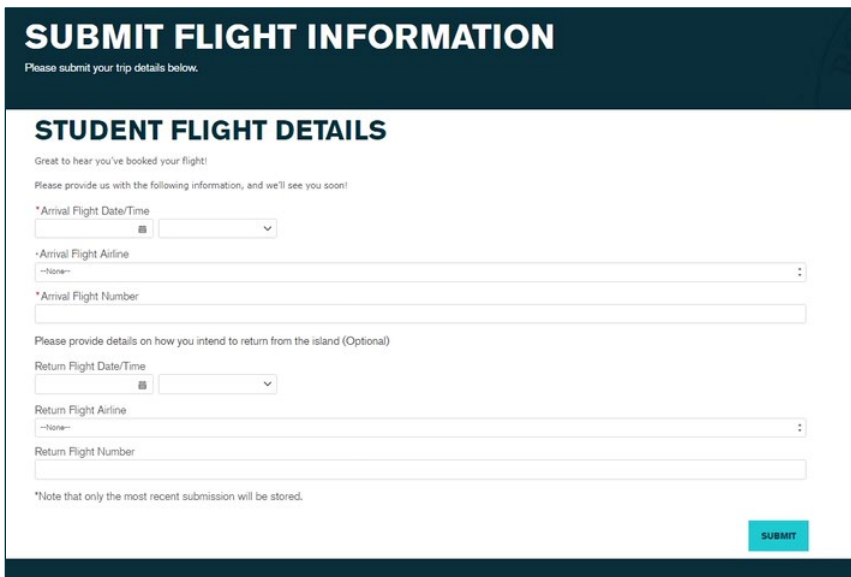
- Explore Scholarship Opportunities
- Update Arrival Information

HOW TO UPLOAD FLIGHT INFO AND ITINERARY

STEP 2: SUBMIT ARRIVAL INFORMATION

Select the 'Submit Arrival Information' button. You will be prompted to input your flight arrival date, time, airline, and flight number. At this time, you will also have the option to provide details of your return flight, including return flight date, time, airline, and flight number.

Please note that while uploading your return flight information is optional, you must book a return flight reservation to leave no earlier than the end of your first semester to obtain your St. Kitts visa.



SUBMIT FLIGHT INFORMATION
Please submit your trip details below.

STUDENT FLIGHT DETAILS

Great to hear you've booked your flight!
Please provide us with the following information, and we'll see you soon!

*Arrival Flight Date/Time
[Calendar icon] [Dropdown menu]

*Arrival Flight Airline
[Dropdown menu: --None--]

*Arrival Flight Number
[Text input field]

Please provide details on how you intend to return from the island (Optional)

Return Flight Date/Time
[Calendar icon] [Dropdown menu]

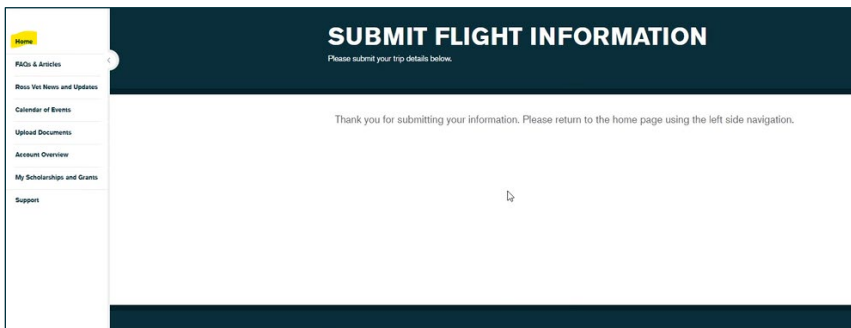
Return Flight Airline
[Dropdown menu: --None--]

Return Flight Number
[Text input field]

*Note that only the most recent submission will be stored.

SUBMIT

Once you have input your arrival flight information, select the 'Submit' button to save your information. Please note that only the most recent submission information will be stored.



SUBMIT FLIGHT INFORMATION
Please submit your trip details below.

Thank you for submitting your information. Please return to the home page using the left side navigation.

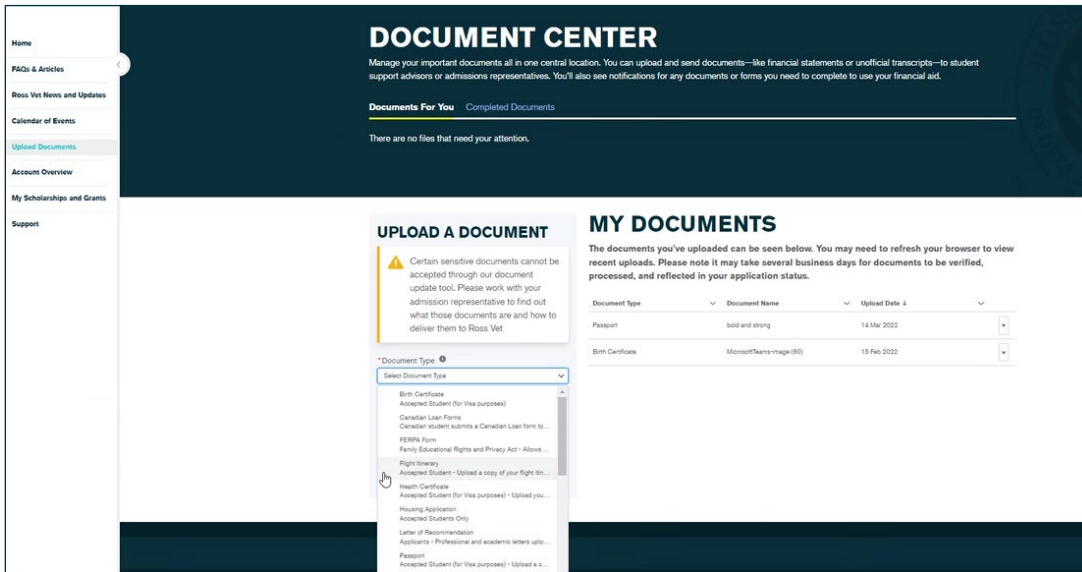
- Home
- FAQs & Articles
- Class Vet News and Updates
- Calendar of Events
- Upload Documents
- Accounts Overview
- My Scholarships and Grants
- Support

After submitting your information, you will be prompted to return to the home page using the 'Home' button on the left side navigation.

STEP 3: UPLOAD FLIGHT ITINERARY

To upload a copy of your itinerary, return to the 'Submit Your Flight Itinerary' page from the left side milestone tracker menu. Select the "Upload Your Flight Itinerary" button. You will be taken to the document center where you will have the option to upload a copy of your itinerary using the 'Upload a Document' feature.

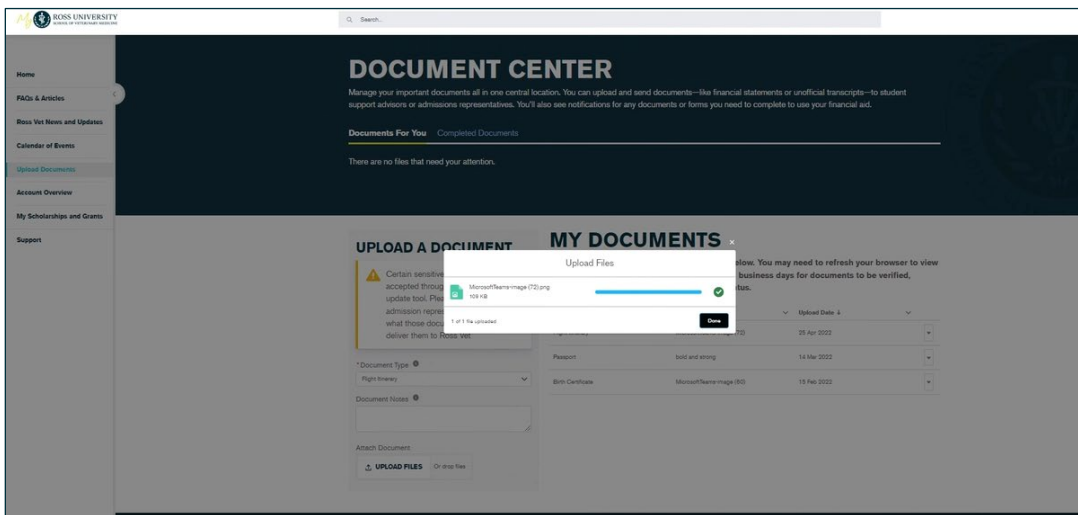
HOW TO UPLOAD FLIGHT INFO AND ITINERARY



Under the 'Document Type' section, you will have the option to select the document type from a dropdown list. Scroll until you see 'Flight Itinerary' and select that option. Below, you may add any additional notes to the document (optional.)

Once you have selected the document type and have added in any notes you may either select the 'Upload Files' button or drag and drop a document into the 'Or drop files' area of the screen.

While your file is uploading, a pop-up window will appear to show you the status of your upload. Once you see a green check mark next to your file, select the 'Done' button. The pop-up window will disappear and you will be returned to the Document Center screen.



Once your itinerary has been uploaded, it will populate on the right-hand side of the screen under the 'My Documents' section of the Document Center. Please note that if you do not see the document after uploading it, refreshing your screen should resolve the issue.