

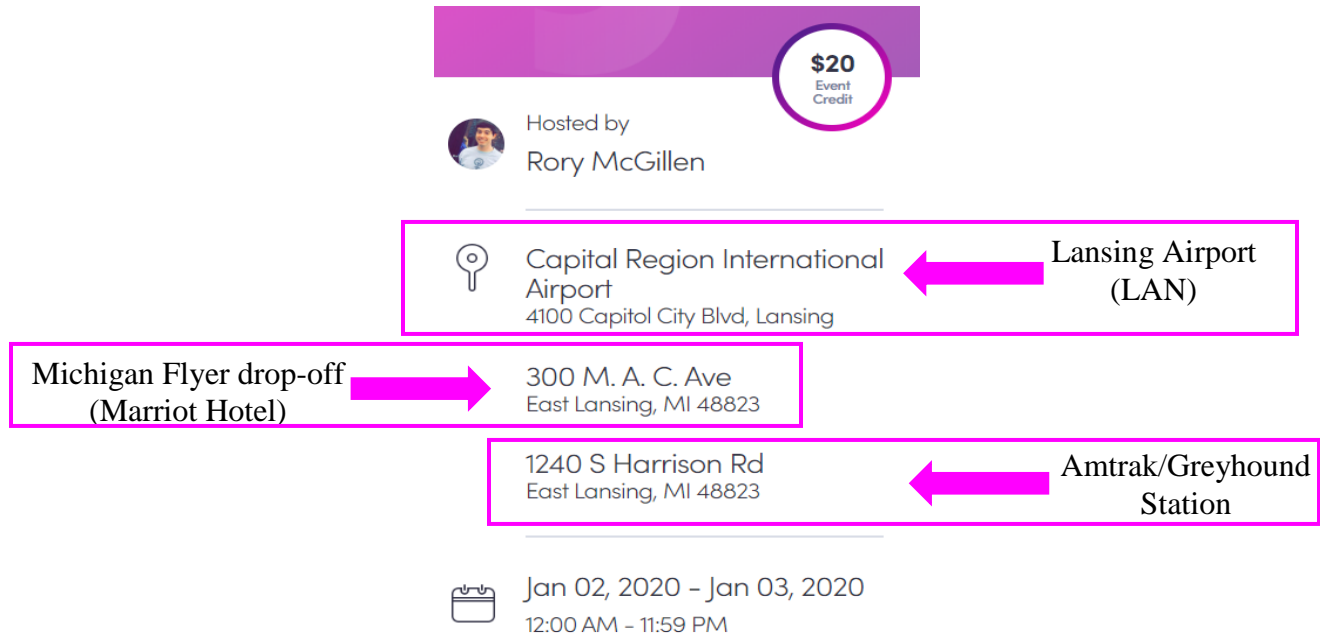
American Semester Program and Semester Exchange Student Arrival Guide January 2nd 2020

Through a voucher system, when students arrive at the Lansing Capital Airport, Michigan Flyer station at the East Lansing Marriott, or Trowbridge Bus/Train station our office has purchased codes through the rideshare company Lyft to help students get to their residence halls or apartment. Instead of issuing incoming students taxi coupons upon their arrival during the arrival weekend, we will be covering the transportation cost for students arriving between January 2nd and January 3rd (assuming some flights may get delayed and arrival would be after midnight) by providing them with a \$20 value Lyft promo code that they can use upon their arrival via the Lyft rideshare app.

A \$20 value Lyft promo code is only valid for a specific period of time and is geo-fenced to limit pick-up locations to Lansing Capital Airport, Michigan Flyer station at East Lansing Marriott at University Place, or the Amtrak Station on Harrison & Trowbridge. Each student can only use the code once, and must pay for the difference in the cost of the ride if it exceeds \$20 (via a credit card linked to the Lyft rideshare app).

The Lyft promo code for International New Student Orientation 2020 is: **ASPESPRING20**

Your Lyft event will likely display something similar to this. To access the ride, you must be within 0.5 miles from one of the arrival destinations below



The image shows a screenshot of a Lyft event card. At the top is a purple header bar with a circular badge on the right that says "\$20 Event Credit". Below the header, it says "Hosted by Rory McGillen" next to a small profile picture. The event details are listed in three rows, each with a location and a pink arrow pointing to it. The first row is "Capital Region International Airport" with the address "4100 Capitol City Blvd, Lansing" and an arrow pointing from "Lansing Airport (LAN)". The second row is "Michigan Flyer drop-off (Marriot Hotel)" with the address "300 M. A. C. Ave East Lansing, MI 48823" and an arrow pointing from the left. The third row is "1240 S Harrison Rd East Lansing, MI 48823" with an arrow pointing from "Amtrak/Greyhound Station". At the bottom, there is a calendar icon and the dates "Jan 02, 2020 - Jan 03, 2020" with the time "12:00 AM - 11:59 PM".

\$20 Event Credit

Hosted by
Rory McGillen

Capital Region International Airport
4100 Capitol City Blvd, Lansing

Lansing Airport (LAN)

Michigan Flyer drop-off (Marriot Hotel)

300 M. A. C. Ave
East Lansing, MI 48823

1240 S Harrison Rd
East Lansing, MI 48823

Amtrak/Greyhound Station

Jan 02, 2020 - Jan 03, 2020
12:00 AM - 11:59 PM

If you have a working cell phone number, a smartphone, and a credit/debit card, you CAN use Lyft!

If you would like to take advantage of the Lyft service, you must have a working cell phone number (US phone number preferred, but not required; an international working cell phone number could* work too), a smartphone, and a credit/debit card linked to a major bank.

STEP 1: Get Lyft prior to your arrival (recommended).

** If you DO NOT have a working US cell phone number, but have a working cell phone number from your country of origin, you may start installing the Lyft app and creating an account before your departure to the US.*

- Lyft has mentioned to us that some international users have trouble receiving the verification code to create an account. If this is the case, please contact your phone service provider directly and ask them to enable the following short codes: 46080 & 55074. This will help ensure the text arrive.

** If you DO have a working US cell phone number, or need to activate your US cell phone number upon your arrival to the US, you may want to download the Lyft app prior to your departure to the US, and sign up for a Lyft account upon your arrival to the US.*

How to install:

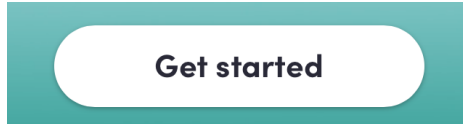
1. Use your phone to go to your app store (the iOS App Store for iPhone and Google Play Store for Androids)
2. Search for “Lyft” and install the free Lyft app



* Not all working international cell numbers will work on the app, it depends on the country. Still, try to set up an account prior to your departure.

Sign up for a Lyft account:


1. Tap “Get Started”



2. Type your cell phone number (click the USA flag on the left to change the country code)

What's your number?

We'll text a code to verify your phone

 +1 | 201 555-0123

3. Lyft will then send a verification code via text to your phone number. Type the 6-digit verification code on your phone.

What's the code?

Enter the code sent to [Your phone number]

4. Type your first and last name and click the purple arrow on the bottom right corner

What's your name?

Drivers will confirm it's you when they pull up

 First name Last name

[Already have an account?](#)



5. Type your email address and tap the purple arrow on the bottom right corner

What's your email?

This is where we'll send your ride receipts

 Email



6. Agree to Lyft's Terms of Service and Privacy Policy by tapping onto the “Yes” button on the bottom

Do you agree to Lyft's


[Terms of Service](#) and [Privacy Policy](#)?





7. Fill in your credit card information and click “Next”. You can tap the flag icon to change the country if necessary.

Pick how to pay


You'll only be charged after the ride



Credit card number 

MM/YY CVV ZIP  ▼



Note: Promo codes require a payment method

 Your payment info will be stored securely

 0 [Next](#) 

8. You have successfully created your Lyft account when you see the screen below on your app. You may click “Skip” or “Get ready to ride later” to add promo code onto your account. Proceed “STEP 2” below for instructions to add promo code.

Welcome, Spartan! [Skip](#)

What do you want to do today?



Take a ride now

Get ready to ride later

STEP 2: How to add promo code

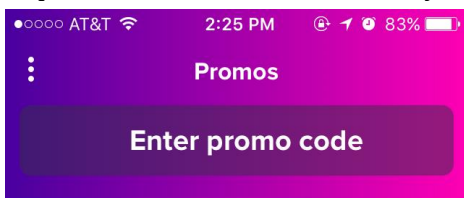
1. Tap the main menu icon on the top right corner of your screen



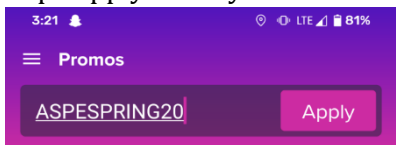
2. Tap "Promos"



3. Tap "Enter Promo Code" and add your code: **ASPESPRING20**



4. Tap "Apply" after you have checked spelling of the code to finish



5. After you have added a promo code, you will see if the MSU INSO code is valid for your account. You will also see the promotion amount, expiration date, and other terms.

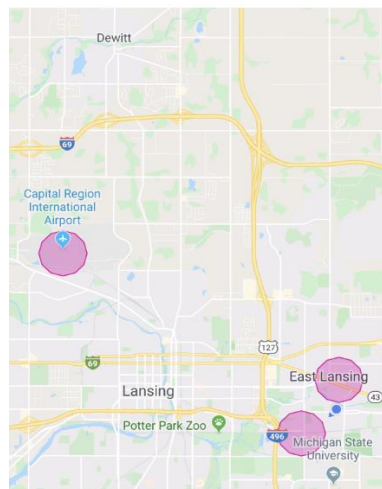
MSU Spring Semester Arrival



- \$20 of credit available
- Valid between Jan 2, 2020 12:00 AM and Jan 3, 2020 11:59 PM
- Pickup or drop-off must be within the coverage area

[View coverage area](#)


← MSU Spring Semester Arrival



STEP 3: How to request a ride

1. Open the Lyft app
2. Tap "Search destination" and enter your final destination. You can enter an address or search for a location.

Hello, Spartan!
Where are you going?

 Search destination

3. Ensure your Pickup location is accurate. Pickup location will automatically set to your current GPS location, and you may change it if needed:

- Tap "Current location" at the top of the screen



- Enter an address, or tap "Set on map" and drag the location pin to the right spot (see screenshot on right)
[Akers Hall is just an example, please select YOUR residence hall in the drop-off box.]
- Tap "Set pickup" to confirm your pickup location


Set pickup


4. Select Lyft ride modes (Economy: Lyft or Lyft XL; Extra Seats: Lyft XL) based on your needs and confirm that the MSU INSO promo code has been applied.
 - "Promo applied" should show up right below the map and "Promo" should show up right above the "Select Lyft" button. (see screenshot on right)


5. Tap "Select Lyft" to request a ride after you have confirmed that both pickup and drop-off locations are accurate.

6. Relevant information will appear on the screen, including the following:
 - Car Color
 - Car Model
 - Car License Plate Number
 - Driver's Name
 - Driver's Expected Time of Arrival to Pick up location

Cancel **Pickup** Done


 Pickup


 Drop-off
Akers Hall



 Home

 Work

 Set on map

 Promo applied:

ECONOMY

EXTRA SEATS



Lyft

4

Good deal

\$(COST)
ETA



Lyft XL

6

\$(COST)
ETA

Credit card + Promo

 Schedule

Select Lyft

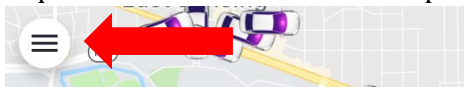
Rideshare Safety Tips

1. Confirm details when the car arrives. Pay attention to the following details and make sure it is consistent with the description provided to you via the rideshare app before getting into the car:
 - Car Color
 - Car Model
 - Car License Plate Number
 - Driver's Name (and Photo)
2. Ride in the back seat. This would provide you and the driver more personal space and ensure that you are able to get out on either side of the car to avoid traffic.
3. Do not share private information with your driver, including your personal phone number.
4. Do not give your driver cash or provide credit card information. All payment transactions should be done via the rideshare app—including the option to tip driver if you would like to.
5. Wear your seatbelt.

Optional: Add or update payment information:

(This is an optional step if you have another credit card that you would like to save onto your Lyft account as payment method.)

1. Tap the main menu icon on the top right corner of your screen



2. Tap "Payment"



3. Tap "Add credit card"



4. Fill in your alternative credit card information and click "Save"

A screenshot of the Lyft app's "Add new card" form. The form has a title bar with a back arrow, "Add new card", and a "Save" button. Below the title bar, there are input fields for "Credit card number", "MM/YY", "CVV", and "ZIP". There is also a camera icon for scanning the card and a dropdown menu for the country, currently set to "USA".