University of New Haven

International Services Office

2018/2019

International Student Handbook
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Introduction

Welcome to the University of New Haven! We are pleased to welcome you as you embark on your adventure in American Higher Education. In addition to all the routine tasks of settling in and acquainting yourself with your surroundings, you will also be faced with the challenge of adjusting to and living in a culture that may be quite different from yours.

This handbook is designed to answer some of your questions and help guide you through your academic and cultural experiences at the University. We strongly recommend that you read it carefully and keep it for future reference.

The International Services Office (ISO) is your office – the place you can come to with any kind of question, immigration-related or personal. Our staff is experienced in both governmental and university procedures. Please feel free to utilize all resources that are offered to maximize the comfort and enjoyment of your stay in the U.S. We wish you success as you begin your studies.

International Services Offices
Email: iso@newhaven.edu
Visit Our Facebook Page

<table>
<thead>
<tr>
<th>Kathy Kautz de Arango</th>
<th>Dustin Baltis</th>
<th>Zehra Abbas</th>
<th>Tammy Chapman</th>
</tr>
</thead>
<tbody>
<tr>
<td>Executive Director</td>
<td>SEVIS Coordinator</td>
<td>International Student Advisor</td>
<td>Administrative Secretary</td>
</tr>
<tr>
<td>Tel. (203) 932-7338</td>
<td>Tel. (203) 932-7408</td>
<td>Tel. (203) 932-7406</td>
<td>Tel. (203) 932-7475</td>
</tr>
<tr>
<td>Fax: (203) 931-6054</td>
<td>Fax: (203) 931-6054</td>
<td>Fax: (203) 931-6054</td>
<td>Fax: (203) 931-6054</td>
</tr>
<tr>
<td><a href="mailto:kkautz@newhaven.edu">kkautz@newhaven.edu</a></td>
<td><a href="mailto:dbaltis@newhaven.edu">dbaltis@newhaven.edu</a></td>
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<td><a href="mailto:tchapman@newhaven.edu">tchapman@newhaven.edu</a></td>
</tr>
</tbody>
</table>

The University of New Haven History

The University of New Haven was founded on the Yale campus in 1920 and became New Haven College in 1926. Its aim then was to provide a new higher education opportunity to adult learners in the post-World War I Era. In 1960, the university moved from New Haven to its current West Haven location. Ten years later it changed its name to the University of New Haven, and now includes five schools and colleges:

- College of Arts and Sciences
- College of Business
- Tagliatela College of Engineering
- The Henry C. Lee College of Criminal Justice & Forensic Sciences
- Lyme Academy College of Fine Arts
Today the University has a population of over 5,000 students including 1200 international students from 56 countries. The University offers over 100 areas of study, including full and part-time study in both graduate and undergraduate programs. The campus has at least 25 major buildings on over 78 acres of land and offers courses online at our satellite centers.

**F-1/J-1 International Student Regulations**

Please review each item below carefully. You are responsible for following these rules and regulations. Ask an International Services Office staff member about anything you do not understand!

**As an F-1/J-1 international student, I agree to do the following:**

1. I will attend the institution listed on my I-20/DS-2019.

2. I will maintain a full-time enrollment in a course of study in each academic term. The minimum per semester is:
   a. Undergraduates-12 credits
   b. Graduates-9 credits
   c. Summer term is optional

3. I understand that the International Services Office (ISO) staff is here to assist and advise me, but that **my visa status** during my University of New Haven program is **my responsibility**. I understand that maintaining legal status is extremely important and that falling out of status will make my student visa invalid, prohibit me from working, and make me ineligible for other F-1 benefits.

4. I understand that immigration regulations require that all institutions enrolling students in J and F status report at the beginning of each semester a verification of all students who will be enrolled at their institution. The ISO requires that all international students complete ISO check-in at the start of each Fall and Spring semester. Failure to **check-in with the ISO within 15 days of the start of the semester** could result in delays with class registration, possible loss of my legal status, and possible termination of my SEVIS record.

5. I understand that the ISO will use my University of New Haven email address for all immigration updates and reminders. It is my responsibility to check my university email frequently. I also give permission for ISO to contact me via text messaging on my cell phone.

6. I will meet with and obtain approval from the ISO **before** falling below the full time enrollment each term.

7. I will make satisfactory progress toward completion of my program and keep the I-20/DS-2019 valid at all times during my study.

8. If I need to remain in the U.S. longer than the period specified on the I-20 end date, I will file an I-20 extension form **at least 2 (two) weeks before** the program end date on my I-20/DS-2019.

9. I will not accept employment off campus without authorization from the International Services Office and the U.S. Citizenship and Immigration Services (USCIS). Contact the ISO to apply for off-campus employment authorization. I understand that off-campus employment **must be related** to my field(s) of study.

10. If I am approved for on-campus employment, I will not work on campus more than 20 hours per week while school is in session. Full-time (more than 20 hours per week) on-campus work is permitted during official university breaks and vacations.

11. I will notify the International Services Office of my intent to transfer to another U.S. school.

12. I will keep my passport valid 6 months into the future.

13. I will submit my I-20/DS-2019 for a travel authorization to the ISO **at least 2 weeks before** I leave the U.S. for vacation if I
have the intent of returning to continue my studies.

14. I will report any changes to my major, program level, funding source, name or address to the ISO within 10 days of the change.

15. I understand that I am required to enroll in the University health insurance plan for the duration of my studies.

COMMON ISO ADVISING

The ISO is happy to provide a variety of services for F-1 and J-1 students and scholars. We recognize that it is not easy to be an international student in the U.S., but we will do whatever we can to assist. When you come to the ISO you will sign in at the front desk. Depending on your inquiry, you will receive instructions on what to do or you will be asked to wait for the next available advisor. Some inquiries may be complex processes, so you will be given instructions about documents to bring to a personal appointment, which will be scheduled with an advisor in the near future. You can save time by visiting the ISO resources on MyCharger/international-services and preparing your documents in advance. We can also provide a number of services by email. In all cases, please know we are happy to help you navigate the visa regulations and processes, but that sometime we need time because we are dealing with government bureaucracy.

<table>
<thead>
<tr>
<th>PROCEDURE</th>
<th>WHEN TO ASK FOR SERVICE</th>
<th>Expected Timeline</th>
<th>ADDITIONAL INFO</th>
</tr>
</thead>
<tbody>
<tr>
<td>Travel Signature</td>
<td>2 weeks prior to travel</td>
<td>Drop off I-20, ready for pick up in 1-2 business days</td>
<td>Must have most current I-20</td>
</tr>
<tr>
<td>Invitation or Full Time Status Letter</td>
<td>Anytime</td>
<td>Drop off, ready in 1-2 business days</td>
<td></td>
</tr>
<tr>
<td>SSN Letter</td>
<td>Anytime</td>
<td>Bring employer letter <em>(with start date)</em>, ready in 1-2 business days</td>
<td></td>
</tr>
<tr>
<td><strong>Curricular Practical Training (CPT)</strong></td>
<td>At least two weeks in advance of start date</td>
<td>Bring completed form and employer letter <em>(with start and end dates)</em>, ready within 2 weeks</td>
<td>See CPT form for details</td>
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<tr>
<td>----------------------------------------</td>
<td>-----------------------------------------------</td>
<td>-----------------------------------------------------------------</td>
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</tr>
<tr>
<td><strong>Optional Practical Training (OPT)</strong></td>
<td>Optimal time: 3 months prior to finishing degree; or no later than 1 month after graduating. You must be sure you complete coursework on schedule</td>
<td>1) Attend an OPT Workshop 2) Bring completed forms 3) Schedule one on one appointment 1-2 weeks later</td>
<td>See OPT page for details</td>
</tr>
<tr>
<td><strong>Transfer from University of New Haven to another school</strong></td>
<td>Within 60 days after end of final term at University of New Haven/OPT period or prior to the add/drop period of the newest term if you are meant to be enrolled</td>
<td>1) Complete the registrar’s withdrawal process 2) Drop off new school’s transfer form and acceptance letter at ISO</td>
<td>Process varies for students on OPT and those who haven’t been enrolled</td>
</tr>
<tr>
<td><strong>Less Than Full Time</strong></td>
<td>BEFORE you drop any class, you need permission from ISO. You must prove you are eligible for a reduced course load if you will be less than FT.</td>
<td>Complete request for less than full-time form and attach evidence of eligibility (eg. medical diagnosis)</td>
<td>A degree audit with your academic advisor may be required.</td>
</tr>
<tr>
<td><strong>Reinstatement</strong></td>
<td>Immediately! Absolutely no later than 5 months after termination occurred.</td>
<td>Appointment required</td>
<td>A degree audit with your academic advisor may be required.</td>
</tr>
<tr>
<td><strong>Change of Status</strong></td>
<td>At least 6 months before you wish to start classes using an F1 VISA if your current visa does not permit study.</td>
<td>Appointment required</td>
<td>Student may change status within US by application, or apply for F-1 outside of US</td>
</tr>
<tr>
<td><strong>Change of Program or Major</strong></td>
<td>Update ISO within 30 days after you have been accepted into your new program</td>
<td>Drop off approved change of major form (undergrads) or acceptance letter to new grad program &amp; updated financial documents</td>
<td>Grad students must be fully admitted to the new program</td>
</tr>
<tr>
<td><strong>I-20/DS 2019 Extension</strong></td>
<td>30 days before the end of your current I-20</td>
<td>Complete extension request form with new financial documents and faculty advisor recommendation</td>
<td>A degree audit with your academic advisor may be required.</td>
</tr>
<tr>
<td><strong>Leave of Absence</strong></td>
<td>Immediately. Must receive approval prior to taking a semester leave from the University of New Haven.</td>
<td>Appointment required</td>
<td>Must complete the registrar’s process first</td>
</tr>
</tbody>
</table>
Family Members’ Immigration Status
If you are bringing family members, make sure they have the correct immigration status. If you are here as a student or scholar it is possible for your spouse and/or dependent children (under age 21) to join you in the U.S. in a student or scholar dependent status. For example, F-2 for F-1 students or J-2 for J-1 students and scholars. Please talk with the ISO about procedures. Persons holding F-2 status cannot work in the U.S.; persons holding J-2 status can work, but only with authorization from U.S. Citizenship and Immigration Services. Other family members and friends will most likely need tourist status to visit you here. Only spouses and dependent children are eligible for F-2, J-2, or H-4 dependent status.

Family and Friends Visiting the U.S.
The ISO can prepare a letter for your family or friends who would like to visit you while you are a student or for your graduation ceremony. Your family or friends will present that letter to the US consulate in their country as a supporting document for their application for a B-1/2 tourist visa. Please remember, the letter does not guarantee the tourist visa.

US IMMIGRATION AGENCIES AND DOCUMENTS

The United States Citizenship and Immigration Services (USCIS) controls all immigration regulations and procedures for international students while they are physically present in the U.S. (i.e.: permission to extend stay, to accept employment, etc.)

For assistance, an international student or exchange visitor may contact the SEVP Response Center at 800-892-4829. Case-specific questions can be sent by email to SEVP@ice.dhs.gov. If you have submitted an application or request to USCIS, you can follow your case online at www.uscis.gov.

U.S. embassies/consulates
All are outside the U.S. located in major cities throughout the world. The embassies and consulates issue the non-immigrant visa that permits entry into the U.S.

The embassy/consulate of your country may have an office in Boston, New York, and/or Washington D.C. Your consul can renew your passport or replace it if it is lost or stolen. Some consuls also process currency exchange requests and allow citizens to vote in national elections.

Passports are issued by your government and can be renewed in the U.S. by your consulate or embassy. Your passport must be valid for at least six months in order to enter the U.S.
Your U.S. Visa, placed in your passport by the U.S. consulate, permits you to enter the U.S. in a given status. Most students must obtain an F-1 or J-1 entry visa and apply for entry into the U.S. in F-1 or J-1 status. If you are already in the U.S. and your visa expires, there is no penalty to you. You may continue to reside legally in the U.S. as long as you are maintaining your status. However, if you leave the U.S. and wish to re-enter, you must return to a U.S. embassy or consulate to renew your F-1 or J-1 visa. Only the U.S. embassy or consulate outside the U.S. is able to issue an F-1 or J-1 non-immigrant visa to you. If you have changed your status while in the U.S., you must apply for the appropriate visa on your next trip abroad. Always be sure to contact the ISO before departing on any trips abroad. The advisor will provide you with relevant advice, information and documents.

U.S. Customs and Border Patrol (CBP) has automated Form I-94 at air and sea ports of entry. You will be assigned an electronic arrival record and must print out a copy of your I-94 online at https://i94.cbp.dhs.gov/I94.

II. GETTING TO KNOW THE UNIVERSITY

ACADEMICS

Q. What is a Faculty Advisor?
A. A faculty member within the Academic Department of your chosen major who is assigned to assist you with selecting classes to advising on an undergraduate thesis.

Q. How do I find my Faculty Advisor?
A. Your Faculty Advisor will be assigned to you by the Academic Department.

Q. When should I visit my Faculty Advisor?
A. Make an appointment with your Faculty Advisor for any of the following reasons:
   If you are an Undergraduate, you should meet with your Faculty Advisor...
   - Before you register each semester, your faculty advisor can give you advice on your course selection;
   - For advice on planning your program of studies;
   - To consult on any academic problem (i.e. if you’re having trouble with a course);
   - If you wish to withdraw from a course. Please note that you must meet with the International Student Advisor in the ISO before dropping below full-time (12 credits for undergraduates and 9 credits for graduate students);
   - You will miss at least a week of classes due to an illness or an accident;
   - To get approval for your Curricular Practical Training (CPT). Please note that you must meet with the International Student Advisor in the ISO.

If you are a Graduate Student, you should meet with your Faculty Advisor:
   - For advice on planning your academic program. He/she will explain the requirements for obtaining your degree, help you in your course selection and in deciding what sequence to take courses.
   - For advice on departmental procedures and policies (i.e. the comprehensive exam(s), thesis or dissertation and departmental aid).
   - For advice and help as you navigate a new educational system and academic culture;
   - For assistance in dealing with academic issues or problems arising in certain classes;
   - If you wish to withdraw from a course Please note that you must meet with the International Student Advisor in the ISO before dropping below full-time (12 credits for undergraduates and 9 credits for graduate students);
• You will miss at least a week of classes due to an illness or an accident;
• To get approval for your Curricular Practical Training (CPT). Please note that you must meet with the International Student Advisor in the ISO.
• It is important to note that the roles of the graduate faculty advisor will vary from department to department.
• It is up to the graduate student to establish contact with the graduate faculty advisor. Because the relationship between the student and advisor is not strictly defined, the more contact you have with your advisor, the more prepared you will be for your studies. The department may have a separate procedure for obtaining an additional thesis advisor.

Q. What is a Dean?
A. An administrator in charge of a division of a university or college. Due to the sometimes-overwhelming number of courses, majors and interdisciplinary programs, talking to your dean can be very helpful.

Q. When should I visit my Dean’s office?
A. Make an appointment with your Dean for any of the following reasons:
   • You need information about academic regulations;
   • You need advising for academic issues or problems – after meeting with faculty advisor;
   • You wish to request that a new faculty advisor be assigned to you;
   • You wish to change your date of graduation. Please note that you must also meet with the International Student Advisor to ensure your I-20 reflects any changes in your graduation date.

University of New Haven Grading

Undergraduate Grading System
The following grading system applies to final undergraduate grades. For more information, visit the Student Handbook at https://www.newhaven.edu/student-life/student-affairs/dean-of-students/student-handbook.php

<table>
<thead>
<tr>
<th>Grade</th>
<th>Quality Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>A+</td>
<td>4.0</td>
</tr>
<tr>
<td>A</td>
<td>4.0</td>
</tr>
<tr>
<td>A-</td>
<td>3.7</td>
</tr>
<tr>
<td>B+</td>
<td>3.3</td>
</tr>
<tr>
<td>B</td>
<td>3.0</td>
</tr>
<tr>
<td>B-</td>
<td>2.7</td>
</tr>
<tr>
<td>C+</td>
<td>2.3</td>
</tr>
<tr>
<td>C</td>
<td>2.0</td>
</tr>
<tr>
<td>C-</td>
<td>1.7</td>
</tr>
<tr>
<td>D+</td>
<td>1.3</td>
</tr>
<tr>
<td>D</td>
<td>1.0</td>
</tr>
<tr>
<td>D-</td>
<td>0.7</td>
</tr>
<tr>
<td>F</td>
<td>0.0</td>
</tr>
</tbody>
</table>

Graduate Grading System
The following grading system applies to final course grades. For more information, visit the University of New Haven Student Handbook. Graduate students must maintain a minimum 3.0 GPA or they will be automatically dismissed. If that happens to you, see your academic advisor about a probationary process.
With few exceptions, international students must always maintain full-time enrollment of a minimum of 12 credits (undergrad) or 9 credits (grad).

Withdrawal from a course (International Students must notify the ISO before withdrawing from any class, as it may have an impact on your immigration status.)

W = Zero quality points

Incomplete

INC = Zero quality points

If a student is required to attend class sessions for the course in a subsequent term, tuition must be paid for this second attendance. Master’s-level students who receive a grade of INC should complete the work within three months after the end of the term. However, in extenuating circumstances, graduate students may have a longer time period specified by the instructor (not to exceed one year) to complete the course and have a grade submitted to the Registrar. For more information, please see your academic Dean.

Thesis students who have not completed work during the term in which they originally registered:

T = Zero quality points (Student must complete the work within the time limit for completion of the degree)

US ACADEMIC CULTURE

Many international students find very noticeable differences between classroom culture in the U.S. and in their home countries. Below you will find some common characteristics of classroom culture in the U.S.

Academic structure
An undergraduate student usually enrolls in four 3-credit courses a semester in order to maintain full-time (12 credits) standing. Graduate students usually enroll in three (3 credit) courses a semester in order to maintain full-time (9 credits) standing.

Your Faculty Advisor will assist you with choosing your courses, discuss your overall academic plans, and answer any general academic questions.

You should discuss any concerns about English as a second language and about writing and reading problems with your Faculty Advisor.

Classroom Procedures
During the first week of classes, the instructor will hand out a syllabus, which will outline the course objectives, required textbooks, chapters to be covered, due dates for assignments, attendance policy, and the grading policy. Changes may be made to the syllabus during the semester, but only after the professor has informed the whole class about this decision. The syllabus will include the instructor’s office location and the office hours, mailbox, e-mail, and telephone numbers.

Diverse Teaching Styles
Professors may use lecture, class discussion, or both. Most classes meet on a regular schedule once, twice, or three times a week. The teaching style of the professor can determine the amount of student participation in each class.
Some instructors prefer a more formal style of lecture with a possible question and answer period at the end. Others prefer a more conversational style and encourage interaction throughout the class. When expressing your views in class, be ready to defend your ideas, and do so in a respectful manner.

**Ask If You Don't Understand**
If a student is confused about something in the class, it is expected that he or she will ask the professor before or after class. If the issue requires a longer conversation, the student may make an appointment to see the professor during office hours. In U.S. academic culture, there is no shame associated with not understanding something in the course, even if it has been presented in a class lecture. Professors respect students who work hard towards fully understanding the material, so don’t wait until just before the exam to seek clarification. Ask as soon as you realize that you don’t completely understand the material.

**Attendance**
Your course instructor will inform you of the attendance policy at the beginning of the course. Regular attendance is expected of all students unless suffering from illness or in case of an emergency. Some portion of the class grade may be based on attendance. Missing more than a set number of classes could result in a lowering of your final course grade. If you must miss a class, email your professor before the class meets to let him/her know of your absence.

**Class participation**
Many professors encourage class participation and often expect it. In some courses, it is a part of the overall grade. If you feel hindered to participate because of your English proficiency, we strongly advise you to discuss this issue with the professor and the International Student Advisor.

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**The Academic Integrity Policy**

Academic integrity is one of the most important concepts to understand in U.S. academic culture. Even innocent violations can have very serious – and potentially life-altering – effects on your academic career. Regardless of whether or not you realize you are breaking the rules because academic integrity is handled differently in your culture; it is still considered a serious violation and will be treated as such. The consequences can range from being given a failing grade on a paper, exam, or course, to being suspended from the university, or worse yet, you could be asked to leave permanently. Failure to maintain your full-time student status impacts your immigration status.

The University of New Haven is an academic community based on the principles of honesty, trust, fairness, respect, and responsibility. Academic integrity is a core University value which insures respect for the academic reputation of the University, its students, faculty and staff, and the degrees it confers. The University of New Haven expects that all students, graduate and undergraduate, will learn in an environment where they work independently in the pursuit of knowledge, conduct themselves in an honest and ethical manner and respect the intellectual work of others. Each member of the University community has a responsibility to be familiar with the definitions contained in, and adhere to, the Academic Integrity Policy. The policy and procedures to follow apply to all University of New Haven students. Please visit the Student Handbook for details.

Please keep in mind that cheating or plagiarism of any sort is never tolerated.
**Cheating** is when you have someone else write your papers, or take-home exams, or you get answers from others during exams. Examples of cheating include, but are not limited to: copying from another student’s examination; allowing another student to copy from your examination; using outside materials on an examination that are not authorized for use during the test; writing notes to take into a closed-book examination (i.e., writing on your hand or desk) collaborating on a project that was intended to be the work of an individual student.

**Plagiarism** is submitting other people’s work as your own, whether you use entire phrases and sentences verbatim, or if you paraphrase someone else’s work without proper attribution. It is important to learn the appropriate footnoting and bibliographical conventions for your academic disciplines. Contact your professors to find out what citation style they prefer for each particular course.

**Tutoring**
The academics at The University of New Haven are challenging, but help is available should you need it. The Center for Learning Resources (CLR), located in the lower level of the Marvin K. Peterson Library, provides academic content support to the students of the University of New Haven. The CLR promotes an environment of nonjudgmental support, listening to the needs of students, and will work to provide lessons geared toward the individual learning style of each student, but they will not complete assignments for students. A Writing Lab is also available in the Library.

**Examinations**
The number and types of examinations differ from one course to another. The instructor will tell you how many examinations to expect in the course, the kind of examination you will be taking, and the material each exam will cover. If you are unfamiliar with any of the types of exams requested by the course you are taking, please contact your professor for clarification. You should also let your instructor know of any special needs before the exam. Some classes do not have a final exam but require instead the completion of one or more long papers. Exams taken in class typically have a time limit and consist of short-answer, multiple-choice, or true-false type questions. In the case of take-home exams, you will have to complete them at a time and in a place of your choice outside of class. Make sure you understand what the instructor’s exact requirements for taking the exam are and when it is due.

**Blackboard – Online System**
Most professors utilize “Blackboard,” an online system provided by the University of New Haven for communication and information sharing. Professors may choose to post syllabi, course documents, articles, assignments and/or grades, among other things, on the “Blackboard” system. Use your university ID and password to log in. You can access Blackboard via the MyCharger portal.

**Resources (Computers)**
Information Technology provides for the computing needs of both academic and administrative users by maintaining a number of computer labs. The largest installation of general use computers and (pay-for-use) color and black & white printers is the Marvin K. Peterson Library. Installed software includes web browsers, Microsoft Office, SPSS, and other university-standard software. There are also Apple iMacs in the Library, Bartels Hall Lobby and in the Beckerman Recreation Center on the second floor. Additional labs located throughout the campus are discipline-specific and used primarily for instruction. Laptop computers may be borrowed at the library for use in the library only. There is a scanner available for use in the library.

**Books**
The University Bookstore is located in the same building as the campus police, across the parking lot from the front of Maxcy Hall. The bookstore sells textbooks for every semester for both undergraduate and graduate students. Both new and used books are sold, although the used books usually sell out quickly. If the book you need is out of stock, or was not ordered, they can make special arrangements to order the book for you. The bookstore also sells exercise books and most learning supplies, as well as university souvenirs. At the end of the semesters, the bookstore also buys back used books, if you do not want to keep them. So, check with them before throwing books away!! Useful
Academic Expectations and Tips for Students

- Expect to receive a syllabus for each course. The syllabus outlines the course’s objectives, the material to be covered, and lists due dates for assignments, examination dates, texts to be purchased or obtained from the library, and the professor’s name, office location and office hours. Keep the course syllabus for the duration of the course. Course documentation may be kept on Blackboard, an online system used for information sharing by faculty and students.
- Regular attendance at all classes and good note-taking skills will help you be a successful student.
- Pay close attention to instructions given at the beginning of the course about how the class will be conducted and how grades will be determined.
- Ask your instructor for clarification if you do not understand. Within reason, ask that important points be repeated if they are presented too fast for you to comprehend or to write down.
- Although most faculty members encourage critical thinking from students, the manner in which criticism is expressed is important. Show respect by acknowledging your professor’s point of view and then offering your own for consideration.

Class and University Cancellations
You may find out about school cancellations from the campus emergency notification system. Sign up via MyCharger. All radio stations statewide will broadcast school cancellations in the event of snow days or any event that may warrant school cancellation; 99.9 FM is one of the best stations for this purpose. TV stations also inform the general public of cancellations and will generally do so within the hour of notification from the relevant school; in this case we recommend local channel 8 WTNH. Calling the school main line (203) 932-7000 may also help; the school posts a telephone message to advise on such events in the event that no one is there to answer the telephone.

FINANCIAL ASSISTANCE AND PAYING TUITION

University of New Haven offers students some opportunities to participate in on-campus employment to assist with financial needs. Undergraduate and graduate students are eligible for bursary positions (hourly wage).

Experiential Graduate Assistantship Program (EGAP): Graduate students will be selected as potential EGAP candidates when their application is reviewed for graduate admission to the program for which they have applied. EGAP candidates will be notified that they are being considered for the program and will be invited to participate in the interview process for positions in the spring and summer.
In this highly competitive program, students will work 15 - 20 hours per week (550 total hours per academic year) for an academic or administrative department within the university. In return students will receive:
- An experiential learning and work opportunity for the entirety of their graduate program
- A 75% tuition discount
- An hourly wage

resources for buying discount textbooks are: www.amazon.com; www.half.com
**TYPES OF GRADUATE ASSISTANTSHIPS**

**Research Assistantship** - Students will aid in faculty-mentored research, conduct their own research, or conduct research for an administrative office related to the students' field of study.

**Teaching Assistantship** - Responsibilities may include grading papers, preparing and teaching labs, and tutoring undergraduate students. Duties will vary by department.

**Graduate Associateship** - Students will assist with high-level administrative projects and assignments directly related to the students' field of study.

For more information, please contact: **Graduate Assistantship Coordinator**: egap@newhaven.edu

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**PAYING FOR YOUR TUITION**

**Contact Information**

Bursar's Office  
Bergami Hall First Floor  
Phone: 203.932.7217  
Fax: 203.931.6086  
Email: bursar@newhaven.edu  
Office Hours: Monday - Friday 8:30 AM – 4:30PM

- The cost of tuition is non-negotiable. Payment is due according to the dates listed within your course booklet.
- Payment for tuition and fees at the University of New Haven can be made in a variety of forms.
  - **ePay** - A quick, easy and secure way to pay your bills online using Visa, MasterCard, Discover, American Express, debit card or U.S. checking account.
  - **TMS** - As a convenience to our students, we are pleased to offer the option of making tuition payments on a monthly basis through Tuition Management Systems (TMS), the nation's top ranked provider of education payment services. Enrollment for the fall term should be in place by July 1, 2015. The annual enrollment fee is $75 and there are 2 different ways to enroll:
    - Go to [www.afford.com](http://www.afford.com) and enroll online
    - Call 1-800-262-9201 to enroll by phone

- **Wiring funds** - The University of New Haven has partnered with [Flywire](http://flywire.com) to help make the process of international payments simple and easy. Detailed information is on the Bursar’s webpage. Wire transfers should be sent only to cover the balance generated by student tuition and fee charges as reflected on your student account. Any excess funds that are wired to a student’s account will not be refunded to the student. Excess funds generated from a wire transfer will remain on the student account and used towards a future bill. If a student does not return to the University, a refund will be processed by wiring funds back to the source of the initial wire payment. If a student needs funds wired to them to cover personal expenses, such as living expenses, they should open a personal bank account and have funds wired directly to that
account. This wire information can be obtained from the bank you elect to open an account with.

- **Mail** - Payments can be mailed directly to the university. The University of New Haven accepts Visa, MasterCard, Discover and American Express. All checks should be made payable to The University of New Haven.

  All payments can be mailed to:
  University of New Haven
  Bursar’s Office
  300 Boston Post Road
  West Haven, CT  06516

- **Corporate Reimbursement** - Students who are eligible for reimbursement from their employer must sign a **promissory note** and submit an original letter on company letterhead with the current date, student name, and the company's commitment to pay charges, or a portion thereof.

- All full-time international students (undergraduate and graduate) are charged for University student health insurance plan. The cost of this insurance is approximately $1,315.00 for the year.

- Please keep your copies of all receipts and bills. And make sure to write down any additional information that the staff relates to you.

- **Confidentiality:** The Bursar’s Office must follow FERPA guidelines. These rules state that we cannot give information about your student account to anyone else. If you want a copy of your account, a refund check, information on your balance, or transcripts, you must request these things in person. Do not send a friend to collect any of this information.

- **Identification:** You should bring your University of New Haven issued Student ID card each time you visit. Not only will having your ID card speed up the process of locating your account, but it is necessary to complete certain transactions such as picking up a refund check.

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**WORKING IN THE UNITED STATES**

Both F-1 and J-1 students have opportunities for authorized work in the US. If you are interested in employment, please visit the ISO website on MyCharger and then set up a meeting with the International Student Advisor for advice.

**Employment Opportunities: On and Off-Campus**

F-1 students are eligible for part-time (less than 20 hours per week) employment on campus during the academic year. During official school breaks (typically winter and summer), student may work full-time (more than 20 hours per week) on campus.

J-1 students must receive written authorization from the ISO or their program sponsor prior to beginning on-campus employment.
Curricular Practical Training (CPT) for F-1 students
Curricular Practical Training (CPT) enables F-1 students to gain off-campus work authorization for internships or other work that is REQUIRED or OFFERED by the degree program. Students may apply for CPT if they have been enrolled for one academic year and maintained their F-1 status. More information about CPT is available on the ISO MyCharger pages.

Optional Practical Training (OPT) for F-1 students
Optional Practical Training (OPT) is work authorization for up to 12 months of work related to the student’s field of study. Students in STEM fields (science, technology, engineering and mathematics) may apply for a 24-month OPT extension if they work at a company that is registered for e-verify. More information about OPT is available on the ISO MyCharger pages.

Academic Training (AT) for J-1 students
Academic Training (AT) is work or training related to a student’s field of study. It can be authorized during or after a student’s program of study. The total time allotted for AT may not exceed the period of full course of study or 18 months, whichever is shorter. For more information about AT, please make an appointment with the International Student Advisor (iso@newhaven.edu).

U.S. INCOME TAX

Disclaimer:
This information is intended only for international students and scholars who are non-resident immigrant taxpayers with income sources and level typical of students and scholars at the University of New Haven. Although the information contained on this site has been reviewed carefully and should be adequate to assist most international students and scholars, it is not a substitute for advice obtained from the Internal Revenue Service (IRS) or a qualified tax accountant. If
your visa status has changed in the past year, or you believe you have a complicated tax issue, please consult the IRS or a qualified tax accountant.

**Tax Software Disclaimer:**
All international students should be advised that some tax preparation application such as "TurboTax" and "TaxACT" can only generate tax returns for international students who qualify for "Resident" status. "Resident Status" typically requires that you must have been present in the United States for at least 5 years. Such applications cannot process tax returns for typical F-1 and J-1 Student and Scholars who have been in the United States for less than 5 years.

**Tax forms needed to File Taxes:**
- CT-Form 1040NR
- CT-Form 1040NREZ
- Form 8843

**Income Tax Withholding and the W-4 Form**
When a person is working in the U.S., the employer is required to deduct a portion of the salary every pay period for income taxes. At the start of your job, you will complete a half page Form W-4: Employees Withholding Allowance Certificate. The information on that form determines how much will be withheld from your paycheck for taxes. When completing the W-4 form, most international students and scholars are required to file as "single," regardless of marital status (There may be some exceptions for citizens of Mexico, Korea, Canada and India). Your employer may be able to help you complete the W-4 form if you have any questions.

**Social Security and Medicare Taxes**
Anyone who works in the U.S. is required to have a Social Security Number to be hired and for use in completing tax return forms. Social Security (FICA) and Medicare are U.S. government programs that provide benefits for U.S. citizens and permanent residents, usually for retirement. It is financed by taxes withheld from the paychecks of working people. F-1 or J-1 students and scholars who are non-residents for tax purposes“ are not required to pay Social Security taxes. Those in J-2 status and those in F-1 and J-1 status who have become "residents for tax purposes," must pay Social Security and Medicare taxes. If Social Security and Medicare taxes are withheld in error, you can obtain a refund by following the instructions in IRS Publication 519.

**Connecticut State Taxes**
CT Department of Revenue Services (DRS) no longer processes state income tax returns without an SSN or ITIN. If you have not received your ITIN before the tax filing deadline, you should still file your return without the ITIN, pay any tax due, and attach a copy of your ITIN application (form W-7) that you submitted with your federal income return. Keep Copies!
Remember to keep copies of what you file each year (in case your return gets reviewed and there is a problem or if the CT Department of Revenue audits you in the future).

**Income Tax Filing With Other States**
If you earned income in another state you may need to file an income tax return for the state in which you earned income. You will need to refer to the information from that particular state’s Department of Revenue.
GETTING SETTLED AT THE UNIVERSITY OF NEW HAVEN

CONNECTICUT WEATHER

West Haven’s climate is variable throughout the year. Below is a chart that provides average temperatures and precipitation by month to give you an idea of what to expect. It is helpful to dress in layers or have a variety of clothes handy for unexpected heat, cold, rain, or snow.

Connecticut’s weather is broken up into four seasons: Fall, Winter, Spring and Summer.

- **Fall or Autumn** (September – November) is typically breezy and mild with some rain. Temperatures usually rise during the day and cool down at night.
- **Winter** (December – February) can be snowy and cold, or mild. Your winter clothing should include warm sweaters, winter coats, hats, gloves, sturdy boots, and thick socks.
- **Spring** (March – May) can be quite rainy, though temperatures are starting to warm up to a milder range.
- **Summer** (June – August) is when the temperatures really start to warm. The early part of the season is mild with sunny days. As the summer progresses, be prepared for hot and humid days.

<table>
<thead>
<tr>
<th></th>
<th>Jan</th>
<th>Feb</th>
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<tbody>
<tr>
<td>Average high in °F:</td>
<td>37</td>
<td>41</td>
<td>49</td>
<td>60</td>
<td>70</td>
<td>80</td>
<td>86</td>
<td>84</td>
<td>76</td>
<td>65</td>
<td>54</td>
<td>43</td>
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<tr>
<td>Average low in °F:</td>
<td>23</td>
<td>26</td>
<td>33</td>
<td>41</td>
<td>51</td>
<td>60</td>
<td>66</td>
<td>65</td>
<td>58</td>
<td>47</td>
<td>39</td>
<td>30</td>
</tr>
<tr>
<td>Av. precipitation in inch:</td>
<td>3.3</td>
<td>3</td>
<td>4.3</td>
<td>4.2</td>
<td>4.2</td>
<td>3.7</td>
<td>3.7</td>
<td>3.7</td>
<td>3.6</td>
<td>4.3</td>
<td>4.2</td>
<td>4.1</td>
</tr>
<tr>
<td>Average snowfall in inches</td>
<td>3</td>
<td>1</td>
<td>1</td>
<td>0.5</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0.3</td>
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<th>Oct</th>
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<th>Dec</th>
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<tbody>
<tr>
<td>Average high in °C:</td>
<td>3.1</td>
<td>5.4</td>
<td>9.9</td>
<td>15.6</td>
<td>21.3</td>
<td>26.5</td>
<td>29.9</td>
<td>28.8</td>
<td>24.6</td>
<td>18.1</td>
<td>12.2</td>
<td>6</td>
</tr>
<tr>
<td>Average low in °C:</td>
<td>-4.8</td>
<td>-3.1</td>
<td>0.5</td>
<td>5.1</td>
<td>10.6</td>
<td>15.6</td>
<td>19.1</td>
<td>18.4</td>
<td>14.3</td>
<td>8.5</td>
<td>4</td>
<td>-1.4</td>
</tr>
<tr>
<td>Av. precipitation in mm:</td>
<td>90</td>
<td>79</td>
<td>113</td>
<td>110</td>
<td>115</td>
<td>106</td>
<td>90</td>
<td>97</td>
<td>95</td>
<td>113</td>
<td>103</td>
<td>106</td>
</tr>
<tr>
<td>Average snowfall cm:</td>
<td>6.9</td>
<td>3.3</td>
<td>3.6</td>
<td>1.3</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0.8</td>
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</table>
CLOTHING FOR NEW ENGLAND WEATHER

You will need appropriate clothing and shoes for a New England winter. It is best to purchase those items once you have arrived in West Haven. Keep in mind that New England’s winter weather can be notoriously cold. Since many of our international students will be coming from warmer climates or those with milder winters, we have compiled this winter shopping list for you:

Outer Clothing
- Gloves or mittens (They should be waterproof for the snow/rain. Look for cashmere or thinsulate lining)
- A scarf
- Warm hat
- Warm coat/waterproof warm jackets (down-filled and thinsulate are the warmest linings)
- Warm boot/Waterproof boots (look for ones with good traction for snow and ice)

Inner Clothing
- Long-sleeved shirts
- Sweaters or fleece sweatshirts
- Warm socks (wool is a good choice for winter)
- Thermal/Long Underwear or silk long johns (to wear under trousers or jeans)
- Flannel or fleece pajamas

ACCOMMODATIONS AND LOCAL HOTELS
**West Haven, CT**
Hampton Inn & Suites
510 Saw Mill Road
West Haven, CT 06516
(203) 932-0404

For University of New Haven
discount rate, use corporate ID:
002657544 when booking
www.hamptoninn.com

**New Haven, CT**
La Quinta Inn and Suites
400 Sargent Drive
New Haven, CT 06511
(203) 562-1111

There is a free shuttle to
the University of New Haven
www.lq.com

**Orange, CT**
Courtyard by Marriott
136 Marsh Hill Road
Orange, CT 06477
(203) 799-2200

www.marriott.com/hvnco

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**HOUSING**

Some important information to keep in mind: The average monthly rent for a one-bedroom apartment in this area of
Connecticut ranges from $850+ to $1,500+ per month. Expect to pay more than $1,000 for a 2-bedroom apartment and
$1,400+ to $1,650+ for a luxury apartment. One bedroom apartments usually house 1 to 2 people, and 2-bedroom
apartments usually house 2-3 people.

**New International Undergraduate Students**

The Office of Residential Life knows that an integral part of any college students experience is in their time living on
campus and benefitting from all campus has to offer. Here at University of New Haven, we have many residence halls.
Our office works around the clock to make sure that all residential students are not only safe but are having fun and
enjoying themselves in a safe and healthy manor. Whether it is a program hosted by one of our Resident Assistants,
Move-in day in the beginning of the year or coming to say hello in our office; we are here for the students and their
parents, for anything they may need.

Office of Residential Life also employs a wide array of hardworking, involved and dedicated students as a part of our
residential life staff as Resident Assistants. It is these Resident Assistants that will work hard to bring the students within
the building together, creating new connections in this fun and exciting time of their lives.

International undergraduate students may choose to live off campus if they prefer. Living off-campus housing may not
be as cost effective or could ultimately end up being more complex than initially expected. Please consider that living
off-campus:

- Means commuting. Plain and simple, driving to school can be a burden. You have to wake up earlier and give
yourself plenty of time to fight traffic and find a parking spot

- Can be more complex. Instead of paying one basic fee at the beginning of the school year, you have to keep up
with monthly rent, utilities, and items such as the Internet usually for twelve months, plus a security deposit.

- Costs can add up. While it may seem cheaper at first glance to live off-campus, the actual costs can add up
quicker than you expect. You may not realize it at first glance, but there any many miscellaneous items that
you’ll have to purchase when living off campus that are provided for you when you live on campus.

- Smaller community of peers. Instead of having a whole residence hall (or campus for that matter) full of people
to meet and interact with, your off-campus community could consist of your roommate, existing friends, and
your neighbors. It isn’t impossible to build a community, but it takes more effort.
New International Graduate Students

Official graduate student housing is listed below. However, if you prefer to shop around more, some resources are listed here.

Search the Jump Off Campus apartment database to look for an apartment or to find a roommate.  [https://unewhaven.jumpoffcampus.com/map?location=University+of+New+Haven](https://unewhaven.jumpoffcampus.com/map?location=University+of+New+Haven)

The University of New Haven offers two options for graduate student housing sponsored by the University. The Atwood Luxury Apartments are located just across the street from the northeast end of our campus, approximately 0.2 mile from the entrance to campus. Savin Court apartments are located approximately 1.5 miles from campus.

**The Atwood Luxury Apartments**

Located just two blocks from the University of New Haven campus are brand new highly sought after luxury apartments. Graduate students have first choice of one-bedroom or studio apartments.

Each fully furnished air conditioned unit includes the following:
• All utilities included, PLUS Internet and Cable
• Stainless Steel Appliances
• Washer/Dryer in each unit
• Fitness Room
• Resident Lounge Space
• On-site Security
• Parking Available
• Shuttle Service
• 12, 18, 24 month lease options available (*Deposit before May 15th to get a discounted rate for the first 12 months*)

Savin Court Apartments

Located one mile from the University of New Haven campus, the West Haven boardwalk and the beach. There are three upper-class students per townhouse, which includes a full kitchen, beautiful hardwood floors, a living area, bathroom, and two bedrooms.

Renting an Apartment

Here are some guidelines that are useful when dealing with a roommate:

1. **Rent**: Each roommate should pay an equal portion of the rent and is responsible for paying the landlord. Make sure you understand the lease contract you have signed.

2. **Food**: Each roommate should be responsible for his/her own food. All other personal products (shampoo, toothpaste) should be the responsibility of each individual.

3. **Cleaning**: Each roommate should be responsible for cleaning his or her own room. Chores for the rest of the rental, including vacuuming, dusting, and cleaning the bathroom, should occur once a week and rotate between roommates. No one should leave dirty dishes in the sink for longer than 24 hours, and each roommate should clean-up after his/herself in the kitchen every day.

4. **Utilities**: Each roommate is responsible for a portion of the charge for water, trash pick-up, electric, and cable. If bills are paid late, serious consequences, like termination of service can occur. Please be responsible.

5. **Guests**: Each roommate may invite guests, if the visits are approved by their roommates.
POST OFFICE

Off-Campus Postal Services

Post Office – Allingtown
75 Farwell Street
West Haven, CT 06516
Phone: (800) ASK-USPS

Post Office – West Haven
589 Campbell Ave.
West Haven, CT 06516
Phone: (800) ASK-USPS

On-Campus Postal Services

Maxcy Hall has a mailroom on the basement floor that will assist you in sending or receiving mail. Stamps can also be purchased in the bookstore.

MONEY MATTERS

Stay on top of your finances by paying attention to money matters such as budgeting, banking, credit, bill-paying, check-wrting and protecting yourself from scams and identity theft. In addition to maintaining a good relationship with your local bank, you want to build and maintain a high credit score, since many things, such as renting an apartment, setting up utilities, arranging a cell phone contract, or even being hired for a job can depend on a healthy score. Be sure to pay all rent and bills on time, check all accounts regularly for fraudulent transactions (a sign of identity theft), and never rely on credit cards as a source of support. Carrying a high balance on a line of credit can negatively impact your credit score.

Banking

Most banks in the area, in catering to the academic community, do not require a large sum of money to open an account. When looking for a bank, take time to shop around a bit since fees can vary from branch to branch. Always inquire about no fee accounts or other special offers. Some banks will eliminate fees based on full-time student status, or if you arrange direct deposit of your paycheck or stipend, others require a minimum balance. If you will be transferring funds to and from overseas, remember to ask about the details and international wire fees since some banks can accommodate this better than others. Please note that each bank has different rules, regulations and fees that they charge to patrons for various services.

Most students at the University of New Haven find it convenient to link their bank account electronically through their automatic teller machine (ATM) card. Online account management and bill pay is standard, so make sure you understand how to set up this important service.

It is very unsafe to carry large amounts of cash at any given time. Do not keep large sums of money in your apartment. If you will be staying in the country for more than three months, it is advisable to open an account as soon as possible.

When handling cash, never deposit cash in an ATM (automatic teller machine). Go into the bank to make any cash deposits in person, and ask for a receipt when you do.

Below are three banks that have branches near the University of New Haven campus.

   420 Campbell Ave # 1
   West Haven, CT
   (203) 931-4655

2. Wells Fargo: https://www.wellsfargo.com/checking/
How to Open a Bank Account

You will need to bring the following documents to the bank in order to open an account:

1. Your Passport
2. I-20 or DS-2019
3. I-94 Form
4. Your University of New Haven student ID card
5. A letter from the ISO. Please allow 5 business days for the ISO to process your request.

http://www.newhaven.edu/student-life/CampusLife_StudentAffairs/iso/current-students/Request-letter/bank/

COMMUNICATIONS AND TELEPHONE CONNECTIONS

How to dial . . .
For calls within Connecticut in the New Haven local area, simply dial the area code 203, then the 7-digit phone number. For calls outside the 203 area code, dial the area code and the 7-digit telephone number.

Collect calls
If the person you are calling agrees to pay the charge, you can make a collect call by asking the operator to reverse the charges. For a collect call, dial 0, area code, and the number; then tell the operator that you wish to make the call collect and give your name.

Calling Cards
You can also make easy and often inexpensive telephone calls with the use of a “calling card.” Such a card can be conveniently used at any phone. You can purchase pre-paid calling cards in amounts that begin at $2.00. You can also purchase cards from long distance phone companies that will bill you for the number of minutes you use. To use such cards you must dial a designated or secret code and then make your call. (Available for purchase at most gas stations, convenience stores, and supermarkets)

Cell Phones
There are several cell phone providers located near the University of New Haven campus. Shop around, compare rates and services, and consider several important factors before you decide on a provider:

- Are pre-paid plans available and is this a good option for you?
- What are the rates for calls, text messages, data transfers, etc.? Keep in mind cell phones in the U.S. charge for both incoming and outgoing calls and texts. There is usually an additional fee if you want to include wireless internet on your phone plan.
- Is a deposit required to sign a contract? Will it be returned in full at the end of your contract?
- If you have to terminate a contract early, will you be charged a penalty or lose your deposit?
- Are you able to use your own phone or required to purchase a new phone? If you plan to use your own phone, be sure to obtain the code needed to “unlock” your phone for use abroad.
Some cell phone service providers

**AT&T**
91 Boston Post Road
Orange, CT

**Sprint**
125 Boston Post Road
Orange, CT

**T-Mobile**
577 Campbell Ave
West Haven, CT

**Verizon Wireless**
16 Boston Post Road
Bull Hill Plaza Center
Orange, CT

SHOPPING

Food and Personal Essentials

<table>
<thead>
<tr>
<th>Store</th>
<th>Address</th>
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<tbody>
<tr>
<td>Stop and Shop</td>
<td>460 Elm St, West Haven, CT</td>
</tr>
<tr>
<td>CVS</td>
<td>252 Orange Ave, West Haven, CT</td>
</tr>
<tr>
<td>Wal-Mart</td>
<td>515 Sawmill Road, West Haven, CT</td>
</tr>
<tr>
<td>Aldi 535 Sawmill Road</td>
<td>535 Sawmill Road, West Haven, CT</td>
</tr>
<tr>
<td>Shoprite</td>
<td>259 Bull Hill Lane, Orange, CT</td>
</tr>
<tr>
<td>Walgreens</td>
<td>394 Campbell Ave, West Haven, CT</td>
</tr>
<tr>
<td>Target</td>
<td>25 Boston Post Road, Orange, CT</td>
</tr>
<tr>
<td>University of New Haven C-Store</td>
<td>1st floor of Sheffield Hall, Toiletries, coffee, soda, snacks</td>
</tr>
</tbody>
</table>

Furniture
You may want to check postings of used furniture on campus. Most students who are graduating and are leaving will post their furniture for sale on most of the school's boards. This is generally cheaper if you are looking to economize. If you arrive in the warm months, look for Tag Sales; private yard sales where families sell their unwanted belongings at cheap prices.

<table>
<thead>
<tr>
<th>Store</th>
<th>Address</th>
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<tbody>
<tr>
<td>Railroad Salvage</td>
<td>1131 Campbell Ave # 3, Haven, CT</td>
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<tr>
<td>IKEA</td>
<td>450 Sargent Drive West Haven, West New Haven, CT</td>
</tr>
</tbody>
</table>

This website can be helpful: [www.craigslist.com](http://www.craigslist.com) (beware of internet scams)

Malls

<table>
<thead>
<tr>
<th>Mall</th>
<th>Address</th>
</tr>
</thead>
<tbody>
<tr>
<td>Westfield Connecticut Post Mall</td>
<td>1201 Boston Post Rd. Milford, CT</td>
</tr>
<tr>
<td>Clinton Crossing Premium Outlets</td>
<td>20-A Killingworth Turnpike, Clinton, CT 06413</td>
</tr>
</tbody>
</table>
To get to the Westfield Connecticut Post Mall, take bus O (Route 1) from either New Haven at the green or from the University of New Haven in front of the main entrance on Boston Post Road. There is also a movie theater in the mall. If you have time to catch a movie, rates are about $11.00 (subject to change).

HEALTH SERVICES AND MEDICAL INSURANCE

On-Campus Services

<table>
<thead>
<tr>
<th>Academic Year Hours</th>
<th>Summer Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>M.-Th. 8:30am-5pm</td>
<td>Will be posted on door</td>
</tr>
<tr>
<td>Friday 8:30am-4:30pm</td>
<td></td>
</tr>
</tbody>
</table>

Health Services
Health Services is located on the ground level of Sheffield Hall, which provides health care for University of New Haven students. Health Services will take walk-in students during business hours. However, doctor’s hours are limited. Please check the Health Service’s door for information on hours or call them for daily doctor’s hours or any other information that is health related. Health Services is equipped to attend to the most common illness and will refer special causes to offsite physicians. Contact: (203) 932-7079

Women’s Clinic
Health Services also offers a weekly Women’s Clinic. There is a nurse who visits the school once a week for any questions or concerns you may have and offers basic gynecological services and examinations. The Women’s Clinic is by appointment only. Please call Health Services for more information or to set up an appointment.

Dental Hygiene
The University of New Haven Dental Center is located across the street from the main campus on Boston Post Road. This facility trains students to be dental hygienists. The center offers cleanings at reduced rates to the general public to help student trainees practice. The facility is equipped with the latest technology in dental care and instructors who will tend to your basic dental needs. The center will refer special cases to regular dentists in other facilities. Contact: (203) 932-6028

Campus Access Services, Mental Health, and Psychological Counseling
Campus Access Services and the Counseling Center are located on the first floor in Sheffield Hall next to Health Services. This facility offers assistance to students with learning or physical disabilities or those in need of counseling for any reason.

*Emergency Number for Ambulance – Dial 9-1-1
This number, 911, applies to all emergencies (Police, Fire, and Medical).

Off-Campus Clinics
**Urgent Care**: 109 Boston Post Rd., Orange, CT (203) 298-4600
**Milford Walk-In Center**: 851 Boston Post Rd., Milford, CT (203) 876-4101

Women’s Clinic
**Planned Parenthood**: 345 Whitney Ave. New Haven (203)503-0450 [www.ppsne.org](http://www.ppsne.org)

Medical Insurance
Each international student is required to obtain the University medical insurance coverage while studying at the university. If you feel sick, try to see Health Services first. If you go to a private doctor, you will be required to pay a portion of the bill. More information about the university’s health plan is on MyCharger.
University of New Haven Health Center

The office is the primary provider of on-campus medical care in cases of student illness or injury. Health Services is also responsible for educational health programs. A weekly Women's Services Clinic provides assistance and information about gynecological care.

Current Students, Faculty and Staff can find more information about Health Services on the myCharger portal.

Health Services is staffed by registered nurses, part-time nurse practitioner and part-time physicians:

- **Paula Cappuccia, RN** - Director of Health Services
- **Kim DiBlanda, RN** - Assistant Director of Health Services
- **Christine Corsi, RN** - Staff Nurse
- **Judy Deshpande, APRN** - Nurse Practitioner
- **Linda Maxwell, APRN** - Nurse Practitioner
- **Linda Sadinsky, APRN** - Nurse Practitioner
- **Sharon Griffin** - Medical Office Coordinator
- **Donna Kennedy** - Administrative Secretary II

*Please note that all doctor's hours and office hours are subject to change without notice. Please contact our office to verify the time in which a doctor is available or the office is open.*

*Call the office at (203) 932-7079, as this is the best way to contact the Health Services staff. If we are currently unable to take your call, please leave a message and we will get back to you as soon as possible.*

*Walk-ins for non-urgent care may experience a significant delay. Health Services seeks to provide care for everyone in a timely manner. Please note that the office must prioritize student visits based on the severity and urgency of the illness or injury.*

**International Students Health Requirements**

Welcome to the University of New Haven. The University Health Center is one of many free services available to students. Please know that we are here to help you be healthy and successful while you are a student here. To help you prepare for arrival we provide this important information:

**Required Documents**

Universities in the United States are required to secure documents from all full-time students. Additionally, the state of Connecticut requires all universities to maintain certain health standards. A current physical examination (within 1 year) signed by a physician and the Health Services Medical Information Form must be submitted to the University Health Center prior to course registration and to be cleared for campus housing.

*The information provided on the form remains confidential to the University Health Center.*
Required Vaccinations

- Valid MMR injections (Measles, Mumps, Rubella) two injections are required or blood test proving immunity. Injections given before first birthday or prior to January 1, 1969 are not valid.
- Varicella (chickenpox) two doses of vaccine or history of disease with date or titre (blood test) proving immunity. Forms can be mailed or faxed to health services. We are unable to receive scanned emailed forms.
- Meningitis (mcv4 serogroup A, C, Y and w135) vaccination is required for all student who plan on living in university owned housing. This injection must be given within the past 5 years.

Health Services Medical Information Form

Please submit all of these completed medical forms to us by US Mail. Make sure to keep a copy for your own records and bring it with you to the USA. Remember we must receive completed forms before you can move into campus housing, and before you can register for your courses.

Recommended Checklist

In addition to the required physical exam, we recommend international students take care of the following things before traveling to the U.S. because certain procedures are not covered under most insurance plans in the U.S:

- Get a dental check up and get any needed work done
- Have an eye exam, and if needed, get new lenses. Bring your prescription with you in case you unexpectedly need to replace lenses.
- Refill your prescriptions and if you need to refill it again in the U.S. bring the doctor’s prescription with you.

International Student Health Insurance

The U.S. healthcare system can be complicated. There are no public health options for international students. International students cannot access healthcare without having a private health insurance policy. **Please ensure that you receive all the required vaccines from your physician to avoid unnecessary expenses upon entering the U.S.**

University of New Haven Student Health Insurance Plan

All full-time graduate and undergraduate international students are required to have University health insurance. International students may not submit an online waiver. The exception to this policy would be for students who are sponsored by their government, such as SACM, and the sponsor has demonstrated that sufficient health coverage is already provided to the students. The University insurance plan is United Healthcare.

J-1 Research Scholars must purchase insurance for themselves and their family members to meet the standards dictated by the U.S. Department of State Exchange Visitor Program.
Dental Centers

Shoreline Dental Care  
369 Main St  
West Haven, CT 06516  
(203) 931-3049  

Payment required at time of visit

Elm Family Dental  
239 Boston Post Road  
Orange, CT 06477  
(203) 795-4772  

Dr. Winters  
1144 Campbell Avenue  
West Haven, CT 06516  
(203) 933-6231  

Call For Appointment

West Haven Dental Center  
Dr. Anthony Bellucci  
640 Savin Avenue  
West Haven, CT 06516  
(203) 937-9744

Call for appointment

Connecticut Dental Associates  
145 Boston Post Road – Lower Level  
West Haven, CT. 06516  
(203) 889-0278

Dr. Joseph Marino  
932-3675

Dr. Kevan O’Connell  
(203) 467-8100

Routine Eye Exams:

Dr. Keven O’Connell

Lenscrafters (Milford)(203) 878-6574

Dr. Joseph Tagliarini

Pearle Vision(203) 877-6593

Dr. Gary Rappaport

Inclina Eye Care: (203) 934-5126

Dr. D’Addio (203)-934-4611

Additional Dental Clinic References (Call for appointment):  
Area code (203)

Dr. Jack Berns  777-2513

Dr. Michael Brown  562-1433

Dr. Richmond Hung  932-5818

Dr. Joseph Marino  932-3675

Dr. Kevan O’Connell

UNH Dental Center  (203) 931-6028 – Annual Cleaning - Care provided by UNH dental hygiene students & faculty

LOCAL PHARMACIES:  
Area code is (203)

LOCAL HOSPITALS

ShopRite Pharmacy, West Haven  (203) 907-0036

Yale New Haven, New Haven  (203) 688-2222

CVS, Orange Avenue  (203) 931-4543

Yale-St. Raphael Campus  (203) 789-3464

Walgreen’s, Campbell Ave., West Haven  (203) 932-9311

Milford Hospital, Milford  (203) 876-4000

Walgreen’s, Boston Post Rd., Orange  (203) 795-6001

Stop and Shop, Elm Street, West Haven  (203) 931-9478

Rite Aid, Elm St., West Haven  (203) 933-5260

Target Pharmacy, Orange  (203) 859-3695

STUDENT INSURANCE: Students are required to have insurance coverage either by using their private insurance or by purchasing the UNH Insurance Plan. Students are responsible for any co-pays and or charges that may occur during a visit to the Health Services due to additional services...ie X-rays, Lab work, prescriptions, Referrals etc. It is the students’ responsibility to be aware as to what is covered under your Insurance plan.

TRANSPORTATION:

Transportation to any of the walk-in services is the responsibility of the student. You may utilize private car, Connecticut Transit (public bus), or taxi cab 203 (777-7777). If an ambulance is necessary for the transport due to severity of an illness or injury, you must go to a hospital or emergency room, such as Yale-New Haven Hospital or Yale Hospital/St. Raphael Campus. University Campus Police will not transport any student for medical attention.

EMPLOYEES ONLY:

Please report any accident/incident to Human Resources. If medical care is required, refer to:

Concentra  
370 James St. Suite 304  
New Haven, CT 06513  

Mon – Fri 8:00- 5:00  

Phone (203) 503- 0482

Rev. 4/30/2015
STUDENT ACTIVITIES

ISO and the Myatt Center for Diversity and Inclusion

Various international cultural activities are planned throughout the year, including Saudi National Day, Diwali, Lunar New Year and Ramadan. World Café events give international students a chance to showcase their culture.

International Festival
April brings the annual international festival at the University of New Haven. The International Festival is a celebration of the diversity that exists on campus, with displays, food and entertainment from many countries, clubs and organizations.

The International Student Association invites you to participate in this grand event in any way you can, whether it's dancing, setting up, serving food or planning. You won't want to miss one of the biggest and best attended events on campus!

Weekend Trips
The university has periodic weekend trips to neighboring towns and cities as well as to theme parks, shopping outlets, and Broadway shows. International Services Office (ISO) or Student Activities and the Graduate Student Council (see below for more information) will advertise up-coming trips in which students can participate.

Things to do
Student Activities has a list of what’s going on and when! For more information, sign in to the Charger Connection and download the Corq app to get a list of everything that’s happening.
The Beckerman Recreation Center is free for students with your University ID card, and offers fitness equipment and classes, a racquetball court, a running/walking track, two full size activity courts (basketball/volleyball/badminton) and intramural team sports. The Rec Center offers a juice bar and use of iMac computers. For more information and hours, visit: http://www.newhaven.edu/ChargerREC/

Activities for students are also posted on boards in various buildings around campus.

**Sororities and Fraternities** for Undergraduate Students

**Sororities**
- Chi Kappa Rho
- Delta Phi Epsilon
- Hermandad de Sigma Iota Alpha, Inc.
- Omega Phi Beta Sorority, Inc.
- Lambda Psi Delta Sorority, Inc.
- Phi Sigma Sigma

**Fraternities**
- Kappa Gamma Rho
- Sigma Chi
- Lambda Alpha Upsilon Fraternity, Inc.
- Sigma Lambda Beta Fraternity, Inc.
- Sigma Alpha Epsilon
- Phi Beta Sigma Fraternity, Inc.

**Clubs and Sports**

**Cultural and Ethnic Organizations**
- Black Student Union
- Caribbean Student Association
- International Student Association
- CSSA (Chinese Student and Scholar Association)
- Latin American Student Association

**Service Organizations**
- Undergraduate Student Government Association (USGA)
- Graduate Student Council (GSC)
- International Peer Mentors
- Diversity Peer Educators

**Academic & Professional Organizations**
- Alpha Lambda Delta Honor Society
- American Criminal Justice Assoc.
- Communications Club
- Fire Science Club
- Sports Industries Club
- Forensic Science & Chemistry Club
- PIRO – Paranormal Investigation and Research Organization
- SHRM – Society for Human Resource Management
- IEEE – Institute for Electrical and Electronics Engineering

**Media Organizations**
- Charger Bulletin Weekly Newspaper
- Chariot Year Book
- WNHU – 88.7 FM (radio station)

**Sports**
- Men’s Baseball
- Men’s Football
- * Indoor/outdoor track
- * Soccer
- * Cross Country
- * Basketball
- Women’s Lacrosse
- Women’s Volleyball
- Women’s Softball
- Women’s Tennis

* Male and Female teams
PLACES TO GO AND THINGS TO DO

West Haven Beach, walking, skating, restaurants, and Savin Rock Museum

Beinecke Library, Yale Campus. Invaluable displays include Gutenberg Bible, original Audubon bird prints, and medieval manuscripts. Modern, windowless building admits sun through inch-thick marble panels.


West Rock Nature Recreation Center, Wintergreen Ave. (I-95 Exit 43) Year round center has native birds, reptiles, mammals, a nature building, and a zoo. Hours: Open daily, park, 9 a.m. to hour after sunset. Cost: Free

Contact: (203) 432-4594 or (203) 432-2800
E-mail: bacinfo@yale.com

Website: www.peabody.yale.edu

Yale University Art Gallery, Chapel St. (I-95 exit 47) Nation's oldest college art museum which showcases outstanding collections of American and European art of all periods, African sculpture, Pre-Columbian art, and Eastern Art. Hours: Year-round Tues. - Sat. 10-5, Sun. 1-6, Thurs. 10-8. (Gallery tours Tues. and Thurs.) Closed Mondays and major holidays. Cost: Free
Contact: (203) 432-0600

Cinemas

Connecticut Post Mall Cinemas Deluxe
1201 Boston Post Rd., Milford (203) 878-8795

Criterion Cinema
86 Temple Street, New Haven (203) 498-2500

Showcase Cinemas
550 Universal Drive, North Haven (203) 234-8000

Fairmount Theater
33 Main Street Annex, New Haven (203) 467-3832

Cine 1-2-3-4
371 Middletown Ave,
New Haven (203) 776-5546

Regal (Hoyts) Cinemas 12
325 East Main St,
TRANSPORTATION

Air Travel Information

<table>
<thead>
<tr>
<th>Airline</th>
<th>Phone Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>AA</td>
<td>1-800-433-7300</td>
</tr>
<tr>
<td>Air Canada</td>
<td>1-800-776-3000</td>
</tr>
<tr>
<td>Air France</td>
<td>1-800-237-2747</td>
</tr>
<tr>
<td>Alitalia</td>
<td>1-800-223-5730</td>
</tr>
<tr>
<td>British Airways</td>
<td>1-800-247-9297</td>
</tr>
<tr>
<td>China Airlines</td>
<td>1-800-227-5118</td>
</tr>
<tr>
<td>Continental</td>
<td>1-800-525-0280</td>
</tr>
<tr>
<td>Delta</td>
<td>1-800-221-1212</td>
</tr>
<tr>
<td>Eva Air</td>
<td>1-800-695-1188</td>
</tr>
<tr>
<td>Gulf Air</td>
<td>1-800-223-1740</td>
</tr>
<tr>
<td>Iberia</td>
<td>1-800-772-4642</td>
</tr>
<tr>
<td>India</td>
<td>1-800-223-7776</td>
</tr>
<tr>
<td>Japan</td>
<td>1-800-525-3663</td>
</tr>
<tr>
<td>KLM</td>
<td>1-800-374-7747</td>
</tr>
<tr>
<td>Lufthansa</td>
<td>1-800-645-3880</td>
</tr>
<tr>
<td>North West</td>
<td>1-800-225-2525</td>
</tr>
<tr>
<td>Qantas</td>
<td>1-800-227-4500</td>
</tr>
<tr>
<td>Saudi Arabian</td>
<td>1-800-472-8342</td>
</tr>
<tr>
<td>Singapore</td>
<td>1-800-742-3333</td>
</tr>
<tr>
<td>US Airways</td>
<td>1-800-428-4322</td>
</tr>
</tbody>
</table>

Transportation To and From Major Airports

Red Dot Airport Shuttle
1-800-673-3368
https://ridethedot.com

Go Airport Shuttle
1-800-733-8267
http://www.2theairport.com/

Connecticut Limousine
230 Old Gate Lane
Long Wharf
New Haven, CT
This service will pick you up from home or from the University of New Haven
1-800-472-5466 or (203) 878-2222
http://www.ctlimo.com/airportshuttle.html

Local Travel Agencies

Adler Travel
1834 Whitney Ave
Hamden, CT 06517

STA Travel
9 Whitney Ave
New Haven, CT 06510
(203) 389-6349 http://www.adlertravel.com
www.statravel.com

Useful Online Travel Sites

www.studentuniverse.com www.priceline.com
www.orbitz.com

Local and Regional Transportation Links
Listed below are forms of transportation that will help get you to where you want to go.

<table>
<thead>
<tr>
<th>Local Travel</th>
<th>Website</th>
<th>Contact</th>
</tr>
</thead>
<tbody>
<tr>
<td>Metro Taxi</td>
<td><a href="http://www.metrotaxict.com">www.metrotaxict.com</a></td>
<td>203-777-7777</td>
</tr>
</tbody>
</table>
Hy's Livery  www.hyslimo.com  800-255-5466
CT Limo  www.CTLIMO.com  800-472-5466
Nuride  www.nuride.com

### Out of State Travel

<table>
<thead>
<tr>
<th>Service</th>
<th>Website</th>
</tr>
</thead>
<tbody>
<tr>
<td>Metro North Rail Service</td>
<td><a href="http://web.mta.info">http://web.mta.info</a></td>
</tr>
<tr>
<td>Metro North Train to New York</td>
<td><a href="http://www.mta.info">www.mta.info</a></td>
</tr>
<tr>
<td>Bradley-Hartford Airport</td>
<td><a href="http://www.bradleyairport.com">www.bradleyairport.com</a></td>
</tr>
<tr>
<td>Tweed New Haven Airport</td>
<td><a href="http://www.flytweed.com">www.flytweed.com</a></td>
</tr>
<tr>
<td>Train</td>
<td><a href="http://www.amtrak.com">www.amtrak.com</a></td>
</tr>
<tr>
<td>Greyhound Bus</td>
<td><a href="http://www.greyhound.com">www.greyhound.com</a></td>
</tr>
<tr>
<td>Peter Pan Bus</td>
<td><a href="http://www.peterpanbus.com">www.peterpanbus.com</a></td>
</tr>
<tr>
<td>Megabus</td>
<td><a href="http://www.megabus.com">www.megabus.com</a></td>
</tr>
<tr>
<td>QCONN Shuttle Service</td>
<td><a href="http://www.qconnshuttle.com">www.qconnshuttle.com</a></td>
</tr>
</tbody>
</table>

### Bridgeport Ferry

<table>
<thead>
<tr>
<th>Service</th>
<th>Phone Number</th>
<th>Online Reservations</th>
</tr>
</thead>
</table>

### CT TRANSIT U-PASS PROGRAM

UPASS are issued to resident students through the Campus Police Department and a student ID is required. The UPass can also be acquired online on MyCharger. Students get a discounted rate.

UPASS is available only to commuter undergraduate/graduate students who do not have a University of New Haven parking permit.
What is the U-pass?

The U-pass is a special transportation pass for University of New Haven students that is valid for unlimited trips during the semester on all CTTRANSIT local buses. The U-pass gives you transportation freedom with no out-of-pocket expense. All eligible credit students will receive a U-pass after payment of tuition or other approved financial arrangements have been completed.

How does it work?

When boarding the bus, show the driver your Student ID and insert the pass, with the arrow on the front pointing forward, into the pass reading machine on the farebox. The farebox will “beep” to indicate your pass has been accepted. Now sit back and enjoy your ride. A block before your stop, pull the signal cord to notify the driver you want to exit the bus.

Where will it take me?

Ride the bus to class, to the malls or out on the town. Getting around New Haven has never been easier! CTTRANSIT operates every day; morning, noon and night, rain or shine to get you where you need to go.

What if I have questions?

If you have route or schedule questions, please call CTTRANSIT Customer Service Representatives at 203-624-0151 or visit us on the web at www.cttransit.com. Students with special communication needs, please call TTY 785-8930.

To report a lost or stolen pass, or for questions regarding administration of the U-pass program, contact Campus Police at 203-932-7013.

CTTRANSIT
www.cttransit.com

Like Us On Facebook
Whether you’re obtaining a Driver’s License or State I.D. you will need to visit the Department of Motor Vehicles (DMV). Since both of these cards serve as a U.S. form of identification, and you are not permitted to have both. There are several locations, so please find the one nearest you by visiting the DMV website.

The International Services Office must activate your record with the government database before you apply for a CT driver’s license or state identification card. You should not make an appointment at the DMV to start this process until **2 weeks after the start of classes to ensure your immigration information is up-to-date.** All of your supporting documents must have the same name and the same date of birth. Failure to have matching information may create delays in the processing of your application.

**In order to be prepared for your visit at DMV for either a license or state identification card, please take the following documents with you when you go:**

One identification document from each of the two categories below

**Primary:**
- Foreign Passport

**Secondary:**
- Certified School Transcript
- Prior State Identification/US photo driver’s license from another state

One of the following documents.
- Social Security card
- Letter of Denial from Social Security Department
  - Go to the ISO pages on MyCharger for information on how to obtain one of these two items.

Two computer generated (or if handwritten it must be postmarked) pieces of mail to their CT residence dated within 90 days.

**All of the following documents:** Verified using Systematic Alien Verification of Eligibility (SAVE) which may take 10 days or more to update.
- I-94 and US VISA
- F1 requires I-20 or Employment Authorization Card
- J1 requires DS2019

The following information applies only to students who are requesting their Driver’s License. **Please note: The International Driver’s License is not a substitute for a valid local license. If you are staying in the States for longer than a year, then you will need a CT License!**

If you are applying for the Driver’s License, you will first need to go to the DMV and request a Learner’s Permit by taking all of the documents listed above and be prepared to pass the 25-question driving knowledge test. Visit (http://www.ct.gov/dmv/lib/dmv/20/29/r12eng.pdf) to access the CT Driver's Manuel, which includes all the information they will test you on.
After obtaining your Learner's Permit, you will need to make another appointment after 90-days to obtain the official Driver's License. Take the following items with you to that appointment, along with all the documents listed above:

- People over 18 years-old seeking a driver's license in Connecticut for the first time are required to take an eight-hour safe driving practices course at a driving school. The fee for the course is set at $125 by state law. Visit DMV (http://www.ct.gov/dmv/site/default.asp) to find a location near you (Note: the Hamden locations are usually closest for University of New Haven students).
- A vehicle in which to take the driving test. The vehicle must be registered and capable of passing Connecticut inspection requirements.
- Bring proof of your car insurance.

If you are denied by the DMV and you have taken ALL the documents required there, request to make a review at DMV.

Get all the information you need about car registration, obtaining a Connecticut driver’s license and much more at http://www.ct.gov/dmv/site/default.asp or call 1-800-842-8222.

Plan ahead. It can take weeks or even months to get an appointment during busy times, and appointment dates are not transferable.

BUYING A CAR: NEW OR USED?

Although a new car will most likely give you fewer problems than would a used one, it will also prove to be far more expensive. If you buy a new car and sell it 12 months later, you can expect to face a rather substantial loss as the major loss in value takes place in the first year of new car ownership.

Helpful Websites: www.consumerreports.com; www.kbb.com; www.carfax.com

Additional Suggestions

- Follow the guidelines from the used car book, paying attention to the models they suggest.
- Check the guarantees; make sure you know what is and what is not covered and compare dealers’ guarantees.
- Bargain; don’t assume the listed price is the one that you must pay.
- Once you have found one or more cars that interest you and are in your price range, call the Better Business Bureau and ask them for information about the dependability of the automobile dealerships with which you are dealing. The Better Business Bureau keeps a record of consumer complaints and this information can be helpful. Don't buy from a dealer who has a record of complaints.

Buying a New Car

If you have decided to buy a new car, we suggest that you check magazines such as Consumer Reports, Car and Driver, Road and Track and other publications on cars to see which car makes and models are recommended and why. Once you have decided on the particular make and model you want and the options you’d like, find out the dealer cost of the car either by looking through Consumer Reports or one of the publications designed for that purpose. Then negotiate up from the dealer cost rather than down from the sticker price on the car. While you can expect to pay for transportation of the car from its manufacturing location, don't let them add "dealer preparation charges" onto the cost. This is their responsibility. Since several dealers in the greater New Haven area represent most cars, don't be bashful about seeing which dealer will give you the best price. Don't let them pressure you into making your decision, but they will certainly try. Here again you may wish to check with the Better Business Bureau on the reputations of the dealers with
whom you are dealing.

License and Registration
When you purchase a car from a dealer, arrangements will be made for you to get a license (registration) for the car. If you purchase the car directly from the owner, you will have to take the signed title of ownership to the Department of Motor Vehicles and make your own application. Remember to keep the new title in a safe place because you will need it when it comes time for you to sell the car. The title of the car shows the name of the owner of the car, and the current owner and the purchaser must sign it. Proof of car insurance is needed to obtain your registration. DMV website: www.ct.gov/dmv/

Automobile Insurance
Connecticut State law requires that you have automobile insurance. This should be obtained from a licensed insurance company prior to registering your car. Depending on your age, sex and driving record, the cost will vary. You may also want to discuss insurance with several companies. Under certain conditions, costs may vary.

<table>
<thead>
<tr>
<th>Insurance Companies for Students without Social Security Numbers</th>
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<td>Progressive Direct</td>
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<td>Safeco Insurance</td>
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<td>Allstate</td>
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Renting a Car
ZipCar – is a car-sharing option for commuter students (alternative to rental vehicle). You pay per hour and it includes gas, insurance and free miles. A credit card is required. www.zipcar.com/newhaven

Car Rental – You may also rent a car for the specific periods you plan to travel. Cars may be rented daily, weekly, or monthly. To rent a car you must have a credit card and either a U.S. driver’s license or your international driver’s license and your passport.

Cars can be rented with two basic options: You can be charged for each mile you drive or you can have unlimited mileage.

Enterprise Rent-a-Car: www.enterprise.com
Avis Car Rental: www.avis.com
Hertz Rent-a-Car: www.hertz.com
Budget Car Rental: www.budget.com

Leasing a Car – is another possibility for short-term visitors. When leasing you sign a contract to use the car for a specified period usually at a monthly rate. Whether buying or leasing, it is always best to shop around for the best deal.
Business Visits
Business visits tend to be extremely punctual. If you arrive late to a business appointment, it will reflect badly on you. So try to arrive on time, or even a little early. If you know that you will be arriving late, you should telephone ahead to let them know of the delay.

- If a business meeting takes place over a meal, expect the business discussions to begin after everyone has ordered their meal, sometimes as soon as everyone is seated. Socializing tends to occur after the business is concluded, not before. This is in contrast with the practice in many other countries, where the purpose of the meal is to socialize with and get to know each other before any business is discussed.
- Many American companies have women in management positions. So, don't be surprised if the person who meets you is a woman. Do not ask personal questions as you might with a male colleague. In particular, do not ask whether she is married or has children. Do not flirt with her, ask her out on a date, or make suggestive or sexual remarks.
- When businessmen or businesswomen meet, they usually introduce themselves by shaking right hands. When you shake hands, a firm handshake is best.
- Business cards are not normally exchanged upon meeting. If you need a colleague’s contact information, it is ok to ask them for their card. It is also ok to offer someone your card. But there is not an elaborate ritual of exchanging cards as in other cultures.
- US business ethics preclude the acceptance of payments to sweeten the deal.

Business Clothing
Proper business attire is extremely important in the US. If you dress inappropriately for an interview, for example, your chances of getting the position are significantly reduced.

- Ask your American friends or professors for help in selecting a good set of business clothes.
- Men should have at least one suit, consisting of a coat and conservative tie with a white button-down shirt. Dark suit colors, such as navy blue, black, or dark gray, are best. The tie should match the suit and not be flashy. A geometric pattern with red, gray, black, and white elements is best.
- Women’s clothing is more difficult to describe. The goal is to achieve a conservative and professional look. Straight lines and dark colors are preferred. Skirt suits, trouser suits or conservative dresses in dark colors are best.
Calendar Dates

- In the United States, dates are written as month/day/year. This is the opposite of the British method, in which dates are written day/month/year. So, while 4/3/67 would be March 4, 1967 in Europe, it is April 3, 1967 in the United States. It is best to write out dates using the month name in order to avoid confusion.

Dating

There are no blueprints for dating Americans. If you want to get to know someone, it is often wise to ask the person to join you for coffee or a soda or to get together to study. Such short events may prove to be the beginning of a strong and durable friendship.

- Men and women generally treat each other in a casual way.
- Traditionally men ask women on dates, but it is acceptable for a woman to ask a man on a date.
- Going on a date in US society is meant as a way to express the desire to get to know the other person better. It does not assume any kind of romantic or sexual involvement.
- If your date appears interested in a sexual relationship and you are not, it is very important that you say no clearly. If someone seems to be saying no to you, listen.
- Unwanted sexual attention is a very serious matter in the United States. Do not interpret the acceptance of a date as anything more than an agreement to meet at a certain time and place and to spend some time together. If in doubt, consult an American friend or the International Student Advisor.
- Homosexual relationships are commonplace in the US. While some people may be uncomfortable with gays, lesbians or transgender individuals, it is not acceptable to discriminate or make derogatory comments about them.
- If you enter into a sexual relationship with someone, be certain that it is consensual.
- Remember that HIV, AIDS and other sexually transmitted diseases exist in the US. Please take the necessary precautions to protect yourself and your sexual partner from infection.

Demeanor

Americans are much more assertive than most international visitors. They use words as tools to express their opinions and to accomplish goals.

- The United States has a rather individualistic society, with less social pressure to conform.
- It is ok to criticize someone's opinion, as long as you are providing constructive criticism.
- Eye contact is also important. It is not a sign of disrespect, but instead an indication of openness, honesty, and enthusiasm.

Dining

Most Americans eat three meals during the day: breakfast, lunch, and dinner.

- Breakfast begins between 7:00 and 8:00 am, lunch between 11:00 am and noon, and dinner between 6:00 and 8:00 pm.
- On Sundays "brunch" is a combination of breakfast and lunch, typically beginning at 11:00 am.
- Students often enjoy a "study break" or evening snack around 10:00 or 11:00 pm.
- Breakfast and lunch tend to be light meals, with only one course. Dinner is the main meal.

Electronic Equipment

Most electrical outlets in the United States operate with a voltage of 110-120 volts, 60 cycles. If your equipment requires 220 volts, bring a transformer and plug adapter.
If you're thinking of buying a computer to bring with you, you may wish to wait until after you arrive in the US to get a computer. Computer and software prices are often less expensive in the US, and getting cheaper every day.

Forms of Address
American names are written and spoken with the given name first and the family name last. So, John Smith's family name is Smith, not John.

• In a formal setting, address men as "Mister" (abbreviated as "Mr.") or "Doctor" (abbreviated as "Dr.") and married women as "Misses" (abbreviated as "Mrs.") and unmarried women as "Miss". Many women prefer to be addressed using the abbreviations "Ms." (pronounced "miz"). If the person has an M.D. or Ph.D., they will often be addressed as "Doctor" (abbreviated as "Dr."). Faculty are addressed as "Professor" (abbreviated as "Prof.").

• In an informal setting, Americans will introduce each other by first name, without titles, and occasionally by just the last name. If you are introduced to somebody by first name, you can address him or her by first name the next time you meet. The only exception would be for someone who holds an important position, such as the university president or provost. Unless they tell you otherwise, faculty should be addressed using their title and last name (e.g., "Professor Smith").

• When in doubt, use the formal manner of address, since it is better to err on the side of formality.

• It is also appropriate to ask how they prefer to be addressed.

• Children generally address adults in the formal fashion, using their title and last name.

Friendship

• Americans are generally open and warm people who make new acquaintances easily.

• Relations between men and women in the United States are often informal.

• Couples go out alone in the evening to attend a movie, concert, lecture, or party; students may get together to study and a woman may ask a man out on a date. Often expenses are shared regardless of who has made the invitation.

• Americans often communicate with touch by putting a hand on someone’s shoulder or pat on the back. These are friendly gestures and not should not be interpreted as intrusive or disrespectful.

• Americans tend to require more personal space than in other cultures. So if you try to get too close to an American during your conversation, he or she will feel that you are "in their face" and will try to back away. Try to be aware of this, so if the person to whom you are speaking backs away a little, don't try to close the gap.

• Men and women often have long-term platonic relationships. People of the opposite sex might go out regularly to events without ever being romantically involved.

• Americans often plan social gatherings on short notice, so don't be surprised if you get invited to someone’s home or to see a movie or baseball game without much warning. If the time is convenient for you, by all means accept their invitation. But if you are busy, do not be afraid to decline the invitation,
perhaps suggesting a time that would be better. Your host will not be insulted.

- Participating in campus life is a good way to make friends. The University of New Haven offers various activities, organizations, committees, sports groups and religious organizations for students to become involved.

**Gifts**

Here are some general ideas about gift-giving customs in the U.S. Knowing them can help avoid awkward situations.

- As a rule, gifts are given to relatives and close friends. They are sometimes given to people with whom one has a casual but friendly relationship, such as a host.
- Gifts are not usually given to teachers or others who hold an official position. The offering of gifts in these situations is sometimes interpreted as an effort, possibly improper, to gain favorable treatment from that person.
- Gifts are given on occasions that are special to the recipient – birthdays, graduation from high school or college, weddings and childbirth. Gifts are sometimes given when someone has a new house or is moving away.
- Generally, an effort is made to select a gift that the giver knows or supposes is one the recipient needs, wants, or would enjoy. The amount spent on the gift is something the giver can afford; it is not expected that people on limited incomes spend large amounts on gifts. Expensive gifts are to be expected only when the people involved have a very close relationship with each other.
- If a gift is opened in the presence of the giver (as is often done), a verbal expression of thanks is appropriate. If a gift is opened in the absence of a giver, a thank-you note should be sent. The note should make specific mention of the particular gift that has been sent.

**Noises**

- It is not appropriate to play loud music or otherwise disturb the peace late at night.
- If your stereo is loud enough that your neighbors can hear it, it is too loud.

**Personal Hygiene**

- People in the US generally bathe or shower at least once a day and put on clean clothing and deodorant.
- To be clean and neat is more desirable than to have a wardrobe of expensive clothing.
- If you are invited to an event, feel free to ask the host/hostess about appropriate attire for the occasion.

**Religion**

- The US Constitution guarantees religious freedom for all faiths. You will almost certainly be able to find a church, synagogue, or mosque near school for people of your faith.
- Freedom of religion also means that you're likely to be solicited by religious groups who want to invite you to their church. Some of these groups can be quite aggressive. There are also a few cults that prey on college students. Avoid them, as they can be extremely seductive. If you are approached by a recruiter for a cult or religious group, do not make eye contact, do not engage in conversation, and keep walking. They will often ask you a rhetorical question to open the conversation, such as "Do you believe in god?". Ignore them. Even if you’re interested in their particular brand of religion, it is best for you to seek out the local churches on your own.
Social Visits

• If a friend has invited you to drop by anytime, it is best to call before visiting to make sure it is convenient for them. The invitation is usually for you only unless your hosts specifically invite your family or friends. Bringing guests of your own without asking your host’s permission ahead of time is considered impolite.

• A written invitation to a social event will include the date, time, place, and a description of the occasion. You should always answer a written invitation, especially if it says RSVP (répondez, s’il vous plait – please reply). It is polite to notify your host of any last-minute change of plans, and of any dietary restrictions you have.

• You should never say that you would attend unless you plan to do so. If you do not know what clothing would be appropriate for the occasion, simply ask, “What should I wear?”

• Punctuality is usually essential, especially if you have been invited for a meal or for a cocktail party. You may be thought inconsiderate and impolite if you do not arrive at the appointed hour. Upon arrival, you may find that there is a cocktail hour before dinner. During this period hors d’oeuvres (small appetizers) and cocktails are served. You will usually be asked what type of drink you would prefer. You may have an alcoholic or non-alcoholic beverage. If a non-alcoholic beverage is not offered, it is acceptable to ask your host for one.

• At a sit-down dinner, if there is ever any question of proper manners, follow the example of your host. Never hesitate to ask for any food on the dinner table (“Would you please pass me the vegetables?”) since a request for more food is considered a compliment to the hosts.

• If you have been invited to dinner you may bring a bottle of wine or flowers. Always bring a small gift when you are invited as a houseguest for an extended visit. If a dinner invitation is more casual, you might want to ask, “Can I bring something?” Your host may ask you to bring some portion of the meal like the dessert or an appetizer. This kind of “potluck” dinner, where everyone contributes a portion of the meal, is common.

• It is polite to leave your host’s home from one to two hours after dinner is completed. If you are asked to stay longer, feel free to do so.

• If the host is preparing the meal by him/herself, it is polite to ask if you may help with any preparations. Guests should offer their help in cleaning up after dinner. Your hosts will tell you whether they need help or not. Always abide by their wishes.

Smoking

Smoking is prohibited on the University of New Haven Campus (beginning June 2015).

Smoking has become socially unacceptable in the US, in part due to the health risks. Smoking is prohibited in government and public buildings, public transportation, and many businesses, especially restaurants, will not permit smoking on the premises.

• Smoking around children is inappropriate. Buying cigarettes for a child, or giving a child a cigarette is illegal.

• It is extremely impolite to blow smoke in someone’s face.

• Tobacco products may not be sold to anyone under 18 years old, and federal law requires stores to ask to see a photo ID for anyone under 27 years old.

Telephone Etiquette

When you call someone, it is polite to identify yourself. For example, if your name is John Smith and you were calling Robert Chen, you would say "Hello, this is John Smith. May I speak to Robert Chen, please?".

When you answer the phone, it is ok to answer just "Hello". After your caller introduces himself, you would say one of
the following:

- "Hi John, this is Robert. How are you?"
- "Speaking." or "Robert Chen speaking."
- "I'm sorry, but Robert is not able to come to the phone right now. May I take a message?"

It is not polite to call someone before 9 am or after 10 pm, unless it is an emergency. The only exception would be if he or she told you it is ok to call earlier or later.

**Timeliness**

Most Americans use an appointment calendar, live by schedules and aim to be on time. To international students, American can seem to be rushing around. Americans place a high value on promptness. If you are going to be more than 10 minutes late for a meeting or appointment, you should call or text to let the other person know.

**Tipping**

Restaurants do not include a service charge in the bill, so you should tip the waiter 15% of the total bill. If service was slow or particularly bad, some Americans will tip only 10%. Likewise, if service was particularly good, it is appropriate to tip 20%. If service was so bad that you would never eat in the restaurant again, leave two cents. This is a deliberate insult, because it tells the waiter that you didn't forget to leave a tip.

- If you are in doubt, ask whether it is appropriate to tip or whether a gratuity is included in the bill.
- Tipping is only appropriate in restaurants which offer table service.
- You do not tip the cashier in a fast food restaurant.
- Taxi drivers expect to get a tip equal to 15% of the total fare.
- Food delivery drivers expect to get between 15 – 20% of the total bill.
- Bartenders get about 15%.
- Hairstylists get 15%.

It’s also important to know when you should NOT tip.

- Federal regulations prohibit letter carriers from accepting cash gifts in any amount, or gifts worth $20 or more from customers.
- You should never tip police officers, physicians, government or University employees. It may be interpreted as a bribe. Bribery is not considered appropriate and often illegal.

**Toilets**

If you need to visit the toilet, all of the following words will work: men's room (women's room), restroom, lavatory, toilet, and bathroom. The word "outhouse" is understood to mean a toilet located outdoors, such as a port-a-potty.

- Public toilets can be found in hotels, bars, restaurants, museums, department stores, gas stations, airports, train stations, and bus stations.
- Some businesses may reserve their restrooms for the use of their patrons.
- Many toilets and urinals do not have a flush handle, but instead flush automatically when an infrared sensor determines that you have left. If you don't see anything that looks like a flush handle, step away from the toilet and see if it flushes after a few seconds.

**CULTURE SHOCK**

Everyone experiences some form of “culture shock” when confronted with new and unfamiliar people and situations. The disorientation and confusion most students experience may lead to withdrawal, depression, as well as excitement and increased energy. You may experience these feelings in one day or over many months.

It’s important to keep in mind that this is a common experience among new international students and that it is also temporary. While there may be unhappy moments, adjusting to a new culture will bring many rewards later.
Here are some tips that should help:

- Don’t have unrealistic expectations about your experience. Throw out your expectations and unexpected rewards will begin to appear.
- Remember that you determine your experience. A sense of humor, patience, and tolerance for ambiguity will make cultural adjustment a much easier process.
- Ask questions of both experienced foreigners and of Americans. Ask a second person if you don’t get your answer from your first source. Keep asking!
- View yourself as a teacher. Look at your stay as an opportunity to teach Americans about your culture. They may be misinformed so be patient.
- Keep a journal to describe your experiences and feelings. Find a quiet place and spend time asking yourself questions: Am I judging? What are the commonalities between cultures? The differences? What have I learned about differences and a new culture?
- Talk to the International Student Advisor if you need help adjusting to life in the U.S.

Campus Police

West Haven is ranked as one of the safest college towns in the U.S., and we are fortunate to have an excellent campus police force that is dedicated to protecting our students 24 hours a day, 7 days a week. Cell phone apps allow for direct access to campus police for assistance, as well as instant communication in an emergency. The University Campus Police are located in the back of the Book Store building.

Contact: (203) 932-7014. Download the apps at http://www.newhaven.edu/student-life/public-safety/

Parking

If you need a parking sticker, register your car at Campus Police after you have registered for classes. Campus Police will issue you a sticker, which needs to be permanently affixed on the inside of the front windshield in the lower corner of the passenger side. Vehicles not properly displaying a valid University parking permit will be ticketed. Pay attention to the color of the sticker, which corresponds to the parking area you can use.

Rules and regulations of the University of New Haven

The Student Handbook outlines all of the rules and policies of the university. Find it on the student portal. Also look for emails from the Dean of Students’ Office with instructions during your first semester.

Safety & Crime Prevention Tips from Campus Police

TRUST YOUR INSTINCTS!
If you THINK there is something wrong, there is probably something wrong.

DO NOT PROP DOORS OPEN!
This compromises the security of the entire building.

LOCK YOUR DOOR, AND PROTECT YOUR ID CARD!
Even when leaving for only a few minutes, lock your door, and take your swipe card. Always lock your door when you or your roommates are sleeping. Be careful not to misplace your ID card, but if you do, contact your resident director right away to deactivate the entry.

DO NOT ALLOW STRANGERS INTO YOUR ROOM!
Find out who is at your door before you open it. University of New Haven employees carry identification -- don’t be
afraid to ask for it. Beware of solicitors! They are not allowed in residence halls and should be immediately reported to the University of New Haven Police Department at 203-932-7070.

AVOID RISKY BEHAVIOR!
Remember that alcohol impairs your judgment. THINK before you drink, and consider the risks BEFORE you act. The decisions you make NOW can have a significant impact on your safety and on your future.

BE ALERT TO WHAT IS GOING ON AROUND YOU!
Be aware of your surroundings, and walk confidently and with determination. Avoid shortcuts in isolated areas, and walk in groups at night.

BE AWARE OF YOUR RIGHTS IN SOCIAL AND SEXUAL SITUATIONS!
Be willing to say No if a situation becomes uncomfortable. NO MEANS NO! Unwanted physical contact is a crime! Report it immediately to the University of New Haven Police Department (203-932-7070) or to a member of the Residential Life staff.

PROTECT YOUR PROPERTY:
- Be sure homeowner's insurance covers your property while at the University of New Haven.
- Record serial numbers of valuable items.
- Put an identifying number near the binding of the same page in all of your books.
- Keep wallets, purses, checkbooks, jewelry out of sight and locked away, if possible.
- Do not keep large sums of cash. Use the on-campus ATM or a checking account.
- Keep track of credit cards, and report their loss immediately.

PERSONAL SAFETY
- Be aware of your surroundings and avoid dark, secluded areas.
- If you think you are being followed, walk quickly to a lighted area or group of people.
- Don't walk alone at night.
- Keep your door locked when you are in or out of your room. Always ask who is at your door before you open it.
- Emergency Blue Boxes are located around campus and can be used to get help in the event of an emergency.

AVOID BEING SCAMMED!!

1. NEVER pay money to someone who threatens to deport you. Neither USCIS nor the Department of Homeland Security will call you to ask for money to avoid deportation. The International Services Office at the University of New Haven is the only office to inform you about your immigration status and we will never threaten you with deportation. If you receive a call like this please HANG UP immediately and inform the International Services Office about the phone call.
2. Avoid lending out money.
3. Never give out your credit card number, bank account number, or social security number unless to a reputable official/establishment i.e. University of New Haven.
4. Never fall for the “you have won” scams that require you to send money (do not do so).
5. Telemarketers will call to offer you “great deals.” If you do not understand or do not want their services, hang up.
6. Immigration benefits are not for sale! Do not fall for services that offer to file papers for you.
7. Report any strangers you see loitering around your apartment, home or residential hall. If you are on campus call campus police. If you are off-campus, call the city police line where you live.
8. Always make sure the windows and doors of your apartment are locked and secure either at bedtime or when you leave even if only for a short time. Do not leave notes that show you are away; burglars target such places. Ask friends who leave notes to push them out of sight under the door and if you can, leave lights or TV on at night before going out.

9. When arriving home late at night, please ask the person taking you home to wait until you are safely indoors before leaving.

10. Never walk alone at night. If you have to walk at night, walk where there is plenty of light and traffic.

11. If at any given time you see someone suspicious behind or in front of you or suspect you are being followed, cross the street or run and scream if they approach you. Stay away from shrubbery, especially at night.

12. Lastly, always have your key ready to open the door to your apartment or vehicle.

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**ADDITIONAL RESOURCES**

**COMMON IMMIGRATION TERMS**

**CPT** – Curricular Practical Training is a training program that is part of a required academic course of study. Work authorization is granted by the Designated School Official.

**Continuing Registration** – A non-academic placeholder course that students register for when they are completing an authorized project for their academic program, such as a required internship, a research project or a thesis. Students must complete a Less-than-full-time authorization form with the ISO in order to register for continuing registration.

**DS-2019** – The immigration document that allows you to apply for a J-1 (or J-2) visa. This document also allows you to legally remain in the U.S. Must be valid and up to date at all times.

**DSO** – Designated School Official. An employee of the university appointed by the school and approved by USCIS, who represents the school in all F-1 matters. Only a DSO may sign immigration documents for the school.

**EAD** – Employment Authorization Card is issued by USCIS. It is a laminated photo ID that authorizes a non-immigrant to work in the US. EAD’s are granted for a one-year period. Students may not begin OPT without an EAD in their possession.
F-1 – A non-immigrant category used for degree-seeking students studying at a high school, English language school, college, or university

F-2 – The legal spouse or child under the age of 21 of an F-1 academic student

Grace period – For F-1 students, this is a period of 60 days after the end date on your I-20 in which you can legally remain in the U.S. Before the end of this 60-day grace period you may travel within the U.S., apply for a new degree program, and/or apply for work permission.

For J-1 students, this is a period of 30 days in which you can stay and/or travel within the U.S. If you wish to apply for a new program, work permission, etc. this must be done before the end date on your DS-2019.

All students: If you leave the U.S. before your grace period ends, you forfeit the remainder of the time and cannot re-enter the U.S. as an F-1/J-1 student unless you have previously consulted with the ISO.

ICE – US Immigration and Customs Enforcement is a bureau of the Department of Homeland Security that is the investigative and enforcement arm of immigration and border security. ICE oversees SEVIS.

I-20 – The immigration document that allows you to apply for an F-1 (or F-2) visa. This document also allows you to legally remain in the U.S. Must be valid and up to date at all times.

I-20 end date – The date that you should complete your program

I-765 – A form used to apply for OPT. It must be included in the OPT packet send to USCIS.

I-94 – Arrival and Departure Record issued by Customs and Border Protection (CBP) at your first point of entry in the US. It shows that you have been legally admitted to the US and specifies the class of admission and authorized period of stay. It may be a paper I-94 or electronic I-94. You should print your electronic I-94 record from: (http://www.cbp.gov/travel/international-visitors/i-94-instructions#sthash.CoBaK8vM.dpuf).

Immigration status – Your legal ability to remain in the U.S. as an F-1/J-1/F-2, etc.

J-1 – A non-immigrant visa category for an exchange visitor, usually sponsored by a government, university or other exchange program

J-2 – The legal spouse or child under the age of 21 of a J-1 exchange visitor

OPT – Optional Practical Training is a benefit of legal F-1 status. Work authorization is granted by the USCIS based on documents submitted by the applicant, as well as the school’s recommendation. Work must be within the student’s area of study. The length of OPT is 12 months. It may be used for part-time work while school is in session, or full-time work during school breaks or after graduation.

RO – Responsible Office. An employee of the university appointed by the school and approved by USCIS, who represents the school in all J-1 matters. Only an RO may sign immigration documents for the school.

STEM Extension – Fields in Science, Technology, Engineering and Mathematics. Students in these fields can apply for a 17-month OPT extension if they are working at a company that is e-verify registered.

SEVIS – The Student and Exchange Visitor Information System. This is the government database that the International Services Office is required use to update and maintain certain student records regarding your legal immigration status.
SEVP: Student and Exchange Visitor Program; responsible for monitoring all international students.

Terminate your SEVIS record – As international students you must maintain your legal ability to remain in the U.S. If you do not comply with immigration regulations, the ISO can inform the government that you are in the US and out of status. Please see the ISO to take corrective action.

Travel signature – Indicates you are maintaining your immigration standing and should be allowed to re-enter the U.S. from a short absence. Must be signed every year.

USCIS – US Citizenship and Immigration Services is a government agency responsible for the admission, control and status of all non-immigrant students in the United States.

Visa – A stamp in your passport indicating which category you may enter the U.S. in. You must apply for this through a U.S. embassy or consulate outside of the U.S.

Campus Ministry: (203) 931-6040

American Methodist Episcopal
Bethel A M E Church, 255 Goffe St, New Haven, (203) 865-0514
Varick A M E Zion, 246 Dixwell Ave, New Haven, (203) 624-9384

Assemblies of God
Star of Jacob Christian Church, 506 Howard Ave, New Haven, (203) 562-7066
Whitney Christian Life Center, 691 Whitney Ave, Hamden, (203) 772-1800

Baha’i
Baha’i Community of Greater New Haven, (203) 389-7777

Baptist
First Baptist Church, 39 Emma Street, West Haven, (203) 933-8363
First Baptist Church in New Haven, Livingston & Edwards, New Haven, (203) 562-0069
First Baptist Church of West Haven, 308 Center St, West Haven, (203) 934-4381

Buddhist
Shambhala Medition Group of New Haven, 230 Ridge Road, Hamden, (203) 230-1869
Zen Center of New Haven, 193 Mansfield St, New Haven, (203) 787-0912

Christian and Missionary Alliance
Christian and Missionary Alliance, 109 Bull Hill Lane, West Haven, (203) 933-4037
**Christian Science**
First Church of Christ Scientist, 950 Chapel Street, New Haven, (203) 624-6527

**Church of Jesus Christ of Latter-day Saints** (Mormon)
Woodbridge Ward, 990 Racebrook Rd, Woodbridge, (203) 387-7799

**Congregational (United Church of Christ)**
Center Church on the Green, 311 Temple St, New Haven, (203) 787-0121
First Congregational Church of West Haven, 1 Church St, West Haven, (203) 933-6291
United Church on the Green, 323 Temple St, New Haven, (203) 787-4195

**Episcopal**
Christ Church, 84 Broadway, New Haven, (203) 865-6354
Christ Episcopal Church, 28 Church St, West Haven, (203) 934-3437
St. John’s By-The-Sea, 546 Ocean Ave, West Haven, (203) 934-1426
Trinity Church on the Green, 129 Temple St, New Haven, (203) 624-3101

**Evangelical**
New Life Evangelical Free Church, 255 Jones Hill Rd, West Haven, (203) 934-3022

**Friends (Quaker)**
New Haven Friends Meeting House, 223 E. Grand Ave, New Haven, (203) 468-7364

**Full Gospel**
Living Word Ministries, 225 Meloy Road, West Haven, (203) 934-9673

**Greek Orthodox**
St. Barbara Greek Orthodox, 480 Race Brook Rd, Orange, (203) 795-1347

**Independent**
Gateway Christian Fellowship, 129 Bull Hill Lane, West Haven, (203) 934-0880
Vineyard Christian Fellowship, 870 First Ave, West Haven, (203) 933-7066

**Islam**
New Haven Islamic Center, 2 Pruden St, West Haven, (203) 937-5799
Masjid Al-Islam, 624 George St, New Haven, (203) 777-8004

**Jehovah’s Witnesses**
Jehovah’s Witnesses (City Point) 1123 Grasso Blvd, New Haven, (203) 777-1657
Orange Congregation of Jehovah’s Witnesses, (203) 799-1508

**Jewish (Conservative)**
Congregation Beth El Keser Israel, 85 Harrison, New Haven, (203) 389-2108
Congregation Sinai, 426 Washington Ave, West Haven, (203) 934-7946

**Jewish (Messianic)**
Simchat Yisrael, 870 First Ave, West Haven, (203) 932-9929

**Jewish (Orthodox)**
The Westville Synagogue, 74 W. Prospect St, New Haven, (203) 389-9513
Bikur Cholim Sheveth Achim, 112 Marvel Rd, New Haven, (203) 387-4699
**Jewish (Reform)**  
Congregation Mishkan Israel, 785 Ridge Rd, Hamden, (203) 288-3877  
Temple Emanuel of Greater New Haven, 150 Derby Ave, Orange, (203) 397-3000

**Lutheran**  
First Lutheran Church, 52 George St, West Haven, (203) 933-2380  
Trinity Lutheran, 292 Orange St, New Haven, (203) 787-6521

**Pentecostal**  
Beulah Heights 1st Pentecostal, 806 Orchard St, New Haven, (203) 787-3393  
Christ Christian Church, 85 Fenwick St, West Haven, (203) 397-3381  
Christian Fellowship Church of God, 1229 Campbell Ave, West Haven, (203) 934-2808  
House of Jacob 1 Church, 142 Canton St, West Haven, (203) 933-3964

**Presbyterian**  
Christ Presbyterian Church, 135 Whitney Ave, New Haven (203) 777-6960  
First Presbyterian Church, 704 Whitney Ave, New Haven, (203) 562-5664

**Roman Catholic**  
Our Lady of Victory, 600 Jones Hill Road, West Haven, (203) 934-6357  
St. Lawrence, 207 Main St, West Haven, (203) 934-8351  
St. Paul, 41 Alling St, West Haven, (203) 933-1024

**United Methodist**  
First United Methodist Church, 89 Center St, West Haven, (203) 933-8795  
Wesley United Methodist Church, 621 Savin Ave, West Haven, (203) 933-1198

**U.S. HOLIDAYS**

*A holiday marked with (*) is observed by the University, and the university is closed*

*New Year's Day* – January 1

*Martin Luther King, Jr.'s Birthday* – January 15

*Lunar New Year* – Between January 21 and February 19

*Valentine's Day* - February 14

*President's Day* - Third Monday in February

*Easter Sunday* - Date varies Around March or April

*April Fool's Day* – April 1. People may play harmless practical jokes on each other.
Jewish Passover – In April, date varies

Mother’s Day – Second Sunday in May

*Memorial Day – Last Monday in May

Flag Day – June 14

Father’s Day – Third Sunday In June

*Independence Day - July 4

Ramadan – A month of fasting, commemorating the first revelation of the Quran to Muhammad.

Eid al-Fitr – Feast that marks the end of Ramadan fasting. Date varies.

*Labor Day - The first Monday of September

Rosh Hashanah - Jewish New Year, date varies

Yom Kippur - Jewish Day of Atonement, date varies

Halloween - October 31

*Veteran’s Day – November 11

*Thanksgiving Day - The fourth Thursday in November

Hanukkah - Usually in December, date varies

*Christmas – December 25
IMPORTANT PHONE NUMBERS

Emergency Number from any phone is 9-1-1
University Emergency Number is (203) 932-7070

University Numbers are preceded with………………………………………..(203) 932-
International Services Office ...........................................................................7475
Undergraduate Admissions (Int’l) ......................................................................7320
Graduate Admissions (Int’l) ...............................................................................7441
Registrar’s office .................................................................................................7309
Bursar’s Office .................................................................................................7217
Health Services .................................................................................................7079
Residential Life .................................................................................................7076
Career Development Center .............................................................................4858
Counseling & Campus Access Services .............................................................7332
Cafeteria/Food services ......................................................................................7185
Financial Aid ....................................................................................................7315
Student Activities ..............................................................................................203-479-4582
Recreation Center (athletics/gym) ....................................................................203-931-2965
Bookstore .........................................................................................................7030
Mail department ...............................................................................................7029
Library ...............................................................................................................7195
Main Line (General info) ....................................................................................7000

FYI (For Your Information)
Metro Taxi .........................................................................................................203-777-7777
CT Transit .........................................................................................................203-634-0151
New Haven Police ............................................................................................203-933-1616
Rape and Crisis 24 HR HOTLINE ....................................................................203-878-1212
Nurse Line .........................................................................................................203-688-9999
Yale New Haven Hospital .................................................................................1 877-688-1101
Suicide Hotline .................................................................................................1 800-203-1234
CT Info Line (free) ............................................................................................2-1-1