International Student Orientation

WELCOME to the UNIVERSITY OF HARTFORD

Presented by the International Center and Admission Departments
Today’s Orientation Schedule

- Welcome and Orientation Introduction
- Programs and Events
- Academic and Student Support Services
- Immigration Regulations and University Policies
- Trivia Contest
- Lunch
- Health Care and Medical Insurance
- Academics and the Classroom
- Planning Ahead
- Avoiding Scams and Downloading Web Content
- Walmart Shopping Trip
The International Center offers a variety of services and programs for our international students and scholars including:

- Immigration services, personal counseling and referral.
- University liaison with the Department of Homeland Security and Department of State, U.S. Embassies, foreign governments and international organizations.
- Educational and support programs for international students.
- Study Abroad opportunities to more than 100 locations throughout the world.
- Encourage and support faculty exchange programs and curriculum development.
- Assist Admissions with recruitment and External Relations with alumni development.
How You Can Reach Us

The International Center

- Nicole Kurker-Stewart, Director
  kurkerste@hartford.edu
- Richard Lazzerini: International Student Advisor
  lazzerini@hartford.edu

Gengras Student Union, Room 327
Phone: 860.768.4870
Fax: 860.768.4726

visit us on the web at:

www.hartford.edu/international-center
How You Can Reach Us

University Admission

Undergraduate Admission
- Sam Skinner: 860.768.4839 skinner@hartford.edu
- Anas Alghamdi: 860.768.4134 intlinfo@Hartford.edu

Graduate Admission
- Summer Amorosino: 860.768.5102 amorosino@hartford.edu

English Language Institute
- Scott Bennett: 860.768.4919 sbennett@hartford.edu
During the course of each semester, the International Center will send out a number of emails to you:

- Immigration Updates
- Programs and Events
- Other important information

Please check your University of Hartford email weekly.

This is the only way we have to contact you.
You’re Just A **Click** Away!!

*Fast and Easy* access to information


www.hartford.edu/international-center
It’s Been a Long Hard Road!

YOU started here at a U.S. Embassy

And YOU Made it to HERE!
Some Fun Things **YOU and your friends** can do this Spring Semester!
So Many GREAT Programs at the University of Hartford

- Theater
- Art Exhibits
- Lectures
- Dance
- Cinema
- Sports
- Concerts
Programs and Events

Pizza Social - January
Skiing Trip - February
Tax and Employment Workshops
International Week and Festival - March
The University of Hartford offers more than 100 Study Abroad locations around the world!

- Summer and Winter Terms
- Faculty Led Program
International Student Clubs

- Saudi Arabian Student Club
- EKTA: The Indian Student Association
- Kuwaiti Student National Union
- African Student Club
- Muslim Student Association
- Asian Student Association
Student Support Services

- Student Success Center
- Academic Support Services
- Health Services
- Other Support Services
- Text Alert System
The **Student Success Center** is available to provide assistance and support in a wide range of areas.

- One-on-one tutoring
- Time management assistance
- Academic problems
- Getting involved with clubs and organizations
- Personal issues
Academic Support Services

Helping you to Succeed!

Student Success Center
The Center assists ALL students

English Language Institute
Provides intensive English language training

Center for Reading and Writing
Offers one-on-one assistance and tutoring

Learning Plus
Supports students with learning disabilities
Other Support Services

Connections Health Education and Wellness Center
- Offers comprehensive health promotion services for the University community

Counseling and Psychological Services
- Provides counseling on personal, social and academic problems

Career Services
- Provides advising and assistance in finding employment and internships
UHTXT is a mass notification system that enables University students, faculty, and staff to receive alerts and updates as text messages on cell phones.

You must sign up for the service in order to receive alerts. You may choose to opt-in or opt-out of the service at any time.

You may sign-up by going to the University’s website (www.hartford.edu) and typing in “text alert system” in the search engine.
F-1 Immigration Regulations

- Your Legal Documents
- The Immigration Service and SEVIS
- Full-time Student Status Requirement
- Transferring Schools
- Reporting your Local Address
- Student Employment Regulations
- Traveling Outside the USA
Your Immigration Documents

**Passport**

- Your Passport **must** be valid at all times.

- If your passport expires, you **must renew** it through your consulate in New York or embassy in Washington D.C.

- If you lose your passport **you must report** it to the local police department and apply for a new one through your embassy or consulate.
U.S. Visa Stamp

- Your U.S. Visa is only permission to enter the border of the United States. **It is NOT your permit to stay in this country**

- You may remain in the U.S. with an expired visa. If you leave the U.S. and your visa is expired, **you must obtain a new visa** to re-enter the U.S.
I-20 Form

- After your initial entry to the U.S., this form becomes your “Travel Document”

- If you lose this form it must be replaced. Contact the International Center

- Make sure all the information on this form is correct, including your **Name, Date of Birth, Degree program and program “end date”**

Do Not **Let your I-20 expire** Do Not
I-94 Arrival Record

- The I-94 and I-20 forms are the documents that allow you to remain in the U.S.

- If you lose this document, you may download a new copy at: https://i94.cbp.dhs.gov/I94/request.html

- Keep a copy of this document with your passport and submit a copy to the International Center on your arrival to the U.S.
Protect your Documents

- Store your immigration documents in a secure place (Passport, I-20 or DSP 2019 Forms, I-94 Arrival Record)

- Keep photocopies of all of your documents in a separate place from the originals.

- Never throw away any old immigration documents. You may need them in the future.
The U.S. Immigration System
and the Student Exchange Visitor
Information System (SEVIS)
The SEVIS system is an integrated, web-based and “real-time” information transfer system between the University and the Department of Homeland Security (DHS)

SEVIS has been created by the DHS to monitor the educational activities of all international students studying in the United States

Insure compliance with (DHS) and Department of State (DOS) student and exchange visitor regulations
What information does the DHS want collected and reported from our International Students and the University?

- Name
- Local and foreign country address
- Program (degree and major) and program changes
- Start and end date of each semester
- Employment information
- Extension of stay requests
- Change of status requests
- Visa and passport information
In addition, the University is required to collect and report the following information:

- Failure to maintain full-time status
- Failure to enroll or resume studies
- School Transfers
- Any change in name or address
- Disciplinary action
- A student’s graduation earlier than expected
- Any other failure to maintain status or complete program
• Undergraduate students must be enrolled for a minimum of 12 credits each semester

• Graduate students must be enrolled for a minimum of 9 credits each semester

• You must be enrolled full-time from the beginning to the end of each semester

• Students enrolled in the English Language Program are considered full-time and meet the DHS requirement (18 hours per week)

• You are not required to enroll in the summer semester - it is your choice

• You may “audit” a course but must still be enrolled for the minimum number of credits required by the DHS

• You must have approval from the International Center to be enrolled part-time
Transferring Schools

- Transfers to the University of Hartford must be completed within 15 days from the beginning of your first semester.

- If you have studied in the U.S. prior to attending the University of Hartford, you must present verification that you were enrolled as a full-time student while attending your previous institution.

- Failure to properly transfer from one school to another will result in the loss of your F-1 status and subject you to the loss of associated benefits including on and off-campus employment and Practical Training.
“On-line” and “Audit” Courses

On-line Courses

- You may only register for ONE on-line course per semester as part of your minimum credit load of either 9 or 12 credits.
- You may only take a 3-credit course on line. You may not take a 1, 2, 4 or more credit course on line even if it is available.
- You may enroll in as many on-line courses as you wish during the Summer.

Audit Courses

- Generally, you must receive credit toward your degree program. You may “audit” a course but you must still be enrolled for the minimum number of either 9 or 12 credits to maintain your status.
The **U.S. Department of Homeland Security (DHS)** requires that you report your local address to them.

- This must be done **within 10 days** of changing addresses. You **must report** the change to the International Center.
- The International Center will report the change **electronically** to the DHS and update your University student account.
Reporting Phone Number and Email Address

The **U.S. Department of Homeland Security (DHS)** requires that the University provide your current phone number and email address.

- This must be done **within 10 days** of changing either one. You **must report** the change to the International Center.
- The International Center will report the change **electronically** to the DHS and update your University student account.
On-Campus Employment

- You must maintain **Full-Time** student status to work on-campus.
- You must be in **“Good Academic Standing.”** If you are on academic probation you may not be employed on or off-campus.
- You may **not work more than 20 hours per week** when school is in session (Fall and Spring semesters). You may work more than 20 hours per week during the winter and summer breaks.
- You may work multiple jobs but you **may not exceed 20 hours per week combined**.
- You **must have a Social Security number** to be employed on-campus. The International center can assist you in obtaining the number.
The Best Places to Find On-Campus Employment

- Dining Services
- The Bookstore
- Computer Services
- The Library
- The Sports Center
- Facilities
- Lincoln Theater
- Academic Departments
- Administrative Departments
Off-Campus Employment

- Off-Campus employment is restricted by the US Department of Homeland Security

- You may not request off-campus employment until you have been in F-1 status for a minimum of one academic year or 9 months

- If permission is granted for off-campus employment, you may only work in your field of academic study in the form of an internship

- You must have written permission from either the international Center or the DHS to be employed off-campus

Don't do this or this!
- Working off-campus without the proper permission is a violation of Federal Immigration law and may subject you to removal from school and deportation.

- In almost all circumstances, you may work no more than 20 hours per week while school is in session.

- You must apply for and have a US Social Security number/card for employment. Please keep in mind that even if you have a SSN it DOES NOT grant you permission to work off-campus.
When you get the Urge to Travel!

- Travel within the U.S.A
- Travel outside the U.S.A
Travel within the USA

- You may travel anywhere in the U.S. with no restrictions
- No special permission is required from the International Center or the Department of Homeland Security
- You should always carry your passport when away from the local area
- When traveling away from the area, let others know where you will be and return
Travel Outside the USA

- You may need to obtain and entrance visa to enter another country other than your own.
- Your U.S. visa must be valid for re-entry back to the U.S.
- You I-20 must have a current signature from the International Center to re-enter the U.S. Please come in at least two weeks prior to your departure.
- You should always carry financial documents and your student ID card.
Immigration Rules Summary
Always maintain your **full-time student status**. As an undergraduate you must maintain a minimum of 12 credits per semester. If you are graduate, you must maintain a minimum of 9 credits per semester.

You must always have **a current signature on your I-20**.

Do not violate Immigration **employment regulations** related to on and off-campus work.

**All new students must report to the International Center** with their passport, I-20 (or DSP 2019) form, and I-94 document. **You cannot register for courses until you do**.

You **MUST** report any change to your local address within 10 days to the Center.

**Do Not** let your I-20 expire  **Do Not**
Health Care and Services

- Overview of the U.S. Health Care System
- On-campus Health Services
- Injury and Sickness Medical Insurance
On-campus Health Services

Location
The Sports Center, ground floor
The entrance and parking are on the left side of the building

Appointments
860.768.6601 (or ext. 6601 on campus)
Appointments are required (Please call in advance to set up an appointment)

Regular Semester Clinical Hours: 8am-4:30pm
Injury and Sickness Insurance Coverage

- You are required to have accident and sickness insurance coverage if you are on an F-1 or J-1 visa.
- You will be automatically enrolled and billed for the University’s student insurance policy at the time of registration.
- The cost is approximately $2,100 per year for undergraduate students and graduate students (partial billing each semester).
- You may “request a “waiver” from the university policy if you have another insurance policy which is equal to or greater than the coverage offered through the university.
- All “waivers” must be requested through the International Center. With proof that you have appropriate coverage by February 5, 2018.
Academics and Advising
Academic Advising

Don’t forget to introduce yourself to your Advisor!!

- Will consult with you on the best ways and means to achieve your academic goals
- Will assist with course registration, course placement, degree requirements

- Can guide you in choosing your major or area of concentration and discuss pertinent academic regulations and procedures
- Can offer you guidance and suggestions for your future career

Why do I need an Academic Advisor??
What is Expected in the Classroom?

- Class Participation
- Classroom Expectations
- Plagiarism
Class Participation and taking an active role in your success

- You are expected to **attend all your classes**. Failure to attend class may result in a lowered grade or removal from the course. This may result in a grade of “F” for the course or place you out of legal F-1 status.

- Many professors **expect you to participate** in classroom discussion. This may be different than what you are used to in your home country. Some professors will count your class participation toward your final grade.

- **DO NOT wait until the last minute** for help from a professor, lack of planning on your part does not constitute an emergency on their part.
Classroom Expectations

- Arrive to Class on-time
- Have Assignments Prepared
- Participate in Discussions
- Turn your Phone off
- Sleep at Home and not in Class
- Don’t Eat in Class
Plagiarism

- What is Plagiarism
- What are the Consequences
- How to Avoid Plagiarism
Plagiarism - What is it and what are the consequences for it at an American College?

There are many forms of plagiarism.

1. You simply retype the information.
2. You copy and paste.
3. You submit work that is not your own.
4. You take all of your ideas from one source.
5. You incorrectly cite your sources.
6. You do not use "quotation" marks.
7. You copy the majority of text but make few changes.

You are expected to do your own work.
What are the Consequences of Plagiarism?

There may be serious consequences to those students who have plagiarized another person’s work including:

- A failing grade on your paper or project
- A failing grade for the course
- Removal from the class
- Removal from degree candidacy
- Suspension or expulsion from the university
- May result in legal action against you
- May have future impact on your academic and professional reputation
HOW TO AVOID PLAGIARISM

- Understand what constitutes plagiarism.
- Learn what does not constitute plagiarism.
- Check out the rules regarding copyright.
- Learn how to properly cite references.
- Learn how to paraphrase.
- Review, review, review.
- Take advantage of your professor's knowledge.
Culture Shock

- What is Culture Shock
- Strategies to Help you Cope
The Honeymoon: Everything is new and life seems so exciting.

Culture Shock (Crisis): The excitement of your new surroundings begins to wear off and you’re becoming frustrated. You experience anxiety and confusion.

Initial adjustment: Eventually you’ll find that you can adjust to the strangeness you’ve encountered. You create a routine and are feeling more in control.

Mental Isolation (Revisiting Crisis): You are feeling alone. People do things differently in the US and it doesn’t make sense. Time away from class gets lonely, your isolation gets worse on weekends or holidays. You’re questioning your decision to come to the US.

Acceptance and Integration: Slowly you learn to cope with the differences of the US. You have made a couple of friends. You know your way around…campus life becomes easier. This foreign place doesn’t seem so foreign anymore!
Strategies to Cope with Culture Shock

- **Exercise** and visit the Sports Center…join an intramural team, swim, get the body moving.

- **Participate** in International Center events – visit to say “hello”.

- **Volunteer** to improve your language and make friends (old and young).

- **Eat Well** …will protect your energy levels and keep you healthy. Ask for Help!! Where to shop and what to eat for energy.

- **Smile** when you enter a room. Make it a goal to Laugh every day! Avoid negative people!
A Few More Important Things to Know

- Downloading Video, Music and Text Books
- U.S. Social Security Numbers
- Become Familiar with U.S. and State Laws
- Beware of Scams
- You and the Law
- Getting a “State” ID Card
- Driving on Campus
Download music, videos, or text books protected by copyright laws using the University's computer server. It is illegal and you may be subject to loss of university privileges including living on-campus.
A Social Security number is a personal identification number issued by the U.S. Government

- You cannot have a SS Number unless you are employed and there are NO exceptions to this rule
- A number is required if you are employed on or off-campus
- You may not begin on-campus employment without a number
- You may apply to the local SSA Office in Hartford for your number: you must present letters verifying your status from the International Center and your on-campus employer
- The process may take from two weeks to several months to complete
Connecticut State ID

The International Center recommends that you apply for a CT State ID as a form of identification

Contact the International Center before you apply. You will need the following documents:

- A full-time student verification letter from the International Center
- Passport
- I-20 form
- I-94 Arrival Record
- 1 piece of mail showing your local Connecticut address
- A U.S Social Security number or a “letter of Denial” from the Social Security Office
Beware of Scams

Scams come in many forms: Be Alert!

- **Travel packages** - "Free" or "low-cost" vacations can end up costing a fortune in hidden costs.

- **Credit and loans** - Popular schemes include advance fee loans, payday loans, and credit card loss protection.

- **Fake business and investment opportunities** - As business and investing can be complicated, scammers take advantage of people not researching the investment.

- **Charitable causes** - Many phone scams involve urgent requests for recent disaster relief efforts.

- **Income Tax Fraud** - someone uses your stolen Social Security Number (SSN) to get your tax refund or a job
Some things to do to prevent Scams

- Hang up on “robocalls”
- Be skeptical about free trial offers
- Don’t deposit a check and wire money back
- Do not respond to anyone asking for money or threatening to deport you from the US

If you get a threatening phone call from someone saying they represent the U.S. Immigration Service, the Federal Bureau of Investigation or the U.S. Internal Revenue Service - Do not respond – hang up immediately: report the call and phone number to the International Center!
It is important to be aware of U.S., State and University laws and policies about traffic regulations, alcohol and drug use, sexual harassment, signing contracts and more.

Our laws may be far different in the U.S. than they are in your home country. Make sure that you are aware of what is and is not legal in the U.S.

Please visit our Public Safety website and pick up a copy of the “Source” (our student handbook)
You and the Law

- All **U.S. Federal and State laws** apply to you. This includes all Immigration regulations.
- You are subject to all Federal and State **drug, alcohol, and driving laws**.
- You are subject to all University **judicial rules and regulations, including housing and on-campus parking rules**.
- If you **enter into a contract**, you are subject to the terms of those agreements (housing, phone service etc.).
- Prevent law suits!
- What do you do **if you get in trouble??**
The Department of Public Safety is responsible for safety and security on campus. The Department of Public Safety is in full operation twenty-four hours a day, seven days a week.

Responsibilities include:

• On-campus parking stickers
• Crime prevention
• Fire prevention
• Anonymous “Tip Line”
• www.hartford.edu/publicsafety

In case of emergency call 860-768-7777

Don’t let this happen to you!
Driving on and off Campus

- Learn the Rules
- Car Insurance
Learn the Rules

CT Drivers Manual (www.ct.gov/dmv)

University Parking Rules (www.hartford.edu/publicsafety)
Parking Permits

- Parking permits are obtained by logging into the Student Self Service Center and clicking the Public Safety/Parking Link.

- Once you have completed the steps and have a copy of your temporary parking permit proceed to the Public Safety Office located in the Operations building.

- Please provide a University of Hartford ID card and proof of car registration and the temporary permit.

- The hours of operation for the Public Safety Office (to issue permits) are: Monday–Thursday: 8:30 a.m.–8:30 p.m. and Friday: 8:30 a.m.–4:30 p.m.
Car insurance is required in CT.
Cost may vary between $1,500 to $3,000 or more depending on the model, age of your car and the amount of coverage you select.
Shop around for the best price.
Planning Ahead

Important things that you need to do. A little planning goes a long way!
Planning Ahead
Things you need to do

- **Housing** - Visit the Residential Life Office if you will live on-campus to get your room assignment (Complex F).

- **Phone** - Purchase a **phone** if needed (ATT, Verizon, Sprint and T-Mobile).

- **Identification Card** - Get your Student ID Card at the Photo ID Office in Gengras Student Union.

- **Email Account** - Be sure that you have been assigned a University email account. If not, contact our Information Technology Department.

- **Bank Account** - The closest bank to campus is the Bank of America located at 836 Park Avenue, Bloomfield CT. Bring your passport, I-20 and I-94 Forms.

- **Meet your Academic Advisor** - This faculty member will assist you with your class schedule and answer any academic questions you have.
- **Purchase your books** at the University bookstore. Please bring a copy of your registration form

- **Health Records**  Be sure that you have given your Immunization/medical record to our Health Services Department (located at the Sports Center)

- **Social Security Card** - If you are planning to work on-campus, you will need to apply for a U.S. Social Security Card. The International Center will assist you in this process

- **Connecticut State ID or a Connecticut Driver’s License** - If you wish to obtain a CT Driver’s License or State ID, you must come to the International Center to receive instructions on how to apply
**Blackboard** is a learning management system) that provides a ready-made online course that can be used to supplement face-to-face instruction or to teach online.

In addition to being able to post articles, assignments and other course documents, it includes teaching tools such as discussion boards, blogs, journals, online tests and surveys.

**Blackboard course sites are created automatically for all scheduled courses. You will receive instructions for logging in to Blackboard when you apply for your University email.**
in every life we have some trouble
when you worry you make it double

DON'T WORRY
BE
HAPPY