

Fall 2012 International Orientation Program

Dear International Students:

As Director of International Student Services (ISS), I welcome you to The University of Arizona! I encourage you to take full advantage of the services that ISS has scheduled to assist you during your initial adjustment to the campus and the surrounding community. Please take some time to review the information in this brochure and refer to the last page for an overview of the program schedule. If you have any questions or concerns, the ISS staff and the Peer Integrators are here to help you, so don't hesitate to ask for assistance.

Best wishes in your academic endeavors!

Joanne

International Student Resource Manual

As a newcomer to Tucson and to The University of Arizona, it may seem daunting trying to figure out what to do and where to go. ISS has designed an International Student Resource Manual to help you find the answers to questions you might ask as a newcomer to Tucson.

Visit global.arizona.edu/international-students/student-resource-manual to learn:

- Where to buy groceries and toiletries
- Where to dine in and experience the best of local and global cuisine
- Where to buy cell phones and phone plans
- Where to go for the best entertainment in town
- How to use public transportation
- Safety tips-how to keep yourself and your possessions safe
- What to do in the event of an emergency

We hope you enjoy the resources we have put together for you!!

ISS Staff

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International Student Services (ISS)

The mission of ISS is to coordinate comprehensive programs and services for international students that foster positive experiences at The University of Arizona and in the United States. We serve as representatives and advocates for international students, providing a liaison with UA campus academic and administrative departments, local, state and federal agencies, foreign agencies, and various organizations and members of the Tucson community.

In addition to the orientation program, ISS staff offers advising services regarding immigration, financial aid, tax referrals, and many other issues. The advisors provide individual quick advising sessions and also maintain an appointment calendar. Students are encouraged to make appointments when possible, as quick advising tends to be limited to approximately ten to fifteen minutes per student. The Fall 2012 advising schedule begins on Monday, August 20, 2012, and can be found on page 4 of this program and on our website: global.arizona.edu/international-students/advising

International Student Services (ISS)
915 N. Tyndall Ave, Tucson AZ 85721
Tel: (520) 621-4627 Fax: (520) 621-4069
Office Hours: Monday-Friday, 8-12 noon and 1-5 pm

global.arizona.edu/international-students



Tuesday, August 7

- 8:30—9 am Welcome Canyons/Madera, Marriott
- 9—10:45 am Math and English Information Session and Credit Evaluations Canyons/Madera, Marriott
If you have questions about the Math and Writing placement tests, representatives will be available to answer them during this session. You will need to provide official course descriptions and prerequisite descriptions in English for any math course taken outside the U.S. or Arizona.
- 11—12 pm Writing Placement Test Harvill 150
Please bring picture identification and know your student ID number.
- 12—4 pm Lunch, Photocopy and UAccess Station Sabino/Pima, Marriott
Bring your original form I-20 or DS-2019, passport, US visa, and I-94 card so we can copy them for our records. Personal copies not accepted. Failure to do so will prevent you from registering for classes! As part of U.S. immigration regulations, you must also enter your UA Street Address (local address in Tucson) at the UAccess Station.
- 3—4 pm Transfer Student Session University Services Building (USB) 312
Come to this session if you are a transfer student and need a transcript evaluation.

Wednesday, August 8 — All sessions on August 8 will be held in the Student Union

- 8:30—9:15 am Welcome North Ballroom, Student Union
- 9:15—9:30 am Employment and Taxation North Ballroom
As a nonimmigrant student, you must abide by certain regulations for employment and taxation on your income (such as scholarship/fellowship, teaching assistantship, research assistantship, etc.) from The University of Arizona. Some countries have income tax treaties with the United States that may exempt some of your income from US taxation. This session will walk you through what you need to do to comply with these regulations and enjoy the tax treaty benefits available to you. This session will also introduce you to GLACIER online tax assistance software, which you must use if you receive income from The University of Arizona.
- 9:30—10:45 am Immigration North Ballroom, F-1 students
Santa Rita Room, J-1 students
- 10:45—11:45 am Exchange Student Session Santa Rita Room
Exchange students must attend this session to ensure that they are not charged tuition, as well as to learn about issues that apply specifically to exchange students.
- 10:45—11:45 am Sponsored Student Session Tucson Room
If you are sponsored by your home government, a foreign university or a United States agency, then you are required to attend this session.
- 10:45—11:45 am Scholarship Student Session Rincon Room
Students who were awarded an International Tuition Award from The University of Arizona are required to attend this session for important information about the award and renewal criteria.
- 10:45/11:45—1 pm Use your Union meal card
At the end of the immigration session, you should have received a \$9 meal card that can be used at any eatery in the Student Union. This meal card can be used at multiple locations and will expire on Thursday, August 9th at 10 pm.
- 1:00—1:30 pm The American Classroom South Ballroom
Learn about the culture of the American classroom, faculty and student interaction, and expectations from professors and instructors.
- 1:30— 2 pm Code of Conduct South Ballroom
Learn about the University of Arizona Code of Academic Integrity and how this applies to your academic work.
- 2—4 pm Photocopy and UAccess Station, Information Fair North Ballroom
Graduate students (and undergraduates who did not attend the photocopy station on August 7th): Bring your original form I-20 or DS-2019, passport, US visa, I-94 card, Graduate Assistantship letter and/or SSN card (if applicable) so we can copy them for our records. Personal copies not accepted. You will also submit your signed purple immigration sheet at this time. Failure to submit these items will prevent you from registering for classes! As part of U.S. immigration regulations, you must enter your UA Street Address (local address in Tucson) at the UAccess Station. Browse the Information Fair and learn more about banking, off-campus housing, transportation, cell phone services, and UA departments.
- In each of your folders, you will find an iCat, which is a punch card for the Information Fair. Visit all the tables on the iCat and get a representative to punch a hole on their logo. Once you have punched all the holes on the iCat, drop it off at the ISS table for a drawing to win a \$25 gift card for the UA Bookstore!! Make sure you fill out your name and contact information and write neatly!
- 3—5 pm Pre-Business College Meeting McClelland Hall, Room 207
If you are a pre-business student, you will attend your college meeting at this time.

REGISTRATION INFORMATION

How and when can I register for classes?

If you are a freshman or first-year international student (not a transfer or exchange student) and you have taken care of all numbered items below, your first schedule of classes will be automatically generated by a computer. This is called a pre-schedule and it will be given to you in UAccess on Thursday, August 9 at 10:30 am. UAccess is available at: uaccess.arizona.edu. If you are a graduate student, you will also be able to register at this time.

Pre-scheduling is a tool which gives you a great advantage by allowing you to not miss out on classes that would otherwise be full. However, if there are classes that you want to change, add, or drop, you are allowed to do this. If you need assistance changing your schedule, first check with your academic advisor. ***Keep in mind that as an undergraduate and graduate international students, you must register full-time to maintain your immigration status.

IMPORTANT! If you did not receive a pre-schedule or cannot register for classes, this is usually because you did not do the items below on time and there is a hold on your account until they are taken care of:

- 1) Orientation confirmation form through Next Steps Center
- 2) Photocopies of your I-20 or DS-2019, visa, passport, front & back of I-94 card (copies must be made by ISS staff and submitted at Photocopy Station or early check-in)
- 3) International Student Data Form and Immigration Information Sheet (double-sided)
- 4) Immunization Record Form to CAMPUS HEALTH SERVICES

*If you did not submit items 2 or 3, please stop by ISS with these documents.

How do I use UAccess to register or change classes?

Visit the following website to learn how! uits.arizona.edu/workshops/workshop_detail?view=208

This webpage will introduce you to **UAccess Student Center**. It includes online video tutorials that will teach you how to do the following:

- Search through the **Schedule of Classes** to find classes that interest you and fit into your schedule
- Use the **Shopping Cart**, an online tool that allows you to determine your class schedule and alternative schedules *prior* to enrolling in classes
- Add, drop and switch classes

Please note: the Shopping Cart is a tool that assists you in planning your schedule, but it does not enroll you in classes. *When you save a class in your shopping cart, it does not automatically enroll you in the class.* To enroll in the class, you must go into your Shopping Cart and select the specific classes that you wish to enroll in and then click the Enroll button.

After viewing the videos, contact the 24/7 IT Support Center at the247.arizona.edu or call (520) 626-8324 if you have additional questions.

What if I still can't get into the classes I need/want?

Limited class availability can make the registration process difficult for ALL students at UA. We have two options that may be of assistance:

1) Use the Change of Schedule or Add/Drop Form

This form is available at: registrar.arizona.edu/registration/changereg/onpaper.htm

Change of Schedule forms will be processed from 8:30 am—4:30 pm weekdays at the Memorial Student Union (information desk area) and at the Registrar's Office from 8:00am - 4:45pm in Admin Bldg Room 210.

2) Concurrently enroll at Pima Community College (Undergraduate students, Fall 2012 semester ONLY)

The classes offered at Pima Community College may satisfy some UA undergraduate course requirements. You must maintain a total of 12 units as an undergraduate student, with at least 6 units at the UA to be considered full-time for immigration purposes.

Note 1: The deadline to submit requests for regular-start classes is August 24. Regular start classes include classes beginning 8/22 and 9/6. The deadline to submit requests for late-start classes is September 17. Late start classes are classes beginning 10/18.

Note 2: LATE START CLASSES (classes that begin 10/18) at Pima Community College will **NOT** count towards full-time enrollment. Dropping below 12 units without approval for a late start class from ISS may jeopardize your immigration status.

Note 3: Only classroom-based courses will be considered for enrollment.

Note 4: If you are a sponsored student, please check with the Sponsored Programs Director prior to filling out the Concurrent Enrollment Form.

Note 5: Dropping below full-time without prior approval by an ISS advisor makes you ineligible for future concurrent enrollment at UA.

Download the **Concurrent Enrollment Form** available in the Forms section of the ISS website and follow the instructions. It takes 3-5 business days to process this request. Bus directions for Pima Community College West Campus: Take the Route #5 Sun Tran bus westbound to Pima Community College. You can catch this bus at the stop at Speedway and Campbell. You can take the Route #3 Sun Tran bus westbound to Pima Community College. You can catch this bus at 6th street and Campbell or Cherry and Euclid Street.

How do I enter my UA Street Address and International Home Country Address?

Remember: ALL international students must enter their UA Street Address and International Home Country address for immigration purposes.

- 1) Go to <http://uaccess.arizona.edu/> and login to the Student Center with your Net ID and password.
- 2) Scroll down to "Personal Information" section at the bottom of the page and click the drop-down menu "other personal.."
- 3) Select "addresses" and click arrow to continue.
- 4) Select "Add a new address" and enter your current local address here. Then press "OK."
- 5) You will see a box to the right that says "Select Address Type." Select "UA Street Address" and press "Save."
- 6) Repeat steps 1-4 for entering your International Home Country Address (labeled as "Intl-Home").

STAY INFORMED!

1) JOIN OUR LISTSERV!

To add your email to the listserv, please follow these instructions:

Send an email to listserv@listserv.arizona.edu

Skip the subject line

In the message area, type: Subscribe international-students (Your First Name) (Your Last Name)

Send us your request!

2) JOIN ISS ON FACEBOOK!

Add ISS as a friend on your Facebook account! It is a great way to get updates on events going on around campus and in Tucson, to learn about immigration updates, to view photos, and to connect with other international students.

Visit www.facebook.com

Search for "ISPS Arizona"

View the ISPS profile and click "Add 'ISPS Arizona' as a Friend."

3) VISIT THE ISS WEBSITE!

Go to global.arizona.edu/international-students. Check out our International Students Events Calendar and Programming page. Also, use the "forms" link to find many forms you will need while here at UA.

International Student Services (ISS) Fall 2012 Advising Schedule

	Monday	Tuesday	Wednesday	Thursday	Friday
International Student Advising	<i>No Advising Available</i>	Appts. 9 - 11	Appts. 9:00-11:00		Quick Advising 9 - 11
	Quick Advising 1:30 - 3:30	Quick Advising 1:30 - 3:30		Quick Advising 1:30 - 3:30	Appts. 1:30-3:30
Sponsored Student Advising	<i>No Advising Available</i>	Quick Advising 9 - 11	<i>No Advising Available</i>	Quick Advising 9:30 - 11:30	Appts. 1:30-3:30

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Thursday, August 9

All day [Graduate Advising](#) Individual Departments

8:30 –10:30 am [Succeeding at the UA](#) Gallagher Theatre, Student Union
 The "Succeeding at the UA" sessions listed below are designed to familiarize you with UA resources.

8:30-8:40 am	Career Services	9:30-9:40 am	Office of Institutional Equity
8:40-8:50 am	Campus Safety	9:40-9:50 am	CatCard Information
8:50-9:00 am	Bursar's Office	9:50-10:00 am	Campus Health Services
9:00-9:10 am	UA Library	10:00-10:10 am	Counseling Resources
9:10-9:20 am	Creditwise Cats	10:10-10:20 am	TB/PPD Management
9:20-9:30 am	ASUA Legal Services	10:20-10:30 am	Health Insurance

10:30 am [Undergraduate College Meetings](#) See below
 (Pre-Business college meeting held Wednesday, August 8 from 3-5 pm at McClelland Hall 207)
 ***Note for exchange students: Attend the College Meeting where you expect to take most of your classes while you are here at UA.

Agriculture and Life Sciences	Forbes 229	Pre-Education (combined meeting and advising)	Education Rm, 259
Engineering	Engineering 210	Pre-Pharmacy	Drachman A-112
Fine Arts	Music 114A	Pre-Physiology	GitTINGS 101
Humanities	Modern Lang 412	Science	BioWest 301
Pre-Architecture	Drachman Room	Social and Behavioral Science	Douglass 101
Pre-Business (Wed, Aug 8 from 3-5 pm)	McClelland 207	College of Letters, Arts and Science	Modern Language 311

10:30 am [Graduate College and Graduate Professional Student Council](#) Gallagher Theatre, Student Union
 Attend this meeting if you are a graduate student and would like more information about the Graduate College and Graduate Professional Student Council (GPSC)

Starting at 1 pm [Undergraduate Academic Advising Sessions](#) Time/locations given at College Meetings
 New international undergraduate students **must** meet with an academic advisor before registering for classes.

3-5 pm [Schedule changes and Registration Assistance](#) Information Commons 112A, Main Library

After meeting with your academic advisor, come to this session if you would like technical assistance with class registration in UAccess. [Please refer to insert for more information about registration](#)

Friday, August 24

9 am-12 noon [Social Security Letters and ITIN Applications](#) Madera Room, Marriott Hotel
 9– 2 pm [GLACIER Assistance](#) University Services Building 301G and 310

If your last name begins with A-J, please arrive at 9 am. If your last name begins with K-S, please arrive at 10 am. If your last name begins with T-Z, arrive at 11 am.

First read below to determine if you are eligible to apply for a Social Security Number or ITIN. Local SSA representatives will be present to accept SSN applications.

SSN Eligibility: A SSN is only allowed for students who already have on-campus employment, including graduate teaching or research assistantships. Attend this session and present the following: Form I-20 or DS-2019, Passport, Visa, I-94 card and *Employer SSN letter that includes employment start date.* You must have also entered your UA Street Address and International Home Country address into UAccess. You will receive a receipt to show you have applied for an SSN. The Payroll office can accept a copy of this receipt when you pick up your paycheck until the Social Security card is received. Please allow 2-4 weeks for the Social Security Administration to process your card and run security checks if necessary. You may then call 1-800-772-1213 to determine your SSN once the Social Security Office has processed your application. Once the card is received, you must report to ISS with your card so we may enter your SSN into the UA system.

If you are not eligible for an SSN, you may be eligible for an Individual Taxpayer Identification Number (ITIN). **ITIN Eligibility:** F-1 or J-1 students who do not have on-campus employment but do have a scholarship in the form of a cash award will need to apply for an ITIN. Assistance will be provided regarding the ITIN application process. The ITIN is a tax processing number issued by the Internal Revenue Service (IRS). Please attend this session with Form I-20 or DS-2019, Passport, Visa, I-94 card, and a simple statement of the cash award on departmental letterhead (GISAL format will result in IRS rejection of ITIN) or Fulbright Grant Award.

ALL Students who apply for an SSN or ITIN must attend the GLACIER session to receive assistance from the payroll office in completing a user account in this web-based tax compliance system. International students who work on-campus, receive a cash scholarship payment or other taxable payment, such as winning a prize, are **required** to use GLACIER to complete tax-related paperwork. **International students that do not complete GLACIER will incur federal taxation at the highest rate.** GLACIER assistance will be from 9 am-2 pm in the University Services Building Room 301G and 310.

Join us for these fun-filled programs!

Campus Tour

Tuesday, August 7 and Wednesday, August 8 at 7 pm (Same tour offered both days)

Meet at Coconino Residence Hall

Join the Peer Integrators (PI) and Global Ambassadors for this fun and informative tour of the UA campus.

Ice Cream Social and PI Panel *Ask a Wildcat: What Every International Student Should Know*

Thursday, August 9 at 7 pm

Meet at Coconino Residence Hall to walk to location

Join other new international students for ice cream and listen to the PIs share their experiences and tips on being an international student at UA.

Off-Campus Housing Apartment Rush

Friday, August 10 from 10 am-2 pm

Meet at Off-Campus Housing Office, Student Union Memorial Center

The UA Off-Campus Housing Office will provide a fun and informational tour of student-friendly rental properties. You must sign up in advance to participate. You can sign up at the Off-Campus Housing website offcampus.arizona.edu.

Shopping Trips

Friday, August 10

Trip 1: 3:00-5 pm; Trip 2: 3:30-5:30 pm, Meet at ISS

Space limited to first 60 people that sign-up! You MUST sign up for one of the trips at the ISS table at the August 8 Info Fair or at the Late Arrival table at ISS. The Cat Tran will provide transportation to Super Target and the Tucson Mall so you can buy items for your new home! Please limit your purchases to items that can be easily carried.

Laser Show at Flandrau Science Center

Friday, August 10

Meet the International Student Association at 5:10 pm at the Student Union Circle for 5:30 pm show time

Enjoy your favorite music laser show! The Laser night show is a fabulous high-tech show that is held by University of Arizona. The show lasts about 45-50 minutes. After the fantastic show, we are going to eat some delicious food on University Blvd. While waiting for food, enjoy some fun card games. Please bring \$5 for the laser show and about \$15 for dinner. Contact uofaisa@gmail.com for more information.

Zoo Trip

Saturday, August 11

Meet the International Student Association at 8:30 am at the Student Union Circle

Reid Park Zoo is a hidden gem, nestled in the center of Tucson, and is the perfect place to enjoy time outside while discovering the wonders of wildlife. Learn about Tucson public transportation system by riding the Suntran bus! Please bring \$7 for zoo ticket, \$3 for transportation and money for purchases.

International Friends Welcome Luncheon

Saturday, August 11 from 12 noon-2 pm

First United Methodist Church located at 915 East 4th Street (Park Avenue and 5th street, in front of Tyndall street parking garage)

The International Friends community organization provides an opportunity for new international students to be matched with a local friendship family while studying at the UA. Find out more at this FREE luncheon! You can also sign up for a welcome dinner in a member's home on Saturday, August 18. Please visit ifriends.web.arizona.edu or their Facebook page "International Friends @ Tucson" for more information.

FREE Pizza Party with Live DJ!

Saturday, August 11 from 7 — 9:30 pm

North Ballroom, Student Union

Come to this informal gathering to eat pizza, meet new friends, mingle with PIs and ISS staff, and hear great music provided by a DJ.

Downtown Trip

Tuesday, August 14, meet the International Student Association at the Student Union Circle at 8:30 am

Downtown is a unique blend of urban chic, western nouveau, hip and artsy, down-to-earth, and family-friendly. Don't take our word for it, come see it yourself! Get to know all about Tucson history and other fun stuff, don't forget to try some delicious food here as well! Moreover, experience the local public transportation system by riding the bus! Please bring \$3 for transportation and about \$15 for food (optional).

International Friends Welcome Dinners

Saturday, August 18, Meet at ISS at 6 pm

Join other new students for dinner in the home of one of the International Friends families. This is a great way to get acquainted with local community members and other students. You must sign-up at the International Friends Luncheon on August 11.

International Student Moonlight Hike in the Tucson Mountains

Thursday, August 30

This 8-mile hike follows the King Canyon Trail through the Tucson Mountains. Traveling by moonlight will provide an interesting perspective of the desert as well as offer a unique view of the city lights of Tucson. Quiet hikers may hear the nocturnal song of the coyote or sight a tarantula on an evening hunt. Exertion: moderate. Cost: \$18/\$22. Sign-up deadline: August 29. Sign up at: <http://campusrec.arizona.edu/outdooradventures>

Sonoran Hot Dog Social and Panel *Ask a Wildcat: Tips for Succeeding Academically at the UA*

Wednesday, September 12 at 6 pm

Location TBD

Learn more about how to make the most of UA resources. Bring your questions from your experiences in the first few weeks of class and enjoy a famous Sonoran hot dog!