

# J STUDENT HANDBOOK

2018-2019



CENTER FOR INTERNATIONAL EDUCATION  
CALIFORNIA STATE UNIVERSITY, EAST BAY  
*"Where all your possibilities come into view"*



# WELCOME!

Welcome to the California State University, East Bay, Hayward Hills Campus! We are happy you will be joining us here on the hill. Please read through this Handbook carefully as it contains the many things you will need to do before you depart and information you will need once you arrive. We look forward to meeting you soon!

## ABOUT THE CENTER FOR INTERNATIONAL EDUCATION

The Center for International Education (CIE) assists the university's J-1 visa (you!) and F-1 visa international students & scholars in adjusting to life at CSUEB, the San Francisco Bay Area, and the United States.

At the beginning of each semester, CIE conducts a comprehensive orientation program for new international students. There are general sessions for all international students and separate sessions that address the special needs of guest exchange students and other students on J-1 visas.

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## STAY CONNECTED



### CIE WEBSITE

<http://www.csueastbay.edu/cie/>



### EXCHANGE GROUP

[www.facebook.com/groups/1560254950939582/](http://www.facebook.com/groups/1560254950939582/)



### GENERAL PAGE

@csuebstudyabroad



@csuebstudyabroad



@PioneersAbroad



@csuebabroad



## HAYWARD WEATHER

The temperature at Hayward is very moderate. It does not get too cold in the winter (no snow) and not too hot in the summer (a few days above 90 degrees Fahrenheit). The summer months range between 65-90 degrees Fahrenheit (18-34 degrees Celsius). The days are warm; but, the nights can get chilly. September is the warmest month in the Bay Area. The winter brings lots of rain and the temperature range is between 40-55 degrees Fahrenheit (3-12 degrees Celsius).

# CALIFORNIA STATE UNIVERSITY, EAST BAY

## LOCATION

### HAYWARD, CALIFORNIA

Located in the scenic Hayward Hills, Cal State University East Bay has breathtaking views of the San Francisco Bay Area. Hayward is located in the East Bay and is the sixth largest city in the Bay Area. This prime location boasts beautiful weather and easy access to major cities.

**POPULATION:** 149,392

**SURROUNDING CITIES:** 20 minutes to Oakland, 35 minutes to Silicon Valley/San Jose, and 40 minutes to San Francisco

**TIME ZONE:** Pacific Time Zone UTC-08:00

## UNIVERSITY FACTS

**FOUNDED:** 1957

**ACADEMICS:** Four colleges, online campus, 100+ undergraduate majors and minors, 50+ graduate programs

**AVERAGE UNDERGRADUATE CLASS SIZE:** 31.6

**MOTTO:** Per aspera ad astra — “through adversity to the stars”

**SCHOOL COLORS:** Red, black, and white

**MASCOT:** Pioneers

MONTH	AVG HIGH	AVG LOW
January	57°F/14°C	42°F/5.8°C
February	60°F/15.7°C	45°F/7.4°C
March	64°F/17.6°C	47°F/8.6°C
April	66°F/18.9°C	49°F/9.6°C
May	69°F/20.3°C	53°F/11.4°C
June	72°F/22.2°C	55°F/12.9°C
July	73°F/22.8°C	57°F/14.1°C
August	75°F/24.1°C	58°F/14.3°C
September	76°F/24.2°C	57°F/13.9°C
October	71°F/21.9°C	54°F/12°C
November	64°F/17.6°C	47°F/8.6°C
December	58°F/14.2°C	43°F/5.9°C

# ARRIVAL INFORMATION

## TRAVEL TO HAYWARD

Regulations allow you to arrive up to 30 days prior to the start of your program and leave 30 days after the end of your program, provided you do not engage in employment or any exchange activities during that time and have maintained your J visa status. Your program dates are indicated in “box 3” of your DS-2019.

There are three (3) airports in the San Francisco Bay Area. Most International Flights will come to San Francisco Airport (SFO), but it is also possible to arrive at San Jose International Airport (SJC) or Oakland International Airport (OAK). Oakland is closest to CSU East Bay, but most students arrive at San Francisco (SFO).

*Make sure you keep your passport and DS-2019 in your carry-on bag when traveling. **Do NOT** put them in your luggage to be checked in at the airport! Show your DS-2019 at Immigration upon your arrival.*

### SAN FRANCISCO AIRPORT (SFO)

San Francisco International Airport is located on the west side of the San Francisco Bay (Hayward is located on the east). It takes about 40-50 minutes to get to Hayward when there is no traffic. There are a number of ways to get to the East Bay from SFO including Bay Area Rapid Transit (BART), Taxis, Shuttle Services, and Rideshares (Lyft and Uber).

Visit <http://www.flysfo.com/to-from/ground-transportation> for complete information on ground transportation from SFO.

### OAKLAND AIRPORT (OAK)

Oakland International Airport, located on the east side of the San Francisco Bay, is about 20-30 minutes from Hayward. The same travel options from SFO to Hayward are available from OAK to Hayward. The Oakland Airport BART station is only 20 minutes from Hayward.

Visit <http://www.oaklandairport.com/ground-transportation.shtml> for complete information on ground transportation from OAK.

### SAN JOSE AIRPORT (SJC)

San Jose International Airport, located 35 miles south of Hayward, offers transportation to Cal State East Bay through door-to-door shuttles and a variety of Taxi companies. Rideshares are another alternative. A word of caution, SJC can be less convenient than SFO and OAK (BART does not serve the San Jose area and the public transportation options are less direct).

Visit [http://www.flysanjose.com/fl/travelers.php?page=ground\\_trans/qt\\_overview](http://www.flysanjose.com/fl/travelers.php?page=ground_trans/qt_overview) for complete information on ground transportation from SJC.

*This list of transportation options is provided to you as a courtesy, to be used at your discretion. Please check the condition, acceptability, or reliability of services listed above as California State University, East Bay does not inspect these services.*

## ADDITIONAL TRAVEL INFORMATION

For more information about BART, shuttles, rideshares, and other modes of transportation in the Bay Area, see the “Transportation” section in this handbook.



# ACADEMICS

## COURSE REGISTRATION

Course registration at Cal State East Bay is done entirely online through the MyCSUEB system. Once you have activated both your NetID and your Horizon email account you will gain access to the MyCSUEB Student Center. From the Student Center you can search for classes, add and drop classes, and research information about classes you may be interested in taking.

Registration at Cal State East Bay is done in enrollment periods. This means that each student has a specific time they are allowed to register for classes.

## HOLDS

There are some common issues that prevent students from being able to register for classes:

- **Health Insurance Hold**  
A student may have a health insurance hold if they have not purchased health insurance for the upcoming semester. See <http://www.csueastbay.edu/cie/f1students/insurance.html> to purchase health insurance.
- **Financial Hold**  
A student may have a financial hold if tuition or any fees have not been paid.
- **Enrollment Period**  
A student may not be able to register because they do not have a valid enrollment period. You can check the dates of your enrollment period in the Student Center of MyCSUEB. Just because other students are able to register does not automatically mean you can.

Check the Finances section under Student Center on your MyCSUEB to determine the fees you owe and ensure payment of the full amount prior to the fee deadline or your courses may be subject to disenrollment.

Please check <http://www.csueastbay.edu/registrar/important-dates/index.html> for important dates and deadlines.

If you have any questions about fees on your MyCSUEB account, please contact [kelly.moran@csueastbay.edu](mailto:kelly.moran@csueastbay.edu).

## FULL-TIME REQUIREMENT

Exchange students are required to enroll in, and complete, a minimum of 12 units per semester at CSUEB. Students may choose to enroll in a maximum of 17 units per semester.

## ONLINE CLASS RESTRICTIONS

Immigration regulations expect J-1 exchange students to attend regular (in-person) classes, so online classes are only allowed for students who take MORE THAN 12 units. (In other words, the first 12 units must be in-person or 'hybrid' classes, and any additional units may be online.)

## IMPORTANT LINKS

California State University  
[www.csueastbay.edu](http://www.csueastbay.edu)

University Catalog and Academic Calendar  
<http://catalog.csueastbay.edu/>

Class Schedule  
[www.csueastbay.edu/schedule/](http://www.csueastbay.edu/schedule/)

Activate Net ID  
[www.csueastbay.edu/netid](http://www.csueastbay.edu/netid)

Horizon University Email Account  
<http://horizon.www.csueastbay.edu/>

MyCSUEB (Information about classes, grades, registration, etc.)  
[www.my.csueastbay.edu](http://www.my.csueastbay.edu)

How to Register for Classes  
<http://www.csueastbay.edu/prospective/after-youre-accepted/how-to-register-for-classes/>

## KEY TERMS

### CONCORD CAMPUS VS. HAYWARD HILLS CAMPUS

The majority of courses will be taught at the Hayward Hills campus in Hayward, California. CSUEB also has a campus in Concord, California – about 45 minutes from Hayward by car. *You should not register for classes offered at the Concord campus (unless you plan to own a car and want to drive to Concord for class).*

### COURSE LEVELS

Courses with numbers 100-299 are considered “lower division” and usually do not require prerequisites. These are courses primarily for 1<sup>st</sup> and 2<sup>nd</sup> year university students. Courses numbers 300-499 are considered “upper division” and for 3<sup>rd</sup> and 4<sup>th</sup> year university students. These courses typically require more difficult and challenging academic work. Exchange students generally take 299-499 level courses.

Graduate courses are numbered 600-699. Only students who are officially admitted to a graduate program at CSUEB are eligible to take graduate courses. If you feel qualified to take a graduate level course, you are welcome to meet with the faculty when you arrive, but most exchange students do not take graduate courses.

### PREREQUISITES

Some courses have prerequisites (other courses that you must complete before enrolling in a particular course) and you may have to provide proof to the professor, that you have already completed an equivalent university-level course at your home university. If MYCSUEB prevents you from enrolling in a course due to prerequisites and you believe you are qualified for the course, please contact Kelly Moran for guidance.

### CREDIT/NO CREDIT

Courses taken under the credit/no credit option do not affect your GPA. Students will not receive a letter grade but rather credit as long as a grade of C- or higher is achieved.

### WAITLISTS

A “Waitlist” is a list of students who would like to enroll in a course that has already reached its enrollment limit. If a course is full when you attempt to register, you may have the option of placing your name on a waitlist for that class. If openings become available, you will be added to the class and notified by the University via your Horizon

student email account. If you add your name to a waitlisted course and are not enrolled in the course, it is your responsibility to drop the course from your schedule before Add/Drop period ends. The computer system does not automatically remove your name from the waitlist. There is also no guarantee of enrollment from a waitlist, as enrollment depends on space availability, and students will not be added from the waitlist if any of the following circumstances exist:

- Time conflict with another course
- Already in the course but in a different section
- Course would exceed the maximum allowable units for enrollment

## ACADEMIC DISHONESTY

Academic Dishonesty includes, but is not limited to any form of cheating, plagiarism, providing materials to another with knowledge they will be improperly used, possessing another’s work without permission, selling/purchasing/trading materials for class assignments, altering the work of another, altering student record documents, forging signatures, or falsifying information on any official academic document. Whenever dishonesty occurs, your instructor will take appropriate action.

# STUDENT TOOLS

## BLACKBOARD

Blackboard is a website that faculty use to communicate with students. Roughly 24 hours after you register for a class you will gain access to the Blackboard page for that class. Through blackboard you can email your professors, email your fellow students, take online exams, participate in class discussion, and utilize a variety of other communication tools. You can access Cal State East Bay's blackboard page directly with the following link:

<https://bb.csueastbay.edu>.

## HORIZON EMAIL

Horizon Email is a provider by the school to keep contact within the CSU East Bay community the following includes:

- Gmail
- Calendaring
- Contact Management
- Online File Storage (Drive)
- Instant Messaging and Video Conferencing (Hangouts)
- Online Classrooms

## MyCSUEB

Cal State East Bay provides students with a class planner, assists with course selection, and connects students with campus and community resources.

Students use MyCSUEB for:

- Application status
- Class rosters
- Class schedule
- Course enrollment
- Financial aid
- Grades
- Reviewing benefits information
- Holds
- Updating personal information
- Making a payment

## CAL STATE EAST BAY IDENTIFICATION CARD (BAY CARD)

Once you have been admitted to Cal State East Bay you will want to obtain the CSUEB ID card called a 'Bay Card.' To obtain your Bay Card you will need to bring a copy of your admission letter to the library, they will verify your admission, and photograph you for your card.

The new Bay Card is more than just your campus ID card. You can also add Bay Bucks to make it even more valuable.

You need The Bay Card and Bay Bucks on campus for:

- Printing
- Copying

You may also use The Bay Card and Bay Bucks on campus for:

- Dining
- Vending
- Pioneer Bookstore Purchases
- Checking out Library Materials
- Duplicating Services
- Recreation and Wellness Center (R.A.W.)
- Student Health and Counseling Services
- Associated Students Inc. Business Center

## HAVING TROUBLE?

### Accessing Student Technology Tools

The Learning Commons, located in the Library, can answer any questions you have regarding Blackboard, Horizon Email, or any other technological issues. Visit their website at <http://csueastbay.libguides.com/> technology or step-by-step instructions and tutorials.

### Bay Card Information

[www.csueastbay.edu/af/departments/finance/bay-card/index.html](http://www.csueastbay.edu/af/departments/finance/bay-card/index.html)

# U.S. 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 three 4-credit courses a semester in order to maintain full-time (12 credits) standing. Courses usually change every semester. Some courses are part of a series, requiring students to take the first course in the series before enrolling in the second course, and so on. Individual students are granted flexibility in choosing their coursework; students may choose from a variety of subjects and change from subject to subject as long as university, college, department, and graduation requirements are met.

## 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.

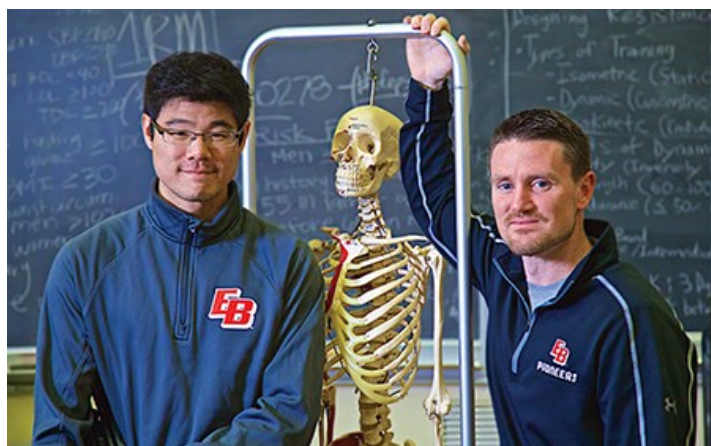
## ATTENDANCE

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.



## DON'T UNDERSTAND? JUST ASK!

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.





## CAMPUS LIFE

### AMERICAN LANGUAGE PROGRAM (ALP)

Exchange students are welcome to participate in “Fun Trips” organized by ALP. Previous trips include tours of San Francisco, the Golden Gate Bridge, and Alcatraz.

### ASSOCIATED STUDENTS INC. (ASI)

ASI prioritizes students needs and advocates for them through lobbying. ASI also holds special events for students throughout the year.

### CLUBS AND ORGANIZATIONS

Meet new people, explore professional interests, or enhance your leadership skills by joining recreational, academic, multicultural, service, social or athletic organizations or a Greek fraternity/sorority!

### STUDENT LIFE AND LEADERSHIP

Attend leadership conferences, seminars and workshops, and campus-wide events, such as Al Fresco. Al Fresco is an annual fall welcome back festival for the campus community featuring fun, food, entertainment. There are over 100 tables of campus organizations, departments, and student services. Come join the fun!



### THEATER, DANCE, & MUSIC

Enjoy live music, theater, and dance productions featuring talented students. Auditions are open to all students.

### RECREATION AND WELLNESS (RAW) CENTER

Take advantage of a variety of fitness options the RAW Center, where you will find a multi-court gymnasium, elevated jogging track, a juice bar, and more!

### INTRAMURAL SPORTS

Whether you like to play sports recreationally,

competitively, or out of curiosity, intramural sports are a great option. Sports offered include basketball, volleyball, flag football, soccer, badminton, dodgeball, table tennis, and much more!

### DIVISION II ATHLETICS

Cheer on fellow Pioneers at an athletic event! CSUEB competes against universities from all over California, including San Francisco State and UC San Diego.

### FOOD AND DINING

#### DINING COMMONS (DC)

The DC is a unique all-you-care-to-eat dining facility featuring a rotating menu made with fresh ingredients.

#### UNIVERSITY UNIONS

The University Unions are gathering places for student socializing, dining, studying and meetings. Enjoy a relaxing atmosphere with lounges with big screen TVs. Food services include: Panda Express, Subway, POD Market, Pizza Hut, Taco Bell, and Greens to Go.

#### STAND ALONE SHOPS AND FOOD TRUCKS

Visit Einstein’s Bagels, Starbucks, and Jamba Juice or check out the food trucks to discover new favorites!

## MORE INFORMATION

American Language Program  
[www.csueastbay.edu/alp/](http://www.csueastbay.edu/alp/)

Cal State East Bay Athletics:  
[www.eastbaypioneers.com/](http://www.eastbaypioneers.com/)

Campus Life and Events  
[www.csueastbay.edu/students/campus-life/index.html](http://www.csueastbay.edu/students/campus-life/index.html)



## CAMPUS RESOURCES

### ACADEMIC ADVISING AND CAREER EDUCATION (AACE)

AACE is a one-stop center for both academic advising and career development assistance.

### LIBRARY

The Library provides academic support and student services in addition to its access to scholarly record.

### COMPUTER TECHNOLOGY, PRINTING, & SCANNING

The Learning Commons can help you access printers in the library from your laptop, access the Horizon Student E-mail system, and resolve Blackboard and NetID issues, and address other technological questions. Public printers, scanners, and copy machines are located throughout the Library.

### STUDENT CENTER FOR ACADEMIC ACHIEVEMENT (SCAA)

The SCAA center provides free tutoring and other student learning services and programs.

### PIONEER BOOKSTORE

The bookstore offers textbooks, supplies, clothes, tech gear, snacks, and many more items at great prices.

### STUDENT FINANCIAL SERVICES

The Cashier's Office and Student Financial Services provide students with student accounting information and process student transactions, such as parking permit purchases.

### STUDENT SUPPORT AND DEVELOPMENT

#### ACCESSIBILITY SERVICES

Accessibility Services provides academic accommodations to qualified individuals with disabilities and supports CSUEB's diverse student body.

### STUDENT HEALTH AND COUNSELING SERVICES

The Student Health Center provides medical services and health education. Counseling and Psychological Services (CaPS) is the student counseling service on campus, providing counseling to all registered students.

### STUDENT CONDUCT, RIGHTS, & RESPONSIBILITIES

The Office of Student Conduct, Rights, & Responsibilities addresses student conduct to facilitate the development of students and encourage respect for the community.

## MORE INFORMATION

#### Academic Advising and Career Education (AACE)

[www.csueastbay.edu/academic/academic-support/aace/](http://www.csueastbay.edu/academic/academic-support/aace/)

#### Library Resources

[www.library.csueastbay.edu/](http://www.library.csueastbay.edu/)

#### Pioneer Bookstore

[www.csuebshop.com/](http://www.csuebshop.com/)

#### Student Financial Services

[www.csueastbay.edu/af/departments/finance/accounting/index.html](http://www.csueastbay.edu/af/departments/finance/accounting/index.html)

#### Student Support and Development

[www.csueastbay.edu/sa/student-support-and-development/index.html](http://www.csueastbay.edu/sa/student-support-and-development/index.html)

# HEALTH AND SAFETY

## HEALTH INSURANCE

The California State University system and J-1 Exchange Visitor Program requires that all J-1 students and any dependents carry health insurance throughout their enrollment in a CSU institution. If you are attending on DS-2019 issued by ISEP, your insurance coverage from ISEP will meet this requirement.

If you are attending CSUEB with a DS-2019 issued by CSUEB, you will be required to enroll in the insurance policy offered through CSUEB. You may enroll online at <http://4studenthealth.relationinsurance.com/plan/international-student-insurance-plan-2017-2018-1274/?sch=1274>

If you have any questions you may contact [csuebhealthinsurance@csueastbay.edu](mailto:csuebhealthinsurance@csueastbay.edu).

***Please note: You will not be able to register for classes at CSU East Bay until CSUEB's Risk Management office has confirmed that you have insurance coverage.***

## IMMUNIZATIONS

California State law requires university students to be immunized against measles and rubella. You should, therefore, bring doctor's certificates in English showing that you have received these immunizations; otherwise, you will need to be immunized during your first semester at Cal State East Bay. See the Student Health Services Page [www20.csueastbay.edu/students/campus-life/shs/resources/immunizations.html](http://www20.csueastbay.edu/students/campus-life/shs/resources/immunizations.html) for more information on requirements.

## ALCOHOL AND DRUGS

Alcoholic beverages will be served in the U.S. at many types of social gatherings— parties, sporting events, receptions, etc. You must be **21 or older** to consume or purchase alcoholic beverages in California. It is against state law to buy or serve alcohol to anyone under 21. In addition, laws against drunk driving are very strict.

Drugs, except those that are prescribed by your doctor or sold at pharmacies, are illegal in the United States.

Remember that you always have the right to say no to anything that makes you feel uncomfortable or puts you in a dangerous situation.

## UNIVERSITY POLICE DEPARTMENT

The University Police Department has primary responsibility for public safety on the Hayward and Contra Costa Campuses and one mile beyond its borders. In addition to safety tips and reports, you can also contact this department for:

**CONTACT INFORMATION**

**Emergency Services (call from anywhere in the United States)**  
9-1-1

**Non-emergency Services (campus/local)**  
(510) 885-3791

**University Police Department Office**  
Library Room Basement #1063

**HOW TO CONTACT THE POLICE**

The numbers above can be dialed from any telephone. In addition, the police can be contacted on campus through the following options:

- Emergency Call Boxes — located throughout campus and identified by a blue blinking light.
- Campus white phones — strategically located in or around the exterior of campus buildings.

**Note:** On University office telephones and white courtesy phones, do not use the "885" prefix; simply dial extension 53791 for non-emergency assistance or 9-1-1 for emergencies.

# MANAGING YOUR MONEY

## BANKING INFORMATION

### CHECKING ACCOUNT

A checking account at a bank is essential in this country. It is convenient and practical to write a check instead of paying cash when you do business. Many business transactions require payment by checks. You may open a checking account in almost any bank in the Hayward area. Sometimes, a small monthly charge and/or a minimum balance are required for a checking account. You should establish an account as soon as possible so that you may have easy access to your money for initial expenses.

A debit card—also called a “check card”—uses money from a linked checking account for purchases. It is a safe alternative to using cash or checks, and it works for in-person and online purchases. You can also use this card at automated teller machines, or ATM’S, when you need to get cash, deposit checks, transfer between accounts or see bank account balances.

### SOCIAL SECURITY NUMBER

A Social Security card lists a social security number, which is a U.S. government identification number. A Social Security Number (SSN) is required to work in the U.S. At Cal State East Bay, the Payroll Office must have your social security number in order to issue a check to you.

If you wish to apply for a social security number, you will need to bring your passport, DS-2019 and a signed letter from a CIE advisor to:

Social Security Office  
24301 Southland Dr. Suite 500  
Hayward CA 94545  
Tel: 1-800-772-1213  
<http://www.ssa.gov>

### TAXES

All international students must file a tax form with the Internal Revenue Service by April 15 of each year, even if you are not employed in the U.S.

### MOBILE PHONES

You may find that cell phones are necessary for your short-term stay in California. Major cell phone companies in the Bay Area include Verizon, T-Mobile, Sprint, AT&T, Metro PCS, Cricket Wireless, and Boost Mobile. Unfortunately, most contract phone plans require a one year contract. Some providers, such as Metro PCS and Boost Mobile, do not require contracts.

Prepaid phones are another alternative. You can purchase a prepaid phone at several convince stores in Hayward such as CVS/Pharmacy, Rite Aid, and Walgreens. You can also purchase these phones at larger department stores such as Target, K-Mart, and Best Buy.

## BANK INSTITUTIONS ON CAMPUS

Cal State East Bay provides access to several bank institutions on campus:

- Bank of America ATM
- US Bank Branch
- Wells Fargo ATM
- Chase ATM



## TRANSPORTATION

The Parking and Transportation Office provides information on Transportation options (including Carpooling and ZipCar rental) online. Visit <http://www.csueastbay.edu/sa/parking/alt-trans/index.html> for more information.

### SHUTTLE BUS

A free shuttle service for CSUEB students and staff is available. Visit [www.csueastbay.edu/sa/parking/alt-trans/csueb-shuttle.html](http://www.csueastbay.edu/sa/parking/alt-trans/csueb-shuttle.html) for route and schedule details.

### AC TRANSIT

The #60 AC transit bus travels from Cal State East Bay through downtown Hayward and eventually to the Hayward BART station.

### BART

It is about a 40 minute BART train ride into San Francisco from the Hayward station. Google Maps has an excellent trip planner for the bay area. You can use to find out the most efficient ways to get around: <http://maps.google.com/>. Just select “public transportation” and enter a starting and ending address. Visit [www.bart.gov](http://www.bart.gov) for schedules, fare information, and station information.

### RIDESHARES

In addition to taxis, many have begun using rideshares such as Uber or Lyft. They both are applications linked to your credit card that you can download to your phone.

- [www.uber.com](http://www.uber.com)
- [www.lyft.com](http://www.lyft.com)



## ADDITIONAL TRAVEL OPTIONS

### Amtrak

<https://www.amtrak.com/>

### Long Distance Buses

- <http://us.megabus.com/>
- <https://www.boltbus.com/>
- <http://www.cashuttlebus.com/>
- <https://www.greyhound.com/>

### Car Rental

<http://www.zipcar.com/universities/california-state-university-east-bay>

### Ferry

<http://sanfranciscobayferry.com/>

# LIVING IN THE UNITED STATES

## LANGUAGE AND CULTURE

Studying in the United States of America can be a wonderful learning experience. The U.S. mainly speaks English, but you may hear languages from all over the world, especially in the Bay Area.

It is important to remember that:

1. U.S. society is made up of diverse groups and cultures that have helped shape its values;
2. Some individuals and groups have a set of respected values that are quite different from those of mainstream America;
3. People's attitudes and behavior are based on their values.

## MAJOR AMERICAN VALUES

### INDIVIDUALITY

U.S. Americans are encouraged at an early age to be independent and to develop their own goals in life.

### INDEPENDENCE

The U.S. was founded by people who valued independence. Many believe that individuals reach maturity at age 18 and should be ready to make independent decisions.

### EQUALITY

The U.S. upholds the ideal that everyone "is equal" and has the same rights. This includes women and men of all cultural, ethnic, gender, and religious groups. However, many inequalities still exist. You may hear negative comments about other groups or even experience discrimination. If this happens to you and you wish to talk about it, speak to an advisor or a counselor.

### TIME

U.S. Americans take pride in making the best use of their time. In the business world, "time is money". Being "on time" for class or an appointment is important.

### INFORMALITY

The U.S. American lifestyle is generally casual. Friendships are also casual, as Americans seem to easily develop and end friendships. Greetings and farewells are usually short and friendly. In some instances, such as a job interview, formal attire and greetings are recommended.

### ACHIEVEMENT AND HARD WORK

U.S. Americans are very achievement-oriented and always seem to be "on the go". You may hear the term "work hard, play hard". A competitive spirit is often the motivating factor to work harder.

### DIRECT AND ASSERTIVE

U.S. Americans try to work out their differences face-to-face. They are encouraged to speak up and give their opinions. In classroom lectures, it is acceptable for students to challenge or disagree with certain points.

### LOOKING TO THE FUTURE AND TO CHANGE

Children are often asked what they want to be when they grow up; college students are asked what they will do after they graduate; and professors plan ahead for retirement. Change is often equated with progress.

## HOLIDAYS

There are several major holidays in the U.S. Classes are canceled on some, but not all, holidays. For an updated schedule, please check <http://www.csueastbay.edu/students/academic-and-studying/important-dates/index.html> **and your syllabus.**

December 31st/ January 1st	New Years Eve and New Years Day
Third Monday in January	Martin Luther King Jr. Day
Third Monday of February	President's Day
March 17th	St. Patrick's Day
March 31st	Cesar Chavez Day
Springtime (date varies)	Easter
Last Monday in May	Memorial Day
July 4th	Independence Day
First Monday in September	Labor Day
October 10th	Columbus Day
October 31st	Halloween
November 11th	Veterans Day
Last Thursday in November	Thanksgiving
December 25th	Christmas



## ADJUSTMENT AND CULTURE SHOCK

You may notice that these American values are, in some instances, quite different from your own. You may experience culture "shock" as you learn to adjust to the new culture and way of living. It includes the shock of a new environment, meeting new people, and learning the ways of a different country. It also includes being separated from the important people in your life, such as family, friends, colleagues, or teachers. This is very normal and requires both time and patience.

Culture shock is entirely normal, usually unavoidable, and it does not mean anything bad about you or your new home. Actually, it can be a very significant learning experience, because it makes you more aware of your own culture as well as the new culture you have entered. It will give you valuable skills that will serve you in many ways in the future—it's part of the benefit of international education.

### SIGNS OF CULTURE SHOCK

Some typical signs of culture shock are:

- Extreme homesickness
- Loneliness
- Avoiding contact with other people, especially Americans
- Negative feelings and hostility toward American culture and people
- Anger, frustration, confusion
- Tiredness or need for excessive amounts of sleep
- Boredom
- Inability to concentrate or work
- Loss of appetite
- Loss of enjoyment in daily activities
- Lack of confidence
- Feelings of inadequacy or insecurity
- Depression and feelings of helplessness

### MANAGING CULTURE SHOCK

Here are some ideas to help you manage culture shock:

- Understand that your reactions are normal
- Be open-minded and curious about your new environment
- Talk with an advisor about your feelings
- Make friends with Americans and other international students
- If you struggle with academics, talk with your professors and advisors
- Stay busy with academics, hobbies, friends, and other interesting activities
- Exercise or participate in sports
- Try a new activity that you can't do in your home country
- Don't forget the reasons you came to America
- Be patient with yourself and your new culture

If you experience culture shock, just remember that it is a normal part of being an international student. You will pass through periods of ups and downs, but in the end it will all be worth it. Try to focus on all the positive and rewarding aspects of your experience!

### REMEMBER

If you are having a difficult time with your transition or adjustment to Cal State East Bay, please know there are many campus resources that can help. You can contact the Center for International Education, your academic unit, and Student Health and Counseling Services.



## ENTERTAINMENT AND RECREATION

Cal State East Bay is located in the San Francisco Bay Area – the cultural, technological, and educational center of the American West – where you’ll never run out of exciting places to go and things to do. Whether you choose to explore the city life or Northern California’s beautiful landscapes, all beckon you to fun day trips or weekend exploration.

### THE EAST BAY

Enjoy exploring the towns, neighborhoods and many cultures found across the bay from San Francisco. With great weather year round and convenient public transit systems, it’s easy to get around the entire Bay Area from the East Bay.

### MORE INFORMATION

**East Bay Sights, Culture, Shopping & Dining**

<http://www.sfgate.com/neighborhoods/eb/>

**Jack London Square and Oakland Waterfront**

<http://www.jacklondonsquare.com/>

**San Francisco Attractions**

<http://www.baycityguide.com/attractions.html>

**Greater Bay Area Attractions**

<http://www.visitsfbayarea.com/Attractions/san-francisco-bay-area>

**San José Sharks**

<https://www.nhl.com/sharks>

**San Francisco Giants**

<https://www.mlb.com/giants>

**Oakland A’s**

<https://www.mlb.com/athletics>

**Golden State Warriors**

<http://www.nba.com/warriors/>

### THE GREATER BAY AREA

San Francisco is a lively city known worldwide for its mix of cultures, rich history and many unique neighborhoods. Some of the top tourist attractions include:

- Breathtaking beaches
- Relaxing city parks, Golden Gate Park and Muir Woods
- Historic Chinatown, Nob Hill and Alcatraz
- Fisherman's Wharf and Embarcadero
- Golden Gate Bridge
- Asian Art Museum and S F Museum of Modern Art
- Planetarium, Aquarium and Natural History Museum Tech Museum of Innovation in San Jose
- Shopping in Union Square
- Top Rated restaurants, theaters, and entertainment

### DAY TRIPS BEYOND THE BAY AREA

Living in the East Bay offers many sightseeing day trips within these approximate driving distances:

Sacramento	1 1/2 hours
Santa Cruz	1 1/2 hours
Napa or Sonoma Wine Country	2 hours
Carmel and Pebble Beach	2 hours
Gold Rush Country	3 hours
Lake Tahoe and Reno	3 hours
Big Sur	4 hours
Monterey Bay and Aquarium	4 hours
Sequoia Park or Kings Canyon	4 hours
Yosemite National Park	4 hours
Hollywood and Disneyland	6 hours
Las Vegas	9 hours



# IMMIGRATION INFORMATION

## VISA INFORMATION

You will need a J-1 visa to enter the United States to study (unless you hold a Canadian passport). You should apply for the visa at the nearest U.S. embassy or consulate in your home country using the **DS-2019 form** that is mailed to you with your welcome/acceptance letter.

Several standard items are required in support of your application for a U.S. visa:

1. Valid DS-2019 Form. **Be sure to sign the bottom of your DS-2019 form.**
2. Current & original financial documentation from your sponsor
3. Valid passport
4. Proof that you have a permanent residence outside of the U.S.
5. One or more passport-type photographs
6. Non-immigrant visa application (available at the U.S. embassy or consulate)
7. Receipt for Payment of SEVIS Fee (Form I-901) – See SEVIS Information (below)

Additional application materials may be requested by the visa officer to prove your eligibility for an U.S. visa. These may include: evidence of English proficiency, school records to verify academic preparation, and additional evidence of strong ties to your home country or of your ability to support yourself in the United States. An application fee may also be required. **It is strongly suggested that you do research in advance of your visit to the embassy/consulate to determine what individual information may be required.**

## VISA INTERVIEW

In most instances, your visa interview will only last for a few brief minutes and you should be prepared to answer questions regarding the following:

- Your Choice of CSUEB as a study location
- How CSUEB academics will aid in your home degree
- How you will support yourself financially
- Community ties outside the U.S.

## SEVIS INFORMATION

The Student & Exchange Visitor Information System (SEVIS) is an internet-based system that allows schools

and the U.S. Citizenship and Immigration Services (USCIS) and U.S. Immigration and Customs Information (USICE) to exchange data on the visa status of international students. Information is transmitted electronically throughout the student's academic career. U.S. Consulates and other U.S. government agencies will have access to this information.

The U.S. Department of Homeland Security (DHS) requires the collection of a one-time SEVIS fee from J-1 Exchange Visitor students and scholars. This fee is collected to fund operation of the Student and Exchange Visitor Program Office, which has oversight over SEVIS - the Student and Exchange Visitor Information System.

### You are required to pay a SEVIS fee if you are:

- An individual applying for a J-1 visa for initial participation in a program
- An individual in the U.S. applying for a change of status to J-1
- An exchange visitor who is in a U.S. government sponsored program and who is transferring to a non-U.S. government sponsored program
- An exchange visitor applying for a change of category (example – J-1 student to J-1 researcher)
- A J-1 exchange visitor applying for reinstatement for a substantive violation

## PAYMENT OF THE SEVIS FEE

On-line submission of Form I-901 ([www.FMJfee.com](http://www.FMJfee.com)) to DHS using a credit or debit card (Visa, MasterCard, or American Express). **We highly recommend that you submit your SEVIS fee online if possible.**

Mail-in submission of Form I-901 to DHS address on form, along with the SEVIS fee paid by check, money order, or foreign draft drawn on a financial institution in the U.S. and payable in U.S. currency.

For more information on the SEVIS fee and the Student and Exchange Visitor Information System, please go to [www.ice.gov/sevis/](http://www.ice.gov/sevis/).

## IMMIGRATION DOCUMENTS

### ENTRY VISA

An entry visa is the stamp the visa officers places in your passport if your visa request has been granted. **This visa is an entry visa**; therefore, an entry visa is only needed **when entering** the U.S. from another country. An entry visa does not control your stay in United States.

### ADMISSION STAMP

Upon entry to the U.S., your passport will be stamped with an admission stamp. The admission stamp indicates the date of admission, class of admission (J-1) and admission until date. For J-1 visitors, the admission until is 'D/S', which is an abbreviation for "Duration of Status". Duration of Status means: students may stay in the country, until the completion of their program, as long as their DS-2019 Form is valid. **This is true even if the visa is no longer valid.**

### THE DS-2019 FORM

The DS-2019 Form is the document which CSUEB or a sponsoring agency, such as IIE, issues to you when you are admitted. It records information that the U.S. government needs for its records and to grant an entry visa. In item number 3 on the DS-2019 Form there is a place to record the beginning and ending dates of your program. This ending date is important because it is the date by which you must complete your studies. Failure to do so may result in your being out of status with the U.S. Department of State, the agency that regulates J-1 visa holders.

## RULES AND REGULATIONS FOR J-1 VISA HOLDERS

**The following information is for J-1 exchange students who received their DS-2019 from Cal State East Bay. Please read the following information carefully as it pertains to your legal status in the United States.**

NOTE: Students who were issued DS-2019 by an organization other than CSUEB should refer all immigration questions to their sponsor (ISEP, IIE, IREX, AED, etc.).

### MAINTAINING YOUR STATUS

It is **YOUR** responsibility to know the regulations as they pertain to maintaining J visa status. To maintain J visa status, you are required to:

- Have a valid DS-2019 and passport
- Have health insurance which meets the J visa minimum requirements of the federal government
- Enroll in and complete a full-time course load each semester
- Receive written authorization from the Center for International Education prior to beginning any employment

### COURSE UNIT REQUIREMENTS

As a J-1 exchange student, you are required by federal government regulations to be a full-time student.

**Undergraduates** (at CSU East Bay, regardless of your degree level at your home institution) must take a minimum of **12 units per semester** and **graduates** must take a minimum of **8 units per semester**. For the purposes of immigration regulations, online classes do not count towards the minimum 12 unit (or 8 unit for graduate students) requirement. *Failure to register as a full-time student is a violation of the United States Department of State regulations.*

### EMPLOYMENT

J-1 exchange students may work **on-campus** up to 20 hours/week (40 hours during breaks). Before you begin working, you will need to visit the Exchange Programs Advisor and receive **written authorization** to show your employer. The employment authorization granted is for specific time frame, employer, and number of hours/week and will be recorded in the Department of Homeland Security SEVIS System.

### TRAVEL OUTSIDE THE U.S. DURING THE EXCHANGE PROGRAM

If you have plans to travel outside the U.S. during your exchange, you will need to submit your DS-2019 to our office for travel endorsement. Please allow for at least one week for processing. You also need to confirm if you have a valid visa for the country you will be visiting, as well as a valid J-1 visa for re-entry to the U.S.

### END OF EXCHANGE PROGRAM

## CONTACT INFORMATION

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Center for International Education, SF 102  
25800 Carlos Bee Blvd.  
Hayward, CA 94542

Email: [studyabroad@csueastbay.edu](mailto:studyabroad@csueastbay.edu)  
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Fax: (510) 885-2787  
Office Hours: Monday- Friday, 8am-5pm

### KELLY MORAN

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### Le SHAWN CHEATHAM

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