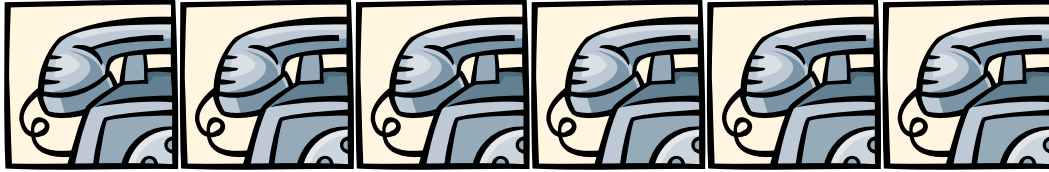


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Counseling Center

Niagara Street Room 200
Dr Tim Bronson, Director
829-7800

D'YOUVILLE COLLEGE

~ Area Hotels ~

Downtown Area

Adam's Mark Hotel-Buffalo

120 Church Street
Buffalo, NY 14202
(716) 845-5100/1-800-444-2326
www.adamsmark.com

Best Western Inn on the Avenue

510 Delaware Avenue
Buffalo, NY 14202
(716) 886-8333/1-888-868-3033
www.innontheavenue.com

Comfort Suites Downtown

601 Main Street
Buffalo, NY 14203
(716) 854-5500/1-888-424-6423
www.comfortsuites.com

Hampton Inn & Suites Buffalo Downtown

220 Delaware Avenue
Buffalo, NY 14202
(716) 855-2223/1-800-HAMPTON
www.hamptoninn.com

Holiday Inn Buffalo-Downtown

620 Delaware Avenue
Buffalo, NY 14202
(716) 886-2121/1-888-HOLIDAY
www.holidayinn.com

Hyatt Regency Buffalo

2 Fountain Plaza
Buffalo, NY 14202
(716) 856-1234/1-800-233-1234
www.buffalo.hyatt.com

Airport Area

Comfort Suites

901 Dick Road
Buffalo, NY 14225
(716) 633-6000/1-800-424-6423
www.comfortsuites.com

Days Inn Buffalo Airport

4345 Genesee Street
Buffalo, NY 14225
(716) 631-0800/1-800-329-7466
www.daysinn.com

Hampton Inn Buffalo-Airport

1745 Walden Avenue
Buffalo, NY 14225
(716) 894-8000/1-800-HAMPTON
www.hamptoninn.com

Holiday Inn Buffalo-INTL Airport

4600 Genesee Street
Cheektowaga, NY 14225
(716) 634-6969/1-888-HOLIDAY
www.holidayinn.com

Homewood Suites Buffalo-Airport

760 Dick Road
Buffalo, NY 14225
(716) 685-0700/1-800-CALL-HOME
www.homewoodsuites.com

Quality Inn Airport

4217 Genesee Street
Buffalo, NY 14225
(716) 633-5500/1-800-4choice
www.qualityinn.com

Buffalo Area Restaurants

BAR & GRILL

Anchor Bar & Grill 1047 Main St. • (716) 884-4083 • www.anchorbar.com

Home of the original Buffalo chicken wing. Frank & Teresa's Original Buffalo Wing Sauce is the sauce that has taken the humble chicken wing from local reviews to national acclaim!

Bijou Grill 643 Main St. • (716) 847-1512 • www.bijougrille.com • Reservations Recommended

Restaurant offering everything from sandwiches & pizza to complete meals.

Brink's 51 West Chippewa St. • (716) 855-1330

"Classic American Tavern." Casual. Everything from steak & duck to cheeseburgers.

Darcy McGee's 257 Franklin St. • (716) 853-3600 • www.darcymcgeesonline.com

A casual pub atmosphere, with freshly prepared authentic Irish food.

Cole's 1104 Elmwood Ave. • (716) 886-1449 • www.meetmeatcoles.com

A casual sit down restaurant with American cuisine, dinner specials & drinks.

Fat Bob's Smokehouse 41 Virginia Pl. • (716) 887-2971 • www.fatbobs.com

Friendly atmosphere geared at fun family dining.

PIZZA

Casa-Di-Pizza 477 Elmwood Ave. • (716) 883-8200 • www.casadipizza.com

Take out • Eat in. Pizza, pasta, chicken wings, chicken fingers, submarines & Italian specialties.

Prima Pizza and Pasta 396 Pearl St. • (716) 852-5555 • www.primapizzapasta.com

Dine in • Take out. Pizza, chicken wings, pasta, salads, submarines & tacos.

RESTAURANTS

Brodo Soup and Wine Bar 765 Elmwood Ave • (716) 881-1117

<http://www.brodo.net/index.html> • Soups, salads, and sandwiches

Cecelia's Ristorante 716 Elmwood Ave • (716) 883-8066

A variety of salads, sandwiches, and pasta dishes

Gabriel's Gate 145 Allen St. • (716) 886-0602 • www.allenstreet.com/gabriel

A casual & relaxed sit down dining experience.

Globe Market 762 Elmwood Ave. • (716) 886-5242

Café with delicious homemade soups, sandwiches & breads. Variety of gourmet foods available.

Jim's SteakOut 92 West Chippewa St. • (716) 854-6666 & 194 Allen St. • (716) 886-2222

www.jimssteakout.com

Submarines, chicken fingers, chicken wings, burgers, tacos & fajitas.

RESTAURANTS (CONTINUED)

JP Bullfeather's 1010 Elmwood Ave. • (716) 886-1010
Comfortable & casual atmosphere. Wide range of choices and award winning soups!

Left Bank 511 Rhode Island St. • (716) 882-3509 • www.leftbankrestaurant.com
Expensive • Reservations Recommended
Intimate restaurant that specializes in standard favorites with clever twists.

Mode Urban Bistro 520 Elmwood Ave. • (716) 885-1500 • www.modeurbanbistro.com
A trendy eatery serving lunch & dinner. Brunch is served on Sundays.

Morning Glory Café 388 Porter Ave. • (716) 886-9755 • Breakfast & Lunch Only
A D'Youville favorite, right down the street. Serving breakfast sandwiches, soups, salads, wraps & specialty sandwiches along with desserts, coffee & espresso. Closed Saturdays.

Panaro's 571 Delaware Ave. • (716) 884-1033 • www.panaros.net
Open for lunch Monday-Friday. Small family owned Italian restaurant.

Pano's 1081 Elmwood Ave. • (716) 886-9081 • www.panosonelmwood.com
Serves a variety of foods including appetizers, sandwiches & dinner specials.

Salsarita's Fresh Cantina 110 W. Chippewa St. • (716) 845-5237
Mexican favorite's made-to-order right before your eyes.

Subway 120 W. Chippewa St. • (716) 856-0194 • www.subway.com
Eat Fresh! Subs, salads & wraps made-to-order.

The Quaker Bonnet 69 Chenango St • (800) BUF-CHIP
Specialty Sandwiches, Salads, Soups, Fresh Pasta and Potato Salads

The Towne Restaurant 186 Allen St. • (716) 884-5128 • www.allenstreet.com/towne
American & Greek cuisine in an informal atmosphere.

Washington Street Market 461 Ellicott St • (716) 362-3181 •
www.thewashingtonmarket.com
Eatery, deli, gourmet products, and fresh produce.

DESSERT-COFFEE-TEA

Spot Coffee 227 Delaware Ave. • (716) 332-2299 & 765 Elmwood Ave. • (716) 332-4564
www.spotcoffee.com
Salads, sandwiches, soups, desserts, cookies and great coffee!

Starbucks 235 Delaware Ave. • (716) 853-2356 & 933 Elmwood Ave. • (716) 882-5440
www.starbucks.com
Coffee, cappuccino, frappuccino, tea, chai and sweet treats!

Sweet Tooth 94 Elmwood Ave. • (716) 884-2520 • www.atsweettooth.com
Delicious homemade desserts & baked goods along with an ice cream parlor & candy shop.



Things to do in Buffalo



Galleries and Museums

Albright Knox Art Gallery Historical Museum

1285 Elmwood Avenue
Buffalo, New York 14222
716-882-8700
www.albrightknox.org

Buffalo and Erie County

25 Nottingham Court
Buffalo, New York 14216
716-873-9644
www.bechs.org

Buffalo Museum of Science

1020 Humboldt Parkway
Buffalo, New York 14211
716-896-5200
www.sciencebuff.org

Buffalo Zoo

300 Parkside Avenue
Buffalo, New York 14214
716-837-3900
www.buffalozoo.org

Theatres and Concert Halls

The Buffalo Philharmonic
Kleinhans Musical Hall
499 Franklin St.
Buffalo, New York 14202
716-885-0331
www.bpo.org

Shea's Performing Art Center
646 Main Street
Buffalo, New York 14202
716-847-1410
www.sheas.org

Irish Classical Theatre
625 Main Street
Buffalo, New York 14203
716-853-4282
www.irishclassicaltheatre.com

Shea's Smith Theatre
660 Main St.
Buffalo, NY 14202

Kavinoky Theatre

D'Youville College
320 Porter Avenue
Buffalo, New York 14201
716-829-7668
www.kavinokytheatre.com



Sports

Hockey

Buffalo Sabres

One Seymour Knox III Plaza
Buffalo, New York 14203

716-855-4100

www.sabres.com

Football

Buffalo Bills

1 Bills Drive
Orchard Park, New York 14127

1-877-22-84257

www.buffalobills.com

Baseball

Buffalo Bisons

275 Washington Street
Buffalo, new York 14203

716-846-2000

www.bisons.com

Lacrosse

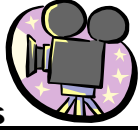
Buffalo Bandits (HSBC Arena)

One Seymour Knox III Plaza
Buffalo, New York 14203

Main: 716-855-4100

Tickets: 1-888-223-6000

www.bandits.com



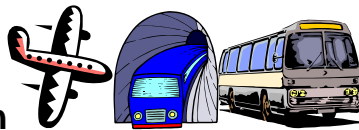
Cinemas

Dipson Market Arcade Film & Arts Centre
639 Mian St. Buffalo, NY 14203
716-855-3022

AMC Maple Ridge
4276 Maple Rd Amherst, NY 14226
716-833-9500

Regal Cinemas
2001 Elmwood Ave Buffalo, NY 14207
1800-326-3264

Walden Galleria Cinemas (Regal)
Galleria Mall
1 Walden Galleria Drive, Buffalo, NY 14225
716-681-4550



Transportation

Buffalo Niagara International Airport
4200 Genesee Street Buffalo, NY
716-630-6000
www.buffaloairport.com

Metro Bus and Rail
181 Ellicott Street at North Division Buffalo, NY 14203
716-855-7300
www.nfta.com

Amtrak (Train)
75 Exchange Street Buffalo, NY 14203
1800-872-7245

Kenmore Cab
440 Ontario St. Buffalo, NY 14207
716-876-3030

U.S. Post Offices



701 Washington St. Buffalo, NY 14203
856-4603

1245 Main St. Buffalo, NY 14209
883-8708

465 Grant Street, Buffalo, NY 14213
883-8032

Banks



Charter One Bank
414 Main St. Buffalo, NY 14202
855-2532

Citibank (Only ATM)
1300 Elmwood Ave. Buffalo, NY 14222
1800-627-3999

Bank of America
633 Delaware Ave. Buffalo, NY 14202
1800-432-1000

HSBC
306 W. Ferry St. Buffalo, NY 14213
1-800-975-4722

Key Bank
274 Elmwood Ave Buffalo, NY 14222
886-1015

M&T Bank
Inside the Top Supermarket
460 Niagara St. Buffalo, NY
626-6611

Stores/Shopping Malls

Walden Galleria Mall

One Walden Galleria Dr. Buffalo, NY 14225
716-681-7600

Boulevard Mall

730 Alberta Drive Amherst, NY 14226
716-834-8600

Eastern Hills Mall

4545 Transit Rd. Williamsville, NY 14221
716-633-1600

McKinley Mall

3701 McKinley Pkwy, Buffalo, NY 14219
716-824-0462

Fashion Outlets of Niagara Falls

1900 Military Rd Niagara Falls, NY 14304
716-297-2022

Office Max

2642 Delaware Ave Buffalo, NY 14216

Rite Aid Pharmacy

284 Connecticut Buffalo, NY 14213

Target

2626 Delaware Avenue Buffalo, NY 14216

Tops Food Store

425 Niagara Street Buffalo, NY

Walgreen Drug Store

650 Delaware Ave Buffalo, NY 14202

Directions to D'Youville College

From the East

Take NYS Thruway I-90 toward Buffalo. Take Exit 50 onto I-290 West (Youngman Expressway). Exit onto I-190 South toward Buffalo. Pay .50c toll and take Exit 9 (Porter Avenue). At the stop sign turn left onto Porter Avenue. Proceed five traffic lights to the corner of Porter and Fargo Avenues.

From the West

Take NYS Thruway I-90 toward Buffalo. Take Exit 53 onto I-190 North (toward Downtown Buffalo/Canada). Pay .50c toll and proceed to Exit 9 (Peace Bridge). Immediately bear right to the first exit ramp indicating Peace Bridge/Canada. Go to the first traffic light and turn right. (**DO NOT** turn left; the toll plaza to Canada is on your left). Go ¼ mile to the next traffic light and turn left onto Porter Avenue. Proceed four traffic lights to the corner of Porter and Fargo Avenues.

From the Airport

Take Genesee Street West straight to Route 33 West heading toward Buffalo. Exit at Route 198 West (Scajaquada Expressway). After about 2 miles get in the left hand lane and take Exit I-190 South toward Buffalo. Pay .50c toll and take Exit 9 (Porter Avenue). At the stop sign turn left onto Porter Avenue. Proceed five traffic lights to the corner of Porter and Fargo Avenues.

From Canada

From US Customs at the Peace Bridge/ Fort Erie, proceed straight to Porter Avenue. At the traffic light turn left onto Porter Avenue. Proceed four traffic lights to the corner of Porter and Fargo Avenues.

The **Koessler Administration Building** (red-brick Victorian building) is to the left.
The **College Center** is to the right

PARKING IS AVAILABLE BEHIND THE KOESSLER ADMINISTRATION BUILDING BY TURNING LEFT ONTO FARGO AVENUE AND LEFT AGAIN INTO THE PARKING LOT.

International Student Handbook

A Guide for Your Stay at D'Youville College

Introduction:

Congratulations on your acceptance to D'Youville College and welcome to Western New York. We are thrilled to welcome you to D'Youville and hope that your stay here is rewarding and memorable. Here is a guide to help you throughout your stay at D'Youville. Please read it and keep it for your reference. If there is anything that you need while attending D'Youville please do not hesitate to stop by the International Student Office, College Center Room 111, or call 829-8119.

The International Student Office:

Throughout this booklet you will find references to the International Student Office (ISO). The Director in the ISO will be able to help you with most questions you have concerning study in the United States. The ISO is the best source of information, advice, and assistance related to your nonimmigrant F-1 student status.

Documents you should have with you in the United States:

Bring any important documents with you to the United States that relate to your academic, medical, and legal history:

Official school transcripts from high school or university
Medical records and certificates of immunization
Any information on prescriptions that you are taking or medical conditions
Birth Certificate
International Driver's License
I-20
Visa
Passport

Your documents should be officially translated by the US consulate or embassy in your home country.

A few things that will happen when you first arrive at D'Youville:

1. U.S. law requires that all F-1 students visa holders have insurance to cover the cost of medical treatment. You should have received a letter pertaining to this in your acceptance packet. You must visit the Health Office to fill out the appropriate paperwork for this health insurance. It will be automatically billed to your student account.

2. In order to be accepted into D'Youville you had to show proof of English capability through a TOEFL exam. When you first arrive another entrance exam will be administered called the SAI (Skills Assessment Inventory Exam). The SAI tests your English, Math, and Chemistry Skills. It is administered in order to evaluate how far advanced you are in the different areas of study and to see if any extra help is needed in

any one particular area. D'Youville does offer a three-credit class in English as a Second Language to help you improve your English skills, if you need it. The Learning Center teaches this specific course and is also a very valuable source of information, tutoring and extra help. The Learning Center is located on the fourth floor of the KAB(Koessler Administration Building).

3. We will also hold a special Orientation for our international students. This will consist of touring the college, touring Buffalo, getting information from various departments within the college, and counseling on immigration matters. The ISO is responsible for running the orientation program.

Living on Campus:

It is highly recommended to live on campus for your first academic year or term particularly if you are an undergraduate student. On-campus you will have easy access to the library, computer equipment, student center, sports and recreation facilities, cafeteria, and your classes. More importantly, you will have the greatest possible opportunity to interact with other students.

Currently, Marguerite Hall is our 12-story residence hall. Each room is equipped with a refrigerator, microwave, beds, and desks. The residence hall is co-ed but each floor is either an all female or an all male floor with the exception of the 21 and over floor, which is coed. Each floor is equipped with a kitchen area, that has a stove and refrigerator, along with a recreational area that contains a television and sofas used for social gatherings.

The **Residence Apartment Complex** is comprised of studio and 4-bedroom apartments and is available for those students who are at least junior status or 21 years of age.

Off Campus Living:

Some foreign students, particularly graduate students, prefer the independence of living off campus. You should exercise care in selecting the right apartment.

When choosing an apartment you should consider its cost, proximity to campus, and safety. A lease is a binding legal contract between you and the property owner or landlord. When you sign a lease you are obligated to pay the landlord monthly rent for the duration of the lease. Most leases are for 12 months and are very difficult to break. Never sign a lease unless you are completely satisfied with the apartment and the surrounding property. Sign only when you understand all the terms of the lease.

When you sign a lease you will typically be required to pay a security deposit, usually equivalent to first and last month's rent. The security deposit will be returned to you when you move out and provided the apartment is in good condition.

When renting an apartment you must also consider if the appliances are included, what utilities are included in the rent and which ones you are responsible for. The utility companies may require you to pay a deposit before the services will be activated.

Transportation:

Included in this handbook is a listing of bus and railroad stations, airports, and cab services. Buffalo's bus system is not as extensive as those of the bigger U.S. cities but it is still quite efficient and a cheap way to get around the Buffalo area.

Before traveling outside the US please come see the ISO for more information.

Higher Education in the United States:

The undergraduate bachelors degree typically takes four years to complete. The four years are known as the freshman, sophomore, junior and seniors years of study. The curriculum of many undergraduate programs is based on a liberal art philosophy that requires students to take courses from a range of subjects to form a broad educational foundation.

Graduate education can result in a variety of degrees. Master's degrees are the most frequently awarded graduate degrees. D'Youville offers a variety of masters and doctoral programs. In general master's degrees take two years and a doctorate normally takes five years.

Credits and Grades:

D'Youville College uses a credit system in which each course is allotted a specific number of credit hours representing the number of hours the student spends in class each week. In the United States a normal course load for undergraduate students is 12 to 15 hours per semester or 4 to 5 courses. This means that you will be in the classroom between 12 to 15 hours each week. Graduate student usually take 9 to 12 credit hours. International student must maintain full time status in the required fall and spring semesters. International undergraduate students must maintain 12 credits or more and international graduate students must maintain 9 credits or more.

Academic performance in each course is evaluated by the professor using number or letters grades. At the end of the semester you will receive a number of credits corresponding to the courses you have successfully completed. Your credit hours are multiplied by your grades to determine your grade-point-average (GPA). GPAs provide a general indication of your overall academic performance. The grading system used by D'Youville to evaluate a student's academic performance is based on a four-point scale.

Grade	Points	Undergraduate	Graduate
A	4.0	Excellent	Excellent
B	3.0	Good	Good / Average
C	2.0	Average	Passing
D	1.0	Passing	Failing

F	0.0	Failing	Failing
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Undergraduates are expected to complete their studies with a C average or better and graduate students are expected to complete their studies with no less than a B average.

Academic Advising:

One of the wonderful things about D'Youville is its size and your ability to meet with your Academic Advisor. You will be assigned an academic advisor that will help you put your schedule together every semester.

When you attend orientation you will be scheduled to meet with your advisor.

Specifically, academic advisors identify degree requirements and help you balance your course load, so you do not take too many demanding classes in one semester. They can also tell you which classes have "prerequisites" or other restrictions. Your academic advisor may guide and supervise your thesis or dissertation preparation.

Seek the advice of your academic advisor at any time to discuss important educational issues. If you have difficulties in a particular course, your academic adviser can help you find the assistance you need. Some academic advisors are not aware of immigration regulations relating to your academic course load, so you should **always** discuss academic changes with the ISO as well. You must be a full-time student in order to maintain immigration status in the United States.

Registration:

For your first time registering you will not be able to register for courses if your health forms and immunization records have not been forwarded to the College.

You will also not be able to register for subsequent semesters if you have a hold on your account. These holds could pertain to health insurance or student accounts. Please pay attention to registration dates and deadlines. You will register for your classes after you meet with your academic advisor.

Managing your Money:

Managing your finances is one of the most important and challenging aspects of a successful and enjoyable academic experience. Dealing with a new currency and cost of living are the beginning of the challenge. Before you leave home, pay attention to the exchange rate between your country's currency and the U.S. dollar.

Take a close look at your 1-20 and prepare a budget for yourself. Use the list below to help you think about all the possible expenses you may have.

- Tuition
- Fees
- Rent/Room

- Meals (often called board)
- Health Insurance
- Transportation
- Communications
- Clothes
- Personal expenses
- Recreation
- Travel

The estimate that appears on your 1-20 is usually accurate, and you will be expected to have funds to cover the full amount shown. It is **not possible** to arrange for more financial aid once you have arrived at D'Youville. Be careful in handling American currency. All American paper money looks alike, so keep your eyes open when paying or receiving cash. Our coins can be tricky, too. The five-cent piece is known as a nickel, the ten-cent piece as a dime, and the twenty-five-cent piece as a quarter. A dime is smaller in size than a nickel, even though it is worth more. Start budgeting from the time you arrive. Bills often take a month or two to arrive, but arrive they will! Don't fool yourself into spending the money you'll need to pay them.

Transferring Money:

Bring enough money to meet the initial costs of getting to campus and at least one month's expenses. Traveler's checks are the safest way to carry money, but be sure to record the check numbers and keep the record separate from the checks. Do not carry large amounts of cash.

You will need to transfer larger amounts of money for your expenses for the year. Several options exist, and you should check with the ISO and your bank to discuss the solution that best suits your situation. You should learn whether your country has restrictions on sending money abroad.

The best ways to carry or transfer money are:

- Traveler's checks (in U.S. dollars)
- A bank check (also called a cashier's check) drawn on a U.S. bank in U.S. dollars
- A "wire transfer" from your bank at home to D'Youville (if you are paying a bill) or to a U.S. bank

Avoid checks in U.S. dollars drawn on a foreign bank. Such checks take much longer to "clear" than do checks drawn on U.S. banks or even checks in your home currency drawn on a bank at home.

Remember that until a check clears, you will not have access to the money it represents.

Opening a Bank Account:

Once you arrive at D'Youville, you will want to open a bank account at a local bank.

The banking institution will want you to come in personally to set up your account.

When you do so, bring your student identification, your passport, and the funds you wish to deposit.

Banks offer many different financial services. You may wish to compare the services and costs of several banks before choosing one at which to open an account. One bank may be more conveniently located than others; another may have more automated teller machines around town; a third may charge less to maintain a checking account; a fourth may allow you to do your banking from home via computer. Banks are competing for your business so don't be shy about asking questions. Some local bank names and addresses have been provided in this handbook.

A **checking account** will permit you to write checks to make purchases and pay bills. Most retailers and service providers will accept a personal check drawn on any U.S. bank.

By using checks, it is easy to keep records of your purchases and payments. At most banks you need not keep a substantial sum (or "balance") in the account—just enough to cover your checks and any fees the bank charges to maintain the account. Many banks offer "overdraft protection," enabling you to write a check that exceeds your balance with the understanding that you will pay interest on the overdraft amount. Finally, checking accounts have the advantage of providing you with immediate access to your funds.

Unlike most checking accounts, "**savings accounts**" earn interest on the balance in the account. If you plan to bring money for the entire academic year or for your entire academic program, you should be sure that your money earns interest! You can withdraw money from an ordinary savings account, but you cannot do so by writing a check.

A "**debit card**," also known as a checking card, allows you to withdraw or deposit money to your bank account using an automatic teller machine (ATM) and to make purchases at stores that accept the card. Some debit cards carry a credit-card logo (such as MasterCard or Visa), and can be used in place of a check or credit card. Debit cards are not credit cards, however, and they can be used only to the extent that you have funds in the account to which they are linked.

Credit cards will allow you to make purchases even when you have no money immediately available. Banks and other financial institutions, department stores, and gasoline companies all issue credit cards that can be used to buy goods. You are billed every month and are required to pay at least a portion of your balance each month. If you do not pay the entire amount due, interest (or a "finance charge") accrues on the unpaid balance. The interest rate can be quite high.

Credit cards are convenient, but unless you are careful you may be shocked when you get your monthly bill. Keep all your receipts to keep track of what you spend. Debit cards are a better solution for students who have trouble managing their debt.

Avoiding Trouble and Staying Safe:

Campus life in the United States, especially in urban areas, is sometimes perceived as dangerous by foreign students and their families. This perception is heightened by international media coverage of violent incidents, which, fortunately, occur very infrequently. D'Youville wants to provide you with a safe and secure environment in which to pursue your academic and social goals.

How safe is D'Youville College? D'Youville publishes an annual security report detailing campus security policies and procedures and presenting statistics on crime on campus and in the surrounding area.

"Better safe than sorry," goes the American saying. No matter how safe D'Youville and the community appear to be, you should acquaint yourself with your new environment by reading the safety information D'Youville provides.

- Familiarize yourself with your neighborhood and campus by walking around in the daylight.
 - Ask fellow students or staff members about areas you should avoid at night.
 - Do not walk alone at night.
 - Note the address and telephone of your country's nearest consulate or embassy.
 - Locate the police station that serves your neighborhood
 - Locate the nearest fire-alarm box and learn how to report a fire.
-
- Identify the hospital emergency room nearest to your home and know what to do in case of an accident.
 - Keep "emergency" numbers near your phone at home (911 is the general emergency number in the United States.)

Crimes and "Scams" :

Sadly, crime is a fact of life in the United States. D'Youville College is not immune from these problems, but help is available. The primary duty of the police is to serve and protect you, and you should not hesitate to seek their help at any time. Local police and campus security are always available to help you.

The most common crime on U.S. campuses is theft of property left unattended or in an unlocked room, car, or apartment. More serious crimes-such as drug dealing, assault, and rape-also occur. Some behaviors, such as sexual harassment and spouse abuse, are crimes in the United States, even though they may not be crimes in your country. Protect yourself by exercising good sense and caution:

- Keep your dorm room or apartment locked whenever you are away.
- Do not leave your books, backpack, or purse unattended anywhere.
- Buy a good lock for your bicycle and use it.
- Learn what parts of town you should avoid at night.
- Use caution with strangers who are overly friendly, who offer you gifts, or who ask you to accompany them to an unknown place.

- Remember that 911 is an emergency number that you can call at any time from any telephone in the United States for help in an emergency.
- Ask a reliable friend or International Director if you are in doubt about a person or an activity.

Sexual harassment is a particularly American concept and a very hot topic on campus and in the workplace. Sexual harassment consists of unwelcome sexual advances, requests for sexual favors, or other physical or verbal behavior of a sexual nature. Learn how sexual harassment is defined at D'Youville and what behaviors you should avoid. If you feel you are being sexually harassed it is important that you tell someone. Your International Director can direct you to sources of information at your institution.

If you are accused of committing a crime and have been arrested, remember that you do have certain rights. You should notify your ISO as soon as possible. You also have the right to notify your government about your arrest or detainment. If you choose to do so, the police must inform the appropriate foreign consulate or embassy immediately. Your consular officers have the right to visit you and arrange for your legal representation. In these cases, you have no choice in the matter of whether the authorities notify your consulate; they must do so. Depending upon the severity of the crime of which you are accused, you should obtain legal assistance.

Immigration Regulations and Employment:

As you work toward your degree you will be asked to comply with various U.S. government regulations. This section presents a brief introduction to the following issues, primarily as they apply to students in F-I, but it cannot replace the advice and assistance of the ISO. If you transfer to another institution, travel outside the United States, or accept employment, you should seek advice from the ISO. Ultimately, it is your responsibility to know and abide by the regulations. So do yourself a favor: get good advice.

Some of the issues covered below are

- Student status
- Academic changes and transfers
- Changing status
- Travel and reentry
- Employment during studies
- Employment after completion of studies

Students classified in F-I status are governed by regulations of the U.S. Department of Homeland Security.

Maintaining Student Status:

Your eligibility for opportunities such as employment, school transfers, and program changes depends on maintaining lawful status. When you enter the United States, an immigration inspector asks you to read and sign a statement on the Form 1-20 (F-I

students). Your signature on the I-20 document signifies your agreement to abide by the conditions of F-1 status while in the United States. To maintain your status, you must:

- Remain enrolled **full-time** at D'Youville College
- Hold a valid, current I-20
- Maintain a passport that is valid for at least six months into the future (passport agreements between the United States and several countries allow for exceptions to this rule)
- Have appropriate authorization for any work and not be employed for more than 20 hours per week while classes are in session

F-1 students must possess a 1-20 from D'Youville College. The 1-20 is the form F-1 students use to enter the United States and to notify the INS of a transfer to a new institution or program. Students must complete their course of study by the end date shown on the Form I-20 or request a "program extension" with assistance from the International Students Office.

Students must be enrolled "full time." Full-time enrollment for undergraduate students is 12 credit hours per term; for graduate students, "full-time status" is 9 credit hours or more.

Academic Changes

Foreign students, like domestic students, sometimes find themselves in unusual situations or develop new interests that require a change of major, degree program, or university. If you are maintaining status, you may make such changes as long as you consult you're your ISO. Don't rely on your academic department to inform the ISO of the change after the fact; you could find yourself in serious trouble.

Transferring from One Institution to Another

F-1 Students:

If you have maintained your status you may transfer to another college or university as long as you follow the proper procedures and the new institution is permitted by the Department of Homeland Security to enroll F-1 students. Plan ahead. Speak with the foreign-student advisor at the new institution to learn what information and papers may be required from D'Youville. Inform the ISO at D'Youville that you are transferring. Report to your new foreign-student advisor as soon as you arrive on your new campus. The new foreign-student advisor will notify SEVIS of your transfer. If you plan to leave the United States during the transfer, consult your foreign-student advisor.

Changing Status: What happens if your plans change radically and you no longer wish to be a full-time student? Under U.S. law, you **cannot remain** in the United States on a student visa unless you are a student! Before you quit school, learn everything you can about changing to another immigration status; inform yourself about what is and is not

possible. If you violate your current status, you will **not be allowed** to change to any other status.

As a first step, get the advice of the ISO. If the director does not have the expert information you need, they may refer you to an immigration attorney. Whatever you do, do not leave it to the last minute.

Travel and Reentry:

Whenever you leave the United States be sure you have all the documents you will need to reenter.

- Have your I-20 endorsed by the PDSO/DSO in the ISO.
- Verify that the information on your I-20 is still accurate (program, end date, etc.)
- Check your U.S. entry visa (which is stamped in your passport) to be sure that it is still valid for additional entries. If it is not, you will have to get a new entry visa from a U.S. embassy or consulate while you are abroad.
- When you apply for a new entry visa, the visa officer at the U.S. consulate will ask to see updated financial documentation. Contact the consulate in advance to find out how long it will take to obtain a visa.

If you are traveling to a country other than your home country, you may need an entry visa and should contact that country's nearest embassy or consulate for information.

Working During the Academic Term:

Employment opportunities for foreign students are very limited. F-1 students may work on campus part time up to 20 hours per week when school is in session and up to 40 hours a week during vacation periods. After you receive employment on campus you must come to the ISO in order to obtain an application for a social security number. You cannot get paid without this number. .

Working off campus is not permitted, unless special permission is obtained. Please see the ISO for more information.

Working After You've Completed Your Studies:

Through an arrangement known as "optional practical training," students who have completed their course can be employed full time for one year in their field of study. The year of full-time optional practical training may be reduced if the student has previously been authorized for optional practical training or has spent more than one year on full time curricular practical training(CPT).

Optional practical training requires consultation with the ISO and work authorization from USCIS. Be sure to complete the application process at least three months before you intend on starting employment.

Academic Life:

Your first impressions of academic life in the United States may be confusing. Foreign students often comment that U.S. students are competitive but don't seem to study very hard, and that beyond the informality of the classroom the professors are very demanding. Some of these apparent contradictions can be explained by the values that underpin them. Creativity, tolerance, and flexibility are, in general, valued above tradition and respect for authority in the United States. Teaching styles and classroom attitudes vary widely and are influenced by many different factors.

Who is Your Teacher?

Professors are the core of the teaching staff at D'Youville College. Full professors generally teach lecture courses, seminars, and courses for graduate students and upper-class undergraduates. A professor's informal style of dress or speech must not be taken to mean that he or she has relaxed attitude toward assignments, class attendance, or the quality of your work. Informal attire and the omission of titles in interpersonal communication are common in American University teaching; but beneath this largely informal surface lies a wide variety of individual expectations and preferences concerning student behavior.

You should feel free to approach your professors with your questions --indeed, you will probably be on a first-name basis from the beginning of the course with some of them -- and you should not hesitate to ask their advice about course work, grades, or other matters.

Lectures, Seminars, etc.: **A Typology of Classes**

Lectures are the primary form of undergraduate instruction at D'Youville. Lecture courses may enroll a large amount of students or a small amount depending on the class. Although attendance may not be recorded, you are nevertheless expected to attend. Material covered in a lecture class may be closely related to the reading assignments or may be completely new material. Doing the reading before attending class is a sure way to improve your comprehension of the lecture. You might wish to record lectures on tape, especially if you are having trouble following spoken English in your first weeks of school.

A discussion section (also called a recitation, review, or quiz section) is a class in which material presented in a lecture is reviewed and discussed. (Not all lecture courses include discussion sections.) Discussion is considered an important element of American education; indeed, "class participation" may count for a certain percentage of your grade.

If you do not feel confident about giving your opinion in class, be ready to answer basic questions about the material. You can also ask questions of the instructor after class or during office hours

In so-called independent studies or guided research courses you may study a topic under the direction of a professor but without any classroom instruction. Such arrangements are usually reserved for advanced undergraduates and graduate students. They generally involve a great deal of reading or work in a laboratory but allow you to focus on a topic of particular interest to you.

Internships are practical work or training experiences that allow students to apply in a work situation what they have learned in class. If you are going to do an internship and it is paid please see the ISO BEFORE you begin your internship to be authorized for CPT. If you do not get permission for working off campus from SEVIS and the PDSO at D'Youville your I-20 will be terminated and you will have to apply for reinstatement to F-1 student status.

Quizzes, Tests, and Examinations

D'Youville tests students, particularly undergraduates, frequently.

Quizzes- short tests on assigned material.

"Pop quizzes"- unannounced tests-are given by the professor to see if students are keeping up with their reading assignments or to verify that students understand the material being presented in the course.

Examinations may call for specific and short replies or for longer responses in the form of essays. Often examinations are a combination of both forms. So-called objective questions have only one right answer. Types include true-or-false, sentence completion ("fill in the blanks"), multiple choice, and matching. They cover a broad range of material and demand a particular type of study. If the class is large, you may be asked to record your answers on a machine-readable form. In such cases, be sure you understand how you are to mark your answers on the answer sheet. Students sometimes fail machine-graded exams simply because they put their answers in the wrong place. If you have a question, be sure to ask.

Many exams include one or two questions requiring essays of several pages, or several questions requiring only a paragraph or two. Essay questions generally specify how you are to approach the material. The questions may be long or short. Terms often used in essay questions are analyze, compare and contrast, criticize, define, describe, discuss, evaluate, explain, illustrate, interpret, justify, outline, prove, review, summarize, and trace. You will become familiar with these forms soon enough, but if you have trouble, see your instructor, your academic adviser, or the International Counselor.

Homework!

The typical undergraduate course involves three hours of lectures each week, an additional lab or discussion section, reading assignments, quizzes and tests, a mid-term examination, and a final examination, as well as one or more research papers or projects. Keeping up with the work is important.

Foreign students are sometimes dismayed by the amount of reading assigned for their courses, especially if English is not their native language. It is important, therefore, to be clear about the role of the reading assignments in a course. In some courses, the reading is central; you must read the texts closely and know the material for exams. In other courses, readings may be supplementary. It probably will not be possible for you to read thoroughly everything that is assigned. You will have to prioritize: read the most important material first and carefully; then skim the less important assignments.

If you find yourself falling behind or feeling terribly pressured about your assignments, discuss your problem with the professor after a class or during office hours. **Don't hesitate to get help if you are having academic problems.**

Research papers are another aspect of homework that may seem overwhelming. Some students are unable to express themselves clearly or eloquently in written English; others do not know how to use the research tools in the library; others may not be familiar with American academic writing styles and conventions. .

In your writing, you will be expected to know when and how to "paraphrase" or summarize another writer's ideas in your own words. If you are not a native English speaker this may seem difficult and you may be tempted to quote your sources word for word. Because this practice can lead to a charge of "plagiarism", it is essential that you acquire the skill of paraphrasing. You will find that if you truly understand the ideas you are dealing with, you will be able to express them clearly. Find an instructor or U.S. student, perhaps a volunteer tutor or conversation partner, who will read your papers, point out passages that are unclear, and help you find phrasing that conveys your meaning. You may have to sacrifice the elegance of the original quotation, but your paper will gain coherence from the effort you put into synthesizing all of the material you use.

Plagiarism is the use of another's words or ideas without acknowledgment of their source. Although in some cultures incorporating the words of revered scholars is an important part of the style of academic writing, it is not acceptable in the United States; indeed, it is considered a serious offense. The consequences of proven or even suspected plagiarism can be severe (for example, a failing grade or expulsion from class or the university). Borrowed words and ideas must always be clearly documented. If you expect to experience writing difficulties, you should get help as soon as possible.

An important distinction exists between group work and individual work. In general, papers, homework assignments, quizzes, and tests should be done individually, and evidence (or even suspicion) of collaboration can result in a failing grade for the work or expulsion from the class or institution. Studying with others is a good idea, but before you collaborate with others on homework, papers, or tests, make sure the professor has specifically authorized such collaboration.

The ability to use computers is essential to success in a U.S. college or university today. Most U.S. professors do not accept handwritten papers (except exams). U.S. students typically write their papers on computers, which are usually available for student use in the library or computing center, in the residence halls or other locations. D'Youville has a writing center from which foreign students can obtain help with their writing. At D'Youville's **Learning Center(KAB 409)** you have the opportunity to work with an individual tutor on written assignments from your courses. The personal attention you receive in tutorial programs can be more beneficial than standard writing courses.

Culture Shock:

Culture shock is not quite as shocking or as sudden as most people expect. You may experience some discomfort before you are able to function well in a new setting. This discomfort is the source of the adaptation process. The main thing to remember is that this is a very normal process that nearly everyone goes through.

Just as you will bring with you to the United States clothes and other personal items, you will also carry invisible "cultural baggage" when you travel. That baggage is not as obvious as the items in your suitcases, but it will play a major role in your adaptation abroad. Cultural baggage contains the values that are important to you and the patterns of behavior that are customary in your culture. The more you know about your personal values and how they are derived from your culture, the better prepared you will be to see and understand the cultural differences you will encounter abroad.

What Students Say Emerging Differences:

Gradually, as you become more involved in activities and get to know the people around you, differences-rather than similarities-will become increasingly apparent to you. Those differences may begin to seem more irritating than interesting or quaint. Small incidents and difficulties may make you anxious and concerned about how best to carry on with academic and social life. As these differences emerge, they can be troubling and sometimes shocking. But culture shock does not happen all at once. It grows little by little as you interact with other students, faculty, and people in the community.

For many this gradual process culminates in an emotional state known as "culture shock," although it is seldom as dramatic as the term implies. The common symptoms of culture shock are:

- Extreme homesickness
- Desire to avoid social settings which seem threatening or unpleasant
- Physical complaints and sleep disturbances
- Depression and feelings of helplessness
- Difficulty with coursework and concentration
- Loss of your sense of humor
- Boredom or fatigue
- Hostility towards the host culture

Students are sometimes unaware of the fact that they are experiencing culture shock when these symptoms occur. There are ways to deal with this period of culture shock, so it helps to recognize that culture shock may lie behind physical symptoms and irritability.

Coping with Culture Shock:

The most effective way to combat culture shock is to step back from a given event that has bothered you, assess it, and search for an appropriate explanation and response.

Try the following:

- Observe how others are acting in the same situation to get me through the time
- Describe the situation, what it means to you, and your response to it so you're not so "angry."
- Ask a local resident or someone with extensive experience how they would have handled the situation and what it means in the host culture
- Plan how you might act in the future
- Test the new behavior and evaluate how well it works
- Decide how you can apply what you have learned the next time you find yourself in a similar situation

Throughout the period of cultural adaptation, take good care of yourself. Read a book or rent a video in your home, take a short trip if possible, exercise and get plenty of rest, write a letter or telephone home, eat good food, and do things you enjoy with friends. Take special notice of things you enjoy about living in the host culture. Although it can be disconcerting and a little scary, the "shock" gradually eases as you begin to understand the new culture. It is useful to realize that often the reactions and perceptions of others toward you-and you toward them-are not personal evaluations but are based on a clash of cultural values. The more skilled you become in recognizing how and when cultural values and behaviors are likely to come in conflict, the easier it becomes to make adjustments that can help you avoid serious difficulties.

D'Youville also has a Personal Counseling Center on campus. You can always make an appointment to meet with a qualified counselor to discuss any personnel or academic problems. Everything that is discussed in this meeting is kept completely confidential. The counselor will listen and help you with your adjustment. Please do not hesitate to meet with them. (**Niagara Street Complex , Room 200, 716-829-7819**)

Practicing Your Religion:

The United States is a multicultural society founded on tolerance and mutual respect; you should not hesitate to seek out opportunities to practice your religious beliefs. Organized religious groups of many denominations are found at D'Youville, and others exist in the surrounding community. You may also contact any number of people in the D'Youville College Campus Ministry located in room 121A of the Koessler Administration Building. The knowledgeable staff can direct you to a specific faith or denomination in the city of Buffalo.

Participating In Campus Life:

Seek out fellow students with similar interests. You may find them in your classes or laboratories, but there are other options, too. D'Youville offers a wide array of clubs and organizations representing many student interests. You will find cultural and religious associations, sports teams and sports clubs, volunteer service organizations, student government, academic societies, and a student newspaper.

If you want to enhance your leadership skills, you will find numerous possibilities on campus, whether you choose to run for student government office, lead the international student club or other campus organization, volunteer in the community, or lead a volunteer group. All these opportunities give you a chance to meet others and work with them on issues that matter to you. That's the best way to develop friends

There is an International Student Club on campus and it is strongly recommended that you join the group. This group is filled with international students that have been here and can help mentor you through the first few months. The club also has American students that are interested in finding more about different countries and cultures.

Staying Healthy

The D'Youville Health-Insurance Plan

As stated earlier in this handbook, D'Youville has its own health insurance plan, which is mandatory for all international students. If you have any questions ask the staff in the D'Youville Health Office.

Exercise and Eating Right:

An important part of staying healthy is eating a nutritious and balanced diet. Finding the right foods in a new country may be difficult. The food everyone is eating may not appeal to you. It may help to find some traditional foods from home, especially when you first arrive. Foreign students on campus can tell you where to shop. If you have special dietary requirements, the campus dining hall may be able to accommodate you. Be sure to check with the residence director about your requirements.

Exercise can also contribute to your health. If you exercise regularly you will get sick less often, have more energy, and feel less stress. All of these factors will, of course, improve your academic performance. Feel free to take advantage of the fitness room located in the College Center, which is free of charge to all D'Youville students.

Staying healthy in a new environment, with all the differences in climate, food, and language, is a challenge. If you have adequate health insurance, get medical care when you need it, eat a nutritious diet, and get regular exercise, you will stay healthy and get much more out of your experience as a foreign student in the United States.

Where to Go for Medical Care:

If you are feeling sick, do not hesitate to get help. When you need non urgent medical care, go first to the Health Office on campus. Depending on the nature of the problem you may be treated on campus or referred to an outside clinic.

Most clinics in the United States are staffed by physicians, nurse practitioners (registered nurses qualified to evaluate, diagnose, and treat many common conditions), midwives (registered nurses specializing in prenatal and childbirth practice), registered nurses, and a variety of other health-care workers. You may not see a physician when you first seek medical care.

The time you spend with health-care providers may seem very brief, with little opportunity for conversation. The doctor or nurse will ask you many questions; some may appear unnecessary or intrusive, but you should try to answer them as completely as possible. You may think the approach abrupt and impersonal; however, the workers are only trying to be efficient and thorough, characteristics central to American culture. It is expected that patients will ask questions about their health, diagnosis, treatment, and costs. American physicians expect their patients to participate in making decisions about medications and treatment choices. If you ever have difficulty understanding anything about your medical status or treatment, ask for clarification. You can ask workers to talk more slowly, to repeat, or to write something down. If you think you will need a translator, ask when you make your appointment if someone can assist you, or bring a friend.

Foreign students often hesitate to consult professionals about mental health problems. You may never have had the need to talk to a psychologist, psychiatric social worker, or psychiatrist at home, and you may think only "crazy" people with very severe mental problems are treated by such professionals. It is not uncommon in the United States, however, for students or other individuals with emotional problems to seek professional

help. As a foreign student, far from home and lacking your usual support system of family and close friends, you may find it helpful to consult a counselor on campus or any number of mental-health professionals when dealing with issues of adjustment, depression, or strain. The process will be completely confidential.

Paying Your Taxes

Everyone in the United States, regardless of immigration is responsible each year for submitting a complete and accurate income-tax statement to the internal Revenue Service (IRS), an agency of the U.S. Treasury Department. Americans call the process "filing a tax return." Foreign students, while in the United States, must file an appropriate return each year.

In many countries, the government assesses and collects from individuals the tax they owe. In the United States, however, it is each individual's personal responsibility to meet his or her tax obligations; the government will not do it for you, but it will penalize you if you do not do it yourself. In your annual tax return, you must reconcile your account with the government to verify that you paid the right amount over the course of the year. If you paid too much, you may claim a refund, which will be paid promptly unless the government disagrees with your calculations.

Again, Welcome!

It is our intent at D'Youville College to help make your stay in the United States and, specifically with us, an experience you will never forget. For 100 years D'Youville has been proud to educate and guide many wonderful and talented students just like you. There is a tremendous wealth of resources available for you while you attend D'Youville and even after you graduate. Always know that you can go to the professors, advisors, clergy and International Student Office for help. You will receive quite an amount of information and contact names and numbers when you attend the International Student Orientation. If you have any questions feel free to contact Laryssa Petryshyn, Director of the International Student Office in room 111 of the College Center any time (716) 829-8119 or e-mail petryshl@dyc.edu.

Good Luck!