

International Center Orientation Checklist



Before you come to Orientation:

- Bring I-94
- Bring orientation fee (\$70) in cash, check or money order
- Bring Passport
- Bring VISA (Stamped in your passport)
- Fill out Check-in form and Health Insurance Enrollment forms
- Give Transfer Form to the student advisor at your old school, if necessary
- Review I-20 for errors
- Sign and Date I-20
- Sign and Date dependents' I-20s, if necessary
- Have parents fill out Consent of Medical Treatment of a Minor form, if Under 18

During Orientation before you check-in you **MUST** have:

- All forms completely filled out.
- Have a receipt for the health insurance, or a check or money order made out to **DELOS Insurance Company**.
- Have I-20, Passport, Visa, I-94 ready to turn in for copies (we will return these items at 4PM).
- Have orientation fee (\$70) in cash, check, or money order ready to turn in (make checks out to **CSUSB/IC**).
- Put on your name tag (Name, Major, Country)
- Sign all checks.

After you have completed this check list you may continue to the "Pay Orientation Fee Here" table.

Have a question about the requirements send email to Elanor Perry at eperry@csusb.edu



INTERNATIONAL STUDENT CHECK-IN

Family Name _____ Fist Name _____

Native Country _____ Native Language _____

Immigration Admission # (I-94) _____ Passport # _____ Visa Type: F-1 J-1 B1 B2

Student ID # _____ Male _____ Female _____

Major _____ Date of Birth _____

Single _____ Married _____ If Married, Is Your Spouse Here? (Circle One) Yes No

If You Have Children, Are They Here In The U.S. With You? (Circle One) Yes No

Class Level (Circle One) Freshman Transfer (undergrad) Graduate Transfer (Grad)

If Transfer Student, Last School to Issue I-20? _____

Sponsored By (Circle One) Government Family Private (Company)

How Did You First Hear About CSUSB? _____

Mailing Address:

Street _____ Apt.# _____

City _____ Zip Code _____

Telephone _____ Email: _____

In Case Of EMERGENCY, Who Should We Contact? :

Local Area: _____

Home Country: _____

Name _____

Name _____

Address _____

Address _____

_____ Zip Code _____

_____ Zip Code _____

Telephone # _____

Telephone # _____

Fax _____

Fax _____

Email _____

Email _____

Does This person Speak English? Yes No

Does This person Speak English? Yes No

If Not, Language Spoken: _____

If Not Language Spoken: _____

Signature _____ Date _____

FOR OFFICE USE ONLY

_____ Copy I-20

_____ Copy I-94

_____ Copy Passport

_____ Copy Visa

_____ Copy Insurance

_____ Orientation Fee

___ Annual ___ Fall ___ Winter

Initial: _____

___ Spring ___ Summer

Transfer Student without I-20:

Transfer Letter _____

Copy of Old I-20 _____



Date _____

To: International Center

From: _____

Subject: F-1 International Student Responsibilities

I understand that I am responsible for my behavior on and off campus and I am expected to comply with all policies and regulations which appear in University publications. As a California State University, San Bernardino (CSUSB) international student it is my personal responsibility to comply not only with the laws that regulate the conduct of U.S. citizens, but also with those that relate specifically to me as an international student. Failure to do so may result in deportation.

I understand the following is only a *partial* list of my responsibilities as an F-1 international student which explains, most importantly, **Registration, Attendance and Course Load:**

- Attend the school that USCIS has authorized me to attend
- Register for a minimum of 12 units for undergraduate and 8 units for graduate students in the Fall, Winter, and Spring quarters
- Maintain above a 2.0 GPA for undergraduate and 3.0 GPA for graduate

I understand that in order to take a course load less than required, I must contact the International Center to request approval, and only under the following circumstances:

- Quarter off
- Last quarter to graduate
- Taking prerequisites for a Master's Program
- Medical necessity
- Registered for Master's Project, or Comprehensive Exam

I understand that in order to take a quarter off and remain in the U.S. I must have been registered consecutively, as a full-time student, for three quarters in an academic year. I understand that I cannot be out of the country for more than five (5) months without losing my status. I understand that prior to taking **concurrent enrollment courses:**

- I must be registered as a full-time student at CSUSB
- Fill out the concurrent enrollment form at the Records & Evaluation Office
- Request a letter from International Center
- Upon completion of courses provide an academic transcript to the Records & Evaluations Office

I understand that if I fail to comply with my immigration responsibilities, (including **buying Health Insurance** the entire time I am with the CSUSB,) I will lose my student status and thus not be eligible for benefits normally granted to F-1 students.

Additional detailed information is available from the International Student Handbook, the website at <http://iss.csusb.edu> and the International Center staff, who are pleased to offer information, counseling, and assistance on all federal regulations related to maintaining my student status.



Printed Name

Signature

Date



Orientation Program Survey

Thank you for taking the time to complete this survey. Your feedback will assist us in providing more effective services for future students.

Today's Date: _____ What is your Major? _____

Are you a: first-time Freshman? _____ Transfer? _____ Graduate? _____

Please indicate the degree to which you agree with the following statements about the sections presented during the Orientation Program. Circle the number for your response.

5= Strongly Agree 4= Agree 3= Do Not Know 2= Disagree 1= Strongly Disagree

- | | | | | | |
|--|---|---|---|---|---|
| 1. The EPT/ELM and mandatory basic skills policy was explained. | 1 | 2 | 3 | 4 | 5 |
| 2. The Instructors were knowledgeable of the subject matter. | 1 | 2 | 3 | 4 | 5 |
| 3. The Guest Speakers were knowledgeable of the subject matter. | 1 | 2 | 3 | 4 | 5 |
| 4. Registration, adding, and dropping procedure were clearly outlined. | 1 | 2 | 3 | 4 | 5 |
| 5. The PAWS (Personal Advising Worksheet for Students) was explained. | 1 | 2 | 3 | 4 | 5 |
| 6. The importance of creating a balanced schedule was emphasized. | 1 | 2 | 3 | 4 | 5 |
| 7. The quarter system, the grading system, and the significance of academic standing were explained. | 1 | 2 | 3 | 4 | 5 |
| 8. Campus policies and waivers were summarized. | 1 | 2 | 3 | 4 | 5 |
| 9. An overview of campus services was given. | 1 | 2 | 3 | 4 | 5 |
| 10. Immigration Regulation were clearly outlined. | 1 | 2 | 3 | 4 | 5 |
| 11. The Health Insurance Program was clearly outlined. | 1 | 2 | 3 | 4 | 5 |
| 12. You enjoyed meeting other students. | 1 | 2 | 3 | 4 | 5 |
| 13. The program was too short. | 1 | 2 | 3 | 4 | 5 |
| 14. The food was enjoyable | 1 | 2 | 3 | 4 | 5 |
| 15. The entire program was valuable and worthwhile. | 1 | 2 | 3 | 4 | 5 |

--What session would you like to add?

--What session would you like to delete?

--Would you like to have vendors from banks/cellphone/credit card companies? Yes No