

San Diego State University International Student Center



Exchange Student Information

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Sign Up for New International Student Orientation Program

You are required to attend the orientation program for international students organized by the International Student Center. This orientation will provide you essential resources to help you succeed at SDSU and to ease your transition to the University. In order to register, you must return the International Student Confirmation Form by December 15, 2011.

What can you expect to do at orientation?

- Make new friends and get to know the ISC staff
- Meet with international student advisors who will verify your immigration status and can answer your immigration questions
- Meet with current international students who can answer your questions about life at SDSU
- Complete health insurance requirements and find out more about your health insurance coverage
- Learn about ISC programs and activities across campus
- Find out about housing options on and off campus
- Receive information about banking, transportation, on-campus jobs, cell phones, California driver's licenses, rental cars and much more.

Clear Your Health Insurance Requirement

SDSU requires all its international students to maintain adequate health insurance throughout the duration of their visa status. Exchange students are REQUIRED to purchase the Health Insurance policy offered through the International Student Center. No other policies will be accepted with the exception of policies offered through ISEP, the Swedish Government (CSN), Fulbright, German Academic Exchange Service (DAAD), the Norwegian Government, or the Sydney Technology. An F-Hold on your registration prevents you from registering for your classes until you have shown proof of health insurance coverage. To temporarily lift this hold in order to register for classes, sign the Promissory Contract section of the Student Confirmation Form and return it to the ISC by December 15, 2011 Your signature on the Promissory Contract obligates you to purchase ISC approved health insurance by Friday, January 13, 2012.

Please note that it takes 2-3 business days to clear your F-Hold after we have received your Promissory Contract.

You must fulfill the Health Insurance Requirement (and your Promissory Contract) in one of two ways:

- 1 You can enroll online with your credit card. Please visit the ISC Web site at www.isc.sdsu.edu/Prospective/res_insurance.html for student insurance options



Wednesday, Jan 11 : Check-in day and campus tour

Remember you **MUST** bring your passport, DS-2019 and your I-94 card with you to the US and when you check in at the ISC.



- When you arrive in San Diego, you can purchase health insurance at the ISC with a U.S. check, money-order or traveler's cheque (exact amount). Please be advised we cannot accept cash.

Create An SDSU WebPortal Account And Register For Your Classes Online

Registering for your Classes

- Choose your classes** by reviewing the Class Schedule and the General Catalog (if you are an undergraduate) or the Graduate Bulletin (if you are a graduate student.) The Class Schedule lists all classes offered at SDSU each semester and is available online at www.sdsu.edu/schedule. The General Catalog (<http://www.sdsu.edu/catalog>) and the Graduate Bulletin (<http://arweb.sdsu.edu/es/catalog/bulletin>) describe all programs of study and courses available at SDSU.
- Create a WebPortal account** to access important services available to admitted students, including the Application Status Check, Update Email/Address and My Registration Info.
To create your account, you will need the RedID number printed on the admissions letter you received and a working e-mail account. Then go to www.sdsu.edu/portal and click on "Create a New Student WebPortal Account." Your temporary Personal Identification Number (PIN) is set to your date of birth in this format: MMDDYY. For example, if you were born on December 6, 1989, your PIN would be 120689. During the account activation process, you will be prompted to create a new, permanent PIN; do not use your birthdate.
- Register for your classes online** through your WebPortal account. After you have set up your WebPortal account check it regularly to see if your registration appointment – the day and time when you may access the online system to register – has been posted. Using the Class Schedule and the General Catalog (if you're an undergraduate) or the Graduate Bulletin (if you're a graduate student) you may start selecting your classes in advance of your appointment and add them to your personal Wish List in WebPortal. At the time of your registration appointment, simply click on the classes in your Wish List and they will be added to your program.

Undergraduate exchange students are required to register for a minimum of **12 units**, **graduate exchange students** are required to register for a minimum of **9 units**, the equivalent of full time enrollment at San Diego State University.

Important definitions

PREREQUISITES: Lower level coursework that must be fulfilled before a student can enroll in a higher level course. The *General Catalog*, *Graduate Bulletin* and *Class Schedule* all identify any prerequisites required for specific courses. Please check the notes in these documents carefully.

Exchange students should bring their own copies of transcripts and descriptions of relevant coursework completed (in English) to demonstrate to professors they have completed classes equivalent to required SDSU prerequisites before they will be allowed to enroll in classes with these restrictions.

IMPACTED MAJORS: These are programs of study for which student demand for classes exceeds what can be accommodated. Biology, all Business-related programs (Accounting, Finance, Information & Decision Systems, Management, Marketing), Psychology, Communications, Television, Film and New Media are very highly impacted. For a list of all impacted programs, please see <http://arweb.sdsu.edu/es/advising/impaction.html>. **Exchange students may not select courses exclusively from programs that are impacted.**

Important notes regarding registration

- Please note that as an exchange student, you do not pay standard SDSU tuition and registration fees. However, you may be required to pay lab fees, sports fees (\$20-\$50,) etc., if required for specific classes. You will be billed after you have registered for your classes.
- CSU-IP Students:** If you are attending SDSU through the exchange program coordinated by the California State University International Programs (CSU-IP) Office, you are required to pay campus-based fees. These cover activities and services offered at SDSU. The fees for Spring 2012 are \$553. These fees are subject to change at any time.
- SCHEDULE ADJUSTMENT PERIOD:** During the first two weeks of the semester, students may change their schedules by adding and dropping classes, as they wish.

Exchange students who wish to take classes that require completion of prerequisites may need to "crash" classes after the semester has started. Here is how crashing works: Go to the first day of class, taking your transcripts and descriptions of the courses you have completed that you believe satisfy the course pre-requisites and make you eligible to take the class. Show them to the course instructor. Professors add students on a space-available basis, in order of class standing (graduating



Undergraduate exchange students	SDSU course numbering system
* Students working toward completion of the equivalent of a bachelor degree at their home institution.	100-299 Lower division, undergraduate classes. No pre-requisites required.
* All undergraduate exchange students are classified as Seniors (4th year students). This gives them some priority for registering for classes.	300-499 Upper division, undergraduate classes. The high numbered classes often require prerequisites.
* May take any classes, levels 100-599 , for which they can demonstrate they have completed any required prerequisites. Undergraduates may not take 600-700 level classes.	500-599 Upper division undergraduate classes, may also be taken by graduate students.
Graduate exchange students	
* Students who have already completed the equivalent of a bachelor degree and are pursuing a master's degree at their home institution.	600-799 Classes for graduate students only.
* Graduate students should take classes at the 600-700 level.	

seniors first, etc.) and according to the order in which you sign up on their crash list. If the professor accepts you into the class she or he will give you an add code. To officially enroll in the class, you will use the add code to enroll in the class through your SDSU Web Portal account.

Obtain Your J-1 Visa and Review Your Legal and Financial Requirements

Pay SEVIS fee and obtain your visa

A valid student visa is required for entry to the U.S. Before applying for the visa, you must pay the \$180 SEVIS fee. (Note: Canadian citizens do not require a visa, but must pay the SEVIS fee prior to entering the U.S.) To find information on paying the SEVIS fee, go to <https://www.fmjfee.com/i901fee/>. The easiest way to pay the fee is online. If you are outside the U.S. and do not already have a valid student visa, you must apply for one at the nearest U.S. Consulate. View <http://usembassy.state.gov> for information about the consulate's process for non-immigrant visa applications and to download the visa application forms. When

you apply for your visa, you will need to show a valid passport, DS-2019 form, proof of sufficient funds available to meet all expenses listed on your DS-2019, and proof that you have paid the SEVIS fee.

You will receive an I-94 (small white card) during your flight to the U.S. The Department of Homeland Security (DHS) official at the port of entry will staple the card into your passport next to your visa. **Please safeguard your I-94**; you will need this document to prove your legal status in the U.S. When you enter the U.S., you will present your valid visa and DS-2019 to the DHS official. Canadian citizens must present the DS-2019, financial documentation and proof of SEVIS payment.

The Home-Country Residence Requirement

After studying abroad in the United States, some J-1 exchange students will be required to remain in their home country for two years before they are allowed to return to the U.S. (This is so the student's country might benefit from the student's exchange experiences.) Not all exchange visitors are subject to this requirement. If you have questions about the requirement, ask the consular officer when you apply for your visa. The "annotations" section on the visa stamp in your passport will tell you whether or not the requirement applies to you.

Legal Requirements: Full Course of Study

All exchange students are required to enroll on a full-time basis each semester. For undergraduates, full-time enrollment is at least 12 units per semester. For graduate students, full-time enrollment is at least nine units per semester. Courses taken through the College of Extended Studies or Open University do not count toward full-time status and they are not part of the exchange program.

Financial Requirements

Students on exchange do not pay tuition at SDSU. However, responsibility for paying other costs varies, depending on the type of exchange program (bilateral exchange, ISEP, CSU-IP). For information, check with the international exchange coordinator at your home institution or contact the Exchange Coordinator at SDSU: (619) 594.0770. (Note: CSU-IP participants are required to pay SDSU campus fees, as discussed in the previous section, "Important Notes Regarding Registration – CSU-IP Students.") Plan to have funds readily available for your initial expenses. A breakdown of expenses is available at: www.isc.sdsu.edu/prospective/iwant_exchange1s.html



Employment Opportunities

Do not plan on employment as a means of financial support. The Department of Homeland Security does not allow off-campus employment. On-campus employment is allowed, however, available positions are limited. If your DS-2019 was issued by a sponsoring agency other than SDSU (ISEP, Fulbright, etc.), you must have the agency's permission before you will be allowed to work on campus. This permission often takes 2-4 weeks to obtain. Exchange students are eligible for internships in the field of study and if they receive work authorization through academic training. Visit the Employment Regulations section of the ISC Web site, http://www.isc.sdsu.edu/current/immigration_J1at.htm for further information.

Meet Immunization Requirements

Students attending SDSU for only one semester are not required to show evidence of compliance with immunization requirements. Students who will attend SDSU for two semesters must comply with the following before they will be allowed to register for the second semester.

Measles/Rubella

If you were born on or after January 1, 1957, you will be required to show proof of immunity to measles, (Rubeola) and rubella (German measles). Submit medical documentation to Student Health Services proving immunity prior to the start of your second semester OR receive the measles and rubella vaccinations (available at no charge at Student Health Services).

Hepatitis B

Students age 18 or under are also required to provide proof of immunization against Hepatitis B. Submit medical documentation to Student Health Services proving immunity prior to the start of your second semester OR demonstrate that you have started the three-dose series of hepatitis vaccine (you may receive the vaccine at Student Health Services or your private medical provider.)

What is adequate proof of prior vaccination?

Medical documentation of prior immunization requires the date, type of vaccination, and a doctor's or nurse's signature, initials or office stamp. School records are not acceptable proof unless a doctor or nurse signs them. Students may also receive vaccines at Student Health Services. For more information about immunization requirements, visit www.sdsu.edu/shs or call 619-594-HEALTH (4325).

Prepare for your Role as an Exchange Student

As an exchange student to SDSU, you may take advantage of both academic and non-academic opportunities. An especially rewarding part of your exchange is to share information about your home country and university with SDSU students. We urge you to take a moment and think about how you will promote your culture and institution on campus.

One very important way to share with others is to participate in our Study Abroad Fair held each semester. At this fair, we invite exchange students to be available at tables to talk to students about their countries. In addition, we also encourage you to participate in one or two of the following activities: Study abroad Information Sessions; classroom presentations; and/or residence hall forums. For more information, visit us on the Web at www.sdsu.edu/studyabroad, or by e-mail: studyabroad@sdsu.edu

You might want to select a few items from the following list to bring with you from home:

- Institutional Information
- Posters
- Postcards
- Small candies
- Native/traditional apparel
- Other memorabilia that reflect your home culture
- Photographs
- Souvenirs

You can share these items during classroom presentations, Information Sessions and at the Study Abroad Fairs. Remember, the success of exchange programs depends on your involvement.

Exchange Student Check-in and Orientation (Mandatory)

Exchange students must check-in at the International Student Center; failure to do so can result in termination of your SEVIS record and loss of your J-1 status. All exchange students need to check in with the International Student Center on Wednesday, January 11, 2012. Your immigration documents will be reviewed, collected and copied for our records. The Orientation program will take place Wednesday, January 11-17, 2012.

Remember to bring your passport, I-94 card, and DS-2019 with you to check-in at orientation.