



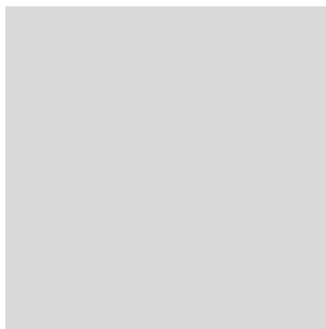
International Education

EMORY & HENRY UNIVERSITY



International Student Handbook

<https://www.emoryhenry.edu/international-education/>



Contents

Welcome.....	4
Overview of E&H.....	5
Services Provided by the OIE.....	6
Pre-Arrival Information.....	7
Obtaining a Visa and Entering the U.S.....	7
Housing.....	10
Money Matters.....	10
What to Wear.....	11
What to Bring.....	12
Traveling.....	12
At the Port of Entry.....	12
How to get to Virginia and Emory and Henry University.....	13
By Air.....	13
By Bus.....	13
Megabus also has transport from Washington, D.C. to Bristol, VA.	13
By Car.....	13
Health Insurance Information.....	13

Your Arrival on Campus.....	13
The U.S. Educational System.....	14
Campus Support at E&H.....	14
Campus Life.....	15
Books.....	16
More Money Matters.....	16
Appliances.....	17
Daily Living.....	17
Climate.....	17
Staying Safe.....	18
What to Leave at Home.....	19
Transportation.....	20
Driving.....	20
Banking.....	20
Basic Financial Terminology.....	21
Telephone and Internet Services.....	21
Electrical Systems in the US.....	22
Basic Weights and Measures in the US.....	22
Health Care.....	22
Living on Campus.....	22
Living with Roommates.....	22
Sexual Harassment.....	23
Employment While on Campus.....	23
Traveling Outside the United States.....	24
Cultural Adjustment.....	24
U.S. Culture & Customs.....	25
Keys to Success.....	26
Final Notes.....	27
Emory & Henry Honor Pledge.....	27
Important Contacts.....	28

Welcome

Welcome to Emory & Henry University (E&H) and Southwest Virginia! The Office of International Education is pleased you have chosen to study at Emory & Henry, and we are eager to receive you as a new member of our community. We look forward to helping you have a wonderful experience here. This handbook is designed to help you learn more about our university, Southwest Virginia, and what you can expect when you attend Emory & Henry.

Moving to a new place and starting classes at a new school is not always easy, but we hope we can provide you with enough information to make the transition go as smoothly as possible. The next few months will be filled with numerous opportunities for learning, change, and challenge. E&H is committed to supporting you in attaining your personal and academic goals while you are in the U.S., and we invite you to take advantage of all our services.

You undoubtedly have many questions and concerns about life in the United States and at Emory & Henry. This handbook will provide you with the information you will need to make important decisions about your time here. We strongly encourage you to read it thoroughly.

Please do not hesitate to contact the Office of International Education with any questions or concerns. You are always welcome to stop by our office for advice, support, or a friendly "hello." Good luck in all our endeavors and we wish you the best for your studies at E&H!

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Overview of E&H

Located in the Highlands of Virginia, Emory & Henry has devoted itself since 1836 to the belief that education can have a transformative effect on an individual, a place, and ultimately the wider world.

Emory & Henry University is named for Bishop John Emory, an eminent Methodist church leader, and Patrick Henry, a patriot of the American Revolution and Virginia's first governor. Together they symbolize the college's dual emphasis on spiritual growth and civic engagement.

You will discover that Emory & Henry is a place of promise made up of warm-hearted, caring people who care about your personal growth. This is a community that embraces people from all walks of life as they work together to improve the individual and the world. We are people with a mission and a long history devoted to transforming lives and increasing excellence.

Founded in 1836, Emory & Henry first opened its doors to students in 1838, and today it stands as the oldest college in Southwestern Virginia and one of only a few colleges in the country whose entire campus is listed on the National Historic Register. Affiliated with the United Methodist Church, Emory & Henry remains true to the principles of faith, learning, service, honesty, and community that our founders set forth so many years ago.

"Increase in Excellence," the historic motto of Emory & Henry University, expresses our intention to be a learning community that moves toward fulfilling every student's potential. Bishop John EMORY symbolizes our belief in the union of faith and learning, while Governor Patrick HENRY symbolizes our commitment to freedom and civic virtue.

Services Provided by the OIE

For details, policies, and procedures about the items below, please visit the OIE website, meet with an OIE advisor, email, or set up an appointment online. The information below is only meant to give you an idea of some of the services we provide.

Procedure

Certification Letter (from Registrar)

Change of Status

Change of Program

Change of Local Address

CPT – Curricular Practical Training

OPT – Optional Practical Training

Extend Program

Reduced Course Load

Reinstatement to Active Status

SSN Support Letter

Transfer Out

Travel Signature

Quick Links

[Academic Programs](#)

[Current Students - Information](#)

[Map & Directions](#)

Information about the region

[Abingdon, VA](#) - 10 miles away

[Bristol, VA](#) – 30 miles away

[Bristol, TN/VA](#) - 30 miles away

[Marion, VA](#) - 25 miles away

When to Request

Anytime

As soon as possible, but at least 3-4 months before the start of class.

Within 21 days after you change your academic program.

Report within 10 days of the move.

As soon as possible before CPT semester. Deadline is by the 1st day of class.

As soon as possible before OPT start date & within 60 days after completion of program

45 days before your program end date.

Request Before dropping or withdrawing from any class.

Requires approval. Conditions apply.

Immediately, but no later than 5 months after termination of status.

Anytime.

Within 60 days after completion of program. Provide a letter of acceptance at the new school.

2 weeks prior to travel.

Pre-Arrival Information

Obtaining a Visa and Entering the U.S.

Once you have been accepted and paid your deposit to E&H as a degree-seeking or exchange student, you have several steps to complete. This pre-arrival guide will list these steps and offer suggestions to make your arrival into the U.S. and to E&H as smooth as possible.

Immigration Documents

- Once you have paid your deposit, the Office of International Education will issue your I-20, a document that will allow you to obtain an F-1 visa and study at Emory & Henry University.
- Incoming students are responsible for the costs associated with obtaining the documents required to receive their U.S. non-immigrant visa.
- Do not make a visa appointment until you have received your Immigration Document I-20.

Note: some consular posts will consider expediting visa appointments for F-1 visa applicants. Please check with the consulate where you plan to apply for the visa.

If you are a newly admitted international student entering the U.S. on an F-1 visa, you must pay the SEVIS I-901 Fee

- When you receive your I-20 go to <https://www.fmjfee.com> to pay the SEVIS I-901 Fee online or to get information about other payment options
- Print your receipt as proof of payment; you will be required to present it when you apply for your visa and at the airport when you arrive in the U.S.

Obtain a Student Visa

Schedule an appointment at the U.S. Embassy or Consulate in your home country. You will need to present the following documents:

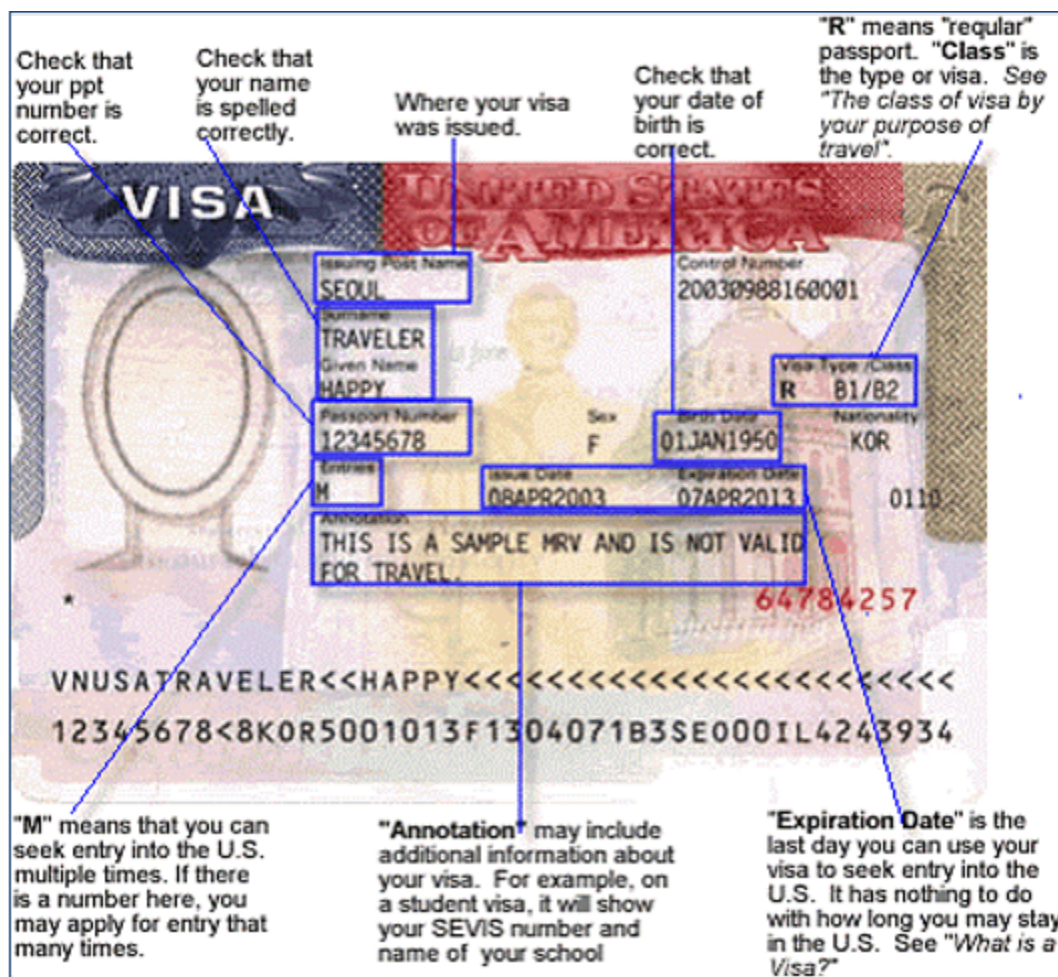
- I-20 issued by E&H
- Passport valid for at least 6 months into the future
- Financial Documents to prove sufficient funds to support your education
- Proof of payment of SEVIS I-901 Fee
- See your local U.S. Embassy or Consulate <http://www.usembassy.gov>

Contact the U.S. Embassy or Consulate in your home country to see if any other documents are required. These may include such items as a birth certificate or national identity card. More details about the F-1 visa process can be found here <https://studyinthestates.dhs.gov/students> and [Here](#) is a helpful video to help with your F-1 application and compliance.

Please keep in mind that it is always better to bring more than less to the interview, so if you have any other documents that might be useful, bring them. Also, be sure to check the website of the US Embassy/Consulate that you will visit to make sure of any specific requirements for that Embassy.

During the interview, it is natural to be nervous, but try to relax. Remember that the officer's main concern is your intention to study in the US and your intention to return to your home country upon completion of your studies. Be as open and honest as you can while remembering that you are applying for a nonimmigrant student visa and not a work visa.

After receiving your F-1 visa from the embassy, you should confirm all of your travel arrangements. Students on this type of visa are eligible to enter the US up to 30 days BEFORE the “program start date” on their I-20. You can find the program dates on the first page of your I-20 on the left-hand side.



Important Note:

Canadian (citizens) students who enter from Canada are exempt from having to obtain a visa but must use the SEVIS Form I-20 to enter the U.S. in F-1 status.

F-1 Dependents

Dependents (spouses or unmarried children under 21 years of age) are welcome to join primary F-1s and J-1s in the US. They will need to have the appropriate documentation to apply for an F-2 or J-2 visa. This documentation will need to be provided by the institution stated on your immigration document.

In order to obtain an I-20 or DS-2019 form for your dependent(s), you must request it from your International Student Advisor. You will need to provide verification that you have the funds necessary to support their living expenses in the US. Once your school issues an I-20 or DS-2019 form for each of your dependents, you will need to mail the forms to them. They can then use this form and required documentation to apply for an F-2 or J-2 visa at the embassy.

Obtaining F-2 visas and entering the US

An F-1 student's spouse and children must apply for F-2 visas at a US consulate. Each applicant must present the consular officer with a dependent Form I-20 and other documents that may be required to demonstrate eligibility for F-2 status, such as proof of relationship to the F-1 student and proof of financial support. The consular officer will check the SEVIS information in the consular database, and if the visa application is approved, Form I-20 is returned to the dependent, for use in applying for admission to the United States. When the family members arrive at the port of entry, they present their F-2 visas and the Form I-20 to the immigration inspector. F-2 classification, and authorization to stay in the US for "duration of status" means the dependents may remain in the US as long as the F-1 student maintains status.

Employment by F-2 dependents

According to immigration regulations, individuals with F-2 status may not accept employment or engage in business under any circumstances.

Study by F-2 dependents

F-2 spouses may not engage in full-time study. However, "avocational" or study recreational in nature, such as English language or other study part-time for "avocational or recreational" purposes is allowed.

F-2 children may only engage in full-time study at the K-12 level. To pursue full-time study other than an F-2 child's K-12 study, the F-2 must apply for and obtain a change of status.

Stay in the US for F-2 dependents

Dependents in F-2 status are permitted to stay in the US only to the extent that the F-1 is authorized to stay. F-2 dependents maintain their status through the F-1 principal maintaining his or her status. Like F-1 students, F-2 dependents are required to keep their passports valid at least 6 months into the future.

Housing

Emory & Henry is considered a Residential Campus which means we require all undergraduate students to live on-campus while attending the University. Click here to access more information about the [Office of Housing & Residence Life](#).

The historic campus maintains the scenic beauty of Central Appalachia but gives convenient access to the region's activities and culture. On-campus residents find there are always friends and activities to engage in. The E&H campus features [a variety of residence halls](#) with co-ed, single-gender, and gender-inclusive accommodations. Residence halls feature Resident Advisors to assist students as they acclimate to their new surroundings. The Office of Housing and Residence Life website hopes to offer you an array of information to prepare students for their arrival to campus. All undergraduate international students are invited to apply for housing in [Russell International House](#).

NOTE: Graduate students live off campus and will be provided with information about how to find housing in the surrounding community.

Most on-campus accommodations are double occupancy and contain a single bed for each person and a bureau for each person. **The school will not provide bedding and pillows for you. These are things you will have to bring with you or purchase upon arrival.** Other residence hall items (wastebasket, clothing hangers, etc.) should be purchased upon arrival in the U.S.

IMPORTANT: SCHOOL HOLIDAYS!

Be sure you have the funds to cover mid-break vacation periods. E&H does not provide housing for longer breaks during and in between semesters unless previously arranged with the [Office of Housing & Residence Life](#).

Money Matters

How much money you bring and how you access money will depend on your status as a four-year or exchange student and how long you plan to study at E&H. Based on the experiences of previous international students, we suggest the following options for bringing money to E&H:

Credit and Debit Cards

Credit or debit cards reduce the amount of money you need to carry with you, and are the easiest and safest way to pay for tuition and many other expenses. E&H accepts most major credit cards. Credit cards are good to have, especially in the case of an emergency. VISA and MasterCard are the most widely accepted credit cards. Once you have arrived in the U.S., a college representative can take you to the bank to open a U.S. account.

International ATM/Debit Cards

International ATM Cards (an ATM card linked to the PLUS or Cirrus networks) enable you to use ATMs in the U.S. to withdraw money from your home country banking account. Although small transaction fees may be charged, in most cases, you can get a better rate than exchanging traveler's cheques at a local exchange counter.

Cash

Bring cash to cover the immediate cost of transportation, meals, and other miscellaneous expenses. Some local businesses will accept cash only. Keep this in mind when shopping or eating in restaurants. You will want to bring a few hundred dollars cash to help set up your household with items such as bed sheets, towels, cooking utensils, radio, TV, etc.

Travelers Cheques

If you wish to set up a bank account in the U.S., we suggest about \$2500 in the form of Travelers Cheques. You can easily deposit these in your bank account once you arrive in Emory.

Bank Draft

Bringing a bank draft to deposit is also a safe means of getting money to Emory. However, it may take a few weeks before the bank can confirm the check and release the money to you.

What to Wear

You should bring whatever you feel comfortable in, and bring clothes for all seasons and weather, from shorts and sandals to warm coats. There are also plenty of places for you to go shopping for new clothing.

Southwest Virginia has four distinct seasons: winter, summer, spring, and fall. The weather is very different during each season. To prepare yourself for Virginia weather, clothing choices are important. Cotton or cotton blends are best in warm weather; wool and insulated items will keep you warm in winter. Raingear is necessary. Winter is also a time when snow and ice storms occur on occasion; if you don't come from a similar climate, it is advisable to bring extra money and purchase appropriate winter clothing once you arrive. Campus staff and students would be glad to offer suggestions about what you need and where you can find appropriate clothing. Explore second-hand clothing stores for inexpensive clothing options. Finally, student dress is casual, although at some events more formal wear may be appropriate.

Some clothing items you might not think to bring:

- ☐ Warm winter coat – Be ready for snow and cold weather!
- ☐ Boots
- ☐ Hats, Mittens, Gloves, Scarf (Muffler)
- ☐ Sweaters, Warm Clothing
- ☐ Hiking boots or shoes suitable for walking in the mountains
- ☐ Raincoat
- ☐ Rain boots – To protect your shoes from muddy conditions
- ☐ Lightweight jacket
- ☐ Sportswear – Lightweight, comfortable clothes for spring and summer

What to Bring

The most important things you can bring are a positive attitude, a sense of humor, and the awareness that, with your inner resources and the support available, you can manage any situation that you encounter.

Emory and Henry University is near the larger cities of Abingdon & Bristol, VA, and several stores carry food, clothing, appliances, and toiletries. While there will be some things you will want to bring from home, items needed for daily living can be purchased here.

A wide variety of over-the-counter drugs are available at the local supermarket or drugstore. If you are taking prescription medicine, many of these can be filled by the local pharmacies. If you bring your medications with you, prescription medications should be in their original containers with the doctor's prescription printed on the container. It is advised that you travel with no more than personal use quantities. If your medications or devices are not in their original containers, you must have a copy of your prescription with you or a letter from your doctor. A valid prescription or doctor's note is required on all medication entering the U.S.

Click [here](#) for a checklist of items to bring. As an international student, you do not need to bring all of these items, as there are plenty of places to shop for needed items.

Traveling

At the Port of Entry

Upon arrival, a Customs and Border Protection (CBP) officer stamps the travel document of each arriving non-immigrant traveler with the admission date, the class of admission, and the end date for admission. Foreign visitors to the U.S. arriving via air or sea no longer need to complete paper CBP Form I-94 Arrival/Departure Record or Form I-94W Nonimmigrant Visa Waiver Arrival/Departure

Record. Those who need to prove their legal visitor status—to employers, schools/universities, or government agencies—can access their CBP arrival/departure record information online.

How to get to Virginia and Emory and Henry University

By Air

The Tri-Cities Regional Airport (TRI) is the nearest airport. It is located in Blountville, TN and is approximately 42 miles from Emory, VA.

Charlotte-Douglas International Airport (CLT) is the closest international airport to Emory and Henry with a drive of three hours or connecting flights to the Tri-Cities Airport.

By Bus

[Megabus](#) also has transport from Washington, D.C. to Bristol, VA.

By Car

For specific directions to Emory & Henry University click [here](#).

Health Insurance Information

The United States does not have a national health insurance program. Although in many countries the government may provide free or very affordable health care for its citizens, individuals and families in the United States are responsible for these costs themselves. Health services in the United States can be extremely costly without adequate insurance coverage. Therefore, international students at Emory & Henry University are encouraged to purchase health insurance to be protected against any potentially expensive healthcare costs. It is important that your health insurance will be accepted by the local healthcare providers. Please email international@emoryhenry.edu for recommendations for health insurance.

Please refer to the E&H [Student Handbook](#) for more detailed information on E&H's health services, immunization requirements, and insurance for international students.

Your Arrival on Campus

The Office of International Education will tell you a specific arrival date and other information that you will need to know once on campus. You will be arriving a few days before classes begin. These initial days will be spent at orientation programs for new and international students. This will give you the chance to acclimate and begin to form relationships with other students and staff.

The U.S. Educational System

The educational system in U.S. colleges may be different from the system in your home country or other places where you have lived. In the United States, students complete 12 years of primary and secondary education, either in traditional schools or in homeschooling settings, before attending college or university. Students traditionally apply for admission to colleges and universities. In most cases, four years of study lead to Bachelor's Degrees in students' chosen areas of study. Students can then go on to receive Master's Degrees and Doctoral Degrees. The time devoted to these graduate study programs can vary greatly, depending on school requirements and students' chosen degrees.

Emory & Henry University is a liberal arts college, which means that it emphasizes undergraduate and graduate study that explores a variety of disciplines. Students who study at liberal arts colleges will receive degrees in particular disciplines, but will also take a wide range of courses focusing on the humanities, sciences, and other subjects.

At E&H, students are expected to attend each of their classes and arrive on time. You should communicate with your professors if you need to miss a class. Students are expected to actively participate in each class and to complete all homework assigned. You'll find yourself reading books, articles, and other materials. You'll also be writing essays, taking exams, participating in discussions, collaborating with classmates on projects, and taking part in other activities. Classes may also incorporate community involvement and online learning. Students are each expected to do their own work. Academic misconduct includes any act of cheating, plagiarism, or the misrepresenting of another person's work as one's own, or the aiding of such actions. If quoting the work of another in an academic paper, be sure to cite your source. This also includes the use of unauthorized electronic devices for tests. Such misconduct will be referred to the Honor Council as an Honor Code violation. If found responsible, sanctions range from academic probation to expulsion.

During the first few classes of each semester, you will be given class outlines or syllabi and learn about the expectations and teaching styles of each of your professors. Professors at E&H also have regular office hours when students can stop by with questions or concerns, as well as scheduled meetings with individual students to discuss particular projects or issues. Professors at the college are interested in

knowing you as a person, and in helping you to gain as much knowledge and insight as possible from their classes.

Please refer to the E&H [Student Handbook](#) for more detailed information.

Campus Support at E&H

The college aims to support not only your academic needs but also your physical and emotional needs, as well. The following is a list of some support services that are available to all current students.

The Office of Student Success is so glad you're a part of the Emory & Henry community. One of the primary benefits of attending a small school like E&H is the ability to form lasting and meaningful relationships with faculty and staff who are dedicated to your success.

The student success team is here to help you along every step of your journey. Below are many ways in which Student Success is here to ensure your time at Emory & Henry is enriching, challenging, and fulfilling:

- [First-Year and Pre-Major Studies Academic Advising](#)
- [Academic Success Coaching](#)
- [Accessibility Support Services](#)
- [Tutoring and Supplemental Instruction](#)

The **University Health Center** is an outpatient health center that provides outpatient medical treatment for minor illnesses and injuries. Student fees provide for medical services with the following exceptions: laboratory needs, medicines prescribed to be filled by an off-campus pharmacist, allergy shots (if the student provides the serum, allergy shots will be administered for the cost of the disposable syringe), non-returnable therapeutic equipment, and nonprescription (over-the-counter) drugs. There is no charge for an office visit at the Student Health Center.

The University Health Center is located across the railroad tracks next to the post office. Please see the website for specific location and operating hours. To make an appointment, please call 276.944.6219.

The **Counseling Center** is available to help all enrolled students manage the routine changes that will take place in their lives, as well as more difficult changes or challenges. Depending on a student's needs, students may meet individually with a counselor or participate in workshops and groups that focus on topics of stress management, assertiveness, appropriate expression of anger, relationships, and career. When necessary, the Counseling Office refers students for services that are not available through the college.

Campus Life

A true Emory & Henry student is one who not only excels in the classroom but is involved in co-curricular programs as well. Whether through membership and leadership in [student organizations](#), participation in [intramural events](#) and [outdoor adventures](#), exploring [religious and spiritual opportunities](#), or being active in [residence hall programming](#), the E&H student is engaged and learning in many exciting areas of campus life!

For detailed information about campus life click [here](#).

Each year, Emory & Henry University features close to 100 concerts, lectures, theatre and dance performances, films, exhibits, and poetry readings that help to complete your academic experience. The vast majority of these events are part of the University's popular [Lyceum program](#). In addition, we host a literary festival and several endowed lecture series.

One place you should spend some time is the Martin-Brock Student Center. The Martin-Brock Student Center serves as the focal point for campus life and recreational activities. The building houses a playing court, which can accommodate basketball, volleyball, badminton, and other activities, an indoor track, shower facilities, campus mail room, the WOW Cafe, convenience store, a television lounge, a game room, and front desk recreational equipment checkout.

[The Russell International House](#) is a place where students who have a special interest in experiencing other cultures and peoples live. These students help to promote cultural diversity and awareness, understanding of internationalization, and appreciation of world cultures and institutions. This house is a great place for you to develop friendships and to learn about the interesting opportunities that the Emory region offers. As an international student, you have the opportunity to live in the International House.

Books

Finding books or magazines in languages other than English may be difficult. If you want to have books in your own language, it is recommended that you bring your own. ***Do not forget your English Language/Your Language dictionary!***

More Money Matters

Living and studying in the U.S. is often more expensive than students think; however, the cost of living in Emory and Abingdon is less than the national average. Be sure that your finances are in order before departing for the U.S. You should have sufficient funds to cover your expenses for the duration of your exchange program. There are few remedies for financial difficulties.

One thing to budget for at E&H is the cost of textbooks. Costs vary widely depending on the classes you take, but plan on spending from \$150 - \$500 per semester.

Appliances

These items may be purchased at local stores *after your arrival*. These items are **optional**. However, if you are planning to bring these items from your country, be sure that the voltage is comparable with U.S. standards. Most electrical outlets in the United States operate with a voltage of 110-120 volts, 60 cycles. If your equipment requires 220 volts, bring a transformer and plug adapter. See the section in this manual about electrical systems in the U.S. for more information.

- ☐ Computer – Students will need a laptop computer. They may use those available in the student computer labs and library.
- ☐ Floor/Desk lamp
- ☐ Fan
- ☐ Microwave oven
- ☐ Refrigerator

Other Items You Might Consider Bringing/Purchasing

- ☐ Flashlight – The campus can be dark at night.
- ☐ Contact lenses and Solutions – Contact lens solutions are widely available here, but the selection of brands may not be what you are used to using.
- ☐ Sporting goods – Bring what you use (for example, swimsuit, skis, golf clubs, racquets, etc.)
- ☐ Musical instruments
- ☐ Information about your country to share with your classmates

The above serves as a guideline for some useful things you can use at Emory & Henry University. Again, you need not bring all of these items with you, as you can easily purchase them once you've arrived in Emory. Also, the OIE has some of these items left from previous students, so please ask if you are interested.

Daily Living

Climate

Weather in Virginia is variable, allowing visitors to enjoy the changes, and sometimes challenges, of four seasons: Summer (July-August), Fall (September – November), Winter (December – March), and Spring (April – June). Temperatures may range from 98° F (37° C) in mid-summer to 25° F (-3° C) in mid-winter. Most of the time the weather is temperate and enjoyable. Located in Virginia's interior at an elevation of 1,149 feet, The mountains also serve as a natural barrier against severe winter storms, keeping the winter season mild, while still offering a fairly good guarantee that residents will have a white Christmas. Dressing in layers is a good way to make the transition between seasons comfortably.

Staying Safe

Generally, Emory is a very safe town. However, please use common sense both on and off campus. Be more aware when traveling to the larger cities. If you observe suspicious activity or are a victim of a crime while on campus, please report it to Campus Security (276.944.6222). If you are off campus, report it to local authorities and notify the Residence Life Office. Dial 911 in case of an emergency. Please carry identification with you at all times.

A note about crossing the street: Always use crosswalks and please remember to look in **both** directions before crossing the street. Americans drive on the right! **Beware – only about 50% of cars stop for crosswalks.**

Alcohol

Emory & Henry University recognizes the right of students 21 years of age or older to consume alcoholic beverages in accordance with state law. The University supports responsible drinking for those of legal age who wish to consume alcohol while balancing that right against the need to provide a safe and welcoming campus environment free from abusive and disruptive behavior that often accompanies excessive drinking or intoxication. Accordingly, the University will follow state law prohibitions on campus with respect to (1) public intoxication; (2) public display or public consumption of alcohol outside of residence hall rooms, except at special events approved by the Dean of Students; (3) driving while impaired or under the influence; and (4) giving, supplying or furnishing alcohol to students under the age of 21. Binge drinking is strongly discouraged. Evidence suggests a strong link between the consumption of alcohol and incidents of sexual assault or abuse, so students should always be careful when consuming alcoholic beverages, especially when consumed along with prescription medications. The use of illegal drugs is prohibited on campus in accordance with state law. Students who violate policy or state law are subject to disciplinary action and/or arrest and guests who violate policy or state law are subject to removal from campus and/or arrest.

What to Leave at Home

These items are prohibited so that we may provide a safe and secure living environment for all of our residents. We are governed by the Commonwealth of Virginia's fire marshal and health codes. Therefore, many of these items will result in monetary fines and/or student conduct sanctioning from the University to your student. We encourage you to help us by discussing these items BEFORE packing.

Kitchen Items

- hot plates
- skillet
- toaster
- rice cooker
- george foreman grill
- popcorn poppers
- toaster ovens
- George Foreman-type grills
- electric skillets
- chest freezers
- charcoal or propane grills
- deep fryers
- air fryers
- electric woks

Decorations

- candles, incense, candle/wax warmers
- kerosene heater
- halogen lamps
- drapes
- curtains
- upholstered furniture (e.g. couches, futons, chairs, bean bags, etc.)
- cut live Christmas trees
- banners
- decorative alcohol containers
- neon lights, black lights, or lava lamps

Personal Items

- pets (other than fish in a 10-gallon tank)

- extension cords
- electric blankets/mattress pads

Climate Control

- space heaters
- air conditioners
- ceiling fans

Other Items

- fireworks
- firearms (including toy items that look real)
- ammunition
- weapons (air pellet, soft pellet, water, paintball, or bb guns; swords, knives; etc)
- oversized stereo speakers
- Your own mattress
- hoverboards
- materials that may endanger student health
- appliances with open heating elements

Transportation

Many students walk or bike on campus and around town. International students usually find that having a car is not necessary as Emory is a small town. If you find yourself in need of a trip into town, you will find that many students are willing to coordinate a carpool. There is also a regular shuttle for shopping. The [Emory Cab](#) can also provide transportation.

Driving

If you plan on driving in the U.S., and do not have a US driver's license, you must have an international driver's license. You may legally drive in the U.S. for a period of up to six months if you have both an International Driver's license and your valid home country license. You may also apply and take driving and written tests to obtain a Virginia driver's license, if you wish. All drivers are required by law to have insurance. Please see the Office of International Education when you arrive for more details on how to obtain a license and information on driver education programs.

Banking

To open an account, you must show some sort of identification. Your passport, E&H ID, or an international Student ID are all acceptable forms of identification. Be aware that there are a variety of checking and savings accounts in the USA. Please be sure to speak to a bank representative to find the best account(s) for you. The Office of International Education can assist you in the process of opening a bank account if needed.

The Global Ambassadors will help you to open a local bank account. Contact international@emoryhenry.edu.

*If you plan on using your home bank credit card, inform them that you will be using this card in the United States. Some banks put a block on international usage of cards unless the cardholder has informed the bank that they will be in an international setting.

Basic financial terminology:

Bank Account: There are several types of accounts and each bank has its own policies governing its accounts. Always inquire about a bank's services before deciding on the type of account. Make sure you carry identification with you (passport, I-20).

Checking Account: A bank account against which checks can be drawn. There may be a monthly service fee.

Check: A written order to a bank to pay the amount specified from your checking account.

Bounced Check: Checks not paid because there is not enough money in the account. Fees include a fee from your bank, as well as from the payee.

Service Charge/Fee: A fee for banking services.

Balance: The amount of money available in the account.

Bank Statement: A monthly statement of activity on a bank account.

Credit Cards: Issued by banks, gasoline companies, and stores, credit cards are used to delay payments for purchases. If you apply for a credit card while in the U.S., please keep in mind that credit cards are sometimes refused to international students. Remember a credit card bill has to be paid monthly.

Wire Transfers: You can wire money from your bank at home to an account in the U.S. Please be aware that this procedure can take from three to five weeks to complete. There is also a fee for this service.

Telephone and Internet Services

You will have wifi internet access on campus and will receive an E&H email account upon arrival. If you have difficulties accessing the internet by your computer or phone, please contact the help desk at 276.944.6881 or helpdesk@emoryhenry.edu. The help desk office is located on the ground floor of Kelly Library.

Many students purchase cell phones upon arrival. This can be expensive so shop around for the best plans and pricing. If your family and friends have computer access, Skype and WhatsApp are free communication services that many students use.

Electrical Systems in the US

The electrical system in the United States uses 110-120 volts, 60 hertz (cycles). If you are planning to bring small appliances (like a hair dryer) from home, you will probably need a transformer and plug adapter. We advise you to buy things like hair dryers, etc. when you get here; they are reasonably priced and more practical than using an adapter.

For the USA there are two associated plug types, types A and B. Plug type A is the plug which has two flat parallel pins and plug type B is the plug which has two flat parallel pins and a grounding pin. The USA operates on a 120V supply voltage and 60Hz.



Basic Weights and Measures in the US

1 inch = 2.5 centimeters	12 inches = 1 foot	1 foot = 30 centimeters
3 feet = 1 yard	1 yard = 0.9 meters	1 mile = 1.6 kilometers
1 ounce (oz) = 28 grams	16 ounces = 1 pound	1 pound = 0.45 kilograms

- Gasoline is sold in gallons.
- Most beverages are sold in 12 oz, 16 oz, 1/2 gallon, and 1 gallon increments.
- Coins are in increments of 1 cent (penny), 5 cents (nickel), 10 cents (dime), 25 cents (quarter), and 50 cents (fifty-cent piece).

Health Care

In addition to campus health services, there is a [regional hospital](#). There are also many allopathic doctors and specialists in the region, as well as an array of alternative practitioners such as naturopaths, homeopaths, and acupuncturists.

Living on Campus

Living in a dorm may be a different experience for you. Pay attention to safety precautions and treat property with care. Please be aware that should there be any damage to property during your stay, you will need to pay the cost of repair.

Living with Roommates

Living with someone, especially if that person is from a different culture, can be a great experience. You may, however, find yourself having difficulty adjusting. If you feel you are having a problem with your roommate, please follow these steps:

1. Talk to your roommate
2. Talk to your Resident Advisor
3. Talk to your Area Coordinator
4. If, after following the steps above, the issues between you and your roommate remain unresolved, talk with someone in the Office of Student Life.

Sexual Harassment

Sexual Harassment is a crime in the United States. It includes any behavior that intimidates someone in a sexual manner, including unwanted touching, verbal insinuations, and sexual acts. Ideas about what constitutes sexual harassment may be different in Virginia than in other places where you have lived. International and exchange students have been accused of sexual harassment, with intense consequences. If you have questions regarding sexual harassment, please talk with the PRC staff. More information on policies and procedures can be found in the E&H Student Handbook.

Use [this link](#) to find more information about student conduct and sexual harassment.

Employment While on Campus

There are numerous restrictions on employment by foreign nationals, and some types of visas prohibit it entirely. Most international students are limited to on-campus employment.

Even if you are able to find work, you will not be able to get a job that pays well enough to cover all your expenses. The typical on-campus job will pay no more than \$1,000 to \$2,000 during the school year and a similar amount during the summer vacation.

If you are studying on an F-1 visa:

- ☐ You may work at any qualifying on-campus job that does not displace a U.S. citizen or LPR (lawful permanent citizen).
- ☐ You are allowed to take an on-campus job to help pay the bills.
- ☐ For on-campus employment, you are limited to 20 hours per week while school is in session.

❑ If you would like to accept on-campus employment, you must first apply for a Social Security Number and complete a Form I-9 found in the Business Office (Employment Eligibility). More guidelines for this process [here](#).

❑ You cannot work off-campus until after 1 year of study in the U.S. Please consult the [international student webpage](#) regarding off-campus employment.

Traveling Outside the United States

If you are an F-1 visa holder and you wish to travel outside of the United States during your stay, you **MUST** have the back of the I-20 form signed by a Responsible Visa Officer/Designated School Official (DSO) at Emory & Henry. There is a current list of DSOs at the start of this document.

You must call and make an appointment to have this done **2 weeks before your departure!**

DO NOT wait until the departure day to have this signed, as the Designated School Official may not be on campus. *If you do not have this done, you may not be able to reenter the U.S. upon your return.*

Cultural Adjustment

Coming to E&H from another country, you will certainly encounter many new things. The buildings may look different; the food may not be what you are accustomed to; the people may look, speak, and act differently from people at home. If English is your second language, at first, your English may not serve you as well as you expected. You may not be able to convey your full personality in English, or you may find yourself in many situations that require expressions or terminology that are new to you. Your family is far away. You may begin to ask yourself if you will ever feel comfortable and make friends. Taking care of many simple daily tasks will be more tiring and stressful at first because there are so many new things to learn. Culture shock can make you feel confused, unsure of yourself, and doubtful of your decision to come to Emory & Henry. Everyone reacts differently to culture shock, but almost all international students have to deal with it to some degree. Here are some suggestions that may be helpful:

1. *Maintain your perspective.* You are not alone. Get to know E&H professors, staff members, and students. The OIE and PRC staff, as well as the International House students can help you network
2. *Evaluate your expectations.* Your reactions to the U.S. and to E&H are products of the way things are here and the way you expect them to be. You may realize that some of your expectations were based on impressions from American films or information that is outdated or unreliable.
3. *Keep an open mind.* People here might do or say things that people at home would not do or say. They are acting according to their own set of values, and these are based on a culture different from yours. Taking advantage of opportunities to discuss these differences, both with Americans and other international students, will help you learn more about the communication styles in the U.S.

4. *Americans are eager to help people* and want to provide assistance in an equal and fair manner. When a group of people is waiting, they expect to be helped on a first-come, first-served basis, in the order in which they arrived. To be sure of a chance to speak with a professor or staff member, it might be best to email or telephone in advance to see if you need to make an appointment.
5. *Learn from experience.* Take advantage of chances to try new things and meet new people while you are here.
6. *Participate in and attend E&H activities.* Get out there and meet people!
7. *Allow time for rest and relaxation.* Being in a new place is tiring, so take time to do things that nurture you.

As is probably true almost anywhere, it takes time for friendships to develop. You will meet more and more people while at E&H, many of whom will become good friends. You will meet students and faculty who have studied abroad, as well as many who share your interests, academic and otherwise. You will get to know our other international students who will share their own experiences with you. We hope that you will leave E&H with many lifelong friends.

U.S. Culture & Customs

GREETING PEOPLE

“Informal” often describes social and even professional life in the U.S. First names are often used. However, in initial introductions, and in formal or business situations, it is better to address someone as Dr., Mr., Mrs., or Ms., than by first name if invited to do so. Students in the U.S. generally use first names with peers and last names with professors. “Hello” and “How are you?” are common greetings. “How are you?” is more a social convention than a genuine desire to hear about another person’s well-being. In addition to a verbal “Hello” or “Nice to meet you,” a handshake is a standard form of greeting for both men and women.

PERSONAL SPACE & ETIQUETTE

In the U.S., people lend considerable space between themselves and others. If a person backs away during a close conversation, the person is likely trying to reestablish a comfortable personal distance. People in the U.S. are concerned with personal cleanliness, bathing frequently, and using a lot of soap and deodorant, but rarely cologne. Although this might seem exaggerated by other cultural standpoints, attention to personal hygiene is important for business and social success in the U.S.

TIME ORIENTATION

Despite an emphasis on informality, **punctuality is valued**. Meetings, social functions, classes, and other organized activities start within minutes of the established time. This applies to professional appointments as well as dinner with friends.

SOCIAL INTERACTION & VISITS

Casual acquaintances are easily made and easily lost. Close friendships result from repeated interactions between people and the sharing of mutual interests and activities. The key is to participate in informal conversations, without letting insecurities of language ability prevent an attempt at friendship. Informal social invitations can be easily misunderstood. People will occasionally say, “Stop by sometime” or “Let’s get together” as a polite way of saying “Good-bye”. This is more a form of speech than an invitation. However, either individual may initiate a closer friendship by calling to arrange a get-together.

Host gifts, such as flowers or a memento from one’s home country, are appreciated but not necessary. The host should be informed in advance of any dietary restrictions. It is acceptable to ask if anything contains ingredients that one cannot eat.¹

Keys to Success

Be Patient

Remember that it takes time to learn new skills, make friends, and feel comfortable in a place that may be very different from what you have known. Think back to situations in your life when being patient was useful. Then consider how you might apply what you did in those situations toward your adjustment to life at E&H.

Maintain a Sense of Humor

Laughter is a great antidote for stress or confusion. Take time to remember what makes you laugh—and incorporate it into your days. Joking with your roommates and new friends is a chance to learn about what is funny to different individuals and in diverse cultures. Watching funny movies, reading, listening to music, and playing sports and games are all great ways to add enjoyment to your day.

Get Involved

At E&H, there are many wonderful opportunities to form connections with others while doing activities you enjoy. There are nearly 100 clubs, which offer opportunities to participate in things as diverse as snowboarding, hiking, knitting, acting, and fishing. In the city of Abingdon, there are festivals, hiking opportunities, religious organizations, and volunteer opportunities.

Ask for Help

Educators, administrators, new friends you will be meeting, and your friends and family back home all want your experience at Emory & Henry University to be successful and enjoyable. Whether you need help with practical issues or emotional support, chances are, a person who can help you is nearby. The Office of International Education staff, the Office of Student Life, your academic advisor, and PRC

counselors are good places to look for assistance. Also, asking other students for their ideas and support can help you build stronger relationships with them while giving you a new perspective.

Final Notes

Please refer to the Emory & Henry University website: www.emoryhenry.edu for more information about the college, campus life and news, as well as information about the local area in general. For more information on the E&H Office of International Education, go to <https://www.emoryhenry.edu/international-education/>.

We try to answer email questions as promptly as possible. The office tends to get very busy as we approach the beginning of a semester, so it may take several days before you receive a response.

We strongly urge each student to arrive early. There are many tasks that have to be accomplished before the rush of orientation and registration begins. Remember, it will take most people a few days to get over jet lag. A couple of days spent resting and exploring the campus and local area can make a big difference in how your first semester at E&H gets started.

Emory & Henry Honor Pledge



I understand that Emory & Henry University is a community built on trust. Therefore, as a member of this community, I am committed to tell the truth and to maintain the sanctity of other people's property, including computer/data access. I will abstain from all fraud in academic work. I will neither give nor receive aid on any form of test or assigned work where such aid is prohibited, nor tolerate this conduct in any member of the Emory & Henry Community. I will deal responsibly with such acts when I observe them. By my conduct and influence, I will endeavor to build a high standard of honesty and truthfulness in all academic work.

Important Contacts

Name	Phone Numbers
Emergency: Police/Fire/Ambulance	911
Campus Police	276-944-6222
Director of International Education Dr. Celeste Gaia	Office 276-944-6917 Mobile 276-698-4689 Email cgaia@emoryhenry.edu
Global Ambassadors - Office of International Education	Office 276-944-6313 Email international@emoryhenry.edu
Provost and Dean of Faculty Dr. Mike Puglisi	Office 276-944-6168
Dean of Students Mr. Fred George	Office 276-944-6122 fgeorge@emoryhenry.edu
Director of the Student Health Center Ms. Jessica Fain, R.N.	Office 276-944-6538
Counselor, Powell Resource Center & Counseling Services Ms. Amy Burns, L.P.C.	Office 276-944-6144 alburns@emoryhenry.edu
Title IX Coordinator & Compliance Officer Ms. Brandy Caldwell	Office 276-944-6822 bcaldwell@emoryhenry.edu

*Adapted from the University of Tennessee and Keene State University International Student Handbooks. Special thanks to E&H student Kaitlyn McNabney for the design of this handbook.