Exchange Student Pre-Arrival Guide

Are you ready for Tulsa? We are so excited for your arrival! There is still a lot to get ready for before you land in Tulsa and this guide will help you with any questions you might have before arriving in Oklahoma. If you are wondering about our CGE staff, what to pack for Tulsa weather, what to expect in your university apartments, or what you need to do before you come, this guide will help!

Do I need to apply for a visa to study in the USA?
Yes!! After you receive your immigration documents in the mail from TU, schedule an appointment at the US consulate in your jurisdiction. You will need a J-1 student visa to enter the USA and study at the University of Tulsa. The visa process may take a few weeks, so please schedule your appointment as soon as you receive the documents.

What do I do when I land at the Tulsa Airport?
After you’ve made flight arrangements to Tulsa, please upload your itinerary to your online CGE account or e-mail it to laura-semenow@utulsa.edu so we can make arrangements to have a Tulsa student pick you up at the airport. Tulsa International Airport (airport code: TUL) is served by most major airlines and is located approximately 6 miles to the TU campus. When you land, look for a sign that says “University of Tulsa”. We will take you to your campus apartment and help you to get settled. If for any reason arrangements cannot be made to pick you up, or your flight is delayed and you miss your ride, you can easily take Uber or a taxi to campus which will cost approximately $25-$30 one way.

What do I do when I arrive at the TU campus?
Please stop by the Center for Global Education and say hello! We are located on the 3rd floor of Hardesty Hall/Holmes Student Center (#15 on the TU campus map). Our office hours are: Monday – Friday from 8:00 am – 5:00 pm. Telephone: (918) 631-3229
Click for: TU Campus Map Link

Also, begin completing the tasks on the Arrival Checklist that you will be given to you when you arrive.

What is the CGE and who is the CGE staff?
The Center for Global Education (CGE) is the office on campus who manages all international University partnership and sets up exchange programs. We facilitate the exchange student’s admittance to TU and provide support throughout the academic year. Think about the CGE as your home away from home! Here is a list of the CGE staff.

- Dr. Jane Kucko – Vice Provost for Center for Global Education
- Dr. Lara Foley – Assistant Provost, Global Education and Director, Global Scholars
- Laura Semenow – Associate Director (responsible for managing exchange programs)
• Kate Barron-Alicante – Associate Director
• Colin Large – Study Abroad Coordinator
• Candice Chinsetthagid – Short-Term Programs Coordinator
• Raye Leonard – Marketing and Communications Coordinator
• Shanna Blount – Assistant to Vice Provost
• Yvette Güereca – Graduate Research Assistant

CGE Staff

Dr. Kucko  Dr. Foley  Laura  Kate

Colin  Candice  Raye  Shanna

Yvette
In case of an emergency:
If you need to contact any of the CGE staff, we can be reached at the following numbers:

- **CGE Office:** 1-918-631-3229 during working hours only; Monday-Friday from 8 am – 5 pm
- **Laura (Cell):** 1-918-497-0304
- **Yvette (Cell):** 1-915-328-0927 (contact during arrival and orientation)
- **Campus Security:** 1-918-631-5555

**How do I enroll for classes?**

- Laura Semenow is in contact with your Academic Advisor and will be in touch with you about your course selection. If you have questions or concerns, you can contact your college directly as well (see e-mails below).
- In some cases, it will be best to enroll in classes after arriving to campus when you can meet with an advisor in person and they can help you find the most appropriate courses to take.
- A schedule of courses is posted to the Tulsa web page for your reference:
  - [http://utulsa.edu/courses/schedule/](http://utulsa.edu/courses/schedule/)

**Advising and Course Enrollment Offices**

- College of Arts & Sciences, Ms. Veronica Ostapowich, 1 (918) 631-2473, [veronica-ostapowich@utulsa.edu](mailto:veronica-ostapowich@utulsa.edu)
- Collins College of Business, Mr. Rick Arrington 1 (918) 631-2214, [rick-arrington@utulsa.edu](mailto:rick-arrington@utulsa.edu)
- College of Engineering & Natural Sciences, Ms. Amy Stroud, 1 (918) 631-2224, [amy-stroud@utulsa.edu](mailto:amy-stroud@utulsa.edu)

**Academic Calendar:** [http://utulsa.edu/academic-calendar/](http://utulsa.edu/academic-calendar/)

**Is there an Orientation?**

Yes! Make plans to attend the mandatory **New to the USA Orientation!** Orientation is designed to assist visiting students with their cultural transition into life in the U.S., to provide an introduction to life on the Tulsa campus, and to give you an opportunity to meet American students.

**What is the Immigration Check-In?**

All new international exchange students must report to the Office of International Student Services (ISS) after arrival in Tulsa to officially check in at the university as required by U.S. Immigration. Be sure to bring with you:

1. Valid Passport
2. Immigration documents (DS-2019 form)
3. I-94 arrival document (you will obtain this on-line after your arrival in country)
4. Proof of adequate Health & Medical Insurance translated in English (If you want to waive TU insurance)

The ISS Office is located on the 2nd floor of the Allen Chapman Student Union (#3 on the campus map).

**Are there cultural events throughout the school year?**

There are numerous student activities happening on campus and sponsored by CGE and other
organizations throughout the year to introduce you to U.S. and Oklahoma culture and to see some of the surrounding area. A sample of past activities include, but are not limited to: a visit to the state capitol in Oklahoma City, a visit to Oklahoma and Western history museum, a Tulsa Drillers baseball game, a Tulsa Oilers hockey game, a visit to the headquarters for the Cherokee Nation, attending an American Indian Pow-Wow, attending a Rodeo, a Halloween pumpkin carving, and a traditional Thanksgiving meal. You won’t get bored - we promise!

You may want to consider bringing something with you from your home country or culture to share with American students such as clothing, music, cultural artifacts, favorite recipes, etc. There will be a number of opportunities for you to participate and share your own culture with the Tulsa campus and community throughout the year.

**What do I need to know about campus?**

After you officially check in at the Office of International Student Services (ISS) and you have enrolled in courses, you will be able to obtain a printed copy of your class schedule. By taking a copy of your class schedule to the University Bookstore, you can determine which textbooks are required to be purchased for your courses and other items necessary. After arriving to campus and enrolling in classes, you can obtain a student ID card. ID cards are needed to gain access to buildings on campus including your apartments or residence halls, computer labs, the McFarlin Library, the Collins Fitness Center and can be used as a ‘cash card’ on campus to purchase food and other items. You should carry your student ID with you at all times.

Please refer to the campus map to identify some of the locations you will need to visit after arriving to campus:

<table>
<thead>
<tr>
<th>#15</th>
<th>Center for Global Education (CGE)</th>
<th>Hardesty Hall/Holmes Student Center</th>
</tr>
</thead>
<tbody>
<tr>
<td>#3</td>
<td>International Student Services (ISS)</td>
<td>Student Union, 2nd Floor</td>
</tr>
<tr>
<td>#10</td>
<td>College of Arts &amp; Sciences</td>
<td>Advising - Chapman Hall, Room 119</td>
</tr>
<tr>
<td>#17</td>
<td>Collins College of Business</td>
<td>Advising – Helmrich Hall, Room 215</td>
</tr>
<tr>
<td>#22</td>
<td>College of Engineering &amp; Sciences</td>
<td>Advising - Keplinger Hall, Room 205</td>
</tr>
<tr>
<td>#46</td>
<td>Housing Office/ID Cards</td>
<td>Fisher Hall, 1st Floor</td>
</tr>
<tr>
<td>#44</td>
<td>Pat Case Dining Center</td>
<td></td>
</tr>
<tr>
<td>#27</td>
<td>Business Office (to make payments)</td>
<td>McClure Hall, 1st Floor</td>
</tr>
<tr>
<td>#2</td>
<td>Alexander Health Center</td>
<td></td>
</tr>
<tr>
<td>#75</td>
<td>Collins Fitness Center</td>
<td></td>
</tr>
<tr>
<td>#28</td>
<td>McFarlin Library</td>
<td>Library &amp; Computer Labs</td>
</tr>
</tbody>
</table>

**Where will I live?**

You will need to apply directly for your accommodations through the Housing Office website ([https://canelink.utulsa.edu](https://canelink.utulsa.edu)) and pay the $250 deposit in order to reserve a place. If you have not done this yet, we would recommend doing so promptly for best availability. After arriving to campus and checking in with Housing, you can select a meal plan (if desired and/or required) at that time. Read more below and visit their website for more information: [http://utulsa.edu/campus-life/housing-dining/](http://utulsa.edu/campus-life/housing-dining/)
How can I pay my apartment deposit?
If you haven’t already paid your $250 apartment deposit, you need to do so. All checks should be made payable to “The University of Tulsa.” Credit card payments (Visa or MasterCard) can be made online at https://canelink.utulsa.edu.

What will my apartment be like?
The University offers two kinds of housing to regular/degree seeking students: Dormitories or unfurnished apartments. However, Campus Housing has furnished a few apartments especially for exchange students! They are located in Norman Village (#64 on your campus map). These are special arrangements and accommodate 2 students per room and have 2 rooms per apartment. Students share a kitchen, 2 bathrooms, dishwasher, washer and drier. Unlike regular apartments, all utilities (electric, cable TV, natural gas) are included.

We try to mix exchange students so students from the same country are not sharing an apartment, but this is not always possible. Apartments will have beds, dressers, desks, table, chairs but not linen, towels or kitchen ware. Plan to buy what you need when you get here! We will also let you look through our Exchange Student Closet that contains items your room may not have for you to borrow for the semester.

Are there Health Insurance & Immunization Requirements?
Health insurance is required for all international students coming to Tulsa. If you have insurance which will cover you while studying in the U.S., you must bring the company name and policy, written in English, with you as proof when you check in at the International Student Services Office (ISS). All TU students will be automatically enrolled in The University of Tulsa Health Insurance with United Health Care. However, if you provide proof of adequate coverage that meets university and immigration requirements, you will have the opportunity to waive the TU insurance. This will be discussed in more detail at our orientation.

The University does not require a physical before coming to campus, however, there is an immunization requirement. Oklahoma State Law requires that all students who attend Oklahoma colleges and universities must provide proof of immunization for certain diseases. Medical, religious, and personal exemptions are allowed by law and such requests must be made in writing. For more information regarding TU’s Health Center and services and to download required immunization forms, please visit: http://utulsa.edu/campus-life/alexander-health-center/immunization-information/

What is the weather like in Oklahoma?
The climate in Tulsa and Oklahoma is characterized by rapid weather changes. We have an old saying that goes, “If you don’t like the weather, just wait a minute and it will change.” When you arrive in August, the weather will most likely be very hot and dry so you can anticipate temperatures to be at or near 100 F degrees (37 degrees Centigrade). Fortunately, most everything is air conditioned, so you should be comfortable when you are inside buildings or your residency. Past exchange students often find that our air conditioned buildings are sometimes too cold. You may consider wearing a sweater or light jacket when indoors during the summer months.

For the summer season (June-August):
- Plan to wear light clothes (shorts, capris, skirts, dresses, light shirts, etc.) and sunscreen!
Consider bringing a lightweight jacket with you to class

For the fall and spring seasons:
- Fall lasts from September to November, while spring usually lasts from March to June.
- Plan to wear many layers: light shirts, long-sleeved shirts, jackets, sweaters, capris, jeans. Temperatures range from cool to hot during the day, and layers are a good way to stay warm or cool, depending on the time of day.
- Rain & severe storms (with possible tornadoes) are likely to happen during the late spring in April-May

For the winter season (November-February):
- Plan to bring or buy warm clothes: gloves, scarves, hats, warm socks and most importantly a heavy coat.
- Winter season typically lasts from November to February and range anywhere between 25° F and 60° F (-4° C and 15° C). We usually have light snow and ice during winter but have experienced some heavy snowstorms in the past.
- Temperatures in the winter months range from 20 degrees F to 40 degrees F (-10 to +10 degrees Centigrade) with summer temperatures ranging from 75 degrees F to 105 degrees F (25 degrees to 40 degrees Centigrade).

**What kinds of clothes should I bring?**

It is common for American students to dress casually for class, especially during the summer when it is completely acceptable to wear shorts and t-shirts. Besides everyday casual clothes (t-shirts, shorts/skirts, jeans, tennis shoes, sandals, etc.), it is a good idea to pack some other outfits. We recommend:
- A few nicer outfits (blouses and skirts/pants or dresses for women, button-down or polo shirts and slacks for men) for interviews, performing arts events, etc.
- Athletic clothes and shoes if you plan on playing sports, taking fitness classes, or using the fitness center
- A swimsuit and sandals for the pool (there are several outdoor pools on campus)
- Comfortable shoes for walking

Again, it is smart to bring a variety of clothes—shirts, sweaters, and pullovers that can be layered. The weather changes from day to day, and buildings can sometimes feel too warm or too cold. If you dress in layers, it is easy to remain comfortable throughout the day.

**Note:** A couple of days before departing to come to Tulsa, you might consider looking at the weather forecast in Tulsa to get a better idea of what to expect when you first arrive. We encourage you to drink plenty of liquids, especially in the summer months to keep yourself hydrated.

You will be able to buy many things when you get to the United States—for example, you can save suitcase room by packing only small amounts of shampoo and soap, and then buying more when you arrive. You may want to consider bringing something with you from home to share with American students such as national dress, music, favorite recipes, etc. There will be a number of opportunities for you to share your own culture with the Tulsa campus.
What should I plan on buying in Tulsa for my apartment?
Although your apartments are furnished, there are many things you will need to buy yourselves. During your orientation, we will go to a discount store where you can find many inexpensive things for your apartment.

A few essentials include:
- Dishes (around $10-$40)
- Cooking supplies ($20-$40)
- Vacuum cleaner ($30 and up, or pay for housekeeping services)
- Cleaning supplies ($10)
- Clothes hangers ($10)
- Bedding ($30 and up)
- Pillow ($10 and up)
- Laundry supplies ($10)
- Towels ($10)
- Shower curtain ($10)
- Wastebaskets ($5)

Note: For more expensive objects (vacuum cleaners, cooking supplies, etc.), you might consider getting together with a few of your neighbors or roommates to split the cost and share the item.

There are also many optional items you might be interested in buying. A few ideas include:
- Alarm clock ($10)
- Rugs ($20 and up)
- Picture frames and decorations ($10 and up)
- Curtains ($15-30)
- Television ($50 and up)
- Cards or games ($10-30)
- Radios, stereos, iPod stereos, etc. ($20 and up)

What else will I need money for?
When we shop for your apartment, we’ll also take a trip to the grocery store to stock up on fruits, vegetables, snacks, and other food items. There are some other things you might need to be aware of or think to purchase for your stay in Tulsa. They are:
- School supplies ($10-$20)
- Toiletries (shampoo, soap, toothpaste, etc.) ($10-$30)
- Hair dryer ($15 and up)
- Movies, books, magazines, and games ($10-$50)
- Snacks ($10-$20)
- Umbrella or raincoat ($10 and up)
- Medication (varies)
- Cell phone ($30 and up) and cell phone plan ($10-$50 monthly)
• Personal travel during breaks

More questions? Please let Laura Semenow know! Just e-mail laura-semenow@utulsa.edu, call: 918-631-3226 or 918-497-0304 (cell, whatsapp and text) or Skype: lbsemenow.

WELCOME TO THE UNIVERSITY OF TULSA! SEE YOU SOON!