



**S O U T H E R N M I S S
INTERNATIONAL STUDENT
AND SCHOLAR SERVICES**

2009-10

Handbook for
International Students
and Scholars

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WELCOME TO SOUTHERN MISS

Welcome to Hattiesburg and to The University of Southern Mississippi! We are pleased that you have chosen Southern Miss to continue your education, and we hope that your experiences will be rewarding.

All new international students and scholars face similar situations upon their arrival at the university, including finding a place to live, registering for classes, making friends and learning where things are located. Please remember that there are many people here at Southern Miss to answer your questions. We want you to know that the ISSS Staff is here to serve as your compass and guide your stay at Southern Miss.

This book has been prepared especially to help international students and scholars in the adjustment process. It contains information about the various services, policies and programs at Southern Miss. Please read it carefully, and feel free to ask questions if you need further assistance.

We look forward to working with you!

Dr. Robert Lyman
Provost

Susan Steen, Director
Office of International Programs
International Center, Room 401

Office of International Student and Scholar Services
International Center, Room 411

Ms. Barbara Whitt Jackson, Administrator

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Administrative Secretary

IMPORTANT NOTICE

CHANGE OF ADDRESS

It is the responsibility of every international student and scholar to keep the Office of International Student and Scholar Services (ISSS) apprised of any changes in your local address. U.S. immigration regulations require that we have both your mailing address and your residential address. Anytime you move, you must tell us. Forms for this can be obtained from the ISSS office or online at www.usm.edu/iss.

If we do not have your correct address, you will

- A) not receive important notices from the University or ISSS Office, and
- B) not be reported correctly to U.S. Citizenship and Immigration Service (USCIS).

FAILURE TO SUPPLY US WITH YOUR CORRECT MAILING ADDRESS COULD CAUSE SEVERE PROBLEMS FOR YOU THROUGH MISSING IMPORTANT MAILINGS FROM SOUTHERN MISS AND USCIS. IF YOUR ADDRESS CHANGES AT ANY TIME, PLEASE INFORM US.

Thank you for your cooperation in this matter.

WELCOME

Welcome to the United States! Moving to a new country can be an exciting experience as it is an opportunity to study in a new environment, learn new skills, experience different ways of doing things, and become exposed to new ways of thinking. It can also be a time when you experience the phenomenon of "culture shock" as the excitement of the first few days wears off and you begin to notice the challenges of your new environment.

Americans also experience culture shock when they travel abroad. It is a normal reaction when one is confronted with new or different sets of values and behavior patterns. The best way to adjust is to keep an open mind; remember that the people in this culture are operating in accordance with their own history and their own set of values. Try not to judge them by the standards and expectations of your own country. For example, what may seem to you as unfriendliness or rejection may simply be the accepted way of behaving or speaking in your new setting.

If you have questions as to why Americans behave or respond a certain way, feel free to ask the staff in the ISSS office. Understanding the American culture may help you feel more comfortable and less confused about what is going on and what is expected of you.

TICK-TOCK GOES THE CLOCK

Citizens of the United States are among the most notorious in the world for living a fast-paced style of life. Time, and the effective use of it, is very important to them. Time is considered valuable, something not to be wasted, and Americans feel that achieving goals largely depends on the productive use of time. As a result, you will probably find that society is efficient and progress-oriented; however, this sometimes occurs at the expense of developing interpersonal relationships.

The way most Americans view time is both a direct and underlying reason for the structure of their society. You will find that technology has helped "instantize" the United States so that banks, restaurants, business offices and supermarkets are all devoted to getting people in and out quickly. Even meals have gone "fast"; fast-food and microwave meals at home have become a substantial part of the average citizen's diet. In fact, most people carry calendars with them throughout the day, and very few do not wear watches! Therefore, it is important that if you make an appointment with someone, you arrive promptly. While running five minutes late would not be inexcusable, fifteen minutes probably would. Many professors will not give credit for attendance to students who arrive in their classes after the lecture has begun. Although Americans are usually informal people, you will find that schedules are very important to them, and their lives are highly structured.

THE STAGES OF CULTURAL ADJUSTMENT

STAGE ONE: ENTHUSIASM AND EXCITEMENT

The individual is

- very positive about the culture,
- overwhelmed with impressions,
- largely passive and doesn't confront the culture, and
- finds the culture exotic and fascinating.

STAGE TWO: WITHDRAWAL AND LONELINESS

The individual begins to

- interact with the culture,
- find the behavior of the people unusual and unpredictable,
- react to the behavior and dislike the culture,
- withdraws,
- criticizes the culture and people, and
- often wants to go home.

STAGE THREE: RE-EMERGENCE AND ADJUSTMENT

The individual begins to

- understand the behavior of the people,
- feels more comfortable living and encountering the culture,
- feels less isolated, and
- regains sense of humor.

STAGE FOUR: ACHIEVEMENT AND ENTHUSIASM

The individual

- enjoys being in the culture,
- functions easily in the culture,
- prefers certain host country behavior to that of own culture, and
- adopts certain behaviors.

SYMPTOMS OF CULTURE SHOCK:	homesickness	instability
	boredom	hostility toward locals
	lethargy	irrational anger
	withdrawal	excessive sleeping

ATTITUDES AND VALUES

Citizens of the United States are proud of their democratic origins and tend to believe strongly in egalitarian ideals; therefore, your birthplace may not be as important to an American as your individual values, achievements and goals. Americans like for every person to have equal opportunities, and you might discover that rigid hierarchies are uncommon in this country. The competitive culture of the United States encourages personal accomplishments; people are viewed as individuals rather than as collective group members. Consequently, independence is a highly valued characteristic and privacy is considered an essential part of life. Change is generally viewed as a positive force; mobility is equated with progress. As a result, you will find that the United States is a largely transient society in economic, social and geographic terms.

Freedom of speech and the right to privacy are values cherished by the majority of Americans and carefully protected under the U.S. Constitution. You will probably hear people criticizing the government and its leaders during your stay, and perhaps even laughing at the country's weaknesses. You will also hear people exchanging their opinions on a variety of subjects, and they may ask you for yours. Americans openly challenge one another about their ideas, and this is considered an integral part of society; do not be shocked if you hear someone say, "I couldn't disagree with you more," before launching into an impassioned speech about his or her ideals. As long as criticism does not take the form of a personal attack, it is not considered improper or offensive. Students frequently challenge professors in the classroom about something that has been said, and as long as questioning is done diplomatically and not with contempt, professors will generally take the time to address the student's query. What you may feel to be a sign of open disrespect is often the norm because many people in the United States do not feel restricted by social status.

CUSTOMS AND COURTESIES

Conversation

Americans tend to be frank people and place great value in eye contact with others. When introduced to someone new or when greeting a person in a formal situation, they will generally smile, look the other party straight in the eye, and offer a firm handshake while saying such phrases as “How do you do?” or the more contemporary “It's nice to meet you.” If contact between two people is made on an informal, continuous and frequent basis, a handshake is not always used in greeting, but rather a simple “Hello.” Many people also say to each other in passing, “How are you?” Usually this is not an invitation to discuss your life in detail but a different way of saying “Hi.” The common response to “How are you?” is “Fine, thanks,” or “Great, and you?” Oftentimes, good friends or relatives will hug or kiss when they see each other after an absence of some time.

In conversation, social norms decree that people stand about two feet (or more) away from each other. Personal space is important to Americans, and if you violate the realm of an individual's personal space, you may find that he or she will unobtrusively back away from you. Many people "talk with their hands" because of a generally open, frank attitude toward the world; lots of expressive hand and facial gestures may be common in conversation. For the most part, American culture is informal, and posture is often casual. Some hand gestures are considered offensive in the United States, and you should avoid using them.

When You're Invited Out

Because many Americans maintain a busy lifestyle, eating out is a frequent occurrence both for social enjoyment and because cooking at home may be time-consuming. In a restaurant in which you are waited on by a waiter or waitress, a tip (service charge) of 15 percent or more is expected. At a fast-food establishment, you don't need to leave a tip, but you are expected to clear your table before you leave. If you are invited to dine out with friends, plan to pay for your own meal (called “splitting the check”) unless explicitly invited to eat out at the host's expense. Generally, this will be worded as “This is on me,” “I'd like to treat this time,” or “I'd like to take you out to lunch.”

Never accept an invitation unless you plan to attend. If you cannot or do not want to go, it is polite to say, “Thank you, but I won't be able to go.” If you do accept an invitation and a problem arises that will prevent your attendance, contact your host and explain. When invited to someone's house, you should arrive promptly. If you are unsure of the dress code, it is perfectly acceptable to ask the hostess/host about the attire: “Will the dress be casual or formal?” It is not necessary to take a gift to the host, but it is not inappropriate. If you stay with someone for a few days or more, a small gift and letter of thanks is a polite way of letting your host(s) know that you enjoyed your stay.

If you observe dietary restrictions, let your host know in advance; cultural preferences and dietary restrictions are understood and respected.

Americans like for people to “make themselves at home” during visits and will generally show a visitor all over the house and emphasize where guest towels, water glasses and other items are located. If you are staying for a substantial length of time, you should not expect your host or hostess to pour you a glass of water whenever you are thirsty; you will be expected to get it yourself. To Americans, who place value in independence and autonomy, this is a way of making you feel comfortable in their home so that you are not obliged to depend on your hosts for your every need. If you are living with a host family, guidelines vary as to what you will be expected to do around the house, but you will probably be considered a part of the family and asked to help in the home as any other family member.

RELATIONS WITH THE OPPOSITE SEX

In the United States, relations between the genders tend to be somewhat casual. There are few strictly defined gender roles, and men and women often share household chores with little regard for previous notions of what is a "man's job" and what is a "woman's job." Today, half of all working Americans are women; they expect the same professional respect as that given to men. Men are playing a larger role in child rearing than they did before the 1990s.

In the U. S., views on sexual relations differ from person to person. From an outside perspective, it may seem that Americans have a relaxed or liberal view of sexuality; however, in reality, particularly in the South, sexuality is a very personal issue, and the individual makes her or his own choice.

It is acceptable for men and women to ask each other out, either as friends or in a relationship. However, under NO CIRCUMSTANCES is there any obligation or expectation to have sexual contact with that person; dating does not indicate a willingness or desire for sexual involvement or for a long-term commitment. You have a right to say "YES" or "NO." Any form of sexual harassment, from verbal commentary to physical touch, is socially and legally unacceptable. If you have questions dealing with these issues, you can get advice from the ISSS office.

DATE RAPE

What is "date rape?" Date rape is the act of forcing sex on a date. Date rape is sometimes called "social rape," "silent rape" or "cocktail rape." The rapist could be anyone you go out with -- an acquaintance, classmate, coworker, supervisor, ex-spouse, family member or a neighbor. He could even be your boyfriend or fiancé.

Rape is a serious crime and should be a concern of all students. Most people imagine the typical rapist as a psychotic stranger lurking in an alley. In fact, many rapes are committed by a seemingly "nice guy" whom the woman may know quite well. No matter who the rapist is, rape is an act of violence and a violation of a woman's personal rights. It can cause great emotional and physical injury.

If you are raped, please do the following:

- 1) Go to a friend's house or any place with people who can give you emotional support, or call a rape-crisis hotline at 601.264.7777.
- 2) See a doctor immediately for treatment of injuries and other tests which can provide important medical evidence. Don't bathe, shower or change clothes before you go.
- 3) Report the rape to the proper authorities. If the rape occurs on campus, please call the campus police at 601.266.4986. Remember, reporting sexual assault is an important part of ending violence against women. Nevertheless, you should be comfortable with the decision.
- 4) If you choose not to report the rape or take legal action, you should consult a trained counselor at the Shaffer Center for Crisis Intervention (601.264.7777), the hospital or Pine Grove mental health center (601.288.4800). If you are not

interested in talking with any of the individuals mentioned above, feel free to discuss this issue with a staff member of ISSS.

This information has been provided from a Scriptography publication .

COMMON QUESTIONS ABOUT LIFE IN THE UNITED STATES

- 1. Most Americans seem very friendly; they smile and speak to me but do not seem to want to become friends. Am I doing something wrong?**

Probably not. Remember that the Americans you see on campus have probably been at Southern Miss for some time and have already established friendships with others. Because many Americans are involved in a number of different activities, and because many must work to support themselves while they are enrolled at Southern Miss, they may feel that they do not have much free time and may not engage in lengthy conversation. You might find that becoming close friends with Americans takes a while because American friendships tend to develop over time with repeated contact between parties. A number of Americans will be interested in getting to know you and learning about life in your home country. Be patient, and do not assume that you are doing something wrong if it takes time to build friendships with Americans.
- 2. I hate the university. I hate the United States. I hate my roommate. What should I do?**

Adjusting to a new country, a new university and new people is often very difficult, and sometimes, students think they have made the wrong choice in coming here. The most important thing to do is talk about your feelings or problems with someone who can find some answers. The ISSS staff, the University Counseling Center and your friends can help. Do not make any quick decisions -- talk with someone first -- and you may find that things are not as bad as they seem. Conversations with the Counseling Center and ISSS staff are confidential.
- 3. A person in my class is nosy and asks rude questions about my personal life. I am very offended by this and do not know what to do.**

Americans tend to be more casual about details of their private lives than some cultures. Most feel comfortable in discussing their families, where they are from, what they are studying, their career goals, their political inclinations, their religious affiliations and certain aspects of their personal relationships (such as who they are dating and what they do on the weekends). They may question you about some of these topics as a way of getting to know you but do not mean to insult you or make you uncomfortable. Please remember that in this society, queries of this nature are NOT considered unusual or intrusive. If you feel that your privacy is being invaded, you might explain that you are unaccustomed to talking about these things because, in your country, they are considered private topics.
- 4. I was walking in the park and saw two people kissing. I was very embarrassed and**

upset; in my country, this behavior is considered terribly inappropriate.

Attitudes toward displays of affection in public vary not only from country to country but also from one person to the next. Some American people may find nothing wrong with such behavior; others might be offended. While there are **social norms** that regulate touching behavior outside the privacy of one's home, few laws prevent people from engaging in contact with each other (one such law is indecent exposure, which prohibits the exposure of certain parts of the anatomy in public). Your best option is simply to ignore the people and continue on your way.

STUMBLING BLOCKS IN INTERCULTURAL COMMUNICATION

1. ASSUMING SIMILARITY INSTEAD OF DIFFERENCE

Both the foreigner and the host can easily fall into this trap. Especially when people dress appropriately and speak some of the language, it is easy to believe that they have similar ways of communicating nonverbally and similar thoughts and feelings.

2. LANGUAGE

This seems obvious, but language refers not only to vocabulary, grammar, idioms and slang but also to understanding the meanings that are intended and implied by the words people say. For example, in some languages and cultures it is common to use sarcasm, irony or plays on words, while in others it is not.

3. NONVERBAL MISINTERPRETATIONS

People from different cultures live in different “sensory realities”; that is, they only see, hear, feel and smell things that have meaning or are important to them. Some nonverbal signs and symbols—gestures, posture and body movements – are relatively easy to observe and understand. Less obvious cultural meanings, values or significance can be found, for example, in the use of time and space. These cultural differences are much harder to notice.

4. THE EXISTENCE OF PERCEPTIONS AND STEREOTYPES

Stereotypes interfere with looking at things objectively. In other words, once stereotypes or preconceived ideas are formed, we are less likely to look for clues to help us understand someone else’s “reality.”

5. THE TENDENCY TO JUDGE OR EVALUATE

The tendency to approve or disapprove of the words or actions of the other person or group is common, and this reduces a person’s ability to understand the feelings and thoughts being expressed by the other person and to try to find ways to look at the world from their perspectives.

6. HIGH ANXIETY

These blocks are based on the fact that people in intercultural situations are often anxious. Anxiety makes all of the other stumbling blocks worse. It is common to be tense or anxious in cross-cultural experiences because they are full of uncertainties, and this makes it necessary to constantly be alert.

Recognizing the stumbling blocks is a first step toward finding ways to reduce misunderstandings and increase learning. There are skills that can be improved in order to try to make cross-cultural experiences more satisfying and rewarding. An important first step is to realize that there are stumbling blocks that exist and will need some effort to overcome.

The skills that are commonly necessary for people to communicate effectively in intercultural situations are the following:

- Open mindedness
- Flexibility
- Curiosity
- Tolerance for differences and ambiguity
- A sense of humor
- Low goal and task orientation
- An ability to fail

Kohls, in “Survival Kit for Overseas Living,” cites the last three as the most important. Clearly, what is most important for you depends on your situation and the kind of encounters or interactions you face.

Adapted from an article of the same title by LaRay Barna, published in *Intercultural Communication: A Reader*, Fifth Edition, by Larry A. Samoyar and Richard E. Porter.

PEOPLE FROM OTHER CULTURES MAY THINK THAT.....

AMERICANS are disrespectful because . . .

- ✚ their greetings are short and casual,
- ✚ they seldom address people by their titles,
- ✚ they call almost everyone by their first names,
- ✚ they immediately ask if you are married and how many children you have,
- ✚ they do not walk you to your car or to the bus stop when you leave their houses after a visit, and
- ✚ they prefer to entertain guests at home rather than at a restaurant.

AMERICANS talk all the time and are seldom still.

AMERICANS are too direct, too blunt. They will tell you the truth even if it may not be what you want to hear.

AMERICAN friendships are shallow because they call many, many people “friends,” – people they have just met, as well as those they have not seen in several years.

AMERICANS are not modest. They will often acknowledge a compliment by saying “thank you.” A man will even admit to having an attractive spouse.

AMERICANS are easily intimidated. They will stand meekly in line to buy a ticket, board a bus or cash a check. Drivers will even stop for a stop sign in the country when there are no other cars in sight.

THE UNITED STATES AND SOUTHERN MISS EDUCATION – FEATURES

U.S. universities in general reflect the U.S. Constitution's values of freedom of speech, emphasis on political and cultural democracy, competition, participation and standards of "fairness" for all.

Course Load	For undergraduate students, the minimum full-time course load is 12 semester hours. For graduate students, the minimum full-time course load is nine hours. A typical undergraduate student course load ranges from 15-18 hours, while a typical graduate course load averages about 12 hours.
Attendance Policies	Most classes will have attendance policies outlined in the syllabus presented by your professor at the start of the semester. Pay close attention to these – failure to attend classes can result in a failing grade. When it's necessary to be absent from class, courtesy dictates that you inform the professor or instructor; although this will vary by individual.
Plagiarism	Plagiarism occurs when one uses another's words or ideas without acknowledgement of their source. In the United States, it is not acceptable to incorporate the words of other scholars into one's work without clearly documenting it. The consequences of plagiarism can be severe (a failing grade, expulsion from the class or university). If you are unsure about when or how to document borrowed words or ideas, ask your instructor. You can find more information online about plagiarism in "The University of Southern Mississippi Handbook" on page 37.
Class Instruction	Methods of instruction vary according to individual, department and nature of the class. Often lower-level classes will employ formal lecturing methods, whereas, many upper-level classes may have seminar-style discussion formats. Professors usually expect students to ask questions during or at the end of the class. Those that do not will tell you.
Assessment/Evaluation	Assessment involves a variety of methods, ranging from multiple-choice exams to essay questions. Instructors retain the authority in their classes over the assignment of grades. Student performance should be evaluated according to academic criteria made available to students early in the semester. When a student disagrees with the final grades given by an instructor, fair play requires the opportunity for orderly appellate procedure.

Class Participation

In the U.S. classroom, discussion is often considered a vital part of the learning process, and students are encouraged to participate by contributing their ideas and opinions. Some courses will count participation in the classroom as part of the final grade.

Tips for Academic Success

- Introduce yourself to professors and instructors
 - Seek help when you need it
 - Keep up with out-of-class assignments

SOUTHERN EXPRESSIONS (OR JUST COLLOQUIALISMS)

1.	Y'all	Short for you all or all of you
2.	Stick with it	Keep going until you finish the job
3.	Hang in there	Do not quit
4.	What's up/what's new?	How are you doing?
5.	Feel free to	Make yourself welcome
6.	Plug away	Keep at it busily
7.	See to it	Make sure it is done
8.	Take care of	To do something
9.	Get around to it	Do it when you get the opportunity
10.	Lost your mind/lose your mind	To go crazy/to be confused
11.	Lose sight of	To lose perspective
12.	Looking forward to	Anxious/excited about
13.	Check it out	Look at with close scrutiny
14.	Uptight	Upset or anxious
15.	Dead last	At the very end
16.	Shut up	Be quiet
17.	Out of line	Out of one's place
18.	Hang on	Don't give up/hold on
19.	Look ahead	Think about the future
20.	Blow it off	Forget about it
21.	Strangle hold	A tight hold/grip
22.	Alongside of	Beside/together with
23.	Offhand	Not in one's primary grasp
24.	Bat an eye	Blink an eye/take another look at
25.	Irregardless	No such word (regardless)
26.	Kick in gear	To get prepared
27.	End of the line, road, game, etc.	The very end
28.	Head start	Beginning first
29.	Ahead of the game	Out in front/ahead of the rest
30.	Jump right in	Begin at your own pace
31.	Strung out	Very busy
32.	Hard pressed	Very busy with very little time
33.	Hold back	To keep back voluntarily
34.	Out of sync	Not with the ordinary pace
35.	Zeroed in/zero in	To get a good grasp of the situation/focus in on
36.	Pull up a chair/take a seat	Sit down
37.	Out of whack	Out of the ordinary/broken
38.	Keep an eye out for you	Watch out for you

Southern Expressions (continued)

39.	Sharp eyes	Very perceptive
40.	Straighten out/up	To correct an error
41.	Watch your step	Be careful
42.	Headstrong	Stubborn
43.	Step out of line	To get out of one's place
44.	In the nick of time	Perfect timing
45.	Keep in touch	Continue contact/correspondence
46.	Look into it	Regard with close scrutiny
47.	Slammed	Busy, overwhelmed
48.	Take in stride	To receive information calmly
49.	You bet	Of course
50.	Holding on for dear life	Holding tightly
51.	On the phone	Having a phone conversation
52.	Scared to death	Extremely frightened
53.	Come again	Return later
54.	Crazy about	To like extremely
55.	See you around	To meet later
56.	Bullheaded	Stubborn
57.	Smart critter	Intelligent person
58.	This neck of the woods	In this area
59.	I'm fixing to	I'm about to
60.	Brand-new	Just bought/just purchased
61.	To reckon	To guess
62.	To get a hold of someone	To reach them
63.	Over yonder	Over there
64.	To chase after someone	To try to reach them
65.	A good ways off	A long distance
66.	Hey	Hello/Hi
67.	My bad	My mistake
68.	ASAP	As soon as possible
69.	Common sense	Natural intuition
70.	To count on someone	To rely/depend on someone
71.	Coke	Sprite, Coca-Cola, Dr. Pepper, or any other soda

HATTIESBURG

Hattiesburg is a relatively small city located in the southeastern part of Mississippi. It has a population of 111,674, and over the years, rapid growth in health care and manufacturing has made Hattiesburg the medical, educational, commercial and retail center for more than a quarter of a million people throughout the southeastern part of the state. It is also the home of The University of Southern Mississippi, which has a student population of 14,592.

The county seat of Forrest County, Hattiesburg is the site of city and county governments, as well as the federal district court. The year 1993 marked the beginning of several new and expanded projects for Hattiesburg. The area now boasts three Walmart Supercenters and a Sam's Club. In addition, there are numerous shopping centers that have been recently opened in the city. Relatively new to the city is the Longleaf Trace walking and bike trail. Hattiesburg has a Family YMCA, the Turtle Creek shopping mall and a \$5.6 million city library that opened in spring 1996.

With its many creeks, forests, parks and sports complexes, and with its proximity to the nearby Gulf Coast and New Orleans, Hattiesburg offers a variety of recreational opportunities. A student may be strolling through the New Orleans French Quarter one day and canoeing down the Okatoma River the next. A number of museums, art centers and theaters provide visitors with the chance to participate in indoor cultural activities. Hattiesburg is also host to local festivals, such as the Hubfest in the spring and Octoberfest in the fall. During the holiday season, you can enjoy the Christmas Tree Lighting Ceremony held in historic downtown Hattiesburg.

For more information on Hattiesburg, visit www.hattiesburgms.com or read the enclosed guide titled "Here's Hattiesburg."

Again, welcome to Hattiesburg, and enjoy your stay!

BICYCLE SAFETY TIPS

1. Mark the bike with your driver's license state and number and you register your bike with the Parking

Management.

2. Always park your bike next to an immovable rack and lock it. For maximum protection, invest in a heavy, U-shaped lock. At minimum, buy a case-hardened steel cable or chain and padlock to prevent theft.
3. Cross sewer gratings and railroad tracks at an angle.
4. Stay in a single-file line when riding with others.
5. Walk your bike across busy intersections.
6. Wear protective shoes to avoid getting your toes caught in moving parts.
7. Avoid long skirts or flared pants. Clasp pants to legs with clips or leg bands.
8. Wear safety equipment at all times. This includes bright clothing, protective helmet, safety goggles, etc.

For traveling on campus, University Police suggest the following safety tips:

1. Never ride your bicycle on the sidewalk.
2. Always watch for pedestrians and motor vehicles while crossing streets.
3. Always wear a standard protective helmet.
4. Always remain alert while bicycling.
5. Always follow the flow of traffic.
6. Remember that a person operating a bicycle is under the same rules of the road as a motor vehicle operator.

HOW TO BUY A USED CAR

Before you consider buying any used car, be sure to read the *Blue Book NADA (National Automobile Dealer's Association) Official Used Car Guide*. This book, which is available free of charge at most banks, automobile insurance offices and libraries, as well as online at <http://www.kbb.com>, describes the price range for any year,

make, model and type of car. You should expect to pay a sum of money close to the price listed in the *Blue Book*.

There are three types of sources for used cars available for purchase:

New Car Dealer - Some new car dealers also sell used cars. These cars can be slightly used “demos” or trade-ins. Dealers usually keep the best cars for trade-ins and sell the cars that are older or needing repairs to auctions, wholesale buyers and used car dealers. The new car dealers usually sell their used cars with a limited warranty and have the facilities to service the cars they sell. They also generally sell these cars for more than the *Blue Book* price.

Used Car Dealer – Used car dealers get their cars from new car dealers. These cars are older models that the new car dealer got as a trade-in and was not able to sell. This type of dealer usually does not offer any type of repair services or warranties.

Private Cars - You can also buy a car directly from an owner. These are usually advertised in the “Classified Ads” section of the newspaper. You may also find used cars online or in the student newspaper.

QUESTIONS TO ASK BEFORE BUYING A CAR

What is the car’s condition? What is the mileage? Be aware of the illegal practice of setting the mileage “back” on the odometer. Has it ever been in an accident? What were the damages? Why are they selling the car? The reason the car is being sold may indicate the need for some repairs. You should get the vehicle identification number and go online to check the history of the car before you make a purchase decision. There are numerous online services available; for example, <http://www.carfax.com> is a reliable source to use.

PROBLEMS TO LOOK FOR WHEN BUYING A USED CAR

LEAKS - Look at the pavement under the car for dark stains or puddles. This may indicate that the oil or brake fluid is leaking, which can be expensive to repair.

BODY- Look for any type of rust or “bubbling” under the car’s paint. Also, check the wheel wells, door edges and trunk floor and lid. Bring a small magnet and try attaching it to different exterior areas of the car’s body. If it will not stick, this might indicate that the car was hastily repaired with a temporary plastic part because of an accident. Ask the seller what happened.

STEERING- Before turning on the ignition, unlock the steering wheel and turn it. There should not be a lot of motion or “play.” When driving, there should not be any vibration in the steering.

ENGINE AND TRANSMISSION - The car should start and accelerate smoothly. If there is any bucking, skipping, hesitation or noise, the car will probably need expensive repairs. Check the gears; they should shift smoothly and quietly.

TIRES - Bald tires or different brands of tires on a car whose odometer only says 10,000 miles can mean that the odometer has been “rolled back” or disconnected. Also, check for uneven tire wear, which can indicate an

accident or alignment problem. Remember to examine the trunk for spare tire equipment. Make sure all the necessary parts of the jack are there and that there are no leaks in the trunk.

SUSPENSION - Push and pull the top of each front tire. If it moves or makes a noise, the bearings or suspension joints could be badly worn. Push down with your body weight on each fender and make the car bounce up and down a few times. Then give the car one more downward push to release it. The car should bounce back up and stop moving; if it does not level off and continues to bounce, it may need repairs or new shock absorbers.

INTERIOR - Be sure to check window controls, safety belts, seat adjusters, warning lights, wipers, washers, radio, heater and air conditioner. Check the seats for comfort, broken springs and torn seat covers. Have a friend stand in front of and then behind the car while you turn on the headlights, turn signals, parking lights and brake lights. Everything should be in good working condition. Look at the rubber pedal pads; if they are greatly worn or new and the car has low mileage, ask questions. Also, check along the window seams for water leaks.

ALIGNMENT - Drive straight, through a puddle of water (if possible), with a friend standing outside the rear of the car. The front and rear wheels should follow each other in a straight line. If it moves, even slightly, to one side, then it was probably in an accident and has a bent frame. This is very expensive to repair. Do not buy the car.

BRAKES - Drive the car at 45 mph on a quiet road, and apply the brakes firmly without locking them. Do this three times. The car should come to a quick stop without swerving, and the brakes should not vibrate or grab. When you stop the car completely, push the brake pedal down. It should stop well off the floor. If not, and it goes down close to the floor or feels spongy, there may be a leak in the brake fluid or problems with the master cylinder. These repairs can be very expensive.

OIL USE - After the engine has warmed up, drive the car at highway speed and take your foot off the gas pedal for a few seconds. Then, press the gas pedal down hard for two seconds and have a friend look for exhaust smoke. Blue smoke means that the car is burning oil. Repairs for this can be very expensive. Black smoke means that the fuel system may just need a minor adjustment.

It is a good idea to test-drive the car. Pay attention to how the car handles, and listen for any noises. Take the car to a mechanic for a complete inspection. If he finds anything that needs a repair, take the estimate to the owner and ask for a price reduction relative to the repairs needed.

THE UNIVERSITY

Important Dates

For information on important dates and deadlines, please refer to your *Class Schedule Guide*, which contains a calendar of events for the year. You can find this information online at http://www.usm.edu/registrar/class_schedule_guide/index.php. This information is updated weekly.

University Facilities

Business Office: Located in Forrest County Hall. . This office is open Monday-Friday, from 9 a.m. to 4 p.m. There is a student bank available with simple deposit and withdrawal services. The Business Office is where you will go to pay any fees incurred on campus.

Post Office: Full postal services are available, such as stamps, money orders and postal boxes for receiving mail. The post office is open Monday-Friday, from 9 a.m. to 4 p.m.

Food Services: There are several places to eat on campus, all operated by Eagle Dining. The Fresh Food Company located in the new Thad Cochran Center is the main cafeteria with multiple meal lines. A student may purchase a seven-day or a five-day meal plan. On-campus residence hall students are required to purchase a meal plan. If you live off campus, you can purchase a full-meal plan or a limited-meal plan (called the "commuter" plan). Hours of operation vary with each food service location. Student meal cards, as well as personal credit cards, may be used at the various on-campus dining sites.

Seymour's: Seymour's is a small cafe located in the Union and on a concession trailer in the plaza by Cook Library. The food available at the concession trailer is limited to salads, sandwiches and burgers. Student meal cards may be used at each of these locations.

The Agora: The Agora is a small restaurant situated on the ground floor of the International Center. The Agora features a range of menu options for breakfast, lunch or dinner. The Agora features fresh sushi made on site by our specially trained sushi chefs, an exhibition station serving freshly prepared international and regional cuisine, and of course, Einstein Bros. famous sandwiches, soups and salads.

Starbucks: Located inside of Cook Library, this is a very popular coffee shop that originated in Seattle, Washington. This is a very popular place to study and enjoy coffee. Southern Miss' Starbucks facility is the largest in the state. Their operating hours are Monday–Thursday, 7:30 a.m. – midnight; Friday, 7:30 a.m. - 8 p.m.; Saturday, 10 a.m. – 6 p.m.; and Sunday, noon – midnight.

Power House Restaurant: Located across from Cook Library, the Power House is the newest attraction to the Southern Miss campus. This old landmark has been renovated from its 1934 look and given a new 2006 makeover. Its menu has many attractive items from salads and sandwiches to soups. Students may use their meal cards or major credit cards at this restaurant. Their hours of operation are Monday through Thursday, 10:30 a.m. – 9 p.m. and Friday, 10:30 a.m. to 3 p.m.

Cook Library: Books may be checked out for three weeks with a one-week renewal. Please see the Cook Library newsletter (available in the library) for details on various services provided. Library hours are posted at the entrance of the library. Learning Enhancement Center (LEC) is located on the second floor of the Cook Library. The LEC contains a video and film library, along with the equipment on which to view them.

McCain Library: This library is located across the plaza from the Cook Library. In this library are the Mississippi Room, the archives for Southern Miss theses and dissertations, and the Honors College.

University Counseling Center: Personal, social and marital counseling are provided, and everything said during a counseling interview is regarded as confidential. No information is released to any individual except with the approval of the student. The center is located in Kennard-Washington Hall, Room 200. It is open Monday-Friday from 8 a.m. to 5 p.m.

Barnes and Noble: The bookstore (separate from the Textbook Center) is located in the Thad Cochran Building. The bookstore offers gifts, cards, posters, school supplies, books and Southern Miss clothing. It is open Monday—Friday from 8 am to 5 pm..

iTech: iTech is responsible for maintaining the university's computer system. iTech's Information Services Support Unit provides technology support to students, faculty and staff for e-mail, Internet, telecommunications, student information, administrative and desktop computing needs. The Customer Services office is located in McLemore Hall, Room 112, and it provides a central point of contact for iTech, adding value by matching technology resources with technology needs on campus.

Career Services and Student Employment: This office, located in McLemore Hall, Room 125, provides employment and career services information. The Student Employment Division offers you the opportunity to obtain part-time employment on campus while enrolled as a regular student at Southern Miss. International students who are maintaining legal immigration status may work up to 20 hours per week on campus; however, international students do not qualify for work-study jobs.

The Cooperative Education Program assists students in securing off-campus jobs related to the student's major. Co-op jobs require that a student take a semester off from school; there are special U.S. Immigration regulations relating to co-op jobs that must be observed. You can pick up information sheets on these regulations in the ISSS office. The Placement Center is a division of Career Services. It provides assistance to graduating seniors, graduates and alumni in obtaining career employment upon or after graduation. Students seeking career employment should register with the Placement Center and establish a credentials folder. International students are eligible for 12 months of optional practical training employment. Instructions on how to apply for this type of employment authorization are available in the ISSS office.

Institute for Disability Services: This office provides a variety of programs and services to students with any type of temporary or permanent physical disability. New students are encouraged to call the office at 601.266.5024.

Student Health Services: The University Clinic provides a wide range of services, such as laboratory testing, X-rays and a pharmacy. The clinic employs full-time physicians, part-time physicians and a nurse practitioner who provide medical care. Each student is assessed a clinic fee at registration. This fee entitles you to free consultations with the physicians and nurses. Research scholars, however, are required to pay for services, as they do not register for classes. There are nominal fees for the lab testing, x-rays and pharmacy. The clinic is located next to the Student Services building. Operating hours are the following: fall and spring semesters, 8 a.m. to 5 p.m., Monday-Friday (closed Thursday for lunch, noon – 1 p.m.); summer semester, 8 a.m. to noon and 1 to 4:30 p.m. Walk-in services for students are available except on university holidays. Emergency services are provided by the After Hours Clinic (601.261.5710) on Highway 98 across from Popeye's; NAN Family Health Care (601.288.8004) located on Lincoln Road in the Lincoln Center, Suite 302; Immediate Care (601.261.3737) located next to Stewart's; and Immediate Care (601.570.0300) located by Wal-Mart on Highway 49 South. After hours care is offered to the students from the Nan Clinic, Immediate Care Center and

the Emergency Rooms at local hospitals. If you are participating in the university's group insurance plan, go to the University Clinic first in order to receive a waiver of the deductible (see "Health Care" section).

International Programming and Services: The ISSS office provides a variety of services for international students and scholars. These include orientation, cultural adjustment counseling, some personal and academic counseling, advising on immigration regulations and assistance with health insurance. The ISSS office offers programs throughout the academic year in conjunction with the English Language Institute. Programs include the annual International Student Fair, participation in various community projects such as Hubfest (a community-sponsored arts and crafts fair), special speakers, field trips and other activities.

The ISSS office welcomes volunteers to help with new students each semester, and invites international students to visit local schools and community civic groups to speak about their home countries. This office is here to serve you, the international student and scholar. Any time you have a question or problem, come see us. Our staff will gladly assist you.

WHAT IS SEVIS?

SEVIS (Student and Exchange Visitor Information System) is a Web-based system for maintaining information on international students and exchange visitors and their dependents in the United States. This program is administered by the United States Immigration and Customs Enforcement (ICE), the largest investigative arm of the Department of Homeland Security (DHS), and utilized by the United States Border Protection (CBP), the United States Citizenship and Immigration Service (CIS) and the United States Department of State (DOS). SEVIS is designed to keep our nation safe while facilitating the entry and exit process for foreign exchange visitors coming to the United States. SEVIS monitors the immigration status of those nonimmigrant students and exchange visitors on F, J and M visa classifications.

SEVIS also enhances the legitimacy of the forms through the use of encrypted 2-D bar codes generated only by SEVIS and alleviates document control issues experienced by I-20/DS-2019 issuance by multiple organizations to single individuals. SEVIS tracks who is issuing forms and to whom, and is able to invalidate all extraneous forms. USCIS is working closely between its SEVIS and inspections systems, as well as DOS systems, in order to ensure data-share opportunities.

Due to the nature of the use of SEVIS, it is imperative that you maintain a close relationship with the ISSS office. ISSS must be advised of any changes that will directly or indirectly affect your immigration status. In addition, ISSS must be notified if you wish to transfer schools as this matter is closely monitored in SEVIS.

Do not hesitate to direct any questions regarding your immigration status to the ISSS office.

IMMIGRATION MATTERS

We expect each international student and scholar to take personal responsibility for compliance with the regulations and guidelines established by the United States Citizenship and Immigration Service (USCIS). Failure to comply with these regulations may result in loss of status and removal from this country. For detailed information on USCIS regulations, contact the ISSS office. The ISSS office serves as your contact with the USCIS and is aware of any regulatory changes that might affect you. You may also visit their Web site at <http://www.uscis.gov>.

DO NOT RELY ON YOUR FRIENDS FOR ADVICE ABOUT IMMIGRATION. They rely on rumors, speculation and what happened in someone else's case. The smallest detail can make your case different.

IMMIGRATION TERMINOLOGY

PASSPORT

Always keep your passport in a safe place. It is your most important document. Most passports are valid for only a limited period of time. The law requires that you have a valid passport in your possession during your entire stay in the United States. It is your responsibility to remember when your passport will expire and to contact the nearest consulate or embassy of your home country (ISSS can provide you with the address). You may also find the most updated information about your consulate or embassy online. The amount of time required for passport renewal varies from country to country. It is recommended that you begin the process for renewal of your passport at least six months prior to the expiration of your passport. You may have to allow as much as several months for this process, so please plan ahead.

VISA STAMP

The visa stamp placed in your passport at the American Consulate/Embassy is for permission to enter the United States for a specific purpose and period of time. Students are usually given an F-1 visa. Spouses and children of F-1 visa holders are assigned an F-2 visa. J-1 visas are assigned to researchers, scholars and students who are sponsored by an agency or organization that has been designated as an exchange visitor sponsor by the Department of State, Exchange Visitor Program. Spouses and children of these visitors are assigned J-2 visas. Some researchers and professors are given H-1 visas. Their dependents are assigned H-4 visas. Since the visa is only important for entry or re-entry into the United States, there is no need to worry if this stamp expires while you are here. If you need to leave the United States temporarily, ISSS will advise you on how to obtain a new visa stamp for re-entry into the United States.

People often confuse the term “visa,” which gives a person permission to apply for entry into the United States, and the terms “I-94,” “Arrival Departure Record” or “Permission to Stay.” The latter terms refer to a person’s permission to remain in the United States after having entered.

Other terms that may be confused with “visa” are “status” or “classification.” The “visa” is stamped in the passport and is used for entering “classification.” The type of visa stamped in the passport may not always be the same as the status or classification you hold in the United States. For example, a person may enter the country on a B-2 visa and subsequently have his/her “status” changed to F-1 student. A change of status is therefore noted on the I-94 card, but the “visa” stamp in the passport will not reflect this change. Therefore, the individual will have one type of “visa” in their passport and hold another type of “status.”

Students in F-1 visa status may need to consider other factors when considering the validity of their visas in relation to their status and breaks in studies. Do not hesitate to contact ISSS for detailed information on this issue.

I-94

ARRIVAL/DEPARTURE RECORD

FRONT OF DOCUMENT

BACK OF DOCUMENT

The I-94 is the small white card stapled in your passport. It indicates how long you may remain in the United States. In addition, this card provides proof that you legally entered the United States. If you are an F-1/J-1 visa holder, your I-94 should be marked “D/S.” This stands for “duration of status,” which means that you may remain in the United States as long as you are studying full-time at the school USCIS has authorized you to attend. However, it is important to periodically check the ending date on your I-20 or DS-2019 form. Please do not allow your immigration document to expire. Keep this card in a safe place at all times. If you misplace or lose this card, it currently costs \$320 to replace. You must have this card in your possession when you travel throughout the United States in case you are stopped by a Department of Homeland Security officer.

IMMIGRATION TERMINOLOGY CONTINUED

I-20 FORM: This document verifies your eligibility for the F-1 visa. Do not lose this document; keep it in a safe place. If you leave the United States for vacation and want to re-enter as an F-1 visa holder, you will need to take your I-20 to the ISSS office for revalidation and signature. Do this BEFORE you leave. PLEASE NOTE: See “Travel Reminder” section.

DS-2019 FORM: This document verifies your eligibility for the J-1 visa. You should keep your DS-2019 form in a safe place so that it will not be misplaced. If you leave the United States for vacation and want to re-enter as a J-1 visa holder, you will need to take your DS-2019 form to the ISSS office for revalidation and signature. Do this BEFORE you leave. PLEASE NOTE: See “Travel Reminder” section.

EXTENSION OF STAY: Pay special attention to the completion date in item 5 on your I-20 or item 3 of your DS-2019 form. If you have not completed your degree or research program by the given completion date, you must request a program extension. To do this, you should visit ISSS and request an “Extension of Stay” information packet. If you go beyond the completion date given on your I-20 or DS-2019 form without requesting an extension, you will then be considered as out-of-status. A request to USCIS for reinstatement to status costs \$300.00. Detailed information is available in the ISSS Office.

FULL-TIME ACADEMIC LOAD: Nonimmigrant students are required by the USCIS to carry a full-time load. Full-time enrollment is defined as a minimum of 12 hours for undergraduates and 9 hours for graduates. There is one exception to this regulation: Students enrolled in their last semester may take only those hours required to graduate. Students enrolled in the spring semester with plans to enroll in the upcoming fall semester are not required to enroll in the intervening summer session.

SPOUSE OR DEPENDENT: A spouse (wife or husband) or dependent (child) may join a student here in Hattiesburg. The spouse or dependent of an F-1 visa holder should request an F-2 visa at the United States Embassy or Consulate. The spouse or dependent of a J-1 visa holder should request a J-2 visa. If you wish to bring your family to Southern Miss, bring the following to the ISSS office: your I-20 or DS-2019 form; a bank statement or sponsor letter showing financial support, in addition to your own support; and the name, date of birth, and country of birth of each family member. An I-20 or DS-2019 form will then be prepared for your family member(s). However, student I-20/DS-2019 forms receive priority, and when there are many student I-20/DS-2019 forms to be processed, the family/spouse forms will not be readily available.

F-2 dependents are *not* eligible to pursue a degree. However, the law allows F-2 dependents to engage in courses periodically that are considered a hobby or *avocational or recreational*. Those F-2 dependents wishing to pursue full-time studies must apply to the Immigration Service for a change-of-status to F-1. The change-of-status process takes approximately 90 to 120 days. PLEASE NOTE: This rule *does not* apply to F-2 dependents attending elementary, middle or high school on a full-time basis.

F-2 dependents are *not* eligible to engage in employment of any type. Assistantships, stipends, tuition waivers and teaching positions are considered as employment. Therefore, if you are in F-2 status you are *not* eligible to receive any financial assistance. Individuals in F-2 status must first apply for and receive an approval notice for F-1 status before being eligible to receive any financial assistance from Southern Miss. The normal processing time for this type of application is 90 to 120 days. Those individuals who wish to receive financial assistance from Southern Miss must plan in advance prior to beginning classes. Individuals who wish to begin classes prior to receiving the approval from USCIS cannot be paid back wages (this includes the payment of tuition and

fees) for any services rendered prior to approval of their new status.

SCHOOL TRANSFER: Visa holders who wish to transfer from Southern Miss to another school must receive an I-20 form (for F-1 students) or a DS-2019 form (for J-1 students) from the new school. Before you leave Southern Miss, go to the ISSS office and leave a forwarding address. You must also clear your account with the Business office.

CHANGE OF MAJOR: If you change your major at Southern Miss, tell the ISSS office. A new I-20 or DS-2019 form must be prepared to reflect your new major.

HOW TO MAINTAIN YOUR F-1 OR J-1 STUDENT STATUS

Maintaining status means you are here in the United States legally and are eligible for all the benefits available to the international student.

Easy Steps to Maintaining Student Status

1. Have a valid passport at all times.
2. Attend the school that you are authorized to attend. If you entered the United States on Southern Miss' I-20/DS-2019, you must abide by the guidelines established by this institution before you will be permitted to transfer to another school.
3. Carry a full course load of study as specified by the school catalog:
Graduate students: 9 hours, fall and spring semesters
6 hours during summer
Undergraduate students: 12 hours, fall and spring semesters
9 hours during summer
4. You must make normal progress toward your degree objective. You should notify ISSS if you are unable to complete your degree program by the completion date specified on the I-20/DS-2019. Also notify ISSS of any change in your educational level (e.g., change of major or change of degree level).
5. You must notify ISSS if you intend to transfer to another school. This process is very stringent under the new guidelines.
6. Adhere to USCIS regulations by not engaging in more than twenty (20) hours per week of on-campus employment while school is in session. During breaks and vacation, you may work full-time.
7. DO NOT engage in any unauthorized employment or work off campus without the proper authorization by the Immigration Service or ISSS.
8. Obey state and federal laws.
9. Depart from the United States in a timely manner according to the grace period based on your situation.

CONSEQUENCES OF FALLING OUT-OF-STATUS

1. You are here illegally.
2. You will be ineligible for any work authorization (i.e., on campus, off campus, practical training, etc.).
3. ISSS will not be able to provide any services to you, such as certification letters of enrollment for military or tax purposes.
4. You could be removed from the United States or barred from returning if the USCIS determines that you are in the United States illegally.

HOW TO RETURN TO STUDENT STATUS

You will need to meet with the administrator of ISSS to discuss your options.

1. You can depart the United States voluntarily, return to your country of nationality, obtain a new visa stamp, and re-enter with a new I-20/DS-2019.
2. You can apply for a return-to-student status through the USCIS. This procedure requires that you prove to the USCIS the reasons you fell out-of-status were beyond your control. If the USCIS approves your request, you are reinstated. If, however, the USCIS denies your request, it will issue orders to have you removed from the United States. **PLEASE NOTE:** The new federal guidelines allow very little room for error or mistakes. The current cost for this procedure is \$300. There is an additional \$200, I-901 administrative SEVIS fee for those individuals who have been out-of-status for more than five months. Please do not hesitate to come to the ISSS to discuss your status and the various options that may apply to it.

**THE UNIVERSITY OF SOUTHERN MISSISSIPPI
INTERNATIONAL STUDENT AND SCHOLAR SERVICES
INTERNATIONAL CENTER, ROOM 411
PHONE 601.266.4841
REDUCED COURSELOAD FORM**

PLEASE NOTE: THIS FORM MUST BE COMPLETED PRIOR TO REGISTERING FOR LESS THAN A FULL COURSE OF STUDY OR DROPPING BELOW A FULL COURSE LOAD.

(Student's Name – please print)

(Empl ID)

Academic Advisor's Name _____

Today's date _____

Requested term for reduced course load:

Semester: Fall _____ Spring _____ Summer _____ Year: 20 _____

ACADEMIC ADVISOR CERTIFICATION FOR F-1/J-1 STUDENTS TAKING LESS THAN A FULL COURSE OF STUDY DUE TO ACADEMIC DIFFICULTIES

This student is in the United States in F-1/J-1 status and is bound by United States Citizenship and Immigration Services (USCIS) regulations that require full-time study during the academic year. Full-time study is defined as twelve semester hours of registration for undergraduate students and nine semester hours for graduate students.

There are circumstances that justify enrollment for fewer hours, but students must be enrolled at least half-time (5-6 credits for graduates or 6 for undergraduates). PLEASE NOTE: During the course of study within one program level, a student can only be authorized only one occasion to reduce his or her course load due to academic difficulties. An exception may apply to students with a confirmed medical condition.

Since you are in the best position to supply information about this student's academic situation, we are asking you to indicate which of the following situations, if any, explains why the student is not currently registered for a full course of study. Please check the item that applies. If you wish to add comments, please do so on the bottom of this sheet. Quotations are from 8CFR 214.2 (f)(6)(iii), which includes justifications that are open to interpretation.

I recommend that this student be considered engaged in less than a full course load for the following reason:

_____ He/she is expected to complete all degree requirements this semester

_____ He/she has initial difficulty with the English language or reading requirements

_____ He/she is unfamiliar with U.S. teaching methods

_____ He/she has been advised to drop a course because of improper course level placement

Academic Advisor's Signature DSO/International Advisor's

Comments: _____

GRADUATE STUDENTS WHO HAVE COMPLETED THEIR COURSEWORK

Graduate students engaged in preparation for comprehensive examinations or thesis/dissertation activities after completion of coursework must have this form endorsed by their academic advisor, department chair and foreign student advisor. If approved, students must be enrolled, but are not required to take, a full course load.

_____ is preparing to take a comprehensive examination (i.e., qualifying examination before progressing to thesis/dissertation – not GRE, GMAT or other extraneous examinations)

_____ has completed all course work and is engaged in thesis or dissertation activities

Academic Advisor/Supervising Professor

Department Chair

DSO/Foreign Student Advisor

Comments: _____

MEDICAL CONDITIONS

Students having a confirmed and documented medical condition may be authorized a reduced course load for a period not to exceed an aggregate of 12 months while the student is pursuing a course of study at a particular program level. A student may be authorized a reduced course load for a reason of illness or medical condition on more than one occasion while pursuing a course of study, so long as the aggregate period of that authorization does not exceed 12 months. Students must attach a written recommendation from a licensed medical doctor, doctor of osteopathy or licensed clinical psychologist.

_____ He/she has a medical condition documented by a licensed medical doctor, doctor of osteopathy or licensed clinical psychologist.

DSO/Foreign Student Advisor

Comments: _____

TRAVEL REMINDER

If you plan to travel outside the United States, please contact ISSS at least two weeks prior to your trip. If you have an emergency visit home, ISSS will do everything possible to make sure you have all the necessary documents prior to your departure. ISSS will need to see your passport and your I-20/DS-2019.

If the visa stamp is valid, an ISSS staff member will need to sign the third page of your I-20 or the front of your DS-2019.

If the visa stamp has expired, an ISSS staff member will need to issue a new I-20 or DS-2019 and a letter of good standing showing that you have been enrolled as a full-time student here at Southern Miss. You will need to take these documents with you to the American Consulate or Embassy in your country and apply for a new visa stamp to re-enter the United States. In addition, you should take with you proof of financial support in case the visa-issuing officer asks to see your financial documents. It is also recommended that you take an updated transcript showing proof that you have actually attended courses at this institution. In addition, this will show proof that you are making good academic progress toward your degree objective.

EMPLOYMENT ISSUES

FACTS TO REMEMBER WHEN CONSIDERING EMPLOYMENT

1. You must contact ISSS first before beginning any form of employment. Assuming that you are eligible for employment, failure to first contact a staff member of ISSS could cause future problems with your immigration status.
2. To maintain eligibility for all types of employment, you must be in and continue to maintain lawful F-1 or J-1 status and good academic standing.
3. Maintaining eligibility for employment means you must not work more than 20 hours per week while school is in session.
4. Working improperly or without work authorization is considered a serious violation of your immigration status. If you are caught working illegally, you could be removed from the United States.
5. International students do not qualify for U.S. government federally funded work-study jobs. These jobs are reserved for U.S. citizens and permanent residents.

International students may accept on-campus employment without authorization from USCIS. Permission must be granted by USCIS for any off-campus employment of nonimmigrant students. Off-campus employment without permission is illegal, and those caught are subject to deportation.

There are limited options available to international students for off-campus employment. Currently, there is curricular practical training, optional practical training and off-campus employment due to economic hardship. Because some of the immigration regulations concerning employment are continually being revised, the specific regulations and instructions for off-campus employment will not be covered in this book. For more detailed information, see the ISSS administrator. Information sheets containing the updated regulations are available upon request.

F-2 dependents are *not* eligible to engage in employment of any type. Assistantships, stipends, tuition waivers and teaching positions are considered as employment. Therefore, if you are in F-2 status you are *not* eligible to receive any financial assistance. F-2 dependents wishing to pursue studies in order to receive assistantships, etc., must first change their status to F-1 student. ISSS will be happy to further discuss this issue.

J-2 visa holders may apply to USCIS for permission to work. However, J-2 visa holders cannot engage in employment until an employment authorization document has been issued by the USCIS.

F-1 EMPLOYMENT OPTIONS

On-Campus Employment

- ✓ Work on the school premises that issued the I-20
- ✓ Work on school premises, employed by on-campus commercial firm (e.g., Burger King, Taco Bell, McDonalds, etc.)
- ✓ Work done at an off-campus location that has an educational link to Southern Miss
- ✓ Students are eligible to work 20 hours per week while school is in session
- ✓ May be employed full-time during breaks and vacation periods (21 hours or more)

Advantages

- ✓ No application fee
- ✓ No formal authorization is required
- ✓ No special permission required
- ✓ Work does not have to be related to field of study

Practical Training

- ❖ An F-1 student may engage in temporary employment to gain practical experience in his/her field of study.
- ❖ Two types of practical training available
 - Curricular Practical Training
 - Optional Practical Training

Curricular Practical Training (CPT)

- ✓ Must have been lawfully enrolled on a full-time basis for one academic year (exceptions will vary due to major)
- ✓ Must be an integral part of an established curriculum in your field of study
- ✓ Employment is employer specific
- ✓ Must have an offer of employment
- ✓ Use of full-time CPT for a year or more eliminates eligibility for Optional Practical Training
- ✓ Advantages
 - Authorized by DSO (no fee required)
 - Can be processed onsite within three to five working days

Optional Practical Training (OPT)

- ✓ Temporary employment related to your field of study
- ✓ Must have been lawfully enrolled on a full-time basis for one academic year. Those students in the fields of science, technology, engineering and mathematics (STEM) may qualify for an additional seventeen months of OPT. This is not an open-ended guarantee to all STEM students. This is very selective and depends on your major.
- ✓ Must apply for the Employment Authorization Document (EAD) with the Immigration Service via

OPT (con't)

assistance from the ISSS office

- ✓ Processing fee of \$340 required
- ✓ Student cannot begin employment until EAD has been received
- ✓ OPT has four options:
 - Part-time or full-time during vacations
 - Part-time while school is in session
 - Part-time or full-time after completion of graduate course requirements, excluding a thesis or dissertation
 - Full-time after completion of study

Off-Campus Employment Based on Economic Hardship

- ✓ Must have been lawfully enrolled on a full-time basis for one academic year
- ✓ Must apply for the Employment Authorization Document (EAD) with the Immigration Service via assistance from the ISSS office
- ✓ Processing fee of \$340 required
- ✓ Must be able to prove that severe economic hardship has been caused by circumstances beyond your control
- ✓ Limited to 20 hours per week while school is in session, can be full-time during vacation and school breaks
- ✓ Advantage--work does not have to be related to field of study

J-1 STUDENT EMPLOYMENT OPTIONS

Type of “Student Employment” (See approval notice in boxes below.)

- Type 1: “Student Employment” pursuant to the terms of a scholarship, fellowship or assistantship
Type 2: “Student Employment” on the premises of The University of Southern Mississippi
Type 3: “Student Employment” off campus, necessary because of serious, urgent and unforeseen economic circumstances that have arisen since the student acquired exchange visitor status

Conditions

- ❖ The student must maintain good academic standing at Southern Miss while employed.
- ❖ Except during official school breaks and the student’s annual vacation, the student’s employment may total no more than 20 hours per week, and he/she must continue to engage in a full course of study while employed.
- ❖ This approval will be withdrawn automatically if the student’s program is terminated.
- ❖ The responsible officer must approve the specific employment in advance and in writing.

Advantage

The current law allows work authorization to be granted by the director or assistant director in the ISSS office. It usually takes three to five working days for processing. **PLEASE NOTE:** As a J-1 visa holder beginning on-campus employment you must first have authorization from the ISSS. Authorization will be given on your DS-2019 form.

ATTENTION J-2 VISA HOLDERS

J-2 visa holders must request work authorization from the USCIS. However, it may take up to 90 to 120 days to receive this authorization from the USCIS. The current cost \$340.

ISSS will be happy to assist J-2 visa holders with this application process.

QUESTIONS ABOUT IMMIGRATION REGULATIONS

1. My passport will be expiring. How can I renew it?

Each country has its own regulations for the renewal of the passport. The ISSS office can give you the address and telephone number of your country's embassy and consulate in the United States, or you may find this information via the Internet. Please contact your embassy and consulate directly for information on passport extension. **DO THIS BEFORE YOUR PASSPORT EXPIRES.**

2. I want to apply for employment permission, extension of stay, etc., but my passport has expired. Does this matter?

You cannot apply to the USCIS for anything with an expired passport. Any permission you request will not be granted, and you could face additional problems, as the law states you must always have a valid passport. The validation of your passport is a condition of your lawful F-1/J-1/H-1 status. In addition, if you are employed on campus, you will be removed from payroll. **DO NOT ALLOW YOUR PASSPORT TO EXPIRE.**

3. I have lost my passport. HELP!

If every possible effort does not result in finding your passport, you should do two things: notify the police in the area where you think you lost it and telephone your consulate/embassy for instructions on how to obtain a new one. Passport replacement is much easier if you know the passport number, date and place from which it was issued. For this reason, the ISSS office keeps a copy of your passport on file. If you have not yet taken your passport in for copying, do so immediately.

4. a) I have lost my I-94. What should I do?

You must file a form I-102 (available in the ISSS Office) with the USCIS to request a replacement of the I-94 form. The charge for this service is \$320 (fee subject to change).

- b) I have lost my I-20/DS-2019 student copy. What should I do?

Contact the ISSS office for a replacement.

5. My wife/husband/daughter/son is very bored and tired of staying at home. He/she would like to work, and I am on a J-1 visa. Is employment a possibility?

A J-2 visa holder may apply for permission to work by filing the request with the USCIS. Employment request forms (the I-765) are available in the ISSS office from the administrator.

6. My wife/husband is on the F-2 visa and would like to work. Is this possible?

Under no circumstances can an F-2 visa holder work. There are no exceptions.

7. I am on a J-1 visa and want to apply for an extension of my stay in the United States. I have not completed my teaching or research and am still within the limit of the total amount of time I am allowed to remain in the United States. How do I apply for an extension of stay?

If you are going home and will not be returning until after the last date on your current DS-2019, you should take a new form home with you. If you need a new visa stamp, make an application with this form. When you re-enter the United States, simply present the DS-2019 to the official at the immigration counter. The form will be validated, and it should be returned to you. You should be given

your original DS-2019. If you will be remaining in the United States, you should request a new extension document from the ISSS office. ISSS will also extend the status of your J-2 dependents. There is no charge for this service.

8. I want to work on campus and see many advertisements for "work-study" students.

Can I be a work-study student?

Unfortunately, no. Work-study jobs are for students who qualify for federally sponsored financial aid; international students do not qualify for federal funds. You can, however, take campus jobs advertised as non-work-study or "wage" jobs.

9. I want to take summer courses at another school. Whose permission do I need?

USCIS does not require you to attend school in the summer if you were enrolled in spring and plan to re-enroll in the fall. However, if you do want to go to summer school, you may do so without special permission. Any F-1 student attending Southern Miss, for example, in the spring, can enroll in another school in the summer and return to Southern Miss in the fall without having to change SEVIS I-20 forms for the summer school.

10. I am graduating, and I think I want to stay and work. When can I go to the USCIS and tell them this?

Unfortunately, as much as you might want to stay here forever, this may not be possible. The process for becoming a permanent resident can be quite complex -- too complex to explain in this handbook. Each semester, the ISSS office sponsors an immigration workshop. At this workshop, an attorney who specializes in immigration law explains the entire process. Notices announcing the workshop are e-mailed to each enrolled international student and scholar -- another reason to be sure we have your correct mailing and e-mail addresses.

11. I am going to visit another country this summer, and I have a job there. Can I take it?

If you meet the qualifications for employment in another country, your status in the United States is unimportant.

12. My mother wants to come to the United States with me when I come back from summer vacation. Can she get the F-2 or the J-2 visa?

Only your dependents (wife/husband/children) are entitled to the F-2 or J-2 visa. Your mother and other relatives may come to visit, but they will need to apply for the B-2 (tourist) visa.

13. In order to get my passport renewed or have funds sent from home, I need proof that I am a student.

How can I get this proof?

Letters certifying your status as a Southern Miss student and letters stating your estimated expenses may be requested from the ISSS office. Allow three days for preparation of these letters.

14. I have many questions about immigration matters, and my friends and professors give me different answers. Whom should I ask?

The best place to start asking questions about immigration matters is at the ISSS office. The ISSS administrator is not a part of the immigration service but does have current information on the student and scholar regulations. While friends and teachers may be trying to help you, incorrect information can cause problems.

HEALTH CARE

The United States does not currently have a national medical insurance plan, as some countries do. Health care in the United States can be very expensive (as much as \$1,500 per day for hospital and doctor). You have already invested a considerable amount of time, energy and money to come to the United States to study. A major medical problem could use up your money very quickly. For this reason, international students and scholars at Southern Miss are **REQUIRED** to have health and accident insurance coverage. Do not depend on never getting sick or not having an accident. Illness and accidents can happen even to the most careful person, and the cost of the insurance is small when compared with the thousands of dollars you could potentially owe a hospital.

Each semester you register at Southern Miss, you will automatically be enrolled in the Southern Miss International Group Insurance Policy. The cost of the insurance plan will be charged to your student account in the Business office along with your tuition and other fees. On the fee invoice, it may be listed as "special fees" or as "insurance fees." Sometimes the insurance charge is combined with lab fees. If you are uncertain as to the charges on your fee invoice, come to the ISSS office, and we can review the charges on the computer.

J-1 research scholars will be provided insurance information, as required by the Department of State regulations. Scholars covered by Southern Miss' faculty and staff insurance will be required to purchase supplementary repatriation insurance (available through the Southern Miss International Group Policy).

If you currently have your own insurance policy, you may request a waiver of participation in the Southern Miss International Group Policy. In order to request a waiver, you must show that your policy is comparable to the Southern Miss policy and includes repatriation-medical evacuation. The waiver request must be submitted **IN WRITING**, along with a photocopy of your personal policy and an English translation of your policy, to the ISSS administrator within two weeks of registration **EACH** semester you are enrolled.

Copies of the Southern Miss International Group Policy are available in the ISSS office. If you receive medical treatment, you need to notify the insurance company and request payment from them. This is called "filing a claim." Claim forms for the Southern Miss International Group Policy are available in the ISSS office. We do not have claim forms for any other insurance.

IF YOU GET SICK

Go to the University Clinic if you are sick during the clinic hours (listed below). At the clinic, consultation with a physician or nurse is free for students and on a fee-basis for scholars. You will be charged a nominal fee for medicine, x-rays and laboratory work. The Southern Miss insurance will cover these expenses.

Whether you go to Student Health Services, Immediate Care Center, or a private physician, you will receive a bill for medical treatment. This bill should be mailed to the insurance company, along with a claim form in order for you to receive the money. If you charged the bill, then the insurance company may send the money directly to the clinic or whoever treated you. If you paid the bill, the insurance company will send the money directly to you. Even if the doctor or hospital tells you that they will send in the claim form, you still need to send to the insurance company its specific claim form (available in the ISSS office). Any questions concerning health care, insurance, claim forms, etc., may be directed to the ISSS administrator or assistant manager.

UNIVERSITY CLINIC: The clinic services include diagnosis and treatment, lab, x- rays and a pharmacy. There is no charge for the doctor's services for registered Southern Miss students. J-1 scholars pay on a fee-per-service basis (still less expensive than a private clinic). Spouses and children of students must pay as regular private patients. The Clinic is open Monday-Friday, 8 a.m. to 5 p.m. The clinic does not offer dental services, but they will recommend a dentist if you need one.

IMMEDIATE CARE: This is located approximately one mile from Southern Miss, next to Ward's restaurant off South 40th Ave. It is open 7 a.m. to 10 p.m., Monday - Saturday, and noon to 10 p.m. on Sundays.

FORREST GENERAL HOSPITAL: Forrest General Hospital is hospital is located one-half mile from Southern Miss on Highway 49 South. It offers full-care and emergency service.

WESLEY MEDICAL CENTER: Wesley Medical Center also offers full-care and emergency service. It is located three miles from campus on Highway 98 West, across from Hardee's and Taco Bell.

****NOTE:** Emergency services of hospitals are generally more expensive than the Immediate Care Centers.

Some health insurance policies require that you notify them before you enter the hospital or, in case of an emergency, within 72 hours. Be certain you understand the policy restrictions before you go to the doctor. No health insurance will cover illnesses that began before the effective date of the policy.

Please notify an ISSS staff member if you, your spouse or your child must enter the hospital for treatment of an illness or as a result of an accident.

LEGAL INFORMATION

CAMPUS POLICY ON ALCOHOL AND FIREARMS: Alcohol on campus is prohibited by law. Firearms, ammunition, dangerous weapons and dangerous chemicals are also not allowed on campus.

ALCOHOL IN THE CITY OF HATTIESBURG: The legal age for the purchase and consumption of alcohol (beer, wine, liquor) is 21. If you are under 21 years of age, do not try to buy alcohol, or you will have problems with the police.

You can be arrested for driving a vehicle while intoxicated. You can also be arrested for possessing an open bottle or an open can of alcoholic beverage on the streets of Hattiesburg.

IF YOU ARE ARRESTED

If you are arrested by the police, you should be aware of your rights. First, you are not required to answer questions except to identify yourself and give your address. It is best to cooperate with law enforcement officials but to protect your rights in the process.

You have the right to know what charges you are accused of, the right to remain silent until you are questioned in the presence of your own attorney (if you do not have one, the court will provide one for you), and the right to a hearing in court the day following your arrest, except on Saturdays and Sundays.

Remember that anything you say may be used against you in court. You are allowed one phone call. Call the ISSS administrator or call a friend and ask the friend to notify the ISSS office of the situation immediately.

NOTE: The administrator will **not** post bail for you. However, assistance will be provided in contacting a friend to post bail for you.

VIOLATION OF THE LAW AND DEPORTATION: Usually, you will not be deported for a single misdemeanor or other minor offense (such as disturbing the peace or drunkenness); however, if an international student is convicted of a crime for which he/she is sentenced to jail, then deportation is a real possibility.

If you violate the rules of the university and are disciplined by suspension or dismissal, this may cause problems with your immigration status. As a result of the university's decision, you may be in violation of your legal status in this country. Therefore, you may be subject to deportation or removal from the United States.

TAXES

F-1 and J-1 visa holders who receive any income (e.g., scholarships, tuition waivers, fellowships, assistantships or wages from employment) may have federal and state taxes withheld from this income. At the orientation program, you will be given a form titled “Foreign National Information Form.” This form must be completed and returned to the ISSS office during the first week of classes. The information from this form will be used to determine your tax liability status. Your tax liability status must be determined prior to the receipt of payment. If you work off campus, your employer should provide you with this information.

Certain countries have tax treaties with the United States. If you are from one of these countries, you may be exempt from federal tax. Each year, the Internal Revenue Service issues *Publication 901*, which summarizes the benefits of these treaties and how they affect students. *IRS Publication 901* is available for review in the ISSS Office. If, according to a tax treaty, you are exempt from federal tax, you must submit a tax report (called a “tax return”) in order to benefit from the treaty.

A federal tax return must be submitted before April 15 for the preceding year. Tax return forms for international students and scholars (1040NR or 1040NREZ) will be available in the ISSS Office each February-April. If federal tax was withheld from your wages, then you must submit a tax return form (the 1040NR or 1040NREZ). All international students are required to file a tax return even if they have not been employed.

Each year the ISSS office makes available to international students forms 1040NR and 1040NREZ (with instructions), *IRS Publication 519 (Tax Guide for Aliens)* and *IRS Publication 901 (Tax Treaties)*. You can also visit the IRS Web site at www.irs.gov/formspubs/ for further information and forms.

**** ALWAYS MAKE COPIES OF THE TAX FORMS BEFORE YOU **
SUBMIT THEM TO THE INTERNAL REVENUE SERVICE (IRS).**

****THE ISSS OFFICE PROVIDES INFORMATION AND FORMS EACH YEAR IN A SERIES OF TAX WORKSHOPS.****

ACADEMIC INFORMATION

GRADES

At the end of each semester, your grades will be posted on your academic transcript by the University Registrar. You may view your grades online via SOAR. In addition you may also request an actual original copy of your grades from the University Registrar's office located in Kennard Washington Hall, Room 110. If you are an undergraduate student and make less than a 2.0 grade point average, you will be placed on academic probation. If you are then unable to improve your grades, you will be on academic suspension from Southern Miss. If you are suspended, you will not only have an academic problem but also an immigration problem since you are required to be a full-time student. If you are a graduate student and make low grades, the department has the right to dismiss you from the graduate program. Again, if you are dismissed from the university, you not only have an academic problem but also an immigration problem.

THE BUCKLEY AMENDMENT

There is a law in the United States (called the "Buckley Amendment") that limits the kind of information the university can release about any student. We are allowed to release directory information (name and address) upon request. You may request a "privacy flag" for your file; this restricts the university from releasing even directory information about you without your permission. The request for a privacy flag can be made in the office of the University Registrar.

NEW DEGREE PROGRAM

If you arrived in one degree program but want to immediately change to another, contact the ISSS office. Allow two weeks for your file to be circulated to the new department; the decision to approve it may also take as long as two weeks. In addition, there are other administrative procedures associated with a change in degree program that may complicate this process. PLEASE NOTE: Graduate students must complete at least one semester in their admitted degree program before they can change graduate programs.

If you are completing one degree program and want to apply to a new one, see the ISSS office coordinator at least three months before your graduation from the current degree program.

There is no application fee for a second degree program.

SOUTHERN MISS ID CARDS AND YOUR SOCIAL SECURITY NUMBER

All students are assigned a six-digit identification number. This number is known as your "Empl ID." Your Empl ID will be listed on your student identification card. This is the number that will be placed on your university-related documents.

University policy prohibits the distribution of any university funds to an international student, employee, visitor or independent contractor without first obtaining a U.S. Social Security Number (SSN) or Individual Taxpayer Identification Number (ITIN). This policy is strictly enforced. Therefore, you will not receive any compensation from this university without following proper procedures. You are encouraged to obtain your U.S. Social Security Number as soon as possible.

To apply for a U.S. Social Security card, you must go to the Social Security Administration located at 1911 Broadway Drive, Hattiesburg, MS. Be sure to take your passport, I-20/DS-2019 and I-94 card with you. It usually takes two weeks for the Social Security card to be mailed to you. The process for applying for a Social Security Number will be explained at the orientation.

CONVERSION TABLES

METRIC CONVERSION TABLES (Abbreviations are included in parentheses.)

1 inch (in.) = 2.54 centimeters	1 centimeter = .39 inches
1 foot (ft.) = 30.48 centimeters	1 meter = 39.37 inches or 1.1 yds.
1 yard (yd.) = 3 feet = .91 meters	1 kilometer = .62 or 5/8 of a mile
1 mile (mi.) = 1.61 kilometers	
1 quart dry (qt. also = 2 pints) = 1 liter	1 liter = .91 dry quarts or 1.06 fluid quarts
1 quart fluid (qt.) = .95 liters	
1 gallon (gal. also = 4 quarts) = 4.4 liters	
1 ounce (oz.) = 28.35 grams	1 gram = .035 oz
1 pound (lb. also = 16 oz.) = .45 kilograms	1 kilogram = 2.2 pounds

TEMPERATURE CONVERSIONS

CENTIGRADE(C) TO FAHRENHEIT (F): Multiply C degrees by 9, divide by 5, add 32.

FAHRENHEIT TO CENTIGRADE: Subtract 32 from degrees of Fahrenheit and multiply by 5, then divide by 9.

BOILING POINTS: 212 F or 100 C

FREEZING POINTS: 32 F or 0 C

OVEN TEMPERATURES:

<u>Fahrenheit</u>	<u>Centigrade</u>	<u>Oven Heat</u>
300 degrees	150 degrees	slow
325	160	slow
350	180	moderate
375	190	moderately hot
400	200	hot
425	220	hot
450	230	very hot
475	245	very hot
500	260	extremely hot

KITCHEN MEASURES (approximate)

1 cup (c) = 250 grams

1 tablespoon (T or Tbsp) = 15 grams

1 teaspoon (t or tsp) = 5 grams

CLOTHING SIZES: Even with a size-conversion chart, you may need to try the clothing on; most stores have dressing rooms for this purpose. If for some reason you cannot try the clothing on in the store, you may purchase it and try it on at home. Always keep the sales receipt so that if it does not fit, you can return the item with the sales receipt for a refund of your money or an exchange for another item.

CLOTHING SIZES - WOMEN

Blouses and sweaters

American	32	34	36	38	40	42	44
British	35	36	38	40	42	44	46
Continental	40	42	44	46	48	50	52

Dresses and suits (misses sizes)

American	10	12	14	16	18	20	22
British	32	34	36	38	40	42	
Continental	38	40	42	44	46	48	

Dresses and suits (junior miss sizes)

American	9	11	13	15	17		
British	30	31	32	33	35		
Continental	34	36	38	40	42		

Stockings

Amer/Brit	8	8.5	9	9.5	10	10.5	
Continental	0	1	2	3	4	5	

Shoes

American	6	6.5	7	7.5	8	8.5	9, etc.
British	4.5	5	5.5	6	6.5	7	7.5
Continental	36	37	38	39	40	41	42

CLOTHING SIZES - MEN

Suits, sweater, overcoats

Amer/Brit	36	38	40	42	44	46	48
Continental	46	48	50	52	54	56	58

Shirts

Amer/Brit	14	14.5	15	15.5	16	16.5	
Continental	36	37	38	39	40	41	

Socks

Amer/Brit	9.5	10	10.5	11	11.5	12	
Continental	39	40	41	42	43	44	

Shoes

American	7	7.5	8	8.5	9	9.5	10, etc.
British	6.5	7	7.5	8	8.5	9	9.5
Continental	38	39	40	41	42	43	44

HURRICANE PREPAREDNESS INFORMATION

Hurricane season begins June 1 and ends on November 30 of each year. Here's what you can do to prepare for such an emergency.

Know What Hurricane "Watch" and "Warning" Mean

- ❖ WATCH: Hurricane conditions are possible in the specified area of the WATCH, usually within 36 hours.
- ❖ WARNING: Hurricane conditions are expected in the specified area of the WARNING, usually within 24 hours.

PLEASE STAY INDOORS!!!

The following is a list of items you should have on hand in case of a power outage:

- ❖ Flashlight
- ❖ Battery-operated radio
- ❖ Extra batteries
- ❖ Do not include candles, which cause more fires after a disaster than anything else
- ❖ 3 gallon of water per person minimum, in a food-grade container
- ❖ Additional water for sanitation purposes
- ❖ Ice (to keep food fresh if electricity goes out)
- ❖ A 3-day supply of nonperishable food
- ❖ Documents including driver's license, Social Security card, birth certificate, passport and other immigration documents, etc.

For a complete list of other items you should have on hand, please visit

www.weather.com/safeside/supplykit.html. We recommend you shop for necessary items *TODAY!!* Some stores are already running low on supplies. You do not want to be without food and supplies!

If you feel the need to go to a safety shelter, please call the Red Cross at 601.582.8151.

Stay tuned to WDAM (channel 4 on local cable) for updates on more shelters that may open. WDAM will also keep you informed on university closings and class cancellations.

The best source of news of the actual hurricane will be WLOX (channel 2 on local cable), The Weather Channel (channel 8 on local cable) and local radio stations. These stations should alert you to the closings on campus and cancellations of classes (if any).

If you need assistance and you live on or off campus, please call the University Police at 601.266.4986. They will direct you to the proper authorities or contact us if necessary.

You may also go to the American Red Cross Web site for further information at www.redcross.org/services/prepare/.

Most importantly, pay close attention to instructions given in the e-mail message sent from ISSS.

EMERGENCY TELEPHONE NUMBERS

University Police.....	601.266.4986
Hattiesburg Police Emergency	911
Hattiesburg Police Non-Emergency	601.544.7900
Hattiesburg Fire	911
Ambulance	911
Poison Control Center	601.264.4235
Rape Crisis Center	601.264.7777

All emergency services are available 24 hours a day. If you cannot remember a number, dial 0 for operator assistance and tell the operator the emergency and your location; the operator will then contact the proper department.