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June 2022

Dear International Student,

On behalf of International Student Programs (ISP), we welcome you to Macalester College. We are looking forward to your arrival, and to facilitating your positive educational experience.

As the Director, Assistant Directors, and SEVIS Coordinator of International Student Programs, we are available on a regular basis during your stay at Macalester to provide information and assistance in dealing with federal and state regulations affecting international students (e.g., immigration, visa, tax). We are also here to support you academically, culturally, and personally. Within a few weeks of your arrival, we will schedule an appointment to chat about any concerns you may have. Our hope for this appointment is to start getting to know you, and for us to understand each other better.

Our office provides a diverse set of opportunities, including but not limited to orientation activities, a mentor program, and a friendship family program. We also provide a myriad of educational programs on topics related to employment options, health concerns, the arts, and understanding your new community, as well as other cultural and global issues.

To put it simply, don’t be afraid to visit us. Come see us when something good happens, and not just during crises. In all sincerity, there are few things we enjoy as much as meeting new students. We hope that through visits we can assist you in becoming an active participant and leader.

The International Student Handbook (ISH) provides you with general information about the campus and special interests of international students. Please give us feedback on how to improve it next year.

Best regards,

Aaron C. Colhapp
Director of ISP

Luyen Phan
Assistant Director of ISP

Molly Rochon
ISP SEVIS Coordinator
Macalester Academic Calendar 2022-2023

**FALL 2022**

August 23-26  
Pre-Orientation for International Students (PO4IS)

August 26-30  
New Student Orientation

**August 31**  
**Classes Begin**

September 5  
Labour Day - No Classes

September 9  
Last Day to Register or Validate

September 9  
Last Day to Add/Drop/Audit a Class

October 18  
Follow the Thursday Class Schedule

October 20-23  
Fall Break

October 24  
Mid-Term Grades Due

November 4  
Last Day to Withdraw from a Class

November 7  
First Day to Designate Grading Option

November 7-18  
Spring 2022 Registration

November 23-27  
Thanksgiving Break

December 9  
Last Day to Designate Grading Option

**December 9**  
**Last Day of Classes**

December 10-12  
Study Days

December 13-16  
Final Examination Period

December 28  
Final Grades Due

**SPRING 2023**

January 19  
**Classes Begin**

January 19  
Work Due for Fall 2021 Incompletes

January 27  
Last Day to Register or Validate

January 27  
Last Day to Add/Drop/Audit a Class

March 11-19  
Spring Break

March 20  
Mid-Term Grades Due

March 31  
Last Day to Withdraw from a Class

April 3  
First Day to Designate Grading Option

April 17-28  
Fall 2022 Registration

May 1  
Last Day to Designate Grading Option

**May 1**  
**Classes End**

May 2-3  
Study Days

May 4-8  
Final Examination Period

May 11  
Final Grades Due by Noon

May 13  
Baccalaureate Commencement

May 30  
Work Due for Spring 2022 Incompletes

For subsequent academic years, visit [www.macalester.edu/registrar/academiccalendars](http://www.macalester.edu/registrar/academiccalendars)

For Arts & Events, Athletic Events, Library Hours/Events, Student Organization Events and Alumni Events calendars, visit [www.events.macalester.edu](http://www.events.macalester.edu)
ISP Programming Schedule 2022-2023

ISP is still developing programming for the 2022-2023 school year. This will be updated when dates are finalized.

FALL 2022

September-December Fridays 2:30-4:30 pm Talk and Tea

- August 24 - 27: Pre-Orientation for International Students (PO4IS)
- August 27 - 31: New Student Orientation
- September 1: Classes Begin/ISP Ice Cream Social
- September 9: Ametrica Project
- September 10: First Talk and Tea
- September 14: Country Spotlight (The Loch)
- September 16: Ametrica Project
- September 18: Minneapolis Institute of Art
- September 23: Ametrica Project
- September 30: Ametrica Project
- October 5: Country Spotlight
- October 7: Ametrica Project
- October 13 - 16: International Roundtable
- October 15: Ametrica Project
- October 21 - 24: Fall Break (Optional Ametrica Trip), TBD
- October 28: Mentors End-of-Program/Senior BBQ/Internships Panel
- November 2: Country Spotlight
- November 24 - 28: Thanksgiving Break
- December 10: Last Talk and Tea/Classes End

SPRING 2023

January-April Fridays 2:30-4:30 pm Talk and Tea

- January 19: Senior OPT Session
- January 20: Classes Begin
- January 25: Extra OPT Session
- January 28: First Talk and Tea
- February 3: Country Spotlight
- February 6: Friendship Family Potluck
- February 17: Country Spotlight
- February 19: International KidsFest
- February 23: Tax Orientation
- February 24: Country Spotlight
- March 12 - 20: Spring Break
- April 15: Taxes Due!
- April 21: CPT Session
- April 25: CPT Session
- April 29: Last Talk and Tea
- May 2: Classes End
- May 12: Graduation Reception
- May 14: Commencement

*Find updated schedule at https://www.macalester.edu/isp/programs*
# 2022 Pre-Orientation for International Students (PO4IS)

## Tentative Schedule

<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
<th>Location</th>
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</thead>
<tbody>
<tr>
<td><strong>Tuesday, August 23</strong></td>
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</tr>
<tr>
<td>All day</td>
<td>Airport Arrivals and Check-in</td>
<td>Airport &amp; Mac</td>
</tr>
<tr>
<td>12:00pm - 1:00pm</td>
<td>Lunch with Available Mentors</td>
<td>Café Mac, Campus Center (CC)</td>
</tr>
<tr>
<td>2:00pm - 4:00pm</td>
<td>Shopping Trip</td>
<td>Sign up/Meet at ISP</td>
</tr>
<tr>
<td>5:00pm - 6:00pm</td>
<td>Dinner with Available Mentors</td>
<td>Café Mac, Campus Center (CC)</td>
</tr>
<tr>
<td>6:00pm - 8:30pm</td>
<td>Shopping Trip</td>
<td>Sign up/Meet at ISP</td>
</tr>
<tr>
<td>7:30am - 8:00am</td>
<td>Breakfast</td>
<td>Café Mac, CC</td>
</tr>
<tr>
<td>8:00am - 8:15am</td>
<td>PO4IS Formal Welcome (students bring laptop if you own one, and immigration docs+originals)</td>
<td>JBD Lecture Hall, CC</td>
</tr>
<tr>
<td>8:15am - 9:00am</td>
<td>Health and Wellness Info Session</td>
<td>JBD Lecture Hall, CC</td>
</tr>
<tr>
<td>9:00am - 10:30am</td>
<td>Domestic Americans Meet</td>
<td>ISP, Kagin Commons</td>
</tr>
<tr>
<td>10:45am - 11:30am</td>
<td>Complete Forms for Social Security, I-9, and Glacier Tax</td>
<td>JBD Lecture Hall, CC</td>
</tr>
<tr>
<td>11:30am - 12:30pm</td>
<td>Lunch with Mentors</td>
<td>Café Mac, CC</td>
</tr>
<tr>
<td>12:45pm - 1:30pm</td>
<td>Optional Sessions: Biking and Public Transportation, Driver’s License and State ID, US Cell Phone Plans</td>
<td>TBD</td>
</tr>
<tr>
<td>1:30pm - 3:30pm</td>
<td>Resource Fair: Bank, Employment &amp; Tax Paperwork, Campus Resources</td>
<td>Kagin Ballroom (2nd Floor)</td>
</tr>
<tr>
<td>1:30pm - 4:00pm</td>
<td>Shopping Trip</td>
<td>Sign up/Meet at ISP</td>
</tr>
<tr>
<td>4:00pm - 4:30pm</td>
<td>Ametrica Meeting (Ametrica Participants Only)</td>
<td>Markim Hall Basement</td>
</tr>
<tr>
<td>5:00pm - 6:00pm</td>
<td>Dinner with Available Mentors</td>
<td>Café Mac, CC</td>
</tr>
<tr>
<td>6:15pm - 8:15pm</td>
<td>Mentor Mediation I: The Foundation</td>
<td>Campus Center</td>
</tr>
<tr>
<td>8:15pm - 10:00pm</td>
<td>Mentor Group Activity</td>
<td>Various Locations</td>
</tr>
<tr>
<td><strong>Thursday, August 25</strong></td>
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<tr>
<td>7:30am - 8:00am</td>
<td>Breakfast</td>
<td>Café Mac, CC</td>
</tr>
<tr>
<td>8:00am - 10:00am</td>
<td>Apply for a Social Security Card</td>
<td>ISP, Kagin Commons</td>
</tr>
<tr>
<td>10:30am - 12:00pm</td>
<td>Mentor Mediation II: Adjusting to Academic Life in US</td>
<td>JBD Lecture Hall, CC</td>
</tr>
<tr>
<td>12:15pm - 1:15pm</td>
<td>Lunch with Mentors</td>
<td>Café Mac, CC</td>
</tr>
<tr>
<td>1:30pm - 3:00pm</td>
<td>Mentor Mediation III: Identity</td>
<td>JBD Lecture Hall, CC</td>
</tr>
<tr>
<td>3:15pm - 4:15pm</td>
<td>Humor &amp; Ambiguous References</td>
<td>JBD Lecture Hall, CC</td>
</tr>
<tr>
<td>5:00pm - 6:00pm</td>
<td>Dinner with Mentors</td>
<td>Café Mac, CC</td>
</tr>
<tr>
<td>6:30pm - 8:30pm</td>
<td>Frisbee, Soccer or Dance</td>
<td>Campus Center</td>
</tr>
<tr>
<td>6:30pm - 8:30pm</td>
<td>Ametrica Project</td>
<td>Weyerhaeuser Chapel</td>
</tr>
<tr>
<td>9:00pm - 11:00pm</td>
<td>Observatory Visits</td>
<td>Meet in CC</td>
</tr>
<tr>
<td><strong>Friday, August 26</strong></td>
<td></td>
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</tr>
<tr>
<td>7:30am - 8:00am</td>
<td>Breakfast</td>
<td>Café Mac, CC</td>
</tr>
<tr>
<td>8:30am - 12:00pm</td>
<td>Busses Leave for Drop Off</td>
<td>77 Macalester St.</td>
</tr>
<tr>
<td>Afternoon</td>
<td>All Student Orientation</td>
<td>Campus</td>
</tr>
<tr>
<td>5:00pm - 6:15pm</td>
<td>All-Campus Welcome Dinner</td>
<td>Café Mac, CC</td>
</tr>
</tbody>
</table>
Macalester International Student Body

2022-2023, BY CITIZENSHIP
287 students representing 64 countries (including exchange students) during Fall 2022

<table>
<thead>
<tr>
<th>AFRICA</th>
<th>AMERICAS AND CARRIBEAN</th>
<th>EAST/SOUTHEAST ASIA, OCEANIA</th>
<th>EUROPE</th>
<th>MIDDLE EAST CENTRAL/SOUTH ASIA</th>
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</thead>
<tbody>
<tr>
<td>Botswana</td>
<td>1</td>
<td>Argentina</td>
<td>2</td>
<td>Burma (Myanmar)</td>
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<tr>
<td>Burkina Faso</td>
<td>1</td>
<td>Brazil</td>
<td>3</td>
<td>Cambodia</td>
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<tr>
<td>Burundi</td>
<td>1</td>
<td>Canada</td>
<td>1</td>
<td>Japan</td>
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<tr>
<td>Cameroon</td>
<td>2</td>
<td>Chile</td>
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<td>Kazakhstan</td>
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<tr>
<td>Ecuador</td>
<td>1</td>
<td>Colombia</td>
<td>1</td>
<td>Laos</td>
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<tr>
<td>Eswatini</td>
<td>3</td>
<td>El Salvador</td>
<td>1</td>
<td>Malaysia</td>
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<tr>
<td>Ethiopia</td>
<td>4</td>
<td>Guatemala</td>
<td>1</td>
<td>Mongolia</td>
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<td>Ghana</td>
<td>1</td>
<td>Nicaragua</td>
<td>1</td>
<td>People's Republic of China</td>
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<tr>
<td>Kenya</td>
<td>5</td>
<td>Honduras</td>
<td>1</td>
<td>Philippines</td>
</tr>
<tr>
<td>Morocco</td>
<td>3</td>
<td>Jamaica</td>
<td>1</td>
<td>South Korea</td>
</tr>
<tr>
<td>Niger</td>
<td>1</td>
<td>Mexico</td>
<td>4</td>
<td>Taiwan</td>
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<tr>
<td>Rwanda</td>
<td>2</td>
<td>Paraguay</td>
<td>1</td>
<td>Thailand</td>
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<tr>
<td>Senegal</td>
<td>3</td>
<td>Peru</td>
<td>3</td>
<td>Vietnam</td>
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<tr>
<td>Somalia</td>
<td>1</td>
<td>Venezuela</td>
<td>2</td>
<td>Russia</td>
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<tr>
<td>South Africa</td>
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<td>Serbia</td>
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<td>Sudan</td>
<td>2</td>
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<td>Zambia</td>
<td>1</td>
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<td>Spain</td>
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<td>Zimbabwe</td>
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<td>Sweden</td>
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<td>Ukraine</td>
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<td>United Kingdom</td>
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</table>
FALL 2022 INCOMING INTERNATIONAL STUDENTS*, BY CITIZENSHIP
78 students representing 30 countries

<table>
<thead>
<tr>
<th>Country</th>
<th>Afghanistan</th>
<th>Brazil</th>
<th>China</th>
<th>France</th>
<th>Germany</th>
<th>Indonesia</th>
<th>Japan</th>
<th>South Africa</th>
<th>South Korea</th>
<th>Swaziland</th>
<th>Taiwan</th>
<th>Togo</th>
<th>Uruguay</th>
<th>Vietnam</th>
<th>Cote D’Ivoire</th>
<th>Nepal</th>
<th>Yemen</th>
<th>Zambia</th>
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<td>Afghanistan</td>
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<td>Cote D’Ivoire</td>
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</tbody>
</table>

*Subject to change, includes exchange students.
Check updated International Student Statistics at: [www.macalester.edu/isp/about/statistics/](http://www.macalester.edu/isp/about/statistics/)
Staff Who Work Directly with International Students

BEFORE YOU ARRIVE
International Admissions: internationaladmissions@macalester.edu

NOW AND AFTER YOU ARRIVE
When you arrive at Macalester, among the first people you meet will be Aaron Colhapp, Luyen Phan, and Molly Rochon of International Student Programs (ISP). They are responsible for providing you with information, advice, assistance, and referrals relating to academic, immigration, cultural, financial, and/or personal matters.

Aaron, Luyen, and Molly work closely together to support Macalester’s international students by advising on government regulations and organizing educational sessions as well as various other programming throughout the year. All four are available for individual appointments or walk-ins. Their offices are in the Kagin Commons. To meet with them, call the phone numbers or email the addresses above. You can also set up an appointment with them using Google Calendar.

STUDENT STAFF
Andrea Liu ’23 (China)                Uditi Chandrashekhar ’24 (India)
Nibia Vallerie Becerra Santillan ’25 (Peru) Ko Horiuchi ’25 (Japan)
Joanna (Zile) Zeng ’25 (China)

The student workers assist with all programming in the ISP Office. They also coordinate ISP programs, compose the newsletters you receive, assist in tax tutoring, and maintain our ISP website. They are tremendous liaisons between international students and the ISP Office. You can contact the student workers at isp@macalester.edu.
2022 INTERNATIONAL STUDENT AND AMETRICA MENTORS, AND PALS

Andrea Liu '23 (China)
Ethan Hyslop '23 (USA)
Yixuan (Connie) Zhang '23 (USA)
Uditi Chandrashekhar '24 (India)
Aalyan Mahmood '24 (Pakistan)
Aliya Nadeeva '24 (Russia)
Arkar Kyaw '24 (Myanmar)
Rachel Lu '24 (China)
Joanna Zeng '24 (China)
Joe Ntayagabiri '24 (Burundi)
Uditi Chandrashekhar '24 (India)
Xiang Li '24 (China)
Jojo Zhang '24 (China)

Zhihao Liu '24 (China)
Christine Odour '25
Cindy Yan '25 (China)
Cynthia Zhang '25 (China)
Felicia Winfrey '25 (USA)
Maria Sanchez Linares '25
Minseo Kim '25 (USA)
Nibia Becerra Santillan '25 (Peru)
Ko Horiuchi '25 (Japan)
Putri Cahyudi '25 (Mongolia)
Rola Cao '25 (China)
Shengyuan Wang '25 (China)

2019 ISP Mentors
International Student Programs (ISP)

International Student Programs serves the educational and personal development needs of Macalester’s international students by helping them reach their liberal arts education goals. ISP strives to create an environment that is intellectually and culturally supportive through collaboration among students, faculty and staff.

International Student Programs also carries out the U.S. government-mandated functions that allow Macalester to issue documents for international students to attend the College. This includes assisting international students in maintaining their legal status. ISP also grants students access to resources and opportunities allowed by U.S. law.

Goals of International Student Programs include:

• Promoting excellence in academic achievement
• Facilitating interpersonal relations across cultures
• Leading intercultural group learning
• Assisting with students' graduation and continued involvement with Macalester
• Assisting students' successful reintegration into home country life (in addition to applying educational skills gained in the United States)

The Programs

MENTOR PROGRAM

International Student Programs selects returning U.S. and international students to serve as mentors to incoming international students and domestic Ametrica participants. Students will meet their mentors during pre-orientation and will consult with them regularly throughout the first semester. Mentors provide a student’s perspective on both academic and personal life at Macalester. Their job is to help international students and Ametricans feel comfortable at Macalester and answer their questions about policies and procedures related to life in the residence halls, campus facilities, registration, and academic procedures, as well as questions about U.S. culture and off-campus opportunities in the Twin Cities community. They also organize engaging activities for students to get to know each other and their surroundings. This program starts at the beginning of PO4IS (Pre-Orientation for International Students) and lasts until the beginning of November. For more information, go to www.macalester.edu/isp/programs/mentors/.

AMETRICA PROJECT

The Ametrica Project aims to promote dialogue, intercultural sensitivity, and friendship between domestic and international students. A small, diverse group of returning students, who also serve as mentors, facilitate sessions for roughly 40 incoming students who apply and are accepted. Ametrica participants will arrive on Tuesday, August 24, 2021, and then meet every Thursday from 4:30-6:30 pm during the first seven weeks of the fall semester. The central component is dialogue in groups of 5-8 students about a range of themes pertinent to students from around the world, allowing them to examine topics through different lenses. Previous topics have included family, peace, current events, law and order, economics, health, race, and love. In the place of or in addition to the weekly sessions, Ametrica participants also venture to off-campus locations a few times during the program. Previous activities have included a scavenger hunt, dinner at Macalester staff/faculty/alumni homes, salsa lessons, and a trip to Chicago or other activities over Fall Break. Participants will build valuable international relationships through Ametrica, which can be a critical stepping stone for the rest of your experiences during and after your time at Macalester College. More information and application for Ametrica at www.macalester.edu/isp/ametrica.html.
FRIENDSHIP FAMILY PROGRAM

* This program is on hold until further notice.

The Friends of Macalester International Students (FOMIS) Friendship Family Program pairs Twin Cities area residents with Macalester international students for opportunities in cross-cultural exchange. The program gives international students an opportunity to meet people in the U.S. and helps both hosts and students learn about different cultures and perspectives. The group of hosts is very diverse, ranging from recent college graduates to families to retired individuals and couples (some of whom have young children or teenagers). FOMIS has existed for over 30 years and now includes approximately 170 hosts and 200 students.

Hosts may invite students to visit their home and participate in numerous activities that provide opportunities to learn about the way of life in the U.S. and to make friends with people in the community. Hosts, however, are not expected to help with problems such as finding a place to stay during the academic year or vacation periods, financial needs or difficulties, legal matters, immigration matters, or serious medical or personal problems. The four main expectations of students in this program are designed to help you make your relationship with your host as fulfilling as possible.

Expectations:
• Send and respond to emails/texts/phone calls and invitations from your host
• Spend time either on or off-campus with your host on a regular basis
• Share your perspectives and ideas with your host
• Be open to ideas, activities, styles, and customs of your host

More information and application at www.macalester.edu/isp/friendshipfamily.html

COUNTRY SPOTLIGHT PROGRAM

Country Spotlight is an opportunity for international students to share their home country traditions with the Macalester community. On a variety of topics, international students prepare engaging presentations about their culture, customs, food, politics, religion or sports. Country Spotlights are held on selected Thursdays in the Loch (the student lounge in the basement level of the Campus Center).

If you want to participate, let us know by emailing isp@macalester.edu. For more information, go to www.macalester.edu/isp/countryspotlight

TALK AND TEA

Join us at ISP every Friday from 2:30-4:30pm for Talk and Tea, an informal, fun gathering after classes! Grab a snack and some tea, talk to friends, and meet new people. Occasionally a special guest from the Macalester community will join us.
BEFORE AND AFTER ARRIVAL
Before Departure

CHECKLIST OF THINGS TO DO

- Obtain valid passport or renew yours.
- Obtain your I-20.
- Obtain a student (F-1) or exchange visitor (J-1) visa from a U.S. embassy or consulate.
  - (Note: students from Canada and the Bahamas generally do not need to apply for a visa, but must present their I-20 (or DS-2019) upon entering the U.S. Contact ISP for assistance.)
- Bring copies on plane of your admission acceptance letter, financial documents including any Macalester financial aid award, previous school transcripts, and medical prescriptions.
- Pay tuition, room & board, and other fees to Student Accounts (via wire transfer or other method).
- If awarded on-campus employment, submit online Student Employment form for job placement.
- Submit the class registration form on the orientation website.
- Get a physical exam and return the Health History Form to the Laurie Hamre Center for Health & Wellness (sent separately by the Laurie Hamre Center).
- Read the information on the Friendship Family Program and, if you wish to join, complete the form. (Program currently on hold.)
- Read the information on the Ametrica Project and, if you wish to join, apply online.
- Make travel plans to arrive on August 23, 2022, and complete the online Arrival Form (made available in summer).
- Please contact International Student Programs at isp@macalester.edu if you have any questions that must be answered before you leave home.
- If you do not plan to attend Macalester this fall, please inform us immediately.

VISA AND IMMIGRATION REGULATIONS

Before leaving your country, obtain a passport from your government and a student visa from a United States embassy or consulate. The U.S. immigration statute stipulates that anyone applying for a student visa must establish, to the satisfaction of the consular officer, at the time of application for a visa that they are entitled to non-immigrant status, i.e., that they are not intending to immigrate to the U.S. The statute also states that, in order to receive a student visa, applicants must have a residence in a foreign country (generally their country of origin) that they have no intention of abandoning after entering the U.S.

When applying for a student visa, it is well-advised to prepare carefully for the consular interview and to anticipate questions concerning economic, social, and/or family ties that will compel you to return after your studies in the U.S. are complete. As of June 1, 2019, you will be asked about your online, social media presence. You should carefully assemble documents establishing these ties to your home country and prepare to discuss them with the consular officer without hesitation or uncertainty. You can practice this with a friend or family member beforehand. You should also present documentation of your economic ties to your parent(s) or family.

VISA APPLICATION PROCESS

1. Get a passport or renew one if it will expire before starting at Macalester. Your passport should always be valid for at least six (6) months beyond your graduation date or program end date (if exchange student). If not you may need to renew your passport while at Macalester.

2. Obtain Form I-901 receipt - (https://fmjfee.com/i901fee/index.html). For exchange and most degree students, pay the $350 SEVIS fee and print out the I-901 receipt. Exchange students through the ISEP program, please check with ISEP.

3. I-20 to you (ISEP exchange students contact ISEP for DS-2019). Upon receiving it, sign page one (1); read information on I-20 (or DS-2019) which explains your legal responsibilities as a F (or J) student in
4. **Apply for visa at the nearest U.S. consulate or embassy in your country** (a visa is a passport page-sized sticker with your personal visa information on it. It will be invalid if you mark or write on it.) *F/J visas cannot be applied for or renewed if you are in the U.S.* Make appointment for visa interview (as required) and bring your passport, I-20 (or DS-2019), I-901 receipt, and supporting documents. A U.S. Consular Officer will review your papers. Upon approval and after your visa security clearance, the U.S. consulate will issue you an F-1 (or J-1) student visa. This will permit you to enter the U.S. for the purpose of studying at Macalester.

Contact ISP staff (see page 10) immediately if you have a problem obtaining your visa.

**VISA APPLICATION TIPS**

There are numerous security checks with U.S. government agencies (including the Department of Homeland Security, the FBI, the CIA, and the State Department). Though rare, we have had student security checks take up to 12 weeks! Today, student visas are supposed to be the priority at consulates and embassies in July and August, but this is not always the case. Be aware that consulates have full discretion to deny visas, and they will. These can always be appealed (even though they may tell you that they cannot), but can cause serious inconveniences. If you are referred for a secondary inspection, remain calm and cooperative even if you have to wait a long time. Often it is just a routine system referral for clarification when more information is needed to make a decision.

With this being said, if you go to the U.S. consulate prepared, you should have little or no problem receiving your visa. Of students who are denied visas, 99 percent are denied because of a law called 214b. This law stipulates that a visa applicant has the responsibility to prove that they have sufficient economic, social and family ties, which will compel him or her to return home after completing of their U.S. studies.

**Prepare documents to prove you have economic, social, and family ties to your home country.** Often, you won't need to provide all of the documentation, but keep it with you in the event they are requested at the interview. Prepare to discuss with the Consular Officer about how you intend to utilize your Macalester College education upon returning home. It's not a bad idea to rehearse this before the actual interview.

**Show documented evidence that you have available funds to meet all expenses for the first year of study.** The amount you will need to show is listed on the Form I-20 which the Admissions Office sent you (for exchange students I-20 sent by Macalester's Study Away office). Generally, you should either bring a bank draft for the amount on Item 8a in Certificate of Finance form or show funds in U.S. Dollars that are already deposited in a bank in the U.S. or have been transferred to the College. If you are receiving financial aid from Macalester, have a copy of your financial aid award ready.

**Show great respect** when dealing with U.S. Consular Officers and Immigration Officers at the port of entry. They have incredible power with regards to your life. Politely answer all of their questions. Keep your answers short, but accurate and to the point. Immigration and Consular Officers repeatedly say that small talk is a red flag, so keep small talk to a minimum.

In short, **APPLY FOR YOUR VISA AS SOON AS POSSIBLE!**

When all goes smoothly, all is well; if not, you should allow yourself time to straighten things out.

**ON-CAMPUS STUDENT EMPLOYMENT**

Most on-campus job applications will require an U.S.-style formatted resume that is one page in length. Your resume is not limited to formal work experiences or jobs. Highlighting your high school/secondary school club involvement, volunteer experiences, interests and skills are often included to help the reader understand you better. Macalester's Career Exploration Center has sample resumes in their “Resume Quick Start Guide.” For an incoming first-year student, the first resume on that link is probably most appropriate. Please note that the quality of your resume will likely affect your job placement. It is important to spend significant time writing and editing your resume and answering the questions on the online applications. You may want to change your resume for the different jobs you apply to. Check with ISP at isp@macalester.edu if you have more questions about your resume during the process.
Traveling to the U.S.

• Carry your passport (with F or J visa), I-20 (or DS-2019), I-901 receipt and supporting documents when you travel to the U.S.—DO NOT put documents in checked luggage or leave at home with your family.

• When you arrive in the U.S. you must present your passport and documents (including your signed I-20 or DS-2019) to a Customs and Border Protection (CBP) Officer at the port of entry.

• The Officer will stamp your passport and return it to you. The passport stamp indicates how long you may legally remain in the U.S. All students should receive a stamp indicating D/S (Duration of Status), meaning you may remain in the U.S. as long as you are pursuing a full course load and have a valid SEVIS I-20/DS-2019 document.

• Your arrival information is validated on your electronic I-94 (Arrival Card) and should be viewed and printed at https://i94.cbp.dhs.gov/. If you cannot find it, please let ISP staff (Aaron, Luyen, or Molly) know immediately. If you arrive in the U.S. by land, you might get a paper I-94; do not lose it.

Travel Tips

• Put your name and address inside your bags and on the outside luggage tags. If your baggage is lost, immediately report it to an airline official. Overweight charges on airlines are expensive, so pack lightly.

• Watch your luggage and belongings at all times in the airports, bus and train stations. Be sure your baggage is clearly labeled and tagged to your final destination; keep a list of the contents of the bags.

• Ask people for help. Airports, bus, and train stations in large cities often have a Travelers Assistance Desk that will be very willing to help you.

• Porters (a person who carries your luggage) usually receive $1-2; bring small bill for these small expenses.

• In the U.S., you normally pay tip or extra money above the total amount at a restaurant or for other services. Tips are not included in the price of a meal in a restaurant and are usually 20% of the bill.

• Taxi drivers usually receive a 15% tip in addition to the base fare. If you take a taxi to Macalester from the airport, you can expect to pay about $20.

Arrival

UPON ARRIVAL AT MACALESTER

Your first stop should be at the International Student Programs Office (located in Kagin Commons). We will get you checked into your assigned residential hall room and give you a room key. You will also receive a welcome packet with a schedule for Pre-Orientation for International Students (PO4IS), a campus map, and other useful information.

GETTING TO MACALESTER

The official arrival date for international students (and domestic students in the Ametrica program) is Tuesday, August 23, 2022. If possible, we encourage you to arrive between the hours of 8 a.m. and 5 p.m. to give you time to settle in and when most campus offices are open. The ISP student workers will meet you at the airport - the Minneapolis/Saint Paul International Airport, or “MSP” - which is located about 10-15 minutes from the College. ISP student workers will be carrying a Macalester College sign so that you can easily recognize them. More information will be sent during the summer about where to meet up with a Macalester representative.

Please fill out the International Student Arrival Form, which is sent to your Macalester email address, as soon as your travel plans are finalized. Notify the International Student Programs staff of any last-minute travel changes.
If you have any difficulty finding us at the airport, bus, or train station, call International Student Programs at +1 (651) 696-6992. If your luggage is lost or delayed, please provide the transportation company with ISP's contact information and phone number.

New international students may move into their assigned residence halls only on August 23, 2022, without extra charge. We encourage you to arrive and move in on August 23 during the daytime so you can rest from your trip and unpack. During August 23-26 you are required to attend a mandatory Pre-Orientation for International Students (PO4IS). On August 26, you join the rest of your class for all student orientation. More information about all student orientation can be found at www.macalester.edu/orientation/.

EARLY ARRIVAL

The College has NO housing for students arriving earlier than Tuesday, August 23. Please make your own hotel or motel arrangements should you arrive earlier. One possibility near campus is below. For more accommodations visit Macalester's website at www.macalester.edu/about/maps/placetostay/.

There are also many hotels and motels available in the vicinity of the Minneapolis/St. Paul International Airport and the Mall of America. You can find information on these hotels upon arrival at the airport or at www.airporthotelguide.com/minneapolis.

PRE-ORIENTATION FOR INTERNATIONAL STUDENTS (PO4IS)

All newly enrolled international students at Macalester College are required to attend a special pre-orientation, which begins on August 23, 2022, with your arrival. It is a good idea for you to arrive early on this day to attend various informal orientation activities that occur on that day as well.

During Pre-Orientation for International Students:

• Bring your passport, I-20/DS-2019 and other immigration documents. ISP will make copies of your documents. Afterwards, put your passport, I-20/DS-2019 and other important documents in a safe place. Don't carry them with you unless you travel.
• You will obtain a Social Security card (if you are employed on-campus), Macalester ID, and Minnesota ID (optional). We hope to have officers from the Social Security office come to Macalester.
• You can open a bank account and obtain a phone with a SIM card (if necessary).

You can expect pre-orientation to include greetings by Macalester staff and faculty members. You will also go to information sessions on immigration regulations, the nature of a liberal arts education and academics at Macalester, U.S. academic and cultural environments, and campus resources.

ALL-Student ORIENTATION

After the Pre-Orientation for International Students you will join the general orientation with all new Macalester students on Friday, August 26. You can expect this general orientation to include academic advising, placement testing, book discussions, library tours, city and campus tours, shopping trips, receptions, financial aid information, information on extra-curricular activities, and social events. More information can be found at www.macalester.edu/orientation/. As you can see from this partial listing, orientation activities are a mixture of academic and social events, both serious, but enjoyable.
Other Logistics

FINANCES

Bringing Money

Become familiar with currency exchange procedures. Difficulties and delays frequently occur in the transfer of funds from overseas to the U.S., so bring enough money to cover your initial school supplies and expenses. Transfer of funds may take several weeks or months, and clearance of checks or bank drafts is time-consuming. Nevertheless, we recommend transfers when dealing with large quantities of money.

If your home government or institution is providing funding for you, be sure to arrange a specific process with them for transferring money to you or to Macalester for payment of your student account. Also, let International Student Programs and the Students Accounts Office know the contact name and institution in order to facilitate the transfer. International wire transfers are done via SWIFT (Society for Worldwide Interbank Financial Telecommunication).

For security purposes we cannot give out Macalester's SWIFT Address, so please contact Student Accounts at +1 (651) 696-6161 or studentaccts@macalester.edu if you need it.

Tips

• Do not carry large sums of cash.
• If you and your family are bringing funds into the U.S. totaling $10,000 or more when added together on a family Customs declaration, you must declare the TOTAL amount. There is no penalty or fee if declared. The purpose is to separate legal money movements from unlawful activities such as drug smuggling according to U.S. Customs and Border Protection (CBP).
• Be aware of and practical about your personal finances. Plan how you will finance your entire education at Macalester, not only your first year. In addition to tuition, room and board, and insurance costs, you will need funds for travel, books, clothing and recreation. You must plan for your summer/winter break living and traveling expenses, as they are not included in your financial aid award.
• If you overdraw on your checking account (meaning that you take out more money than is in your account), you will be fined for that withdrawal and for every day that your balance is below $0. If you write a check that bounces (where there is not enough money in your account to pay a check expense), you will be fined. You may have to pay a monthly fee or keep a minimum balance to maintain a savings account. ATMs (Automatic Teller Machines) can charge $2.00 or more per transaction. Money disappears fast so be sure you know what your banking institution's fees are!
• A safe and convenient way to carry money is in the form of traveler's checks, which if lost or stolen, can be recovered.

Opening a Bank Account

Choices for banks near campus include Wells Fargo, U.S. Bank (has ATM on campus), and a few others; there is no one bank that covers the entire U.S. We will help you open a bank account during orientation.

TRANSFERRING ACADEMIC CREDIT

If you are eligible for transfer credit from schools that you have previously attended, please bring original or certified copies of your transcripts or certificates with you. You can receive up to 20 credits using these documents. Visit the Macalester Registrar at www.macalester.edu/registrar/services/ap-ib/ for more information on AP or IB exams placement and/or credit.

WHAT TO BRING

• Sheets, blankets, and pillows are not provided by the College. You can bring them with you. Note that the bed size is Twin XL or 203cm x 99cm. A better option may be to purchase bedding when you arrive.
• You can order most supplies online and have them shipped to Macalester. If the schedule permits, we might organize a shopping trip during orientation for students to shop for bedding, items for your room, and anything else you need after arrival.
• If you have space, bring items from home that you may not be easily found here such as music typical of your country; pictures of your country, home, friends and family; books, etc; special musical instruments, clothing, crafts and games representative of your country. These items will be useful if you make cultural presentations at Macalester or at elementary schools in the Twin Cities area.

• If you plan on bringing any electrical items, please bring a voltage adaptor that converts into the U.S. Voltage of 110 V and uses a US electrical plug, as these could be expensive or difficult to find in the U.S. See www.worldstandards.eu/electricity/plugs-and-sockets/ for more information.

• If you wish to send suitcases or packages to the U.S. before your arrival, you may address them to the below address. Be sure to purchase insurance against loss or damage for any packages you send.

Your Name
Macalester College
International Student Programs
C/O Aaron Colhapp
1600 Grand Avenue
Saint Paul, MN 55105 U.S.A.

CLIMATE AND CLOTHING

Minnesota (MN) has four distinct seasons, all of which require different types of clothing. You will be arriving at the end of summer, which is typically a pleasant time of year. However, it can get as hot as 90°F (32ºC) and be humid. Fall (autumn) days are cool and often rainy. Winter must be taken very seriously as the temperatures can drop as low as -5 to -20°F (-20 to -30ºC), even before taking wind chill into account. After winter, the cool temperatures of spring, 32 to 55°F (0 to 10ºC), seem almost balmy! On page 62 is a chart that gives some indication of what weather you can expect in the Twin Cities (Latitude: 44 degrees, 53 minutes north; Longitude: 93 degrees, 13 minutes west). January is the coldest month in Minnesota, which you will be able to avoid some of if you go home during winter break. If you stay in Minnesota, be prepared for extreme cold that may last until April. Very important to have adequate clothing to keep warm. Buying appropriate clothing for all these temperatures may seem intimidating, but it is not very difficult. Students tend to dress very informally, with the most common attire being a pair of blue jeans, a shirt, a sweater and a backpack (to carry books, etc). You will probably want to bring some dress clothes and national/ethnic dress for special occasions. Beyond these recommendations, reserve some money to buy clothes after you arrive in the U.S. You may need to buy a warm winter coat ($50-200), sturdy boots ($25-150), mittens or gloves ($10 or more), a scarf ($10-20), sweaters ($20-50), turtlenecks ($10-$40) or long underwear ($15 or more) for winter, and t-shirts ($10-30) for summer. All prices in U.S. dollars are approximate (see page 63 for more detailed weather info).

MAIL

You will be assigned a personal post office box after you register for classes. Your mailing address will be:

Your Name
Macalester College
1600 Grand Avenue
St. Paul, MN 55105 USA

TELEPHONES

Macalester's Registrar Office requires every student to list a local contact phone number for emergency purposes; if you obtain a U.S. mobile phone number that will work. Otherwise, you'll have to get a voice landline or telephone for your room at no additional cost. More information about this can be found at www.macalester.edu/its/internet-telephone/telephone/. Resident halls and houses also have telephones in common areas with local calling service. Local calls are free with the only charge being for long distance and International Direct Dialing phone calls. There are many websites that offer calling cards for this purpose, with http://www.callingcards.com/ being a good place to look. Plus, with services such as FaceTime and Skype, you can chat away with free calls and never worry about cost, time or distance.

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CELL PHONES

If you do not already have a cell phone, you may purchase a phone online or at one of several stores nearby, such as:

- T-Mobile St Paul (at the Midway Shopping Center, 1360 University Ave)— call +1 (651) 646-2000
- MetroPCS Authorized Dealer (at 1539 University Ave W)— call +1 (651) 646-8135
- Verizon (at the Midway Shopping Center, 474 Hamline Ave N)— call +1 (651) 646-1363
- AT&T (at 2132 Ford Pkwy)— call +1 (651) 690-4067

Nearby stores such as Best Buy, CVS, Target, Walgreens, etc., also sell SIM cards. Learn more at PO4IS or in the ISP office throughout the year. Note not all US phone carriers work on the GSM frequency common in the rest of the world. T-Mobile and AT&T use the GSM network. There are many mobile virtual network operator (MVNO) not listed who use the networks of T-Mobile, AT&T, Sprint (which is part of T-Mobile) or Verizon.

PERSONAL PROPERTY INSURANCE

Students are encouraged to purchase personal property insurance to protect themselves against theft, fire, water damage, or vandalism of items such as cell phones, stereos, cameras, calculators, computers and other personal property. One insurance company is recommended by Macalester Residential Life and it is a cheap option for students: National Student Services, INC www.nssi.com.

Contact Residential Life at +1 (651) 696-6215 or x6215 from a campus phone for information regarding personal property insurance.

WINTER AND SPRING BREAKS

Winter Break lasts from December 17, 2022, to January 19, 2023. The residence halls will be closed during a portion of that time, but you can leave your belongings in your room.

Only those students who are engaged in academia, participating on an athletic team, international students with homes address outside North America, or students required by college departments for student employment, will be allowed to live in campus housing during January. Students must apply through residential life to be accepted for January housing. There will be no additional charge for room and board for the students living on campus at this time. You should begin to plan now for what you will be doing during Winter Break.

During Spring Break, March 11-19, 2023, the residence halls will remain open, but there will be no food service. You should budget $75-100 for food.

More information about seasonal housing can be found on Macalester's Residential Life website at https://www.macalester.edu/reslife/livingoncampus/seasonalhousing/

EMPLOYMENT

F-1 Visa Students: You are not eligible for off-campus employment in the U.S. until you have been a full-time student in the U.S. for one academic year, and only then with special authorization. If you have student employment (as part of your financial aid), you are eligible to work 20 hours or less per week on campus as soon as you arrive at Macalester. If you are going to work on campus, please check with ISP first.

J-1 Visa Students: You may be eligible to work on or off campus, depending on your sponsoring agency's exchange requirements. Per Macalester policy, exchange students are not permitted to work on campus. Any on- or off-campus job must be authorized by your sponsor prior to engaging in work. Be sure to contact ISP and your sponsoring agency about authorization.
Health Checklist: Before Leaving Home

- See a dentist to have your teeth checked and cleaned one more time at home. Dental care is typically not covered by U.S. medical or health insurance and the cost of these procedures in the U.S. may be more expensive than in your home country.

- If you wear glasses or contact lenses, bring an extra pair in case of loss or accidental breakage.

- Complete your Health and Medical Forms through your Macalester Patient Portal by August 24, 2022.

- Enroll or waive out of health and accident insurance plans by August 17, 2022, through your Macalester Portal. Review both the accident and health policies. www.macalester.edu/healthandwellness/insurance/.

- Put together a basic health care kit to take to school or purchase after arrival. Include basics such as adhesive bandages, non-stick gauze, antibiotic ointment, etc. Don’t forget over-the-counter medications (i.e. acetaminophen and ibuprofen for headaches, antacids for stomach pains, Benadryl for allergies). Do an online search for more detailed suggestions on assembling a college first aid kit.

- Make copies of prescriptions (medications, eye glasses/contacts) to bring with you.

- Bring a couple of months supply and a doctor's prescription for any medication that you take regularly.

- If applicable, find health care providers in the area that will provide care for special health care needs (e.g. allergy shots, mental health, physical therapy, etc.).

- Parents and students should discuss how you will share information regarding health care needs, treatment and billing. Information about students who are 18 or over cannot be shared with parents without written consent of the student. Work this out now to avoid confusion (especially around bills) later! Students, remember: the bills will be in your name!

- Optional: make arrangements to get meningococcal, Hepatitis B, varicella, DTaP and/or HPV immunizations before coming to campus. Bring or send a copy of immunization records to Macalester.

If you forget anything, don’t worry! There are several pharmacies near Macalester:

- Walgreen’s Pharmacy (24 hours): 1585 Randolph Ave, St. Paul, MN 55105. Call +1 651-698-6502
- CVS Pharmacy:  30 Fairview Ave S, St Paul, MN 55105. Call +1 651-699-6008

Required Health Information

In order to provide you with adequate medical care, the Laurie Hamre Center for Health & Wellness at Macalester must have your health history form. Please return your completed health and wellness paperwork form by August 17, 2022. Macalester College and the State of Minnesota requires proof that you have had the following immunizations to be enrolled for the 2022-2023 academic year:

- Tdap (Tetanus) Booster - received within the last 10 years
- 2 MMR (Measles, Mumps, Rubella) - first dose received after 1st birthday
- Meningitis Immunization - given after the age of 16
- Up-to-date COVID-19 vaccine status as defined by: CDC definition on August 17, 2022 (note that as of May 19th, guidance that up to date means having received at least one booster)

For more information, visit the Immunization Policy at Macalester College.

You will not be able to continue enrollment in the Fall semester until a record of these immunizations is on file at the Hamre Center for Health & Wellness. Note: Upon arrival at Macalester, as part of orientation activities, you will be required to complete a Tuberculin Skin (Tuberculosis) test.

Macalester is waiting for guidance from the United States federal and Minnesota state governments in determining which vaccines received outside the US will be accepted and/or if there is risk in receiving a US vaccine upon arrival if you had a different vaccine recently. The College will have vaccines (free of charge) available when you arrive to campus. When more information is made available, it will be shared
with the Macelster community via email and Coronavirus Disease Response website. Though conclusive
guidance does not currently exist, Macalester expects all international and domestic students to be able to
fully participate safely upon arrival.

Health Insurance

Medical insurance is compulsory for all Macalester students and must adequately cover your costs in case
of accident and illness. Macalester has an insurance plan for students and, should you choose this plan, the
cost of medical insurance is automatically billed to your account after registration/validation at Macalester.

Macalester’s insurance plan (United Health Care Insurance) provides students with coverage within the
plan year, August 20, 2022, through August 19, 2023. Further information about medical insurance will be
sent to you later and provided during orientation. If you are covered by another insurance plan, you should
go online to “waive out” from the student health plan. To do this, you must provide the name and address
of your insurance company, your policy number, and coverage dates.
All students who enroll for this insurance will need to create an online account to obtain an insurance card
with their policy number on it. If you are treated off campus, you may have your health care provider
directly submit claims to your insurance plan. Always carry a copy of your insurance card with you. The
cost to purchase the Health Insurance Plan for 2022-23 is expected to be $3,294.
If you choose to opt out of the Macalester plan, you are required to show proof of the personal/family
health insurance coverage that will cover you in the United States and, more specifically, Minnesota. If you
do not, you are billed for the insurance offered by the college. Your insurance plan must meet or exceed the
coverage requirements, please note travel insurance is not the same as health insurance.

Remember: ALL STUDENTS (new & returning) MUST EITHER WAIVE OUT OR ACCEPT THE
POLICY ONLINE before August 17, 2022. If you fail to waive enrollment, the charge will be billed to
your tuition bill through the Student Accounts Office.

The Laurie Hamre Center for Health & Wellness strongly advises students to check any existing policies
that cover them. This way, students can determine if they will be adequately covered while at Macalester.
This is particularly important for mental health coverage, which tends to have more limitations.

If you have questions regarding health insurance, how claims are submitted, etc., contact the Hamre Center
for Health and Wellness at www.macalester.edu/healthandwellness/insurance for more information.

Where to Find and Get Healthcare

<table>
<thead>
<tr>
<th>Not urgent</th>
<th>Urgent</th>
<th>Emergency/life-threatening</th>
</tr>
</thead>
</table>
| · Runny, itchy nose and sinuses (unless it persists for several weeks)  
· Bruises, small scratches  
· Headache  
· Slight fever  
· Coughing, sore throat | · Severe pain (chest, abdomen, head or ear), especially with fever  
· Asthma (when not responding to usual medication)  
· Urinary infection  
· Possible fracture or dislocation  
· Laceration (a cut requiring stitches)  
· Major bee sting reaction: hives, wheezing, or swelling (e.g. whole arm or leg swells)  
· Prolonged (24 hrs) vomiting/diarrhea  
· Persistent thoughts about committing harm to self or others | · Difficulty breathing  
· Major injury (e.g. open chest wound with trouble breathing; spinal or neck injury with loss of responsiveness  
· Unconscious or minimally responsive (e.g. drug or alcohol overdose)  
· Convulsion that will not stop |

<table>
<thead>
<tr>
<th>On campus</th>
<th>On campus urgent/emergency services</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hamre Center for Health &amp; Wellness</td>
<td></td>
</tr>
</tbody>
</table>
1. LAURIE HAMRE CENTER FOR HEALTH & WELLNESS

Located in the Leonard Center, Room 53, +1 651-696-6275
(health@macalester.edu, www.macalester.edu/healthandwellness)

The Hamre Center for Health & Wellness provides health care, short term counseling and consultation, and health education. A more detailed description of services is offered on their website.

Students may call or stop by for appointments. The office is open Monday-Friday during business hours (10 a.m. -12:00 p.m. and 1:00 p.m. - 4:00 p.m.; note that it is closed from 12:00 p.m. - 1:00 p.m.); drop-in appointments are available on a limited basis for both medical reasons and counseling. There are no fees for office visits at the Hamre Center (including care provided by physicians, nurses, nurse practitioners, visiting psychiatrists, licensed psychologists, mental health counselors, or certified health educators).

Students are billed for immunizations, lab tests, and medications. A charge is posted on their Macalester student account unless they pay for it at time of service. Students may receive a billing statement to submit to their insurance company for reimbursement. Appointments with the massage therapist are offered at a subsidized rate, payable at the time of scheduling.

Macalester insurance policy for international students does not cover preventive medication or treatment, treatment for pre-existing conditions (any health problems that you had before you got the insurance), nor most dental or optical-related costs. If you have questions about the insurance policy, please look through the insurance brochure that will be mailed to you, or talk to the Hamre Center for Health & Wellness.

2. OFF CAMPUS/LOCAL GENERAL CARE PHYSICIANS

- **Open Cities Health Center**: Call +1 651-290-9200 to schedule an appointment. Located at 409 North Dunlap St. St. Paul, MN 55104, this center provides medical, dental, eye, chiropractic, and behavioral health care. Most insurance plans are accepted. www.opencitieshealth.org

- **Parkway Family Physicians**: Call +1 651-690-1311 to schedule an appointment. Located at 721 Snelling Ave. S. St. Paul, MN 55116, this center provides care for acute & chronic illness, physicals, lab and x-ray services, etc. www.parkwayfamilyphysicians.com

- **Target Clinic/Pharmacy**: This is a walk-in clinic, no appointment necessary. Call +1 651-642-1146 for more information.

- **CVS Clinic/Pharmacy**: Also a walk-in clinic, they provide vaccinations and other services. Located at 1040 Grand Ave, St. Paul, MN 55105. Call +1 651-224-2155.

3. ON CAMPUS URGENT SERVICES

Emergencies do not always occur conveniently during office hours. The following are some key off-hours emergency resources available to students on and off-campus:

- **Macalester Public Safety** (or Security): Call +1 651-696-6555 or x6555 from campus phones. Be prepared to give your name, describe the situation, and provide contact info. Security can also connect you with other campus response personnel. Security is the best place to start for issues of personal safety. Visit www.macalester.edu/public-security for more information.

- **Resident Assistant (RA) or the RA on duty**: Telephone numbers are posted on the door of your residence hall office. RA's have special training to deal with personal and community concerns.

- **Resident Hall Director (RHD) on duty**: If you can't reach the RA on duty or Security, contact the RHD on duty. Contact information is posted on the doors of all residence hall offices.

- **Safety Escorts**: If you feel unsafe walking on campus, contact campus security at +1 651-696-6555 for someone to escort you home or wherever you need to be. Service is 24 hours a day, 7 days a week.

- **Aaron, Luyen, and Molly** are usually available in times of crisis after normal business hours.
4. OFF CAMPUS URGENT SERVICES

These resources are for when your condition/illness is urgent, but not a life-threatening emergency. Urgent care services are usually walk-in clinics open during office hours (not available 24/7). The Urgency Room is located at 3010 Denmark Ave, Eagan, MN 55121, open 7 days a week, 8am-10pm (including holidays).

When going to local urgent care: Call ahead to make sure that your insurance will be accepted and to ask if there are special instructions (especially if you have influenza symptoms or other communicable disease concerns). Call the Urgency Room at +1 952-857-0644 to ask about billing through your insurance.

- HealthPartners Urgent CareLine: Call the CareLine at +1 (612) 339-3663. Accessible 24/7, 365 days a year, CareLine is staffed by registered nurses who can answer questions and give free medical advice over the phone, regardless of insurance coverage. Call Health Partners Clinic at +1 (651) 641-6200. www.healthpartners.com/hp/insurance/individual-insurance/plans-summary

- Fairview Urgent Care: Call +1 (651) 696-5070. www.fairview.org/Locations/Fairview-Clinics-Highland-Park/Urgent-Care

- Crisis Connection: Call +1 (612) 379-6363 or +1 (866) 379-6363. 24/7. Crisis line with trained counselors available for mental health services. www.canvashealth.org/crisis-support/crisis-connection

- Regions Hospital: Call +1 (651) 254-3456 (Emergency Room), 640 Jackson Street, St. Paul, MN. For both medical and mental health emergencies. www.regionshospital.com/rh/index

- Hennepin Regional Poison Center: Call +1 (800) 222-1222 for 24-hour phone consults with pharmacists certified and trained in poison information. www.mnpoison.org

5. OFF CAMPUS EMERGENCY RESOURCES

Emergency resources are for the most extreme conditions, or for when other services are closed and you believe the medical condition is severe enough that it cannot wait until a clinic opens again. If the facility is not open, contact an emergency room at one of the hospitals or clinics above, those are available 24/7.

WHAT TO DO:

1. Call the Urgent Care center/Emergency Room first
2. As soon as you arrive, indicate why you think the problem is urgent
3. State your main problem first, then report other symptoms
4. Report any past experience with the problem
5. If you have taken any medications for the illness or concern, take them with you.

The closest hospitals are Fairview Urgent Care and Health Partners Urgent Care Clinic, both of which have emergency rooms as well as “urgent care.” Refer to the information above on these resources.

Paying for Emergency Visits: Macalester does not cover visits to the Emergency Room. They are billed to your insurance company. For more information, visit www.macalester.edu/healthandwellness/afterhours.

6. CALLING 911

Remember, this is not for sore throats, nausea, light fever - unless you are concerned that it is indicative of a more severe, life-threatening situation. If you call 911 from a cell phone while on campus, be sure to call Public Safety at x6555 or +1 (651) 696-6555 as well to let them know so that they can assist the ambulance. There is no charge for the EMT’s to come but if you are transported in an ambulance, there is a significant fee that depending on your insurance may/may not cover. But if it is an emergency, call!

MORE ABOUT AFTER-HOURS MEDICAL RESOURCES

The odds are good that at some point during the year you will feel REALLY sick over the weekend or at night when the Laurie Hamre Center for Health & Wellness is closed. Who can you call to get some advice and help you determine if you need to be seen by a doctor? Where can you go to be seen outside of an emergency room? Where is an emergency room?

First determine - "how urgent is it?" Most of the time, symptoms indicate that you can probably wait until a provider is open or go to urgent care (or clinic) and you will not need to go to the Emergency Room (ER). While the ER is the place to go for life-threatening emergencies or middle of the night urgent...
situations, students are encouraged to consider other options first. A visit to an ER for non-urgent situations can translate into many hours in the waiting room and hundreds if not thousands of dollars.

TRANSPORTATION

If you need treatment and do not have transportation, contact your RA, the Hall Director on call, or Publu Safety. They can arrange free transportation through Uber to/from urgent care, etc. You can always call a cab yourself or take the bus.

Mental Health Resources

The Laurie Hamre Center for Health & Wellness offers emergency counseling services for students during office hours, at no cost, when school is in session. You can schedule limited appointments or visit during drop-in hours. The school has partnered with ProtoCall, a telephone counseling support service. During the Hamre Center’s open hours, call +1 (651) 696-6275 to access emergency counseling services. If you call after-hours, Dial 2 after the voice message and you will be directed to a licensed counselor.

AFTER-HOURS MENTAL HEALTH EMERGENCIES

If you or a friend are having thoughts of harming yourself or are feeling dangerously out of control after hours, you have several resources available to you. If residing on campus, we recommend you first contact your RA or RHD, who can help you determine the best option. If simply talking with a trained counselor can help, call The Crisis Connection (+1 612-379-6363 or +1 866-379-6363), a 24-hour crisis line, or the Hamre Center ProtoCall number +1 651-696-6275, then Dial or Push #2.

Finally, consider going to the nearest emergency room or calling 911. The closest emergency room to campus is at Regions Hospital (+1 651-254-5000), located at 640 Jackson Street in downtown St. Paul.

If you or a friend are at risk of self-harm, get help as soon as possible. If necessary, call the Suicide Hotline at +1 612-873-2222.

If the time of distress is not as severe, here are some other steps you can take:

• Identify the specific source of distress. Write down and review positive strategies for responding to it.
• Talk with a trusted family member, mentor, or friend.
• Engage in activities that help you feel better (listen to music, exercise, go for a walk, journal, etc).

Sexual Assault Resources

For resources specific to sexual assault see page 39.
U.S. AND MAC CULTURES
Transitioning to a New Culture

You may have heard the term “culture shock,” the feeling of being disoriented after moving to a new cultural environment. International students adjusting to life at Macalester experience culture shock in a variety of ways, and it can take time to feel fully comfortable. Given time, most students will eventually adjust to life in the Twin Cities, Minnesota, and the U.S. Before long, it may even feel like home. In this section, we discuss ways you can navigate culture shock and adjust more easily.

BEING AN INTERNATIONAL STUDENT

Everyone’s experience of being immersed in a new culture is unique, and international students navigate their transition to Macalester life in a variety of ways. However, it’s common for students to go through a set of “phases” as they adjust to a new culture. If you experience these phases, just know that you are not alone.

COMMON PHASES OF TRANSITION

Pre-departure: You are preparing to leave wherever you are and travel to Macalester. You may be feeling excited to start college, nervous about moving to a new place, or bittersweet about leaving home. It is common for people to feel more excited as they get closer to departure, but this can also be a nerve-wracking time. That is completely normal and okay.

Orientation: This phase starts when you first step foot on campus and usually lasts through Pre-Orient for International Students and All-Student Orientation. You will meet lots of new people, which can be really fun but sometimes overwhelming. Some people may wake up feeling excited and happy, then feel drained by the end of the day. Enjoy this exciting time, but remember to take care of yourself if you start feeling down. You will have plenty of time later on to make friends and experience life at Macalester.

Getting involved: For most, this phase starts when classes begin. You will meet your professors, students in your classes, and people in your dorm. You may be making new friends, joining clubs, or navigating a roommate relationship. It is common for people to become more involved in the Macalester community during their first few months of school. As this is happening, you may feel frustrated at times when navigating spaces and cultures that are still new to you. You may start to get homesick. Towards the end of this phase, you may question if you belong or feel parts of your identity start to change.

Culture shock, conflict: As you settle into life at Macalester and the initial excitement wears off, you may feel disconnected from your home culture and the new cultures you are experiencing at Macalester. Some people experience an identity crisis during this time, start to feel lonely, or become more short-tempered and frustrated than usual. Some have a hard time retaining connections to their home culture. Take time to navigate this phase and pay attention to what you are feeling. Remember to reach out for help if you need it, especially if you start to feel depressed or anxious. Your ISP mentor and your Residential Assistant are there to help you if you need them. You can also seek help from counselors or staff at the Health and Wellness Center (HWC), the Center for Religious and Spiritual Life (CRSL), and the Department of Multicultural Life (DML). It is important to remember you are not alone, and that many people go through this phase and feel more intense emotions as they navigate their first semester.

Stability, sense of belonging: Not everyone feels a sense of belonging right away at Macalester, and it may even take a semester or two for before you feel stable in your new community. This may happen at the end of first semester as you leave the culture shock phase, or it might come later. It is often helpful to find people and communities you identify with from classes, clubs or identity collectives and engage in those communities and events. Throughout college, you will learn new things about yourself and experience personal growth. You will also experience challenges, but finding a community or sense of belonging can help you navigate stressful times.
Returning home: Leaving Macalester to return “home” (whatever that means for you) can be an emotional time. You may be excited to go home or to have a break from Macalester, and those first few days after leaving campus might feel amazing. However, it can be difficult re-adapting to life away from Macalester, and you may feel reverse culture shock. You’ve probably changed during your time in college, and it can be hard to navigate these changes when you return to a place of familiarity.

Coming back to Macalester: Travel and transitioning is an emotional time for many, and you be feeling a mix of sadness and excitement to be returning to Macalester. However, you may be surprised by how smoothly you transition back into college life. This is not the case for everyone, but many begin to see Macalester as a new home and place of belonging.
Common Macalester Customs

The following description of Mac customs and behaviors is only a generalization; this information, although helpful, should be used as a guide and not as a prescription. One of the most helpful ways for anyone to learn about customs and behavior is by observing others and asking questions. It is important to realize attitudes and customs vary from person to person.

CLOTHING

At Macalester, and on most U.S. campuses, students dress very informally. In spite of this informality, a great many U.S. students enjoy dressing up, and you may be asked to dress up for various special occasions. For example, you may want to wear business or business casual attire for interviews and academic conferences and wear formal or semiformal dressy attire for events such as Winter Ball.

In addition to investing in some formal clothing, students should allocate enough money for warm winter clothing. Winter must be taken seriously in Minnesota, where the temperature sometimes drops to -30°F (-34°C). Having a warm winter coat, waterproof boots, and other warm layers is a necessity.

CONVERSATION

Like in any place you are unfamiliar with, conversational phrases at Macalester may seem strange at first. These are just a few common phrases and what they often mean: “How are you?” does not necessarily mean that the person asking wants to have a long conversation, and can sometimes just be a casual greeting. If you are passing each other on the way to class, or want to keep the conversation short, it is common to respond by saying something like: “I'm good. How are you?” Phrases said when departing can be equally confusing. For instance, “see you later” or “let's get together sometime” are often meant as a friendly goodbye, rather than an actual invitation. When in doubt, do not be shy to clarify whether it is an invitation or not.

RELATIONSHIPS

Before engaging in any sexual activity with someone, it is always important to get clear, enthusiastic consent. Those involved can also revoke consent at any time. In all situations, it is important to be vocal with a potential intimate partner about your expectations for the relationship and to respect each others' expectations and comfort levels.

Communication can help you navigate relationships more smoothly and respect people's needs. Terms referring to different kinds of relationships can be confusing or unclear, but communication can help to clear up that confusion and make sure that everyone involved is on the same page.

Some students at Macalester identify as part of the LBGTQA+ community, which stands for lesbian, bisexual, gay, transgender, queer, and asexual. The "+" refers to other identities that don't fall into these categories. There is a group called "Queer Union," a student-run organization that "seeks to serve the needs of lesbian, gay, bisexual, transgender, and queer-identified students at Macalester." However, stereotypes against many of these groups still exist in the U.S. and on campus. Some students who identify as part of the LBGTQA+ community choose to be open about their identity while others choose not to share this with people openly, and that is their choice.

INVITATIONS

Invitations are usually informal and most often verbal, but they usually specify a time and place. For example, “Will you come over Tuesday evening at 8:00?” If you say “yes,” it is important that you keep the appointment. Casual verbal invitation such as “come and see me sometime” or “drop by” are usually given with the understanding that you will call and make more specific plans before coming over. If you receive a written invitation that says RSVP (from the French phrase Répondez s'il vous plaît, meaning "please respond"), you should respond by telling your host whether or not you plan to attend. When responding to emails requesting you to RSVP, you should keep record of what events you agree to attend. If you RSVP “yes” and then cannot attend, be sure to email the host(s). In U.S. culture, it is
generally understood that if you decline an invitation more than once or twice, especially without an explanation, it indicates you are not interested and that person may stop inviting you to other things.

USE OF NAMES AND PRONOUNS

First names are commonly used in the U.S. between peers. It is all right to use the first name of someone approximately your same age or someone younger. However, some professors may want to be addressed as "Professor" or by their last name. If you are unsure of what to call someone, it is appropriate (and a sign of respect) to ask what they would like to be called.

People at Macalester refer to each other with respect to their personal pronouns. These are the pronouns that others may use to refer to them. The most commonly used pronouns are she/her/hers, he/him/his, they/them/their, and ze/zir/zirs. The gender that someone is assigned at birth does not always line up with their current gender identity. Some do not identify as "male" or "female" and instead identify as non-binary; however, the gender spectrum is nuanced, and how each person identifies on that spectrum is unique to them. At Macalester, it is common for people to say their pronouns when introducing themselves. If you are unsure of what pronouns someone prefers, it is usually polite to use they/them/their until you know someone's preferred pronouns.

HANDSHAKES

People usually shake hands when they first meet and introduce themselves. This is a formal means of introduction that will usually occur when you are meeting an adult, but may occur with younger people.

CONCEPT OF TIME

The commonly used concept of time at Macalester and in the U.S. is somewhat rigid, especially with regards to classes and more strict appointments. When an appointment is made, you are generally expected to arrive within five minutes of the appointed time. If you have an appointment with your advisor at 10:30 a.m., for example, you should arrive at 10:30 a.m. or a little before. If a bus is scheduled to stop at 10:20 a.m., be at the bus stop five minutes early because the bus may arrive a few minutes early or late. In addition, when asking things of people, especially your professors or other staff members, it is customary to ask around two weeks before the date you need it. This will give professors and other faculty time to complete what you require without feeling rushed. When making an appointment with a professor or other staff member, you should typically email beforehand to figure out a time and place. Many people on campus, faculty (professors), staff and students, use Google Calendar to organize meeting times and appointments.
Campus Life

CAMPUS HOUSING
During their first and second years at Macalester, students are **required** to live on-campus in residence halls. Residential Life, located on the second floor of the Campus Center, is responsible for the student housing program at Macalester. In their first semester all students are automatically put onto a full, 19-meal-a-week meal plan, but there are other meal plan choices in subsequent semesters.

What kind of housing is available?
There are eight residence halls and several specialty houses on campus, many of them having distinct features corresponding to the living styles of their residents. The language and special houses listed below are not options for first-year or exchange students.
- Co-ed or single-sex floors
- Quiet floors
- 7 language houses on campus (Arabic, Chinese, French, German, Japanese, Russian, and Spanish)
- 6 special houses where students can reside and which are located in different parts of the campus (Cultural House, Veggie Co-op, Eco House, Interfaith House, All Gender Community and Summit House)

What kinds of rooms are available?
Most are double occupancy (two people), although there are single, triple and quad rooms on campus.

How can I get help if I don't know how things work?
Adjusting to dorm life can be tough, especially when you feel that there is no one whom you can ask for help or that your questions are stupid. Your ISP mentors and Residence Hall Assistants (RAs) are people that you can turn to for such help; they are available for any questions you may have.

What if, for some serious reason, I am not satisfied with my room or residence hall?
It may be possible, due to various reasons, to change your room or residence hall. If you are not satisfied with the place where you live, you should first talk to your RA, who will help you work with the hall director or other Residential Life staff.

What about breaks?
Fall Break lasts from October 20-23, 2022, and many students travel, visit home, or simply stay on campus. Residence Halls will not be closed during Fall Break. Cafe Mac is open with modified hours.
During Thanksgiving Break, November 23-27, 2022, most students from the U.S. will celebrate Thanksgiving with their families or with one another on campus. Your friendship families may invite you to celebrate Thanksgiving with them, and this usually involves a large meal. If you are staying on campus during these breaks, be aware that Cafe Mac hours usually change.
During Winter Break, December 17, 2022, to January 18, 2023, the residence halls are closed to all students from noon on the day after the last exam day in December to the Monday before classes begin in January, but you can leave your belongings in your room. It is very important that you make your own arrangements for where to live during that break period, as dorms are closed. However, students can apply during the fall semester to move back into their dorms shortly after New Year's Day. International students will have access to January Break meal plan/food in Cafe Mac. There is no additional cost for approved students with fall and spring semester meal plans A, B, or C.
During Spring Break, March 11-29, 2023, the residence halls will remain open, but there will be no food service on campus, except for the Grille.
For more information visit the Residential Life website at: [www.macalester.edu/residential-life/](http://www.macalester.edu/residential-life/)
OFF-CAMPUS HOUSING

After their first two years at Macalester, students are able to move off campus. Currently, about 50% of Juniors and Seniors live off campus with the rest remaining in the residence halls, so you can decide what is right for you. Some students like living off campus because it is more independent, you can cook for yourself more freely, and it can be less expensive depending on your rent. Others choose to stay on campus to be closer to the community, because they like being on a meal plan, or to take advantage of Residential Life resources. Once the time comes for you decide if you want to live on or off campus, you can access resources such as the off-campus housing page (www.macalester.edu/offcampus) and the ISP Current Students page (www.macalester.edu/isp/currentstudents).

Campus Resources

For a more complete list with links of all the administrative offices, go to https://www.macalester.edu/directory/offices/. To call any of these offices from your mobile phone, dial +1 651-696- (the 4-digits after the "x")

<table>
<thead>
<tr>
<th>Campus Activity and Operations</th>
<th>Phone: x6569</th>
<th>Location: Campus Center, 2nd Floor</th>
<th><a href="http://www.macalester.edu/campusactivities/">www.macalester.edu/campusactivities/</a></th>
</tr>
</thead>
<tbody>
<tr>
<td>Career Exploration</td>
<td>Phone: x6384</td>
<td>Location: Kagin Commons, 1st Floor</td>
<td><a href="https://www.macalester.edu/career-exploration/">https://www.macalester.edu/career-exploration/</a></td>
</tr>
<tr>
<td>Center for Religious and Spiritual Life (CRSL)</td>
<td>Phone: x6298</td>
<td>Location: Weyerhaeuser Chapel, Lower Level</td>
<td><a href="http://www.macalester.edu/religiouslife/">www.macalester.edu/religiouslife/</a></td>
</tr>
<tr>
<td>Civic Engagement Center (CEC)</td>
<td>Phone: x6040</td>
<td>Location: Markim Hall, 3rd Floor</td>
<td><a href="http://www.macalester.edu/cec/">http://www.macalester.edu/cec/</a></td>
</tr>
<tr>
<td>Students Affairs</td>
<td>Phone: x6220</td>
<td>Location: Weyerhaeuser, Room 119</td>
<td><a href="https://www.macalester.edu/studentaffairs/">https://www.macalester.edu/studentaffairs/</a></td>
</tr>
<tr>
<td>DeWitt Wallace Library</td>
<td>Phone: x6346</td>
<td>Hours: Mon - Thu 8:00 a.m. - 1 a.m., Fri 8:00 a.m. - 10:00 p.m., Sat 10:00 a.m. - 10:00 p.m., Sun 10:00 a.m. - 1 a.m.</td>
<td><a href="http://www.macalester.edu/library/">www.macalester.edu/library/</a></td>
</tr>
<tr>
<td>Financial Aid Office</td>
<td>Phone: x6214</td>
<td>Location: Weyerhaeuser, Room 031</td>
<td><a href="http://www.macalester.edu/financialaid/">http://www.macalester.edu/financialaid/</a></td>
</tr>
<tr>
<td>Laurie Hamre Center for Health &amp; Wellness</td>
<td>Phone: x6275</td>
<td>Hours: Mon—Wed, Fri 9 a.m.—4:45 p.m. Thu 10 a.m. - 4:45 p.m.</td>
<td><a href="http://www.macalester.edu/healthandwellness/">www.macalester.edu/healthandwellness/</a></td>
</tr>
<tr>
<td>Information Technology Services (ITS)</td>
<td>Help Desk Phone: x6525</td>
<td>Mon - Fri: 8:00 a.m. to 6:00 p.m</td>
<td><a href="http://www.macalester.edu/its/">www.macalester.edu/its/</a></td>
</tr>
</tbody>
</table>

35
Mac has a wide range of student organizations that you can join once you get to campus. Student organizations, commonly referred to as orgs, are clubs which students can join outside of their academic pursuits at Mac. Some people love orgs and are part of multiple ones while some people aren’t in any orgs at all, it’s really your choice.

In the first week of classes the Org Fair will take place, at which all active orgs have a table for you to get more information and sign up to be on their mailing list. Don’t worry though, signing up at the org fair is not a commitment to be in the org and you can always join orgs later, too!

Many international students join cultural orgs, in which they get the chance to bond over shared cultural backgrounds or interests. Below is a list of the cultural orgs currently at Mac. However, there are many more types of orgs that you can join based on your interests such as orgs dedicated to hobbies, sports, academic interests, religions, community engagement, or social justice.

This is only a short list of Mac’s cultural orgs. Make sure to check out the full list of organizations at www.macalester.edu/directory/studentorganizations
Minnesota Laws and Macalester Policies

A lot of what follows in this section is also contained in the Macalester College Student Handbook that you may access online. The rules we highlight here are especially important for you to know, as they will apply to you as an international student. Remember that your actions are your own decisions, so you will be expected to take full responsibility for them. Please thoroughly read the Macalester College Student Handbook as well because the section below does not include all Macalester rules and regulations.

**DRUGS AND ALCOHOL**

Many drugs, except those sold in pharmacies or prescribed by a doctor, are illegal in the United States. In the United States alcohol may not be consumed by people under 21 years of age. This does not mean that students at Macalester do not take drugs or do not drink alcohol. Some do, and can get into trouble with police, with immigration officials (if they are international students), or with school authorities. Consequences for breaking Minnesota and federal laws may lead to substantial fines, jail time (in serious cases), suspension or expulsion from the school, or even deportation.

Various mentor group activities during PO4IS will discuss the realities of drug and alcohol use at Macalester. The consequences of breaking rules and regulations concerning drugs and alcohol—especially for international students—are severe. For a complete discussion of Macalester's alcohol policy, see the Macalester College Student Handbook.

In addition to prohibiting them from consuming alcohol, Minnesota State Law also does not allow people under 21 to purchase or possess alcoholic beverages. It also prohibits anyone from selling or providing alcoholic beverages to someone under that age of 21. By law, establishments require legal proof of age (by a Minnesota ID card or another country's passport) in order to serve alcoholic beverages. These laws may vary greatly from your accustomed practices or home country laws. As an international student, you should know the laws and their consequences, as you will be held responsible for them.

**TITLE IX**

Title IX is a section of the Education Amendments of 1972, a federal law that provides that “No person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity receiving Federal financial assistance.” At U.S. colleges and universities, sexual harassment and assault are treated as violations of Title IX, but Title IX also covers other forms of sex and gender discrimination that create barriers to students’ educational experience at Macalester. Find out more at [www.macalester.edu/titleix](http://www.macalester.edu/titleix).

**SEXUAL MISCONDUCT**

Sexual misconduct as defined by the Macalester Student Handbook “includes sex discrimination, sexual harassment, sexual coercion, sexual exploitation, dating/intimate partner violence, domestic violence, stalking, attempted and actual non-consensual sexual contact, non-consensual sexual intercourse and other forms of sexual assault.” Sexual misconduct is not only a violation of individual rights and dignity, but also erodes the values that are important to the College community and will not be tolerated at Macalester. The College attempts to create and maintain a positive living, working and learning environment in which...
community members are aware of and respect the rights of others and individuals take responsibility for their actions. Sexual harassment and violence are not only violations of Macalester's policies, but also can be prosecuted by Minnesota and U.S. law. Prosecution of these offenses has strong implications for international students' status and your place within the Macalester community. Below are details on the most widely used terms; a comprehensive set of definitions is available in the Student Handbook.

SEXUAL HARASSMENT
Sexual harassment involves a wide range of verbal and non-verbal behaviors which includes any sexual or gender-based verbal, written, or physical conduct that is unwanted and/or unreasonably interferes with or deprives someone of academic, social or work-related access, benefits, or opportunities in the College community or creates an environment that interferes with the well-being and/or success of an individual. Sexual harassment can involve instructors and students, supervisors and students, students and students, and other relationships among colleagues or peers. If you are experiencing sexual harassment speak to your mentor, supervisor, the Title IX coordinator, or another staff member you feel comfortable with.

SEXUAL ASSAULT
Sexual assault is any actual or attempted sexual contact with another person without that person’s consent. Sexual contact includes intentional contact by the accused with the victim’s genital area, groin, inner thigh, buttocks, or breasts, whether clothed or unclothed, or coerced touching by the victim of another’s genital area, groin, inner thigh, buttocks, or breasts, whether clothed or unclothed. Sexual assault includes, but is not limited to rape, fondling, incest and statutory rape (sexual intercourse with a person who is under the age of 16). Sexual assault does not occur just between strangers and consent must be given for all sexual interactions between any two individuals, regardless of their relationship.

CONSENT
Consent is defined as conduct or words that indicate a person freely agrees to engage in a sexual act at the time of the act. It can only be given by individuals over 18 years old, as those under 18 are classified as “minors.” Moreover, consent must involve a clear, vocal “yes,” and it is NOT the same as the absence of a “no.” Consent can always be withdrawn, cannot be obtained by coercion, and cannot be given by anyone who is mentally or physically incapacitated (e.g., due to alcohol or drug use). You will learn about consent at New Student Orientation and throughout your time at Macalester, as consent is a highly valued and defended concept within our community.

BE PROACTIVE IN PREVENTING SEXUAL VIOLENCE
• Actively participate in Macalester’s culture of consent.
• Consider getting trained as a Green Dot bystander, which will equip you to help prevent violence.
• Take care of yourself and others. Do not leave individuals behind if they are intoxicated or if they are with strangers, especially at parties.
• Trust your intuition. If you feel ill at ease about a situation, speak up for yourself and others and remove yourself and others from the situation.
• Try not to walk alone at night and stay in well-lit, higher-traffic areas.

IF YOU HAVE EXPERIENCED SEXUAL ASSAULT
• Go to a safe place; your first priority is to take care of yourself and make sure you are safe from harm.
• Talk to someone: a friend, your roommate, your RA, Counseling Services, Campus Security (they can help you contact the police), an ISP staff person, or the Title IX Coordinator. If you do not feel ready to make a report to a college administrator, make sure you are getting the support you need from others.
• Go to a medical facility for an exam, including a transmitted disease check, pregnancy test, and to deal with potential injuries. A medical exam is important for your health and will be very important if you decide to press criminal charges. Regions Hospital is best equipped to do an exam. The initial exam and follow-ups are free at Regions Hospital.
• Try not to disturb any evidence. Do not shower, douche, wash your clothing, or comb your hair before completing an exam.

• Take care of yourself. The SOS Sexual Violence Services has a crisis line for support (+1 651-266-1000), Counseling Services can be contacted at +1 651-696-6275, and the Title IX coordinator is able to put you in touch with further resources and help you navigate reporting your assault or pressing criminal charges, if you so wish.

If you have experienced sexual misconduct or have been a victim of sexual harassment or a sexual assault, seek help. It is highly encouraged to report any incident of sexual assault, as this allows the College to assist the victim. Complete the Online Anonymous Report Form at https://www.macalester.edu/violenceprevention/.

RESOURCES

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<tr>
<th>On Campus</th>
<th>Off Campus</th>
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<tr>
<td>Public Safety (Security) x6555 (they will help you contact the police)</td>
<td>National Sexual Assault Hotline +1 800-656-4673 (24-hour crisis line)</td>
</tr>
<tr>
<td>Hamre Center for Health &amp; Wellness x6275</td>
<td>St. Paul Police Department Emergency: 911</td>
</tr>
<tr>
<td>Residential Life Office x6215</td>
<td>St. Paul Police Department Non-emergency: +1 651-291-1111</td>
</tr>
<tr>
<td>Title IX Coordinator x6258</td>
<td>Regions Hospital Information: +1 651-254-3456</td>
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<tr>
<td>Dean of Students x6220</td>
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<tr>
<td>Associate Dean of Students x6136</td>
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<tr>
<td>Safe Walk Program x6555</td>
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</tbody>
</table>

If calling from mobile phone for on-campus resources, dial +1 651-696- (and then the 4 digits above).
International Students

WHO ARE INTERNATIONAL STUDENTS?

Macalester students who are neither citizens nor permanent residents of the United States are categorized as international students, regardless of their visa classification by the United States Citizen and Immigration Services (USCIS), United States Immigration and Customs Enforcement (ICE), United States Customs and Border Protection (CBP), or Department of State. Additionally, Macalester College considers an international student to be someone who has spent time living and/or studying in another country, regardless of citizenship and visa status. It is the responsibility of each international student to become familiar with the regulations which apply to their particular visa status. Students should consult the International Student Programs Director (Aaron Colhapp), Assistant Director (Luyen Phan), or ISP SEVIS Coordinator (Molly Rochon) if questions or problems regarding immigration matters arise.

U.S. immigration regulations bring great restrictions and consequences for non-immigrants who do not enter the U.S. with a lawful status or who do not maintain their lawful status. Therefore, it is of utmost importance that you enter the U.S. with the proper F-1, J-1, or other visa and documentation, and remain in legal status for the duration of your time at Macalester. The various aspects of maintaining status are defined in the following sections.

IMMIGRATION STATUS

U.S. Laws and Regulations: The U.S. Department of Homeland Security (DHS) regulates the activities of non-immigrants in the U.S., including international students. One of the duties of the ISP Director, Assistant Director and Coordinator at Macalester is to advise international students on how to remain in compliance with immigration rules and regulations.

**F-1 Student:** The most common student immigration status, the F-1, is obtained on the basis of a Form I-20 issued by the college upon admission. An F-1 student is admitted to the U.S. for the purpose of attending a specific school and must take a full course load every semester (at least 12 credits/semester).

**J-1 Exchange Visitor:** The J-1 Exchange Visitor classification is used by professors, researchers, students, trainees, and others who come to the United States for educational or training purposes under the sponsorship and supervision of a designated agency. J-1 visa holders must carry out the program described on the form DS-2019 issued by the sponsor to obtain the visa.

**Immigrant/Permanent Resident:** Some students hold an immigrant status, technically referred to as a permanent resident. This status, indicated by the ownership of a “green card,” allows the person to remain in the country permanently and is the first step toward acquiring citizenship.

STUDY PROGRAM REQUIREMENTS

F-1 students must be registered full-time (a minimum of 12 credit hours) for every semester that they are in the U.S. An exception can be made during a student's final semester before graduation; students only need to take the number of credits required in order to graduate. J-1 visa holders must comply with the requirements set by their sponsoring agency. Permanent residents have no special course load requirements other than those imposed by the College.

REMOVAL (AKA DEPORTATION)

Removal is the expulsion of aliens who have been granted entry into the U.S. The following grounds for removal are stated in very general terms but will give you an idea of how strict the immigration rules are:

- Failure to comply with the conditions of your visa/status (e.g., unauthorized paid or unpaid employment, failure to attend classes and to maintain full time student status). Common examples of unauthorized employment include baby/pet sitting and tutoring students for compensation outside of the Macalester tutoring services.
- Conviction of crime after entry, e.g., crimes of violence, moral turpitude, narcotics-related crimes (including marijuana). Although there are provisions for some criminal convictions, there is no
exception made for a narcotics or marijuana offense—mere possession of marijuana can lead to deportation. *Marijuana is illegal under federal law even in states that legalize it.*

- Unlawful entry.
- Prostitution, or connection to this practice.
- False documents.

### Immigration and Travel

**PASSPORT**

Your passport is the basic international document which identifies you as a citizen of your country. The spelling of your name given in your passport should be used for all records while you are in the United States. The name spelling on your visa will be used on your I-20 or DS-2019 record. If you need to extend the validity of your passport, contact your nearest consulate or embassy for instruction and procedures. Registrar's Office or ISP can provide you with a letter of recommendation stating that you are a registered student if such a document is required by your government. Always keep a copy of your passport in a safe place, and use the copy to provide documentation if you send it in for renewal.

<table>
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<tr>
<th><strong>Passport Do's and Don'ts:</strong></th>
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<tr>
<td><strong>DO</strong></td>
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<tr>
<td>• Sign your passport. It is not valid unless it has been signed by the bearer.</td>
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<tr>
<td>• Fill in the information required on the inside front cover of the passport. In the case of accident or other circumstances, it may be necessary to contact a designated agent or the next of kin.</td>
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<tr>
<td>• Register your passport if you mail it while abroad.</td>
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<tr>
<td>• Check the expiration date of your passport before you travel. Obtain a new one if needed.</td>
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<tr>
<td>• Check the visa requirements of all countries you plan to visit or transit (travel) through and obtain necessary visas from the appropriate foreign consular representatives. Keep a copy of your biographical, visa and other information pages.</td>
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**VISA**

A U.S. visa is a passport page-sized sticker in your passport. It is used for entry into the U.S. and can only be obtained from a U.S. Embassy or Consulate outside the U.S. The visa indicates what status you have upon entry to the U.S., as well as the date of issuance and expiration (date by which you can use that visa for entry). After you enter the U.S., the visa is not important unless you leave and wish to re-enter. If you plan to travel outside the U.S., and your F visa has expired, you should contact the ISP staff to obtain an I-20 to use to apply for a new visa. Never write on or tamper with your visa sticker.

**AUTOMATED FORM I-94 IN ELECTRONIC FORMAT**

When you enter the U.S., an immigration inspector (CBP Officer) determines how long you may stay in the U.S. A paperless electronic Form I-94 is created by the CBP Officer when you are admitted by air or sea travel. Check your I-94 status and print out a paper copy later at https://i94.cbp.dhs.gov/I94/. If you can't find your I-94, contact ISP immediately. If you enter the U.S. by land from Canada, Mexico, etc, you will be issued a paper I-94 (DO NOT LOSE IT). Generally for F or J visa holders, your I-94 will show your **Class of Admissions:** F1 (or J1), and **Admit Until Date:** D/S (which stands for Duration of Status, that is until you complete your program or graduate).
TRAVEL OUTSIDE THE UNITED STATES DURING ACADEMIC VACATIONS

Do not leave the United States without the proper I-20 documentation necessary for reentry. J-1 visa holders should contact their sponsors to obtain travel authorization. If you leave for longer than five months and do not continue your enrollment at Macalester (with a leave of absence), you must have a new I-20 issued in order to reenter. Remember to get your I-20 signed before you leave the country. Check with International Student Programs for study abroad exceptions to some of these rules.

Employment

International students with F-1 status may not accept off-campus employment unless they receive authorization from immigration. Working without authorization is one of the most serious violations of visa status and can result in you having to return home to obtain a new visa. It can also result in immediate deportation. Please talk to an ISP staff member if you have any questions about employment authorization.

ON-CAMPUS EMPLOYMENT

On-campus student employment is considered a form of financial aid; visit https://www.macalester.edu/employmentservices/studentemployment/. Students authorized to work on campus by the financial aid office may do so without any special immigration work authorization, but are governed by the following immigration rules:

• Employment is performed on the school's premises, or is considered student employment by the Financial Aid Office.
• Employment must not exceed 20 hours per week when school is in session.
• Employment may be full-time during break periods if the student is eligible and intends to enroll in classes the next term.

FINDING AND APPLYING FOR A JOB

Work-study eligible first-year students are given access to online job postings and may begin applying for positions in mid-May. FAQs about student employment. There are many students seeking employment on campus and you may not receive your first choice of position, so you should apply for more than one position. (Five is recommended.) The majority of new student employees will work in departments employing the largest number of students, including Facilities Services, Food Service, Athletics, and the Library. Once you have been selected for a position, you are not able to switch to another position until the Spring semester.

If you would like to bypass the hiring process and be placed in a position on campus, complete a First Year Placement Form.

Students with a student employment award are given priority for positions. Once those students have jobs, any remaining positions can be filled by students without an award. Students without an award can apply for positions beginning in the Fall. Students who do not have a student employment award as a part of their financial aid package may request a Student Employment Authorization form in order to begin their search (see section for non-aid students).

CHANGING JOBS

On occasion, a student employee and their supervisor mutually agree to terminate the employment relationship. This may be referred to as a no-fault release. These releases are also referred to as full releases. The most common reasons are scheduling conflicts or obtainment of off-campus employment. These should be readily apparent before or early in the semester and releases should be handled quickly so those positions can become available for students without job assignments. Because students employment positions are for the entire academic year, these releases are not expected to occur after the first two weeks of the semester. The no-fault policy is as follows:

• Releases must be mutually agreed upon by the employee and the supervisor and the release form must be signed by both parties.
• Students who wish to formally apply for another posted work study job must inform their supervisor of their intent to apply.
• It must be understood that the supervisor is not required to release a student, and in many cases is not able to release the student.
• A supervisor may require a student to find a replacement prior to signing a release. Signed release forms are to be forwarded to the Student Employment Office.

A partial release may be approved under certain circumstances. A partial release would allow a student to work in two departments simultaneously. Both partial and full releases require the signature of both supervisors and the student on the release form.

**PAY RATE**

Macalester College uses a job classification process to ensure that all student employees are being paid equally while working similar positions. When a new position is created, Student Employment determines the tier level and pay rates in accordance with comparable positions in other departments and tier guidelines. Students are paid bi-weekly according to the Bi-Weekly Payroll Schedule. First-year students generally work 10-12 hours per week to reach their maximum student employment award. Jobs on campus are paid according to one of three tiers, in order of specific skill needed (Tier I requiring the least specific skills and having the lowest rate, and Tier III requiring the most specific skills and having the highest rate). For more information on pay rates and classifications, go to Payroll FAQ through the Macalester Employment Services website.

**NON-AID (NO NEED) STUDENT EMPLOYMENT**

Students without financial aid may receive student employment under certain conditions. The Student Employment Program is designed for students who need employment to assist in financing college costs. Therefore, students with student employment awards are given the priority on all on-campus positions. Students without awards may seek out remaining positions on campus. However, hiring of no-need students may be delayed or denied in order to allow for available positions to be filled by students with a student employment award. For more information, go to the Student Employment website at https://www.macalester.edu/employmentservices/studentemployment/.

**STUDENT EMPLOYEE RESPONSIBILITIES**

In addition to providing students with financial assistance and skill development, Student Employment helps students learn basic responsibilities associated with employment. This important part of career development can be enhanced by any job, on- or off-campus. Student employees will assume normal employee responsibilities as follows:

• Participate in a job search.
• Report promptly to your work site and supervisor.
• Become familiar with job duties, quality, and quantity of work expected.
• Adhere to the mutually agreed upon work schedule and be on time.
• Submit your timesheet to your supervisor bi-weekly (for most positions).
• Keep your supervisor informed of any schedule deviation.
• Report all on-the-job injuries or illnesses promptly to your supervisor.
• Maintain good work performance.
• Complete the appointment period, not to exceed the total award nor work beyond the appointment period.
• Participate in the employee performance evaluations.

**SUMMER AND WINTER BREAK EMPLOYMENT**

The Summer Employment Program is administered by the Student Employment Office for the months of June, July, and August. Employment may be full-time or part-time. Not every office hires winter or summer workers, but you can find open positions on the student employment website or by talking to your supervisor. Employment during summer and winter break is not part of your work-study award.
Off-Campus Employment

GENERAL ELIGIBILITY

To be eligible for off-campus employment, you must currently be on an F-1 visa and have studied at least nine months in the United States at a higher education institution on a valid non-immigrant visa (e.g., F, J, H, E, L, M). Off-campus employment may be referred to as an internship, research, fellowship, etc., but it is all considered employment and must relate to your major(s)—not minor(s) or concentration(s). Always consult with ISP to make sure you are eligible and have employment authorization.

Curricular Practical Training (CPT): CPT is the employment authorization used for a paid or unpaid internship, fellowship, research position, etc., in which you receive academic credit related to your major(s) - not minor(s) or concentration(s).

Limits: You must complete one academic year before you are eligible for CPT. Authorization is per academic term. It allows you to work 20 hours or fewer while school is in session and full-time (more than 20 hours) during breaks (i.e., between semesters, winter break, spring break, and summer break). One year or more of full-time CPT, in total, cancels OPT—see below.

Optional Practical Training (OPT): Students generally apply 90 days before graduation to begin OPT afterward. This authorization allows you to work up to 12 months full-time in your major; however, if you file for H-1B (temporary worker) status, cap-gap extensions may be available. Generally, OPT must be completed within 14 months of your graduation. You cannot work on campus after you graduate unless you have OPT work authorization.

STEM Optional Practical Training (STEM OPT): STEM OPT extensions for 24 months are available, if qualified, in the Science, Technology, Engineering, and Mathematics (STEM) fields of study. The qualifying STEM OPT majors at Macalester are Biology, Chemistry, Computer Science, Economics, Environmental Studies, Geology, Math, Neuroscience, Physics, Psychology, and rare Individually Designed Majors. Also, during the STEM OPT extension period, you and your prospective employer can file for H-1B working status during the annual April 1st lottery.

The time needed to complete the authorization process for optional practical training is approximately 90-150 days, so plan in advance! Information explaining the application process is available at the International Student Programs website.

Beginning March 2018, Student Exchange Visitor Program (SEVP) introduced a portal where students approved for OPT/STEM OPT can update the required data within 10 days of any changes: U.S. home and mailing address, U.S. telephone number, foreign telephone number, employer name and address, and supervisor name and contact information.

OFF-CAMPUS STUDENT EMPLOYMENT

Through the off-campus work program, students with financial aid work awards are able to earn their award through a community service work experience. Federal guidelines restrict placements to non-profit, non-partisan, and non-religious organizations. The program's policies are as follows:

• Only students with work awards may participate.
• Only sophomores, juniors and seniors are eligible.
• Students should plan on earning their entire annual award at an off-campus site.
• The program can currently accommodate approximately 35 students per year.
• There are no funds for summer participation.
• Because funding is limited, students are encouraged to apply as soon as possible.

For more information and application materials, go to https://www.macalester.edu/cec/civicleadershipprograms/oce/ or contact the Civic Engagement Center at cec@macalester.edu.
SOCIAL SECURITY NUMBER (SSN)

In order to be employed at Macalester or anywhere in the U.S., students must have a valid U.S. government-issued Social Security Number and the proper employment authorization. A Social Security card is necessary in order to be employed in the U.S., but it is only valid for employment if you (as an F-1 student) have employment authorization granted by the Immigration Service or ISP (see previous sections). Students who have been granted permission to work are not required to pay Social Security or Medicare taxes during the first 5 years they are in the U.S. on F-1 status. The Social Security Number application process will take place at Macalester during the Pre-Orientation for International Students. If you find work later after PO4IS, contact ISP for help with applying for your SSN. Remember to keep your Social Security card safe once you get it. The number is assigned to you for life and if you lose the card you can get a replacement. It is not an ID, so keep it somewhere safe and share it wisely.

For information on SSN, go to https://www.macalester.edu/isp/governmentregulations/socialsecurity/

TAXES

Most international students on F-1 visas who work on campus are required to pay taxes to the state (usually Minnesota) and to the U.S. (federal) government. Taxes will be withheld from your Macalester paychecks. Social Security and Medicare taxes should not be withheld from your pay usually during the first 5 years in the U.S. In February, the payroll office will send you your W-2 (Wage and Tax Statement) and/or 1042-S (given to students with taxable financial aid or to those students who work on campus and their country has a tax treaty with the U.S.). You may also access these two documents on your 1600grand account if you chose to receive your documents electronically. All students are required to file income tax forms by April 15 and some students, as a result, will receive a tax refund from the U.S. or state government for the taxes they have overpaid. Other students may have to pay taxes if they made more money than expected and did not pay enough taxes during the previous year. It is a good reminder to set aside some part of your paycheck in case you owe additional taxes after completing your tax return.

All international students, whether or not they receive financial aid or work in the U.S., must file a tax return for every year they are in the U.S., deadline usually by April 15. When you receive your tax forms (W-2, 1042-S, 1099, etc) DO NOT THROW THEM AWAY, they are necessary for filing your tax return. It is important to keep tax documents for FIVE years after filing taxes.

Macalester College issues you a password so you can access an online tax service to help you file federal taxes. Additionally, ISP holds tax tutoring sessions during office hours in March and April to help you complete your state and other tax returns. At tax tutoring sessions, you will be required to bring your federal tax form (printed out from the online software), W-2 and 1042-S forms (and any other pertinent forms you may have received in the mail), your passport and U.S. visa, your I-20, and your Social Security Number. It generally does not take more than 30 minutes to an hour to complete your return, and the earlier you get it done to send in, the better. Not filing taxes is not an option and failure to file may affect future visa status.

For more information on taxes, go to https://www.macalester.edu/isp/taxes/

Driving/ID Cards

DRIVER'S LICENSE / IDENTIFICATION DOCUMENT (ID)

As an international student, you have at least two forms of picture identification - your passport and your Macalester student ID card. We recommend that you also get a Minnesota (MN) ID card or a driver's license. These state government-issued documents, which look identical except for the title, are the standard forms of identification in the U.S. They are usually required when making financial transactions, especially when writing checks, and at some other times, such as when an age check is necessary (e.g., purchase of cigarettes and alcohol, restricted movies at the cinema). Unfortunately, some places will not accept your passport as a valid form of identification, especially when checking to see how old you are. Additionally, you don’t want to risk losing it!
Be aware that if you are applying for a visa to another country while in the U.S. and you have to leave your passport at that embassy, you will not have a valid ID to board a domestic flight to return to campus. A Minnesota ID card or driver’s license may be used in these cases.

Every Minnesota resident who operates any motor vehicle (car, truck, motorcycle) must have a driver's license. The operation of an automobile without a valid operator's license is illegal and is punishable with a fine and possible jail sentence. It is also illegal to permit another person without a valid license to drive an automobile.

Obtaining a Minnesota driver’s license is fairly simple. First pass a written exam that covers traffic and safety rules, laws, rules of the road, allowable speed limits, road signs and symbols. Once you have successfully passed this test, you will be given a permit, which allows you to practice driving with a licensed driver who is 21 years of age or older. Three months after obtaining your permit if you are 19 or older, and six months if you are 18 and under, you may take the driving portion of the exam during which you will be tested on your driving skills and knowledge of traffic laws. Obtaining a driver’s license will cost you around $40 total (subject to change).

If you possess an International Driving Permit (IDP) we would strongly recommend you apply for a Minnesota driver's license. The IDP, often (incorrectly) referred to as International Driving License, is a document that, along with your valid home driver's license, allows you to legally drive a motor vehicle while not in your home country. The IDP does not replace a U.S.-issued driver's license but acts as a translation of a valid driver's license from one's home country. Each state has its own regulations about holding an IDP as a short-term visitor versus a non-citizen resident, and it is best practice in MN to obtain a state driver license once you have resided in the state for more than 60 days.

For more information on Driver’s Licenses and State IDs, go to https://www.macalester.edu/isp/governmentregulations/licenseandstateid/

**CAR INSURANCE AND ACCIDENTS**

The Minnesota No-Fault Automobile Insurance Act requires that every motor vehicle which is operated in Minnesota be covered by proper no fault and liability insurance coverage. Under this law, insurance companies must offer insurance coverage which provides for the payment of basic economic loss benefits resulting from injury or death regardless of the fault of the insured. A driver of a motor vehicle must carry evidence of insurance in their immediate possession. The operator must present the evidence to a law enforcement officer upon request.

A driver involved in any accident should seek advice at once. At the time of the accident, someone should telephone for police assistance. The police will arrange for tow trucks and ambulance if they are needed. Be sure to write down the name, address, phone number, car license plate number, and automobile insurance company of any other persons/cars involved in the accident. At the very least, the police will require that you fill out a written report within five days following the accident. Do not leave the scene of an accident until told to do so by the police. Notify your insurance company immediately.

**WHEN THINGS GO WRONG**

Got really sick and need to go to the hospital? Got caught by the police doing something unadvisable? Got into trouble at Macalester? Got charged $2,000 for income taxes when you should have gotten money back? It could happen to you. Although not frequent, it is possible for things to go wrong for international students, and the consequences can be different from those faced by domestic students. If something goes wrong, talk to ISP who will be able to advise you on the best plan of action.
A lot of information concerning academic life can be found in the Student Handbook, especially on more specific and formal situations, such as academic policies. For further details on any topic, please consult the online Student Handbook: www.macalester.edu/studentaffairs/studenthandbook/.

LIBERAL ARTS

A liberal arts education is synonymous with a well-rounded education. It is regarded as beneficial for the overall intellectual and interpersonal development of students, and for attaining the variety of skills necessary to live and work in an ever changing global society. At Macalester, students must take a certain number of credit hours in the various distribution areas: social sciences, natural sciences, mathematics, humanities and fine arts, internationalism, and U.S. multiculturalism in order to gain a liberal arts education. The breadth and depth afforded a liberal arts education, unlike educational systems where one only studies one's major, allows students to explore a wide variety of fields in addition to their own major.

ACADEMIC ADVISORS

Academic advisors are faculty members who are ready to help you plan your academic life and make you think about personal and career goals so that you plan a program of study which enables you to achieve those goals. The instructor of your first-year course is typically assigned to be your advisor. Your advisor is knowledgeable about general education requirements and grading systems. You should develop a good working relationship with your advisor to set academic goals, discuss your academic progress/grades, plan a major, select internships, discuss study away options, etc. All discussions and records are confidential. You may change your advisor after the first semester as you see fit; for instance, if you feel that someone else is more aligned with your academic interests. But it is recommended to discuss this with your current advisor and the one you plan to take on.

COLLEGE CATALOG

The College Catalog is an important guide to your education at Macalester. It contains a thorough description of graduation and curriculum requirements, including majors, minors, concentrations, cores, and honors in the various disciplines. It also gives a description of each course offered by all the departments, along with the semester that they are offered in. College Catalogs are available at the Registrar's Office or you can view the digital version http://catalog.macalester.edu/.

STUDENT COURSE LOAD

Students are required to complete 128 credits in order to graduate. The majority of Macalester courses are 4-credit, so in order to graduate in four years, students usually enroll in four 4-credit courses during each of the fall and spring semesters, total 16 credits. Up to 18 credits may be taken at no additional charge. Students may register for 19 or 20 credits, but there is an additional tuition charge per credit. No student may register for more than 20 credits. International students are required to take at least 12 credits per semester in order to fulfill the requirements for the F-1 and J-1 student visa status.

ENGLISH AS A SECOND LANGUAGE

Macalester does not offer ESL courses; however, if you feel you could benefit from additional language work, or if a professor or advisor recommends it, there are courses available at the other Associated Colleges of the Twin Cities (ACTC) schools. Consult the ACTC site for more information. Another good resource is the MAX Center in Kagin, where tutors can help you with a range of disciplines and skills. In particular, the MAX Center's MAX Pairs program can benefit students in a variety of scenarios, from navigating their first-year, first-semester experience, to mastering the writing traditions of their chosen major(s), to completing their honors theses and other upper-level projects.

GRADING

Macalester's grading system uses the letter grades A, B, C, D, NC and a notation of plus or minus (e.g., A-, B+). An A is the best grade; B is very good; C is average; D is the lowest passing grade, except for courses in a student's major field of study, where students must earn a C- or better to pass. NC means no credit and
indicates failure for the course. Students are encouraged to read carefully the information on grading options in the current College Catalog.

Note particularly the limitations of S/D/NC grades, also known as pass/fail option. The S/D/NC option was established to allow students to take a course without the pressure of earning a regular letter grade. When students select a grading option of S/D/NC, they forego the possibility of receiving an A, B, or other grade. They are instead assigned the grade S for having satisfactorily completed the course, grade SD for having completed the course with an overall grade D, and grade N for no credit and therefore failure of the course.

The Grade Point Average (GPA) is calculated by the Registrar's Office. Each grade is assigned a point value, as follows:

<table>
<thead>
<tr>
<th>Grade</th>
<th>A</th>
<th>A-</th>
<th>B+</th>
<th>B</th>
<th>B-</th>
<th>C+</th>
<th>C</th>
<th>C-</th>
<th>D+</th>
<th>D</th>
<th>D-</th>
<th>NC</th>
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<tbody>
<tr>
<td>Points</td>
<td>4.0</td>
<td>3.7</td>
<td>3.3</td>
<td>3.0</td>
<td>2.7</td>
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<td>1.3</td>
<td>1.0</td>
<td>0.7</td>
<td>0.0</td>
</tr>
</tbody>
</table>

The GPA is calculated by dividing the total grade points by the number of courses attempted on the regular grading system. Courses taken on S/D/NC grading option (pass/fail), or courses with a grade of W (withdrawal), will not figure in the GPA. Transferred courses and grades are not included in the GPA. Students need a cumulative grade point average of 2.0 in order to graduate.

**HOW CLASSES ARE CONDUCTED**

Macalester classes are usually small and informal (average class size is 17 students). Professors and students dress casually and the general atmosphere in the class is relaxed. In small classes, professors may expect questions from and discussion by everyone in the class. Sometimes, class participation and attendance counts toward one's final grade. Different types of Macalester classes include:

**Lectures:** The most common method of instruction is the classroom lecture. Lectures are supplemented by classroom discussion (especially in small classes), by reading assignments in textbooks or library books, and periodic written assignments. It is important that you contribute to discussion in the classroom as this is viewed as a healthy sign of interest, attention, and independent thinking. In many classes your grade will be determined in part by your contribution to class discussion.

**Office Hours:** When the class is too large to permit questions and discussion, or if for some reason you do not have the opportunity to raise questions, you may see your teacher privately during their office hours or make an appointment for another convenient hour to discuss any questions you may have. Teachers usually announce their office hours at the first meeting of the class, and often will have them written on the class syllabus. It is highly suggested that students make use of this opportunity.

**Laboratories** (usually referred to as labs): Many courses require work in a laboratory, where theory learned in the classroom is applied to practical problems.

**TYPES OF ASSIGNMENTS**

**Term Research Papers:** In many courses you will be required to write a comprehensive paper based on research you have done throughout the semester. Your teacher will usually assign such a paper in the early part of the course. You are expected to work on it during the term and submit it near the end. The grade you will receive on the paper may carry significant weight in determining your grade for the course. In doing research for term papers, you are likely to use the library resources very often. Macalester library has trained employees who are happy to answer your questions about its organization, the location of books, reference materials, periodicals online resources and so on. They can also help you with using the correct paper and citation formats (MLA, APA etc.).

**Projects:** Projects are more often done in groups. They can be assigned in a variety of forms, depending on the class you take. For instances, it can be a policy proposal, a field research work, an art design, a writing portfolio, or a podcast. The purpose of assigning projects is often to let students apply what they have learned from the class to something creative or practical, to enhance students' learning experiences and understanding on the subjects. Sometimes projects are also done in groups.

**Class Presentations:** In many classrooms at Mac, class presentation is a common assignment where you get to explain and display your research and projects to your professors and your classmates. Oftentimes,
you are required to prepare for the presentation, for example, by making a slideshow or writing a script. Usually, your class presentations will be graded toward a part of your research and projects. In some cases, class presentations are conducted in groups.

**Examinations:** Many classes have exams in the middle and at the end of a semester. Additional tests or quizzes may be given with different levels of frequency. All exams are designed to ensure that students are doing the work assigned and to measure how much they are learning.

Note that these are generalizations, as every professor and class is different.

**STANDARDS OF ACADEMIC CONDUCT**

Academic honesty is expected of Macalester students. Academic standards and practices are influenced by culture, and what is considered appropriate academic behavior in your home country might be different from what is appropriate in the U.S. Thus, it is important to understand U.S. standards and practices. Not meeting the standards can result in academic dishonesty charges and possible expulsion.

The U.S. definition of academic honesty is based on the cultural values of individualism, fairness, the idea that individuals must think and work independently, and a strong value on original thinking, creativity, and invention. Academic dishonesty includes, but is not limited to, cheating on assignments and examinations, plagiarizing, representing as your own work any part of work done by another, or unauthorized use of library or computer materials.

It is common in many countries for students to study and work together to prepare for exams. This is okay in the United States as well; however, once in the classroom, students are on their own. Students cannot copy or discuss answers with each other during an exam unless told otherwise. It is important in the U.S. education system that all students be evaluated individually on their own work.

**Cheating** is copying someone else's work or taking prohibited information or tools to an exam. **Plagiarism** is copying someone else's work and not noting them as your source. In the United States, this will be perceived as an attempt by you to utilize the ideas or words of another person as your own. Plagiarism is one of the most serious violations of academic conduct standards in the U.S. and it can ruin your academic career. Of course, when you are writing a paper, you research many sources and then present or summarize other people's ideas. But you must name and identify your sources. This also applies to the work of other students including your previous work. Discussing ideas for a paper with friends is okay but it is not acceptable to hand in papers that are the same as your friends' or to let someone else write your paper for you, even if the ideas are yours. (Standards of Academic Conduct was taken from The University of Minnesota International Student Handbook, 1994).

**ACADEMIC PROBATION**

At the end of every semester, the Director of Academic Programs and the Academic Standing Committee review the grades received by each student and the number of courses passed. If students have taken fewer than the number of courses required, or if their grades includes D's and No Credits, they will be placed on probation for one semester and expected to improve their academic records according to the written terms set forth by the Committee. See the Macalester College Student Handbook for more details.

If students do not succeed in improving their academic record after the semester, they may be placed on a required one-semester leave of absence. This situation is particularly serious for international students who cannot travel outside the U.S. or work in the U.S. unless they are in good academic standing.

Therefore, international students should maintain a 2.0 GPA at all times to avoid being placed on academic probation and to comply with visa regulations. If a student is not maintaining a satisfactory GPA, a visit to International Student Programs (Aaron, Luyen, or Molly) for suggestions and advice would be helpful.
LEAVES OF ABSENCE

The Macalester Student Handbook provides comprehensive information regarding the procedures for taking a leave of absence from your studies at the College. If an international student chooses to take a leave of absence, special regulations apply. First, an international student on an F-1 or J-1 student visa must be taking a full load of courses each semester (at least 12 credits) during their studies in the U.S. If you take a leave of absence and therefore do not take a full course load during a semester, you must either leave the U.S., change status (to something other than a student status), or enroll at another institution full-time on your I-20 or DS-2019. In either case, additional considerations must be made. If you leave the U.S. for longer than five months, a new I-20 must be issued for your re-entry. In the event that you do not have a valid visa when you leave the country, there is no guarantee that the U.S. embassy will issue another student visa for re-entry, even with a new I-20. If you choose to stay in the U.S. and change your visa status, be aware that an adjustment to student status again at the time you wish to resume your studies is not guaranteed, and the process can take months. A leave of absence will also affect your ability to work off-campus or do an internship, research, etc, through CPT employment authorization. If you take a leave of absence during your final year at Macalester, that may affect your OPT employment authorization.

STRATEGIES FOR SUCCESS

To succeed in the U.S. academic system, you will need to learn how it is organized and how it works. You should also try to understand some of the underlying fundamental values of the education system. Below are some suggestions to keep in mind as you prepare to register and begin your studies. You will learn more of the informal rules for academic success as you take courses and talk with advanced students in your field of study. The more you discuss such topics with experienced students, the better and sooner you will understand how your academic department functions.

EXAMINE YOUR EXPECTATIONS

Keep in mind that you will need a period of adjustment to a new academic system before you are able to evidence the best of your abilities. Sometimes, international students earn lower grades than their U.S. counterparts during their first term. Then, as the newcomers' English and knowledge of the system improves, so do their grades. Do not be discouraged if, despite your best efforts, your first term's work here is not outstanding. Class attendance and participation are common expectations from Macalester professors.

SELECT YOUR COURSES WISELY

Especially during your first term, do not take more than the usual load of courses (generally four classes). Make sure you have a combination of more demanding and less demanding courses, rather than only difficult ones requiring unusually heavy amounts of work. When arranging your course schedule, consult not only your academic advisor, but also with experienced students familiar with available courses and professors. You may be tempted to take more courses than you need to earn your degree sooner. The usual result of taking too many courses is discouragement and poor academic performance.

WORK HARD FROM THE START

It is not possible in the U.S. system of higher education to wait until halfway through the term to begin studying. If you do not begin on the first day of classes, you are likely to experience increasing difficulty and fall behind.

TALK WITH YOUR PROFESSORS

Professors expect students to ask questions in class or immediately after it. They expect students to consult them in their offices when there are problems. If you are not doing well and you do not see the professor about the situation, they may assume that you are not really interested in the class. In other words, most professors will evaluate the attitude of a student as negative or at best indifferent if the student never raises questions either in or out of class. If you feel unsure of what is expected of you in a class or are troubled by some aspect of the work, ask the professor and some of your fellow students about it. If, at first, you don't feel comfortable addressing the professor, many classes have preceptors that are juniors or seniors that can help you with questions or a problem.

OPEN YOUR MIND TO THE VALUES OF THE SYSTEM

From your experience in other academic systems, you have developed certain assumptions about the purposes and methods of education and about the way your field of interest should be studied.
For example, you may assume that it is important to be able to memorize large quantities of information, or that the way to study your field is to concentrate on a very limited aspect of it in great depth. At Macalester, on the other hand, you may find that memorizing material is considered less important than synthesizing ideas from a variety of sources, and that a field of study can be approached by contemplating the works of a variety of scholars from different disciplines. It is important for you to realize that differences of this kind exist between the educational systems of the U.S. and other countries, and that in order for you to be academically successful, you will have to adjust your thinking. Whether or not you personally accept the values of the system, you will have to work in accordance with them to succeed in it.

INTERNATIONAL EDUCATION

As an international student at Macalester, you are an important part of this institution's efforts to create cross-cultural understanding and community. Macalester's internationalism is defined by this challenge: to create an ambience that requires our students and faculty to bring together the eternal quest for self-knowledge, constitutive of liberal education and the growing trans-nationalization of human life. Internationalism at Macalester aspires to encourage students to be confident in who they are, cognizant of the preciousness of creative intelligence, skillful in analyzing and understanding complex problems and willing to assume leadership in a multi-civilization yet trans-nationalizing world. The following programs and activities are among the key elements of Macalester's internationalism:

- International Student Programs serves the educational and personal development needs of its diverse international student body.
- The Kofi Annan Institute for Global Citizenship provides educational programming, activities, and funding in order to advance scholarship, personal and community development on a local, national, and international level, in an ethical manner.
- A significant percentage of the student body are international students and from as broad a representation of cultures and regions as possible.
- An academically rigorous interdisciplinary International Studies major.
- Area studies, including: American Studies, Asian Studies, French and Francophone Studies, German Studies, Latin American Studies, and Russian Studies.
- Majors in five foreign languages and in linguistics, as well as language houses for students of French, German, Japanese, Russian, Chinese, Arabic, and Spanish.
- The Macalester International Roundtable is held every October on campus. A community-wide intellectual forum, the Roundtable explores crucial global issues with students and prominent international scholars.
- Ongoing international student orientation through workshops focused on international and cross-cultural topics.
- Special courses offered by visiting international faculty under the auspices of the Macalester Visiting International Faculty Program, the Hubert H. Humphrey Professorship, and the Fulbright Scholar-in-Residence Program.
- The Center for Study Away offers opportunities to study abroad and within the U.S. Study abroad is allowed for all international students; however, you will only receive financial aid if required for a formally declared major. The approved majors that require study abroad are: Anthropology, Asian Studies, Chinese, Classics, French and Francophone Studies, German, Hispanic Studies, International Studies, Japanese, Latin American Studies, and Russian Studies. International students who major in International Studies may not use financial aid to study abroad except if they are approved to study on a Macalester program or if they are approved to participate in a Macalester exchange program. (Not all qualified students may be approved because of exchange balance requirements.)

You can find a great deal of information at the Macalester Center for Study Away website at: www.macalester.edu/studyaway/
MINNESOTA

Macalester College is located in Saint Paul and is the the capital city of Minnesota. Saint Paul is across the Mississippi River from Minneapolis. The two cities are nicknamed the Twin Cities. The Twin Cities Metropolitan area, where nearly 60% of the state lives, has a population of 3.6 million. The state of Minnesota has a total population of 5.6 million. Minnesota is the 12th largest state in the U.S. by area, the 22nd most populous, and number 11 for per capita income. Minnesota, like most of the U.S., was home to numerous Native American tribes before White European settlers fought and executed many of them for the land. Minnesota was originally admitted as the 32nd state to join the Union on May 11, 1858. The state is named after the Minnesota River, a name that is believed to originate from the Dakota language, one of many Native American languages, that means sky-tinted water. The state has gained the nickname of the Land of 10,000 Lakes due to its abundance of natural lakes, which number over 15,000. The largest freshwater lake in the world, Lake Superior, lies on the eastern part of the state. The Mississippi River also flows through southeastern Minnesota, and is only about a 20 minutes walking distance from Macalester College. The state is also known as the North Star State and the Gopher State. It borders 4 other states: Iowa, North Dakota, South Dakota and Wisconsin. Minnesota, and especially the Twin Cities Metropolitan area, has much ethnic diversity, including large Latino/Hispanic, Hmong, Somali and Vietnamese communities.

MINNESOTAN AND FAMOUS

Ethan (1957-) and Joel (1954-) Coen - From St. Louis Park, this filmmaking duo is known for their films with complex plots and bizarre characters, such as The Big Lebowski, Fargo, and No Country for Old Men
Bob Dylan (1941-) - Songwriter and singer whose songs of protest made him a hero to the civil-rights and student movements of the 1960s, winner of the Nobel Prize for literature
F. Scott Fitzgerald (1896-1940) - Author, known for his novels The Great Gatsby and Tender Is the Night
Judy Garland (1922-1969) - Hollywood actress and singer
Jean Paul Getty (1892-1976) - American oil executive and financier
Josh Hartnett (1978-) - Actor
Hubert H. Humphrey (1911-1978) - U. S. Senator and Vice President (1965 - 1969); Democratic presidential candidate, 1968.
Jessica Lange (1949-) - Hollywood actress
Sinclair Lewis (1885-1951) - Author and winner of the Nobel Prize for literature; wrote novels such as Babbitt, Elmer Gantry, and Main Street
Charles A Lindbergh (1902-1974) - 20th century's first hero as the first solo transatlantic flyer
Charles H. Mayo (1861-1939) and William J. Mayo (1861-1939) - Physicians who founded the Mayo Clinic in Rochester, Minnesota
Walter Mondale (1928-2021) - 42nd Vice President of the United States (1977 -1980); Democratic candidate for president of the United States in 1984; Macalester alumnus
Tim O'Brien (1946-) - Novelist and shorty story writer known for The Things They Carried; Mac alumnus
John Sargent Pillsbury (1828-1901) - Food products business leader: a leader in flour milling, he helped found the family company in Minneapolis in 1872
Prince Roger Nelson, aka Prince (1958-2016) - Innovative musician, singer, and actor known for his eclectic style and extreme popularity
Winona Ryder (1971-) - Actress (named after the city she was born in)
Charles M. Schulz (1922-2000) - Peanuts cartoonist
The Twin Cities (Saint Paul and Minneapolis)

GETTING AROUND - TAKING THE BUS OR LIGHT RAIL

Getting around by public transit is cheap and easy!

<table>
<thead>
<tr>
<th>Destination</th>
<th>Time from Mac</th>
</tr>
</thead>
<tbody>
<tr>
<td>MSP International Airport</td>
<td>40 minutes</td>
</tr>
<tr>
<td>The Mall of America</td>
<td>55 minutes</td>
</tr>
<tr>
<td>Rosedale Shopping Center</td>
<td>30 minutes</td>
</tr>
<tr>
<td>Midway</td>
<td>8 minutes</td>
</tr>
<tr>
<td>Downtown Minneapolis</td>
<td>40 minutes</td>
</tr>
</tbody>
</table>

To figure out which bus/train to take and the schedule, check [www.metrotransit.org](http://www.metrotransit.org) or Google Maps.

Bus/light rail fares (subject to change)

- Local fare - $2.00 ($2.50 during rush hour) plus additional fare for Express Bus
- Rush hour: Monday-Friday 6:00 - 9:00 a.m. & 3:00 - 6:30 p.m.

Metro Transit passes and stored value refills are available at the Info Desk in the Campus Center. You can also get a semester/summer pass with unlimited rides for a fixed price.

Popular Things to Do

There’s plenty to do in the Twin Cities! You can hang out at one of the many lakes, visit art museums, catch a concert or other live performances, go shopping, eat out at one of many restaurants or attend a parade or festival. It won't take long for you to find activities you enjoy, and identify new activities that aren't listed here.

Campus Activities and Operations also sells discount tickets at the Information desk on the first floor of the Campus Center for certain cinemas, theaters, and other events.

MOVIE THEATERS/CINEMAS

<table>
<thead>
<tr>
<th>Theatre</th>
<th>Address</th>
<th>Website</th>
<th>Phone</th>
</tr>
</thead>
<tbody>
<tr>
<td>Grandview Theatre</td>
<td>1830 Grand Ave, St. Paul</td>
<td><a href="http://www.manntheatres.com">www.manntheatres.com</a></td>
<td>+1 651 698-3344</td>
</tr>
<tr>
<td>Riverview Theatre</td>
<td>3800 42nd Ave. S, Mpls.</td>
<td><a href="http://www.riverviewtheater.com">www.riverviewtheater.com</a></td>
<td>+1 612 729-7369</td>
</tr>
<tr>
<td>CMX at Mall of America</td>
<td>401 South Avenue, Bloomington</td>
<td><a href="http://www.cmxcinemas.com">www.cmxcinemas.com</a></td>
<td>+1 612 263-9302</td>
</tr>
<tr>
<td>Uptown Theatre</td>
<td>2906 Hennepin Ave., Mpls.</td>
<td><a href="http://www.landmarktheatres.com">www.landmarktheatres.com</a></td>
<td>+1 612 825-6006</td>
</tr>
<tr>
<td>Highland Theatre</td>
<td>760 S Cleveland Ave., St. Paul</td>
<td><a href="http://www.manntheatres.com">www.manntheatres.com</a></td>
<td>+1 651 698-3085</td>
</tr>
<tr>
<td>AMC Rosedale 14</td>
<td>850 Rosedale Center, Roseville</td>
<td><a href="http://www.amctheatres.com">www.amctheatres.com</a></td>
<td>+1 651 604-9344</td>
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</table>
### MUSIC

<table>
<thead>
<tr>
<th>Venue</th>
<th>Address</th>
<th>Website</th>
<th>Phone</th>
</tr>
</thead>
<tbody>
<tr>
<td>First Avenue</td>
<td>701 First Ave. N, Mpls.</td>
<td><a href="http://www.firstavenue.com">www.firstavenue.com</a></td>
<td>+1 612 338-8388</td>
</tr>
<tr>
<td>Orchestra Hall</td>
<td>1111 Nicollet Mall, Mpls.</td>
<td><a href="http://www.minnesotaochestra.org">www.minnesotaochestra.org</a></td>
<td>+1 952 371-5656</td>
</tr>
<tr>
<td>Ordway Center</td>
<td>345 Washington Street, St. Paul.</td>
<td><a href="http://www.ordway.org">www.ordway.org</a></td>
<td>+1 651 224-4222</td>
</tr>
</tbody>
</table>

### THEATER

<table>
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<th>Venue</th>
<th>Address</th>
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</thead>
<tbody>
<tr>
<td>Guthrie Theater</td>
<td>725 Vineland Place, Mpls.</td>
<td><a href="http://www.guthrietheater.org">www.guthrietheater.org</a></td>
<td>+1 612 377-2224</td>
</tr>
<tr>
<td>Hennepin Theater Trust</td>
<td>Multiple venues, Mpls.</td>
<td><a href="https://hennepintheatretrust.org/about-us/">https://hennepintheatretrust.org/about-us/</a></td>
<td>+1 612 339-7007</td>
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### ART

<table>
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<th>Venue</th>
<th>Address</th>
<th>Website</th>
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</thead>
<tbody>
<tr>
<td>Frederick R. Weisman Art Museum</td>
<td>333 East River Rd., Mpls.</td>
<td><a href="http://www.weisman.umn.edu">www.weisman.umn.edu</a></td>
<td>+1 612 625-9494</td>
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<tr>
<td>Intermedia Arts</td>
<td>2822 Lyndale Ave S, Mpls.</td>
<td><a href="http://www.intermediaarts.org">www.intermediaarts.org</a></td>
<td>+1 612 871-4444</td>
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<tr>
<td>Minneapolis Institute of Arts</td>
<td>2400 Third Ave. South, Mpls.</td>
<td><a href="http://www.artsmia.org">www.artsmia.org</a></td>
<td>+1 612 870-3131</td>
</tr>
<tr>
<td>Walker Art Center</td>
<td>1750 Hennepin Ave. Mpls.</td>
<td><a href="http://www.walkerart.org">www.walkerart.org</a></td>
<td>+1 612 375-7600</td>
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### SPORT TEAMS

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<th>Sport</th>
<th>Team</th>
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</tr>
</thead>
<tbody>
<tr>
<td>Basketball</td>
<td>Minnesota Timberwolves (Men)</td>
<td><a href="http://www.nba.com/timberwolves/">http://www.nba.com/timberwolves/</a></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Minnesota Lynx (Women)</td>
<td><a href="http://lnx.wnba.com/">http://lnx.wnba.com/</a></td>
<td></td>
</tr>
<tr>
<td>Baseball</td>
<td>Minnesota Twins (Minneapolis)</td>
<td><a href="http://minnesota.twins.mlb.com/">http://minnesota.twins.mlb.com/</a></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Saint Paul Saints (St. Paul)</td>
<td><a href="http://saintsbaseball.com/">http://saintsbaseball.com/</a></td>
<td></td>
</tr>
<tr>
<td>Hockey</td>
<td>Minnesota Wild</td>
<td><a href="https://www.nhl.com/wild">https://www.nhl.com/wild</a></td>
<td></td>
</tr>
<tr>
<td>Ultimate Frisbee</td>
<td>Minnesota Windchill</td>
<td><a href="https://theaudl.com/windchill/">https://theaudl.com/windchill/</a></td>
<td></td>
</tr>
</tbody>
</table>

### SPORT VENUES

<table>
<thead>
<tr>
<th>Venue</th>
<th>Address</th>
<th>Website</th>
<th>Phone</th>
</tr>
</thead>
<tbody>
<tr>
<td>Target Field</td>
<td>1 Twins Way, Mpls.</td>
<td><a href="http://www.mlb.com/twins/ballpark">www.mlb.com/twins/ballpark</a></td>
<td>+1 612 659-3400</td>
</tr>
<tr>
<td>Allianz Field</td>
<td>400 Snelling Ave N, Mpls.</td>
<td><a href="http://www.mnufc.com/stadium">www.mnufc.com/stadium</a></td>
<td>+1 612 928-2400</td>
</tr>
<tr>
<td>Target Center</td>
<td>600 First Avenue North, Mpls.</td>
<td><a href="http://www.targetcenter.com">www.targetcenter.com</a></td>
<td>+1 612 673-0900</td>
</tr>
</tbody>
</table>
## Recommended Restaurants

### ASIAN/MIDDLE EASTERN

<table>
<thead>
<tr>
<th>Restaurant</th>
<th>Food Type</th>
<th>Price</th>
<th>Phone Number</th>
<th>Address</th>
</tr>
</thead>
<tbody>
<tr>
<td>Peking Garden</td>
<td>Chinese</td>
<td>$$</td>
<td>+1 651 644-0888</td>
<td>1488 University Ave W, St. Paul, MN 55104</td>
</tr>
<tr>
<td>Tea House</td>
<td>Chinese</td>
<td>$</td>
<td>+1 612 331-8866</td>
<td>2425 Univ. Ave. SE, Mpls, MN 55414</td>
</tr>
<tr>
<td>Sidewalk Kitchen</td>
<td>Chinese</td>
<td>$</td>
<td>+1 612 379-9999</td>
<td>817 SE Washington Ave, Minneapolis, MN 55414</td>
</tr>
<tr>
<td>India House</td>
<td>Indian</td>
<td>$$</td>
<td>+1 651 293-9124</td>
<td>758 Grand Ave, St. Paul, MN 55105</td>
</tr>
<tr>
<td>Sole Cafe</td>
<td>Korean</td>
<td>$$</td>
<td>+1 651 644-2068</td>
<td>684 Snelling Ave N, St. Paul, MN 55014</td>
</tr>
<tr>
<td>Korea Tofu House</td>
<td>Korean</td>
<td>$</td>
<td>+1 612 331-1112</td>
<td>307 SE Oak S, Mpls, MN 55414</td>
</tr>
<tr>
<td>Mirror of Korea</td>
<td>Korean</td>
<td>$$</td>
<td>+1 651 647-9004</td>
<td>761 Snelling Ave, St Paul, MN 55104</td>
</tr>
<tr>
<td>Peninsula</td>
<td>Malaysia</td>
<td>$$-$</td>
<td>+1 612 871-8282</td>
<td>2608 Nicollet Ave. S. Mpls, MN 55408</td>
</tr>
<tr>
<td>Hong Kong Noodle</td>
<td>Pan Asian</td>
<td>$</td>
<td>+1 612 379-9472</td>
<td>901 Washington Ave. SE, Mpls, MN 55414</td>
</tr>
<tr>
<td>United Noodles ‘Unideli’</td>
<td>Pan Asian</td>
<td>$$</td>
<td>+1 612 721-6677</td>
<td>2015 E 24th St, Mpls, MN 55404</td>
</tr>
<tr>
<td>Pad Thai Grand</td>
<td>Thai</td>
<td>$$</td>
<td>+1 651 690-1393</td>
<td>1681 Grand Ave, St. Paul, MN 55105</td>
</tr>
<tr>
<td>On’s Thai Kitchen</td>
<td>Thai</td>
<td>$$</td>
<td>+1 651 644-1444</td>
<td>1613 University Ave W, St. Paul, MN 55014</td>
</tr>
<tr>
<td>Bangkok Thai Deli</td>
<td>Thai</td>
<td>$$</td>
<td>+1 651 224-4300</td>
<td>333 University Ave W, St Paul, MN 55103</td>
</tr>
<tr>
<td>Everest on Grand</td>
<td>Tibetan-Nepali</td>
<td>$</td>
<td>+1 651 696-1666</td>
<td>1278 Grand Ave., St. Paul, MN 55105</td>
</tr>
<tr>
<td>IndoChin</td>
<td>Vietnamese</td>
<td>$</td>
<td>+1 651 690-2728</td>
<td>1702 Grand Ave, St. Paul, MN 55105</td>
</tr>
<tr>
<td>Trieu Chau</td>
<td>Vietnamese</td>
<td>$</td>
<td>+1 651 222-6148</td>
<td>500 University Ave W, St. Paul, MN 55103</td>
</tr>
</tbody>
</table>
If you are looking for more restaurant or business recommendations, Yelp is a great resource to use. Yelp has both a website at www.yelp.com and a mobile app. It features user reviews and recommendations for businesses, with restaurants being a particular focus. Yelp is a great resource to check when you are looking for somewhere new to eat!
<table>
<thead>
<tr>
<th>GROCERY STORES</th>
<th>OFFICE PRODUCTS &amp; SERVICE</th>
<th>TECHNOLOGY</th>
<th>MALLS</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Target</strong></td>
<td><strong>Fedex</strong></td>
<td><strong>Best Buy</strong></td>
<td><strong>Mall of America</strong></td>
</tr>
<tr>
<td>Pharmacy &amp; Optician Available</td>
<td>58 Snelling Avenue S, St. Paul, MN 55105</td>
<td>1643 County Road B2, Roseville, MN 55113</td>
<td>60 East Broadway, Bloomington, MN 55425</td>
</tr>
<tr>
<td>+1 651 642-1146 <a href="http://www.target.com">www.target.com</a></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Cub Foods</strong></td>
<td><strong>Office Max</strong></td>
<td><strong>Apple Store</strong></td>
<td><strong>Rosedale Center</strong></td>
</tr>
<tr>
<td>1440 University Ave., St. Paul, MN 55104</td>
<td>1490 W. University Ave, St. Paul, MN 55104</td>
<td>1010 Rosedale Shopping Center, Roseville, MN 55113</td>
<td>Rosedale Shopping Center, Roseville, MN 55113</td>
</tr>
<tr>
<td><strong>Kowalski's</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1261 Grand Avenue, St. Paul, MN 55105</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>+1 651 698-3366 <a href="http://www.kowalskis.com">www.kowalskis.com</a></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Whole Foods</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1575 Selby Ave, St. Paul, MN 55104</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>+1 651 691-0917</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><a href="http://www.wholefoodsmarket.com">www.wholefoodsmarket.com</a></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Shuang Hur Supermarket</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>654 University Ave, St. Paul, MN 55104</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>+1 651 251-2196</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Sun Foods</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>544 University Ave, St. Paul, MN 55104</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>+1 651 209-9370</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Whole Foods</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Other Useful Information

SAINT PAUL WEATHER

<table>
<thead>
<tr>
<th>Month</th>
<th>Average High (°F/°C)</th>
<th>Average Low (°F/°C)</th>
<th>Mean (°F/°C)</th>
<th>Record High (°F/°C)</th>
<th>Record Low (°F/°C)</th>
</tr>
</thead>
<tbody>
<tr>
<td>January</td>
<td>26/-3</td>
<td>7/-14</td>
<td>17/-8</td>
<td>59/15 (1944)</td>
<td>-34/-37 (1970)</td>
</tr>
<tr>
<td>February</td>
<td>31/-1</td>
<td>12/-11</td>
<td>22/-6</td>
<td>64/18 (1896)</td>
<td>-33/-36 (1899)</td>
</tr>
<tr>
<td>March</td>
<td>43/6</td>
<td>24/-5</td>
<td>34/1</td>
<td>83/28 (1986)</td>
<td>-32/-36 (1962)</td>
</tr>
<tr>
<td>April</td>
<td>58/15</td>
<td>38/3</td>
<td>48/9</td>
<td>95/35 (1980)</td>
<td>2/-17 (1962)</td>
</tr>
<tr>
<td>May</td>
<td>71/22</td>
<td>50/10</td>
<td>61/16</td>
<td>106/41 (1934)</td>
<td>18/-8 (1967)</td>
</tr>
<tr>
<td>June</td>
<td>80/27</td>
<td>59/15</td>
<td>70/21</td>
<td>104/40 (1934)</td>
<td>33/1 (1945)</td>
</tr>
<tr>
<td>July</td>
<td>85/29</td>
<td>64/18</td>
<td>75/24</td>
<td>108/42 (1936)</td>
<td>43/6 (1972)</td>
</tr>
<tr>
<td>September</td>
<td>73/23</td>
<td>53/12</td>
<td>63/17</td>
<td>104/40 (1931)</td>
<td>26/-3 (1974)</td>
</tr>
<tr>
<td>October</td>
<td>59/15</td>
<td>41/5</td>
<td>50/10</td>
<td>90/32 (1997)</td>
<td>10/-12 (1925)</td>
</tr>
<tr>
<td>November</td>
<td>42/6</td>
<td>27/-3</td>
<td>35/2</td>
<td>77/25 (1933)</td>
<td>-17/-27 (1964)</td>
</tr>
</tbody>
</table>

Conversion °F to °C
Subtract 32 from the temperature measurement, then divide by 1.8.

Conversion °C to °F
Multiply the temperature measurement by 1.8 and then add 32.

TIP: 28°C is approximately 82 °F.

ELECTRIC CURRENT
The standard U.S. current is 110 volts, 60 cycles alternating current (A.C.). Appliances running on 220-240 volts will not work in the U.S. Most appliance or hardware stores in metropolitan areas carry current-conversion kits that will work on appliances. You may also bring such voltage converters from home. Note also that U.S. uses 2 or 3-prong electrical plugs that might be different from your country.

U.S. AMERICAN COINS
There are specific terms for different US coins as indicated below. The quarter can have different designs on the backside (the side with the eagle) that represent the fifty U.S. states or national parks within the states. Half dollar (50¢) and dollar coins are not commonly used. One hundred cents is 1 USD ($1).
HOW TO WRITE A CHECK

When you open a U.S. bank account, you will be able to write checks. Checks are commonly used to pay certain bills where cash may be inconvenient (particularly if it is a large sum). Students frequently use checks to pay their Macalester bill or other bills associated with living off campus (rent, electricity, internet, etc.).

Pay attention to the following (numbers referenced come from above image):

- The amount written numerically after the $ sign: it should read $25.00
- The amount written in words: it should read "Twenty-five and xx/00". Many people will then draw a line to the preprinted "dollars" to discourage alteration. In the case of a dollar amount that is not a whole number, you would write the fractional equivalent of the cents, e.g. 25/100.
1. Acknowledgments

The ISP professional and student staff collectively edited the International Student Handbook. The best student staff on campus were never shy to give their suggestions. The ISP student staff are Andrea Liu (China ’23), Udit Chandrashekhar (India ’24), Nibia Becerra Santillan (Peru ’25), Ko Horiuchi (Japan ’25), and Joanna Zeng (China ’24). Finally, thanks to ISP professional staff, Luyen Phan, and Molly Rochon for always having my back even when I don’t know I’m falling. Finally, thanks to the KAIGC Interim Dean Paul Overvoorde for his support of ISP and international students.

Aaron C. Colhapp
Director of International Student Programs, June 2022

2. Glossary of Useful College Terms

<table>
<thead>
<tr>
<th>TERM</th>
<th>DEFINITION</th>
</tr>
</thead>
<tbody>
<tr>
<td>Academic Advisor</td>
<td>A faculty member who guides a student in their course selection and other academic decisions.</td>
</tr>
<tr>
<td>Academic Year</td>
<td>The period of time during which formal instruction is offered, lasting from September to May. The period from June through August is not generally considered part of the academic year, even if summer sessions are held.</td>
</tr>
<tr>
<td>ACTC</td>
<td>Associated Colleges of the Twin Cities, see consortium.</td>
</tr>
<tr>
<td>Alumni</td>
<td>Those who have graduated from an institution.</td>
</tr>
<tr>
<td>Annan IGC</td>
<td>The Kofi Annan Institute of Global Citizenship (Annan IGC) promotes learning, scholarship, and service focused on civic engagement and global leadership locally, nationally, and internationally.</td>
</tr>
<tr>
<td>Audit</td>
<td>To attend a course for purposes of obtaining information only and not to receive a grade. No credit is given for an audit. Consult the college catalog for the procedures to follow to register for an audit.</td>
</tr>
<tr>
<td>Bachelor's Degree</td>
<td>A degree awarded by a four year college or university.</td>
</tr>
<tr>
<td>Bursar</td>
<td>The person to whom a student pays tuition and fees.</td>
</tr>
<tr>
<td>(Academic) Calendar</td>
<td>The formal schedule of academic year events. Includes examination periods, registration periods, and school holidays.</td>
</tr>
<tr>
<td>Call Number</td>
<td>The code on each library book that separates the books by field.</td>
</tr>
<tr>
<td>Campus</td>
<td>The physical grounds and buildings of the institution.</td>
</tr>
<tr>
<td>Career Exploration</td>
<td>Career Exploration helps students and alumni find internships, employment and graduate schools. They also have a resource library which is available to anyone. The Olin-Rice Hub is an extension of Career Exploration that particularly specializes in helping STEM majors.</td>
</tr>
<tr>
<td>Catalog</td>
<td>A book describing an institution's courses, regulations, fees, tuition, faculty, location, entrance and other academic requirements, etc.</td>
</tr>
<tr>
<td>TERM</td>
<td>DEFINITION</td>
</tr>
<tr>
<td>----------------------</td>
<td>----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Chaplain</td>
<td>Macalester's primary chaplain is an ordained Presbyterian minister. Worship services are held regularly at Weyerhaeuser Memorial Chapel for students who choose to go. Macalester also has associate chaplains who serve the Buddhist, Catholic, Jewish, and Muslim faiths.</td>
</tr>
<tr>
<td>Class</td>
<td>It can refer to a course of instruction (i.e. English class); it can refer to a group of students taking a particular course together (i.e. a class of English students); or it can mean all the students who are in the same year of study (i.e. the first year class).</td>
</tr>
<tr>
<td>Commencement</td>
<td>The ceremonies held upon completion of a student's studies, also graduation.</td>
</tr>
<tr>
<td>Concentration</td>
<td>Not a major or minor, concentrations allow students to analyze themes, approaches, and geographic areas that cut across departments and fields, usually in 5-8 courses.</td>
</tr>
<tr>
<td>Conditional Admission</td>
<td>Colleges might accept some students who do not meet admission standards on the condition that they meet those standards soon after they enroll (for example, students may be told they need to attain a higher level of English proficiency).</td>
</tr>
<tr>
<td>Consortium</td>
<td>Colleges which have joined together to make their courses available to all students. Macalester belongs to Associated Colleges of the Twin Cities (ACTC) with Augsburg College, Hamline University, St. Catherine University, and University of St. Thomas.</td>
</tr>
<tr>
<td>Counselor</td>
<td>Professional psychologist trained to serve persons experiencing academic, interpersonal or psychological problems. Free and confidential counseling sessions are available at the Hamre Center for Health &amp; Wellness.</td>
</tr>
<tr>
<td>CPT</td>
<td>Curricular Practical Training is employment permission granted to degree-seeking students after they have completed 1-year of academic study at Macalester for internship, research position or other off-campus employment. Student has to register for academic credit in course related to their major.</td>
</tr>
<tr>
<td>Credit</td>
<td>A unit (generally numerical) given to students who have successfully completed a course. A student must earn 128 semester hours before they will be allowed to graduate. International students must register for at least 12 credits a semester to maintain their student status.</td>
</tr>
<tr>
<td>Credit by Examination</td>
<td>Macalester will allow students to gain credits without taking a course if they are successful in passing an examination which covers material presented in the course; there is a fee for this option.</td>
</tr>
<tr>
<td>Curriculum</td>
<td>The course of study offered.</td>
</tr>
<tr>
<td>Dean of Students</td>
<td>The Dean is responsible for student affairs at the College.</td>
</tr>
<tr>
<td>Dormitory</td>
<td>Also referred to as dorm or residence hall; a building on campus used to house students.</td>
</tr>
<tr>
<td>Drop/Add</td>
<td>Dropping a class or changing classes during the term. See the handbook for specific information regarding drop/add procedures.</td>
</tr>
<tr>
<td>Elective</td>
<td>A course students may choose to take which is not part of the required curriculum.</td>
</tr>
<tr>
<td>Exam schedule</td>
<td>Final exam periods can be found at the Macalester's Registrar’s website. Go to <a href="http://www.macalester.edu/registrar/">www.macalester.edu/registrar/</a> to learn more.</td>
</tr>
<tr>
<td>Faculty</td>
<td>The group of professors and instructors who make up the teaching staff of an institution.</td>
</tr>
<tr>
<td>First Year Student/Freshman</td>
<td>An undergraduate student in their first full academic year. May also be used to classify a student in the first year of high school.</td>
</tr>
<tr>
<td>TERM</td>
<td>DEFINITION</td>
</tr>
<tr>
<td>---------------------------------</td>
<td>-------------------------------------------------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Full Course Load</td>
<td>The minimum number of courses a student must take to be considered a full-time student. International students must take three courses per term (12 credits) to be considered full-time. Most students take four courses per term (16 credits).</td>
</tr>
<tr>
<td>Grade</td>
<td>A grade refers to the letter given to evaluate that student's performance on an assignment, examination, or the entire course.</td>
</tr>
<tr>
<td>Grade-Point Average (GPA)</td>
<td>An average grade (numerical) which is derived from a formula which takes into account grades received and the number of credit hours for each course taken.</td>
</tr>
<tr>
<td>Graduate</td>
<td>Graduate can refer to (1) the level of study beyond the baccalaureate; (2) to a person who has successfully completed high school or college, and (3) used as a verb to describe the act of receiving a high school or college diploma.</td>
</tr>
<tr>
<td>Graduation</td>
<td>see Commencement</td>
</tr>
<tr>
<td>Hall Director</td>
<td>The Hall Director is responsible for the residence halls. Each dormitory has its own Hall Director who oversees the dormitory, works with the R.A.s (see R.A.) to plan events and handles problems that are too big for the R.A.s to manage (this is rare).</td>
</tr>
<tr>
<td>Hamre Center/Health &amp; Wellness</td>
<td>Medical assistance and a variety of wellness resources are available at the Hamre Center for Health &amp; Wellness.</td>
</tr>
<tr>
<td>Humanities</td>
<td>The branch of learning which constitutes the backbone of the liberal arts education. The Humanities include languages, history, literature, and philosophy.</td>
</tr>
<tr>
<td>International Student Programs</td>
<td>A staff member (Aaron Colhapp) who is qualified to counsel international students on visa and immigration rules, as well as a wide range of cultural and personal matters (i.e. adjusting to life in the U.S.). You can also see the Assistant Director, Luyen Phan, or the SEVIS Coordinator, Molly Rochon, when Aaron is not available.</td>
</tr>
<tr>
<td>Junior</td>
<td>An undergraduate student in their third full year of college. May also be used to classify a student in the third year of high school.</td>
</tr>
<tr>
<td>Leave of Absence</td>
<td>A leave of absence is granted for a specific period of time to any student who applies to leave Macalester for personal reasons or for the purpose of attending another institution. Refer to the College Catalog, Dean of Student's Office, and ISP. Please talk with ISP if you are considering Leave of Absence</td>
</tr>
<tr>
<td>Leonard Center</td>
<td>The building containing the athletic facilities, including a swimming pool, basketball and racquetball courts, an indoor track, and a weight room.</td>
</tr>
<tr>
<td>Loan(s)</td>
<td>Money borrowed but required to be repaid within a specific time period.</td>
</tr>
<tr>
<td>Macalester College Student</td>
<td>M.C.S.G. controls funds for student organizations and publications and also represents the student body when the administration makes decisions. Elections for M.C.S.G. are held about twice a year.</td>
</tr>
<tr>
<td>Government (M.C.S.G.)</td>
<td>The college newspaper, which comes out every Friday.</td>
</tr>
<tr>
<td>Major</td>
<td>The field or subject which a student has chosen as his or her principal area of study, i.e. mathematics, economics, anthropology, biology, art, French. Students may have more than one major.</td>
</tr>
<tr>
<td>Max Center</td>
<td>Serves students who experience difficulty with their studies or desire to improve their study skills and habits. Tutors and professional staff work with students on a one-to-one basis or in groups on subjects such as concentration, note-taking, effective study methods, test taking, time management, reviewing papers, and homework help.</td>
</tr>
<tr>
<td>Minor</td>
<td>A subject or field which a student has chosen as an area of study secondary to their major(s). Students may have more than one minor.</td>
</tr>
<tr>
<td>TERM</td>
<td>DEFINITION</td>
</tr>
<tr>
<td>-----------------------------</td>
<td>-------------------------------------------------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>OPT</td>
<td>Optional Practical Training. Employment based authorization granted to F-1 students normally after they graduate for period of 12-months, and for those in STEM (Science Technology Engineering Mathematics) and additional 24-month of employment may be authorized in a field related to their major.</td>
</tr>
<tr>
<td>“PC” (Politically Correct)</td>
<td>A loosely defined term which refers to popular political thought at Macalester. Most of the students are politically liberal but are open to listening to and discussing issues with other points of view. This can be a good way to clarify your beliefs as well as spark discussion.</td>
</tr>
<tr>
<td>Petition</td>
<td>A method by which students may request a change in academic rules and policies, for example changing an NC to a drop or to a W (withdraw), or adding a course after the determined deadline. It is wise to consult with your academic advisor first.</td>
</tr>
<tr>
<td>Preceptor</td>
<td>A student who helps a professor plan, teach, and grade a course for credit. Oftentimes, the preceptor has already taken the course and helps students in the class with their assignments.</td>
</tr>
<tr>
<td>Prerequisite</td>
<td>A course that a student must complete before being permitted to enroll in another course.</td>
</tr>
<tr>
<td>President</td>
<td>The person in charge of overseeing the College and providing vision and leadership.</td>
</tr>
<tr>
<td>Provost</td>
<td>The person in charge of academic affairs.</td>
</tr>
<tr>
<td>Quiz</td>
<td>Short test, sometimes given without advance notice.</td>
</tr>
<tr>
<td>Registrar</td>
<td>The person at the college or university who is responsible for student enrollment (and academic) records. Consult with Registrar Jayne Niemi about transferring credits from other institutions.</td>
</tr>
<tr>
<td>Registration</td>
<td>The process of choosing a program of courses for the semester and having it approved that occurs each term.</td>
</tr>
<tr>
<td>Requirements</td>
<td>Courses that must be taken in order to graduate with a particular major or degree.</td>
</tr>
<tr>
<td>Reserve</td>
<td>When a book is on reserve, it means that the book cannot be removed from the Library, and generally can only be borrowed for a short period of time. This is usually done when the library has only a few copies of a book that is required reading for a particular course.</td>
</tr>
<tr>
<td>Resident Assistant (RA)</td>
<td>A student who lives in the residence hall and is available to help residents with living arrangements and other school-related questions.</td>
</tr>
<tr>
<td>RSVP</td>
<td>This French term (repondez, si'l vous plait), meaning please respond, is often listed on invitations. Tell the host/hostess if you can or cannot attend the event, so that they can prepare for it adequately.</td>
</tr>
<tr>
<td>Scholarship</td>
<td>Also called a grant; this money does not have to be repaid (loans must be repaid). Scholarships for international students are generally based on financial need as well as academic merit.</td>
</tr>
<tr>
<td>Semester</td>
<td>One of the two terms (grading periods) in an academic year. A semester usually lasts from thirteen to fifteen weeks.</td>
</tr>
<tr>
<td>Senior</td>
<td>An undergraduate student is their fourth full year of college. Can also be used to designate a student in the last year of high school.</td>
</tr>
<tr>
<td>Social Security Number (SSN)</td>
<td>A number assigned by the United States government to U.S. citizens as well as noncitizen who are authorized to work. SSN is required for all international students who wish to work in the U.S. Many application forms request that students list their SSN or SS card, which may then become a form of identification number.</td>
</tr>
<tr>
<td>Sophomore</td>
<td>An undergraduate student in their second full academic year. Can also be used to designate a student in the second year of high school.</td>
</tr>
<tr>
<td>TERM</td>
<td>DEFINITION</td>
</tr>
<tr>
<td>-------------------------------</td>
<td>--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Student Post Office (S.P.O.)</td>
<td>Student receive mail in their S.P.O. [noun], located in the lower level of the Campus Center. This word (spo) is also used as a verb, e.x. I'll spo it to you (I'll send it to your student p.o. box).</td>
</tr>
<tr>
<td>Syllabus</td>
<td>A course outline prepared for students by the professor.</td>
</tr>
<tr>
<td>Take-Home Exam</td>
<td>These are similar to homework assignments; students are given a question or a number of questions to answer within a specific number of days. To justify the length of time afforded, a high quality of work is expected. As with term papers, all non-original sources and material used or referred to should be acknowledged in footnotes/citations and a bibliography.</td>
</tr>
<tr>
<td>TOEFL</td>
<td>Acronym for “Test of English as a Foreign Language”. Scores from this test are very often used to determine the admissibility of international students or the level at which the students should be placed in English-language courses. Some students take the IELTS (International English Language Testing System) test instead.</td>
</tr>
<tr>
<td>Transcript</td>
<td>The official record of a student's courses and grades. Students may request copies from the Registrar's Office at $5.00 per transcript.</td>
</tr>
<tr>
<td>Tuition</td>
<td>The cost of the academic program undertaken. Tuition must be paid before each term or for a full academic year.</td>
</tr>
<tr>
<td>Tutor</td>
<td>A private teacher who assists students outside normal classroom periods. Tutors are available at the Max Center.</td>
</tr>
<tr>
<td>Undergraduate</td>
<td>This is you! The general definition is that of a college student aiming to complete a bachelor's degree.</td>
</tr>
<tr>
<td>Withdrawal</td>
<td>Exiting a class before the end of the term; see the handbook regarding the rules for withdrawal.</td>
</tr>
<tr>
<td>WMCN</td>
<td>Macalester's student-run radio station (91.7 FM).</td>
</tr>
<tr>
<td>Zip Code</td>
<td>A five or nine-digit number used in an address when sending mail to or within the U.S., also known as postal code in other parts of the world. This number aids the post office in delivering mail. Macalester's zip code is 55105-1899.</td>
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### Women's Clothing

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### Collar Sizes, Men's Shirts

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### Men's Suits, Overcoats, and Sweaters

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### Women's Shoes

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### Men's Shoes

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### Measurement Conversions

<table>
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<tr>
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<tbody>
<tr>
<td>Length</td>
<td></td>
</tr>
<tr>
<td>1 millimeter</td>
<td>0.03937 inch</td>
</tr>
<tr>
<td>1 centimeter</td>
<td>0.3937 inch</td>
</tr>
<tr>
<td>1 meter</td>
<td>1.0936 yard</td>
</tr>
<tr>
<td>1 kilometer</td>
<td>0.6214 mile</td>
</tr>
<tr>
<td>1 inch</td>
<td>25.4 mm</td>
</tr>
<tr>
<td>1 foot</td>
<td>12 in</td>
</tr>
<tr>
<td>1 yard</td>
<td>3 ft</td>
</tr>
<tr>
<td>1 mile</td>
<td>1.6093 km</td>
</tr>
<tr>
<td>Volume/Capacity</td>
<td></td>
</tr>
<tr>
<td>1 liter</td>
<td>0.2642 US gallon</td>
</tr>
<tr>
<td>1 US dry pint</td>
<td>0.5506 l</td>
</tr>
<tr>
<td>1 US bushel</td>
<td>35.239 US dry pints</td>
</tr>
<tr>
<td>1 US liquid pint</td>
<td>0.4732 l</td>
</tr>
<tr>
<td>1 US gallon</td>
<td>3.7854 US liquid pints</td>
</tr>
<tr>
<td>Mass (Weight)</td>
<td></td>
</tr>
<tr>
<td>1 gram</td>
<td>0.0353 ounces</td>
</tr>
<tr>
<td>1 kilogram</td>
<td>2.2046 pounds</td>
</tr>
<tr>
<td>1 tonne</td>
<td>1.1023 short tons</td>
</tr>
<tr>
<td>1 tonne</td>
<td>0.9842 long ton</td>
</tr>
<tr>
<td>1 ounce</td>
<td>437.5 grains</td>
</tr>
<tr>
<td>1 pound</td>
<td>16 oz</td>
</tr>
<tr>
<td></td>
<td>0.4536 kg</td>
</tr>
</tbody>
</table>
4. Relevant Government Agencies
5. International Student Life Cycle (F-1/M-1)

1. **Apply to a Student and Exchange Visitor Program (SEVP)-Certified School**
   - Student applies and is accepted to an SEVP-certified school.

2. **Receive a Form I-20**
   - A student must pay the SEVIS Fee at SEVIS at RMF.com.

3. **Pay the I-901 SEVIS Fee**
   - Student must pay the SEVIS Fee at RMF.com.

4. **Apply for Student Visa**
   - Student applies for a visa at the U.S. Embassy or Consulate.

5. **Arrive in the United States**
   - Student enters the U.S. on the F-1 or M-1 visa for the designated school.

6. **Maintain Status During Program Study**
   - Student must maintain full course of study and have authorization to work.

7. **Explore Post-Graduation Opportunities**
   - Student has the option to transfer or change schools, change education levels, or remain in the U.S.

8. **Depart the United States**
   - Student must depart the U.S. within 30 days after their graduation.

**Work Requirements (F-1 Students Only)**
- On-campus, if financially needed and with authorization from SEVIS.
- Off-campus, if eligible and with authorization from SEVIS.
- Curricular practical training opportunities for SEVIS students.
- Optional practical training opportunities for SEVIS students.

For more information visit StudyintheStates.dhs.gov/Students.
Notes

This handbook will continue to be a useful resource for you during your time at Macalester. In addition, it will be continually referred to, particularly during Pre-Orientation for International Students. Therefore, make sure to bookmark it in your browser window to access easily while at Macalester.
Important Numbers

ISP – +1 651-696-6992
MACALESTER SECURITY – +1 651-696-6555
RA ON CALL IN DUPRE– +1 651-696-8239
RA ON CALL IN DOTY/TURCK – +1 651-696-8237
PRESS 2 (PHONE COUNSELING) – +1 651-696-6275
FOR EMERGENCIES – 911