INTERNATIONAL STUDENT HANDBOOK
THE PROVISIONS OF THIS HANDBOOK REFLECT INFORMATION AS OF THE DATE OF PUBLICATION.

NOTICE:

This International Student Handbook is not a contract or an offer to enter into a contract and is updated on an annual basis. While every effort is made to ensure the accuracy of the information provided in this International Student Handbook, it must be understood that all information described herein are subject to change or elimination at any time without notice or published amendment to this catalog. In addition, California Northstate University reserves the right to make changes at any time, without prior notice, to programs, policies, procedures and information, which are described in this International Student Handbook only as a convenience to its readers. Fees and all other charges are subject to change at any time without notice. Students should consult the appropriate academic or administrative department, college, or other service provider for currently accurate information on any matters described in this International Student Handbook; contact information is available at http://www.cnsu.edu/

IT IS THE RESPONSIBILITY OF THE INDIVIDUAL STUDENT TO BECOME FAMILIAR WITH THE ANNOUNCEMENTS AND REGULATIONS OF THE UNIVERSITY PRINTED IN THIS INTERNATIONAL STUDENT HANDBOOK.

California Northstate University will provide assistance to the visually impaired regarding the information contained in this handbook. Questions should be directed to the office or department concerned.

The 2016-2017 International Student Handbook covers the academic year from July 1, 2016 to June 30, 2017.
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Congratulations on your acceptance to California Northstate University!

The faculty, staff, and administration are looking forward to meeting you and providing assistance for your transition to our institution! The International Student Handbook contains important information about international student requirements, student services, reference material for institution and college policies, information about campus life, and activities and services in the Elk Grove community.

COMING TO CALIFORNIA NORTHSTATE UNIVERSITY

Area Information

Home to an entrepreneurial spirit and superior quality of life, Elk Grove is a family-oriented community where opportunity is around every corner. The city offers everything from starter homes to ranch estates, and provides a safe, youthful environment where families put down roots. Its population of more than 160,000 residents is diverse in ethnicity, age and income levels.

Elk Grove’s location provides easy access to two major freeways, the Sacramento International Airport, rail lines and two ports. The City of Elk Grove is known for an award winning school district, a variety of outstanding restaurants, a historical district, first-rate parks, and much more. Elk Grove has a prosperous business community that boasts a diversity of shops, services and promising careers.

Named the first city to incorporate in California during the 21st century (July 2000), Elk Grove has blossomed with new businesses, residents, and employment opportunities, City services include an outstanding police department, animal care services unit and a first-rate public transportation system.

International Student Pre-Arrival and Post Arrival Planning

F-1 Pre-Arrival and Post-Arrival Checklist
The F-1 Pre-Arrival and Post-Arrival Checklist will help students to plan for their travel to the campus. The checklist is available electronically and can be downloaded using the link below. Paper copies can be requested for mailing through the staff in the Office of Student Affairs.

Download the F-1 Pre-Arrival and Post-Arrival Checklist

When to Arrive
All F-1 students should plan to arrive before the International Student Orientation and I-20 start date.

If this is your first time study in the United States and you have an Initial attendance I-20, you can only enter the United States within 30 days of the I-20 start date. If you are transferring from another SEVP-certified school in the U.S. and have a Transfer Pending I-20 from CNU, you are not subject to the 30-day rule. However, you must arrive Sacramento early enough to find permanent housing, apply for a social security card, purchase a car (if needed) and attend the Mandatory International Student and New Student Orientation.

What to Expect at the Airport
U.S. Customs and Border Protection: Arrival Procedures for Students or Exchange Visitors
http://www.cbp.gov/newsroom/video-gallery/2015/01/youve-arrived  (U.S. Customs Video)

Airport Information
The Sacramento (SMF) and San Francisco airports (SFO) both serve many international airlines. Sacramento Airport
is the closest international airport to the California NorthState University campuses in Elk Grove and the Rancho Cordova. Travel from San Francisco Airport to your local housing and California Northstate University is very expensive and may take up to two hours travel time.

**STUDENT ORIENTATION**

**International Student Orientation**

The international Student Orientation is scheduled for Friday August 12, 2016 from 9:00am – 4:00pm. During this mandatory program students will meet and learn about campus services for international students, SEVIS reporting requirements, academic advising, obtain information about California identification cards, banking services, maps of the area, and other local information. Please arrange to arrive in Elk Grove/Sacramento area a few days before the International Student Orientation to adjust to your new housing and the Pacific Time zone.

**New Student Orientation**

All incoming students are required to attend the New Student Orientation to learn important information about student and academic policy and procedures, develop team skills, review student services, submit pharmacy intern paperwork, and meet the faculty and staff. The New Student Orientation for the College of Pharmacy is scheduled for August 16, 2016 – August 19, 2016. The orientation program is mandatory for all new students.

New student must read the International Student Handbook and the Student Handbook to prepare for both student orientation sessions. The Student Handbook is available on the school website.

**IMMIGRATION INFORMATION**

The steps to immigrate to the United States to start your new program of study at California Northstate University are as simple as following the 5 steps shown and described below. If you have any questions regarding the immigration process you should seek assistance from the Designated School Official (DSO) at the campus. Contact information for the California Northstate University DSO is located in this Handbook under Contact Information.

**Immigration Steps to Obtain a Student Visa**

- **Step 1**: Receive your Form I-20
- **Step 2**: Pay the I-901 SEVIS Fee
- **Step 3**: Apply for a Visa
- **Step 4**: Prepare for your Trip
- **Step 5**: Arrival in the United States
Step 1  Receive your Form I-20

Once you have been accepted to California Northstate University, the Designated Student Officer (DSO) within the Office of the Registrar will send you the Form I-20, “Certificate of Eligibility for Nonimmigrant Status.”

Once you receive the document check your Form I-20 against your passport information. Make sure your name and birthday are listed and spelled correctly. Your Form I-20 and your passport must match exactly.

Step 2  Pay the I-901 SEVIS Fee

All prospective international students must pay the I-901 Student and Exchange Visitor Information System (SEVIS) Fee before the U.S. Department of State can issue you a visa.

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>For students attending California Northstate University</td>
<td>$200</td>
</tr>
<tr>
<td>For spouses and dependent children of students attending California Northstate University</td>
<td>None</td>
</tr>
</tbody>
</table>

How do I pay the I-901 SEVIS Fee?

- A prospective international student with a country of citizenship or country of birth of Cameroon, Ghana, Kenya, Nigeria or Gambia must pay by money order, Western Union Quick Pay or certified check drawn from a U.S. bank.

- All other prospective international students also have the option to make a credit card payment on [FMJfee.com](http://FMJfee.com).

Do I need a receipt?

Yes. You must present proof of your I-901 payment to receive your student visa. Please print a receipt of payment after you have completed your transaction.

Step 3  Apply for a Visa

To apply for your visa, please visit the [student visas](https://travel.state.gov/student_visas) page on [travel.state.gov](https://travel.state.gov), as well as the instructions at the website of the [embassy or consulate](https://travel.state.gov/consular) where you will apply for a visa. After you receive your visa, check to see that you received the right type of visa and that your name and date of birth are correct and match the information in your passport.
Prepare for your Trip

It is always a good idea to carry your original documents with you at all times. Do not put them in your checked baggage.

Please make at least two sets of copies of your original documents. It is a good idea to leave one copy with your family before you depart and you will need to provide one copy to give to your school officials. These documents include your passport, visa, and Form I-20, "Certificate of Eligibility for Nonimmigrant Status."

When you arrive in the United States

At the airport:

You will receive a Form I-94, “Arrival/Departure Record” from a U.S. Customs and Border Protection officer. This is a critical record which shows you have been legally admitted to the U.S.

Reporting to the School

You may enter the U.S. 30 days prior to your official program start date. You must report to California Northstate University by the program start date listed on your Form I-20. Please contact one of the DSO’s, the Registrar’s Office, or the Office of Student Affairs and Admissions immediately after entering the U.S. so we can better assist you with your transition.

VISA INFORMATION AND RESOURCES

F-1 Visa

A citizen of a foreign country who wishes to study in the United States must first obtain an F-1 Student visa. F-1 visas are issued by U.S. Embassies and Consulates outside the United State, and it is not possible to obtain an F-1 visa within the United States.

Here is a list of useful resources:

- U.S. Immigration and Customs Enforcement (ICE): [Student Process Steps: How to Navigate the U.S. Immigration System](http://usembassy.state.gov/)
- List of U.S. Embassies, Consulates, and Diplomatic Missions at [http://usembassy.state.gov/](http://usembassy.state.gov/)
- Education U.S.A - [Prepare for the Student Visa](https://www.educationusa.state.gov/)
- [How to complete an F1 visa application form (DS160) (YouTube Video)](https://www.youtube.com/watch?v=dQw4w9WgXcQ)
- [Visa Wait Times - for Interview Appointments and Processing](http://usembassy.state.gov/)
- [Check visa application status](http://usembassy.state.gov/)

F-1 visa is a ticket for F-1 students to enter the United States. The expiration date shown on your F-1 visa does not reflect how long you are authorized to stay within the United States. You can stay in the United States on an expired F-1 visa as long as you maintain your student status. However, if you are returning home or traveling to a country where automatic re-validation does not apply, you must have a valid visa to return to the United States.
F-1 Visa Transfer

Transferring From One SEVIS Institution to Another SEVIS Institution

An F-1 student is permitted to remain in the United States when transferring between schools or programs as long as the student begins classes at the transfer-in school in the next available term or within five months of his or her last day of classes at the transfer-out school, whichever is sooner, or within five months of the program completion date on his or her current Form I-20 or EAD granted for post-completion OPT.

Student Responsibilities at the Transfer-Out School

In order to maintain status while transferring between SEVP-certified schools, F-1 students must be aware of their responsibilities. Prior to transferring, F-1 students must do the following:

☐ Contact the Designated Student Officer (DSO) at California Northstate University College of Pharmacy (CNUCOP) which will be referred to as the transfer-in school by DSO’s and SEVIS. The DSO’s at CNUCOP are located in the Registrar’s Office. The DSO’s can be contacted at Registrar@cnsu.edu.

☐ Inform the DSO at your current institution (transfer-out school) of your desired transfer date to your new school.

☐ Provide the DSO at your transfer-out school with proof of acceptance at CNUCOP (the transfer-in school). The proof can be a copy of your Admission Letter of Acceptance, your CNUCOP Enrollment Agreement, or an official letter for the Registrar’s office at CNUCOP.

The student must maintain status by attending classes until the transfer release date. An F-1 student cannot decide to transfer in the middle of a term and immediately stop attending classes at the transfer out school. Such an action would be a violation of status and the student’s SEVIS record should be terminated.

Transfer Release Date

The transfer release date is the date that access to a student's SEVIS record shifts from the transfer-out school to the transfer-in school. Typically, the transfer-release date is the end of your current academic school term, typically a semester or quarter. However, you may transfer from one institution to another outside of the normal academic cycle. You should consider the following when setting the transfer release date with both your transfer-out school and your transfer-in school.

☐ Do you require time to complete the current term at your transfer-out school?
☐ Do you need to allow time for travel outside the United States?
☐ Do you need to allow for work during school vacation?

Student Responsibilities at the Transfer-In School

You must contact the Office of the Registrar at your new school (transfer-in school) shortly after the transfer release date from your previous school. Make sure ensure the DSO has a copy of your biographical and financial data needed to update your SEVIS record. If you are entering the Doctor of Pharmacy program your biographical data will be located on your PHARMCAS application. CNUCOP Admissions will provide a copy of your application to the Registrar’s Office. International students should keep a paper or electronic copy of the PHARMCAS application and Letter of Acceptance for Admission with important files that can be accessed
quickly while attending CNUCOP.

You must also report to the school within 15 days of the program start date and enroll full time.

**Important Notice:** All candidates accepted for admission to CNUCOP must ensure outstanding or in progress pre-requisite coursework is completed prior to entry in order to complete admission requirements. Accepted candidates who do not complete all pre-requisite coursework will not meet the institutions admission requirements and stipulations to enroll in the program and register for classes. International students seeking to transfer their F-1 visa who do not complete the pre-requisite coursework will be denied the transfer and SEVIS will be notified of the change of the F-1 visa status. Additionally, admission to CNUCOP may be revoked.

### I-94 Department of Homeland Security Arrival Departure Record

I-94 is the DHS Arrival-Departure Record issued to non-immigrants who are admitted to the United States, who are adjusting status while in the United States, or extending their stay, among other things. An immigration inspector from the U.S. Customs and Border Protection (CBP) will scan a student’s passport, generating an electronic arrival record with data elements found on the current paper I-94. CBP will make the electronic I-94 available at [www.cbp.gov/I94](http://www.cbp.gov/I94). F1 students may visit this website to print their electronic I-94 number before applying for immigration or public benefits, such as a driver’s license or Social Security Number.

![I-94 Department of Homeland Security Arrival Departure Record](image)

In addition, CBP will provide each student with an admission stamp that is annotated with date of entry, class of entry (F-1) and admitted until date (D/S for F-1 students) in the passport.

![Admission Stamp](image)

**Duration of Status (D/S) is defined as:**

- The time during which you are pursuing a full course of study (12 units for undergraduates/ 12 units for graduate and professional students per semester) and making normal progress toward completing that course of study. The course of study includes experiential and clinical rotations.
- The time you may be working in authorized "practical training" after you complete studies (if you qualify and are so authorized)
- 60 days to depart the country. If you terminate your course of study before you complete all degree program requirements, you must notify the school. At that time you will only have a 15-day grace period. Students who fail to notify the school before terminating their studies prior to the completion of their program of study do not have a grace period.

If you lose an I-94 card, you will need to request a replacement card by filling out the [I-102, Application for Replacement/Initial Non-immigrant Arrival-Departure Document application](http://www.cbp.gov/I94). You will need to submit this application with a $330 application fee to USCIS.
STUDENT RESPONSIBILITIES AND REPORTING

Maintaining Your Visa Status

While studying in the United States, it is important to maintain your F or M student status. Your status relates to the purpose, or reason for why you want to come to the United States. The U.S. Department of State issues you your visa based on your intended purpose.

If the Department of State issues you an F or M student visa, this means that you are coming to the United States to study. You should not take any action that detracts from that purpose. Maintaining your status means:

- Fulfilling the purpose for why the Department of State issued you your visa.
- Following the regulations associated with that purpose.

F-1 and M-1 students share the same primary purpose for coming to the United States however, F-1 students enroll in more traditional academic programs, while M-1 students enroll in vocational programs. Because these two types of programs are different in nature, the types of benefits an international student may be eligible for and how long they may remain in the country depend on whether they are an F-1 or M-1 student. Learn more about these specific differences by reviewing the F&M Student Status: Know the Difference infographic.

Below are actions to take in order to properly maintain your status.

Arrival

When arriving to the United States, both F and M students must:

- Enter the United States no more than 30 days before your program of study begins.
- Immediately contact your designated school official (DSO) when you enter the United States.
- When you arrive at school, you need to contact your DSO again, no later than the program start date listed on your Form I-20, "Certificate of Eligibility for Nonimmigrant Student Status."

Attendance and Legal Requirements

While studying in the United States, both F and M students must:

Attend and pass all your classes. If school is too difficult, speak with your DSO immediately.

If you believe that you will be unable to complete your program by the end date listed on your Form I-20, talk with your DSO about requesting a possible program extension.

You must take a full course of study each term; if you cannot study full-time, contact your DSO immediately.

Do not drop a class without first speaking with your DSO.
**Work and Practical Training for F Students**

An F student may only work when authorized by a DSO in some cases, and U.S. Citizenship and Immigration Services (USCIS) in others. If you choose to work without authorization, you will be forced to leave the United States immediately, and you may not be able to re-enter the United States at a later date.

F students are eligible for curricular practical training (CPT) at either the undergraduate or the graduate level during the program of study. CPT employment must be an integral part of an established curriculum and the position must directly relate to your major area of study. Your DSO can give you the school’s policy on this option.

F students are also eligible for optional practical training during or following the program of study. OPT is a form of temporary employment that directly relates to your program of study.

For more information about employment and training options available for F-students, visit the Working in the United States page and talk with your DSO.

**Practical Training for M Students**

M-1 students are not eligible for employment during their program of study, but may obtain authorization for practical training employment. You may participate in practical training employment after the completion of your vocational program.

If you want to participate in practical training employment in the United States, talk with your DSO about your options. Practical training employment requires your DSO’s recommendation and authorization from USCIS.

If you choose to work without authorization, you will be forced to leave the United States immediately. You may not be able to re-enter the United States at a later date.

**Upon Program Completion**

F and M students must take action to maintain legal status or depart the United States after completing your program of study.

Once you complete your program of study and any authorized period of practical training, F students have 60 days after completion of your program (the program end date on your Form I-20) to leave the United States. If you wish to extend your stay in the United States, talk with your DSO to learn more about doing one of the following:

- **Transfer to another school.**
- Change your education level (e.g. bachelor’s to master’s).
- **Apply to change status** to another visa status (e.g. H-1B-temporary worker; O-extraordinary ability in science, art or business; P-athlete).

M students have 30 days after completion of their program (the program end date on your Form I-20) to leave the United States. The latest date you may remain in the United States is the “admit until” date on your Form I-94, “Arrival/Departure Record,” unless you filed for an extension with USCIS.
**Legal Requirement Questions**

**Talk with your DSO first**

If you are an F or M student studying in the United States, your DSO should be the first person you talk with if you have any questions regarding the legal requirements of your stay in the United States. Your DSO can assist in answering your questions or help you find someone who can help.

F-1 students should speak with their DSO if you are planning to do any of the following:
- Change your major, program, or degree level.
- Change your education level.
- Transfer to a new school or take a leave of absence.
- Take a break from school.
- Travel outside the United States.
- Move to a new address.
- Request a program extension.

M-1 students should speak with their DSO if they are planning to do any of the following:
- Take a break from school.
- Travel outside the United States.
- Move to a new address.
- Request a program extension.

Both F and M students may contact SEVP by email at sevp@ice.dhs.gov if your DSO is unable to assist you or if you would prefer to ask someone else.

In your email, please describe your situation and include any questions you have. SEVP provides responses on a first-come, first-served basis. Answer times may vary depending on the current number of inquiries.

**SEVP Resources**

**USCIS Change of Status Fact Sheet**

**VISA & INTERNATIONAL STUDENT RESOURCE INFORMATION**

The following information has been extracted from the SEVP website to provide resource information. The SEVP website is located at [https://www.ice.gov/sevis/students](https://www.ice.gov/sevis/students).

**What are my benefits while studying in the United States?**

The Student and Exchange Visitor Program (SEVP) website provides valuable information for international students. As an F or M student, you may be eligible for benefits when you are in the United States. Some of these benefits are working, getting a Social Security number, training after your program is completed (OPT – optional practical training), and getting a driver's license.
Social Security Number (SSN)
- F/M Nonimmigrants: Getting a Social Security Number.

Driver's License
- Department of Motor Vehicle (DMV) Factsheet (PDF | 99 KB)

Additional information is provided in this handbook regarding how to obtain a driver’s license and social security number.

Practical Training
If you are an F student, you have the option of working in the United States by doing practical training during your program or after it ends. Click on one of the links below for more information.

- Practical Training – CPT, OPT and STEM
- OPT Guidance (PDF | 268 KB)
  Please note: This SEVP OPT Policy Guidance will remain in effect until May 10, 2016. For more information about the new STEM OPT final rule, visit the STEM OPT Hub.
- STEM-Designated Degree Program List (PDF | 95 KB) Effective May 10, 2016

Working in the United States
- Pursuing Employment in the United States (PDF | 194 KB)
- Pursuing Employment in the United States
- Employment Authorization Documents

Departing the United States - After Completion of Study
If you have completed your program, you have a number of options:
- Change program levels – For example, you can apply to another graduate program after you finish your bachelor’s program or apply to another graduate program after completion of your professional doctorate.
- Transfers – You can transfer to a different program at the same school or another school.
- OPT – You may participate in optional practical training (OPT) which allows you to work in the United States after your program end date.
- STEM OPT – optional practical training for science, technology, engineering, or math (STEM).
- Change to a B or other visa classification.
  Please visit U.S. Citizenship and Immigration Services for more information.
- Leave the country.

CONTACT INFORMATION

Visa or SEVP Problems
If you are having an immediate problem and need assistance quickly, please speak with your designated school official (DSO) or responsible officer (RO). If that person cannot help you, feel free to contact the SEVP Response Center (SRC) at 1 (703) 603-3400 or at SEVP@dhs.gov. Otherwise, the following documents may be able to assist you: SEVIS Tips for Emergency Evacuations
Campus DSO and Important Offices

DSO and Registrar’s Office:
F-1 Document Request Form
F-1 Regulations
Health Insurance Information
Office Phone: (916) 686-8678
Campus Office Location: Our offices are located on the second floor of the Elk Grove campus in rooms 281 and 282.
DSO Email: Amanda.Wilder@cnsu.edu
DSO Email: xfeng@cnsu.edu

Experiential Education Program Office:
Pharmacy Intern License Application Requirements
Office Phone: (916) 686-8142
Email: experiential@cnsu.edu

Financial Documentation and Requirement Information:
Financial Assistance and Business Office
Office Phone: (916) 686-8050
Email: financialaid@cnsu.edu
Fax: (916) 686-8145

Office of Student Affairs and Admission:
Immunization Requirements
International Student Advising
Location: Second Floor College of Pharmacy Faculty Offices
Phone: 1-916-686-7400
E-mail: studentaffairs@cnsu.edu
Hours: Monday through Friday, 8:00AM to 5PM
F-1 Advising Hours: Monday, Wednesday - 10AM to 12PM and 3PM to 5PM

Campus Mailing Address:
California Northstate University - College of Pharmacy
Office of Student Affairs and Admissions
9700 West Taron Drive
Elk Grove, California 95757 U.S.A.

RESOURCES FOR STUDENTS

Housing

California Northstate University does not offer on-campus housing. However, there is available housing that is easily accessible to the campus. Elk Grove offers housing accommodations ranging from apartments,
condominiums, or single family homes within a 15 minute commute. Other cities within a short commuting distance include Sacramento and Davis. Rental prices within these cities range from $600 - $1,600 for apartments depending on the number of bedrooms and amenities offered. Single family homes for rent and for sale vary considerably within these areas; the most current listings available through classified ads websites such as www.sacbee.com/classified-ads.

Finding an Apartment/House

(Kia & Xiaodong)

Apartment or Home Rentals and Leases

Rental information for several apartment complexes near the Elk Grove campus is available on the school website at http://pharmacy.cnsu.edu/housing. When you are in search of and selecting an apartment or house to rent or lease, keep in mind that there may be other fees such as utilities which includes electricity, telephone, and cable in addition to the rent fee.

You may need to have a guarantor who must be a U.S. citizen. If you do not have a guarantor, there may be other stipulations from the landlord. A contract or lease agreement with the rental or leasing firm will be required. It is important to understand the terms of the lease before signing it. Once it is signed, you are lawfully obligated to follow the terms (see list of terms below).

Housing Contract Terms Commonly Used

*Tenant* - Person who occupies the apartment.

*Landlord* - Person who rents a building, apartment or land to the tenant.

*Lease* - A contract between the landlord and the tenant.

*Security Deposit* - an amount of money held for surety when signing the lease. This money may be used by the landlord to fix damages if any, after the lease is up. If the apartment is left if good standing, the tenant will be able to get the security deposit back.

*Furnished* - The landlord supplies the apartment with fundamentals such as a bed, couches, tables, lamps, and kitchen supplies.

*Unfurnished* - The apartment is not supplied with the fundamentals.

*Utilities* - The heat, electricity, and gas. Make sure to find out what utilities are covered in the lease and which utilities must be paid for separately.

*Sublet* - To rent out your apartment to another person for a short period of time, still abiding the original terms of the lease.

*Evict* - Involuntary departure from your apartment due to having violated the lease.

Housing Rental Information and Tips

Here are some things that you may want to do to get started. Good luck in your search!

**Things to consider:**

- How much rent can you afford?
- What style of living do you want? An apartment? A house? A quiet or social atmosphere or a bit of both?
- What area of the community would you like to live in?
- What kind of transportation will you need?

**Get organized:**

- Plan a realistic budget so that you can determine how much rent you can afford to pay.
- Keep thorough notes and use checklists when looking at rental properties.
- Consider keeping all of the information in one notebook or folder so that you know where it is.
- Get a good map of the area.
- Have checkbook available to make deposits, pay application fees, etc.

**Gather tenant information:**

- Be prepared to provide information regarding your income, your rental history (if any), your credit and possibly personal references.
- If your income will not qualify you to rent a property, ask if the landlord will accept a co-signer who can show adequate income and will also assume responsibility on the lease.

**Where do you want to live?**

- Check out publications, local newspapers, internet to find out more about the various neighborhoods.
- It is strongly recommended that you drive around the area and check out the neighborhoods. Remember to visit the area both during the day and at night. The atmosphere could be very different.
- Driving around can also assist in finding those rental units that are not advertised. You may see for rent signs in the yard or see someone moving out.
- What transportation options do you have in the area? Is public transportation available? Near the bike path? Within walking distance?
- What is the commute time to campus?

**Put your best foot forward!**

- Some landlords may be hesitant to rent to students due to frequent turnover, loud parties, lack of steady income, etc. California law forbids discrimination solely on the basis of student status,

but it is still your job to convince the landlord that you are a responsible person and preconceived stereotypes about students do not apply to you!
- Be clean and neat in your appearance.
- Make appointments to see rental units. Be on time for your appointment. If you are delayed or need to cancel, make sure to notify landlord in a timely manner.
- Be honest and positive when answering questions.
- Be prepared to sell yourself as a good tenant!

**Rental or Home Rentals Roommate Assistance**

This student service provides assistance to students seeking roommates to share housing. A list will be available through the Office of Student Affairs prior to the start of the Fall semester. Students seeking a roommate or roommates will need to fill out a student housing form. The form will be sent to all incoming students by the Office of Student Affairs in one of the new student electronic CANVAS notifications prior to entry. Once you have filled out the form and returned it to the Office of Student Affairs you will be added to the roommate request listing. Shortly after, incoming students can begin networking to match up with a roommate you connect with.
The connection may be common hobbies, various shared interest areas, cleanliness preferences, or study habits. The roommate list will be sent out bi-weekly for you to match up with a student(s). Please keep an eye out for the form in your new student CANVAS documents.

You will also receive emails regarding information on any housing openings or rentals in the area that are provided to the college.

MONEY MATTERS

Financial Support and Documentation

California Northstate University complies with the Department of Immigration Services regulations that govern the financial eligibility of international students. Under current regulations, international students must provide evidence of sufficient financial support for their studies while in the United States.

International students must submit a current bank statement or a letter on bank letterhead indicating the applicant’s and/or sponsors have sufficient funds available balance in U.S. dollars with original signature of an authorized bank official. Students are issued an I-20 after they have confirmed their enrollment and demonstrated in their financial Certification Statement that they have the funds necessary to cover their living and education expenses. Financial Support and Documentation Forms will be sent to international students by the Financial Aid Office.

IDENTIFICATION CARDS

Identification cards are required for a variety of reasons on campus, in the Elk Grove community, and in California and throughout the U.S. Although a passport is a very valid and important form of identification, it is not acceptable in many circumstances. In addition, it is not advisable to carry your passport around Elk Grove and risk losing it. We recommend that you carry a photocopy of your passport, I-94, and I-20 or DS-2019 with you at all times. If you plan to travel far from Elk Grove, carry your important documents mentioned above with you.

The following forms of identification will be important for you:

- CNU Student Identification Card
- Social Security Card
- Driver’s License
- California Identification Card (Not needed if you obtain a Driver’s License)

CNU Student Identification Card

Student identification cards are programmed with an electronic key access code. The card provides access to the building as well as some of the interior classroom and other spaces designated for student use. The campus building hours will be posted prior to each semester and the hours may be extended prior to exam dates. Student
card entry is logged and entry information is monitored. Professional behavior dictates respect of equipment, furnishings, and building access by all pharmacy students. Any student not exhibiting professional behavior in regards to building access, including destroying property, allowing unauthorized guest in the building, or compromising building security, will be addressed through the judicial procedures.

Social Security Card

Purpose of Social Security Number

The Social Security Number (SSN) is primarily intended to identify participants in the US federal government's Social Security Program. SSNs are generally assigned to people who are authorized to work in the United States and are used to report their wages to the government.

Overview of Social Security Number (SSN)

https://youtu.be/Fgp1kTYuoHA
https://youtu.be/Fgp1kTYuoHA?t=59

F-1 International Student and SSN

Social Security will not assign an F-1 International student a number just to enroll in a college or school. You are not required to have a SSN to open a bank account nor apply for a California Driver’s License. If you are currently in F-1 status and have found an on-campus job or have been authorized to work off-campus, you should be eligible to apply for a SSN.

SSN is not a work authorization. Just because you have a SSN does not mean you are eligible to work in the United States.

Applying for SSN

New F-1 students must register full-time and have been physically present in the United States for at least 10 days before they apply for a SSN.

Students apply for a SSN with the Social Security Administration (SSA). Find the nearest Social Security Administration office at http://www.ssa.gov

SSA will not process request if it is more than 30 days in advance of the scheduled employment start date. SSA will not process request before the employment authorization start date. This date will be shown on Employment Authorization Document (EAD) card you will receive from an employer.

F-1 students must present the following documents to the SSA when applying for a SSN:

1. Valid passport
2. Original CNU State I-20
3. I-94 arrival record (print from https://i94.cbp.dhs.gov/)
4. Support letter

Driver’s License Identification Card

California State Driver’s License and ID Cards are good for:
• Banking
• Admission to certain businesses requiring proof of age
• Purchase of Alcohol or Tobacco
• Writing personal checks
• Authorization to Drive a motor vehicle (Driver’s License only)

The Driver’s License application process requires completion of a written and driving exam.

International students may obtain California Driver’s License or ID Card information near the campus in Elk Grove at the locations below. Obtaining a driver’s license booklet to understand the licensure requirements and to use to study for the required exam is highly recommended. A driver’s permit may be required for a specific amount of time prior to obtaining a license if you have not driven a motor vehicle in your home country.

7775 La Mancha Way, Sacramento, CA 95823
(800) 777-0133  Hours:  8:00 AM ~ 5:00 PM
Other locations: apps.dmv.ca.gov more info

California Identification (ID) Card

What is a California state ID?
A state ID is an acceptable replacement for a driver’s license typically used by minors, the elderly or by anyone who does not want a driver’s license, but still needs identification in California. In California, there are two types of ID cards, a regular ID card valid for up to six years, and a senior citizen ID card valid for up to 10 years.

Obtaining a new California ID card
To apply for an ID, first, you should plan a visit to your local driver's license office.

You will need to bring your Social Security card and $8 - free for a senior citizen ID - (cash, ATM/debit, cashier's check or money are all acceptable) along with:

• Certified U.S. birth certificate (or)
• U.S. passport
• Certificate of Naturalization
• Certificate of Citizenship
• U.S. Certificate of Birth Abroad
• Resident Alien Card
• Valid foreign passport with valid U.S. immigration document
TRANSPORTATION, PHONE, AND MAIL

Personal Transportation Requirement

All students must have personal transportation such as a car available throughout the program. This requirement is stated in the Student Handbook. The purpose of this requirement is to assure student have the ability to provide their own transportation to and from the campus and experiential education pharmacy sites. Although the city of Elk Grove, Rancho Cordova, and surrounding areas offer several public transportation options, the options may not be sufficient for student needs. A majority of student housing options are within a few miles of the campus. Current student have reported that bus service from student housing areas does not always coincide with class schedules and after school study hours on campus. Local public transportation is a good option for personal days off and travel. A list of public transportation options is listed in this section.

Experiential Education sites for the introduction to pharmacy practice (IPPEs) are located within a 50 mile radius of the campus. This wide range of distance mandates the personal transportation requirement to insure all students have the ability to participate in all components of the degree program. Additionally, a student may be required to relocate to another area, region, or state during the Advanced Pharmacy Practice Education (APPE) year. The CNU sites are primarily based in the Sacramento, Eureka, San Francisco, Marysville/Yuba City, Palm Springs, Los Angeles, and Reno Nevada areas. The location site will be determined by various factors developed by the Experiential Education Program department for site allocation. More information regarding site allocation can be obtained through the Experiential Education Program (EEP) department staff and EEP Handbook.

Automobile Insurance

California state law requires drivers of automobiles carry an appropriate level of automobile insurance. Automobile insurance agencies are listed on various web sites on the internet. The school cannot recommend one over other. The staff in the Office of Student Affairs will help student identify top agencies and companies to avoid based on information from the Better Business Bureau.

Local Public Transportation

With 64 bus routes and 37.5 miles of light rail, the Sacramento Regional Transit District (RT) helps residents and visitors reach their destinations while enjoying the benefits of public transportation. The Yolobus (operated by the Yolo County Transportation District) is available for transport to and from the Sacramento International Airport as well as transportation between the area's cities. Due to social media as well as smartphones Sacramento is also home to many independent ride service programs such as UBER.

- http://www.elkgrovecity.org/city_hall/departments_divisions/transit_e-tran
- (e – Tran/ public bus)
- http://www.egusd.net/transpo/ (Elk Grove School district)
- http://www.scusd.edu/transportation-services (Sacramento School District)
- http://www.sacrt.com/schedules/current/routes.stm (Regional Transit)
- http://www.mapquest.com/ (MapQuest – Find directions from any location)
Telephone Service

Consolidated Communications (Surewest) Services
866-787-3937
www.consolidated.com

Comcast Cable TV
1-800-COMCAST or 1-800-266-2278
http://www.xfinity.com

FrontierNet DSL
Phone: (916) 691-5596
http://west.frontier.com/internet

Frontier Communications
1-855-600-0829
http://internet.frontier.com

WhatsApp
https://www.whatsapp.com

WhatsApp Messenger is a cross-platform mobile messaging app which allows you to exchange messages without having to pay for SMS. WhatsApp Messenger is available for iPhone, BlackBerry, Android, Windows Phone and Nokia and yes, those phones can all message each other! Because WhatsApp Messenger uses the same internet data plan that you use for email and web browsing, there is no cost to message and stay in touch with your friends.

In addition to basic messaging WhatsApp users can create groups, send each other unlimited images, video and audio media messages.

Cell Phone Service Companies

AT & T Wireless
9170 W Stockton Blvd.
Elk Grove, CA 95758
Phone: (916) 684-1808
Website: www.att.com

Sprint
8259 Laguna Blvd #100
Elk Grove, CA 95758
Phone: (916) 683-6111
Website: www.sprint.com

T-Mobile
7221 Elk Grove Blvd #109
Phone: (916) 478-2018
Website: www.t-mobile.com
Mail and Shipping

The United States Postal Service, also known as the Post Office, U.S. Mail, or Postal Service, often abbreviated as USPS, is an independent agency of the United States federal government responsible for providing postal service in the United States

- [https://www.usps.com/](https://www.usps.com/) (United Postal Services)
- [https://www.paypal.com/home](https://www.paypal.com/home) (PayPal)

SHOPPING

There is something for everyone in Elk Grove. This is the city that has what you need. Home to a number of antique shops, grocery, department and jewelry stores, specialty boutiques, restaurants and an historic downtown Elk Grove has whatever you need.

**Shopping in Elk Grove and surrounding areas:**

Arden Fair Mall (*Clothing*)
1689 Arden Way #1167
Sacramento, CA 95815
(916) 920-1167
[http://www.ardenfair.com](http://www.ardenfair.com)
Store Hours: Monday – Saturday 10AM - 9PM
Sunday 11AM - 7PM

Folsom Premium Outlets (*Clothing*)
13000 Folsom Blvd.
Folsom, CA 95630
Phone: (916) 985-0312
Website: [www.premiumoutlets.com/outlet/folsom](http://www.premiumoutlets.com/outlet/folsom)
Store Hours: Monday – Saturday 10AM - 9PM
Sunday 10AM - 7PM

Nugget Market (*Grocery*)
7101 Elk Grove Blvd.
Elk Grove, CA 95758
Phone: (916) 226-2626
Website: [www.nuggetmarket.com](http://www.nuggetmarket.com)
Store Hours: Sunday – Saturday 6AM – 10PM

Raley’s (Grocery)
4900 Elk Grove Blvd.
Elk Grove, CA 95758
Phone: (916) 683-0700
Website: http://www.raleys.com

Target (Convenience)
7505 Laguna Blvd.
Elk Grove, CA 95758
Phone: (916) 683-5356
Website: www.target.com

Walmart (Convenience)
8465 Elk Grove Blvd.
Phone: (916) 684-7100
Website: www.walmart.com
Open 24 hours

Picture Yourself in Elk Grove
http://www.inelkgrove.com/shop

Think Shop Live Elk Grove
http://www.shopelkgroveca.com

Sales Tax

In the state of California the sales tax is 7.5%. In the city of Elk Grove the sales tax is 8.0% which is about average for cities in Sacramento County and about average for California. Tax is included on all retail sales of tangible items in California such as, furniture, giftware, toys, antiques and clothing.

Returning and Exchanging Items

It is important to have a record of anything you purchase. A receipt is given when you purchase anything from a pen to a television set. Most sellers will not allow you to exchange an item or return an item for cash refund unless you have the original receipt.

PERSONAL SAFETY

Cleary Act
The Jeanne Cleary Disclosure of Campus Security Policy and Campus Crime Statistics Act (20 USC §1092(f)) is a federal law, originally known as the Campus Security Act, that requires University/Colleges and universities across the United States to disclose information about crime on and around their campuses since 1990. All Title IV funding recipient University/Colleges and universities are subject to its requirements. The most up to date information regarding crime statistics for the CNU campus, the immediate campus

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vicinity, and the City of Elk Grove can be found on the college web site. 

Disclosure of Campus & Local Area Crime Statistics
The categories on the chart on the following page show crime statistics for the campus, certain non-campus properties, and certain public property areas which have been reported to local police and campus security authorities must be disclosed for the most recent four calendar years: 
(See student handbook at http://pharmacy.cnsu.edu/shareddocs/StudentHandbook.pdf)

Annual Security Report – Tables and Additional Information
The CNU Annual Security Report contains data for crime information in the immediate area surrounding the campus. The report can be obtained on our web site at the following web address. A paper copy is available upon request. http://pharmacy.cnsu.edu/annual-security-report.

An overview of campus security, emergency alert, and response procedures is provided at the new student orientation. Additional safety and security information, tips, and alerts will be delivered to students through campus email. The school offers several safety awareness courses and special speaker sessions as well as self-defense classes throughout the year.

Meagan’s Law
For a listing of registered sex offenders in the adjacent community and other pertinent information, please review the law enforcement database at http://meganslaw.ca.gov/.

Campus Access Cards
All students who have authorized access to campus will be issued an electronic entry access card that permits entry to the campus main entrances. This type of access to campus facilities helps provide students with a more secure campus environment by restricting campus entry and the possibility of unauthorized visitors. Campus access is tracked and monitored through an electronic security camera system. Access is tracked and monitored.

For All Emergencies Dial 911

LIFE AT CALIFORNIA NORTHSTATE UNIVERSITY

California Northstate University College of Pharmacy (CNUCOP) has grown tremendously over the past eight years and is currently home to 400+ students and is continually growing. Our students are actively involved in assisting to shape the future of our college and the pharmacy profession by serving on committees, actively participating in student government and student professional organizations.

We recognize the significant role of students in institutional decision-making. In order to facilitate this role, we encourage students to serve on committees with faculty and staff to review current policies, assess dynamics within the educational component of their program, as well as address future needs and concerns of the pharmacy profession. Our students are engaged as members of the Assessment Committee, Curriculum Committee, Student Affairs Committee, and Student Body Council.
CNU Students’ thrive in their pursuit of helping others by becoming actively involved in community service activities such as the American Heart and Stroke Association, the American Diabetes Association, senior communities, non-profit organizations and Celebrando Nuestra Salud – a community health fair serving the Hispanic community in the Sacramento region.

Our students also promote the study of science and pursuit of careers in health care at local colleges and high schools.

We encourage our students to cultivate involvement in professional organizations on and off campus. The college helps set this involvement by enrolling all students as members in the CNUCOP student chapter of the California Pharmacist Association (CPhA). Many of our students are also involved in professional organizations of the California Society of Health-System Pharmacist (CSHP), the American Pharmacist Association (APhA), the American Society of Health-System Pharmacist (ASHP), National Community Pharmacist Association (NCPA), and American Managed Care Pharmacy (AMCP).

Many of our current student organization leaders have taken the initiative to become involved off-campus by becoming actively engaged in the local Sacramento Valley Pharmacist Association and California Society of Health System Pharmacist.

In this capacity, the students gain valuable professional development skills, assist efforts on current legislative initiatives, and participate in discussions concerning local issues currently facing the profession. The college continues to sharpen student engagement in professional legislative issues by requesting all students attend pharmacy legislative days at the state capital.

Other exciting student professional organizations at California Northstate University College of Pharmacy include: American Clinical Care Pharmacy Club, Student National Pharmacist Association, (SNPhA), Diverse Women Professionals in Healthcare, and several other diversity and special interest clubs. The College is also home to three professional pharmacy fraternities: Kappa Psi Pharmaceutical Fraternity (KY), Phi Delta Chi (PDC) and Rho Pi Phi (RPP).
APPENDICIES
Academic Year 2016-2017