# Table of Contents

## Section One: Getting Started
- Checklist: page 5
- Overview of Registration Process: page 5
- Using Banner: page 6
- Student ID Card Cardinal One Card: page 10
- Paying for Courses and Fees: Page 11
- Emergency Loans: Page 13
- Email Account and Computer Access: page 13
- Blackboard: page 15
- Connect-ED System: page 16

## Section Two: Academic Information
- Academic Calendar: page 17
- Department Chairs and Contact Information: page 20
- Characteristics of the U.S. Education Environment: page 21
- Test Taking and Note Taking Tips: page 21
- Advisors and Instructors: Asking for Advice: page 22
- Academic Honesty Policy: page 23
- College of Graduate Studies Information: page 26
  - Graduate Studies Scholarship Policy: page 26
  - Probation/Suspension Policy: page 27
  - Thesis Submission Guidelines: page 28
  - Schedule and Procedures: page 29
  - Graduate Forms: page 30

## Section Three: International Student Services
- Office Hours and Staff Members: page 31
- Maintaining Status: page 32
- Change of Address: page 33
- I-20s for Dependents: page 34
- Change of Major: page 35
Section Four: Campus Facilities and Student Life

Student Affairs Information

Campus Facilities

Cardinal Village (on-campus housing)
Career and Testing Center
Dining Facilities
Mail Center
Library
Services for Students with Disabilities
Student Health Center
Setzer Student Center
Sports and Recreation Center
The Writing Center

Student Life

Sports Programs
Lamar Athletics
Performing Arts
Religious Life
Student Organizations
Section Five: Health and Safety
University Police Department page 60
Crime Prevention page 60
Shuttle Service page 61
Legal Issues page 62
Health and Hygiene page 63
Student Health Center page 66
Health Insurance - Academic Health Plans page 67

Section Six: Living in Beaumont
Cultural Characteristics of the United States page 68
Culture Shock and Adjustment page 70
Bringing Children to the United States page 72
Banking and Money page 73
Housing Resources (off-campus) page 74
Driving in the United States page 75
Parking on Campus page 76
Local Area Events page 77

Section Seven: Appendix
Campus Directory
Visa Maintenance Agreement Form
Campus Map
Getting Started

Welcome to Lamar University, we are glad you are here! The following section provides information on completing registration, obtaining ID cards and setting up/forwarding your email account. You may find it helpful to use the checklist below to mark off the important items you should complete during your first week here. Remember, your International Student Orientation Leader has been through all of this before, don’t be shy about asking for their help. And, if there is something you are having difficulty with please let us know in the International Student Services Office, we want to help make your LU experience a positive one.

Checklist

☐ Attend international student orientation
☐ Familiarize yourself with the information in this handbook
☐ Pay for health insurance and orientation at the Cashier’s Office
☐ Update your current Beaumont address in Banner using the “permanent address” field
☐ Register with the International Student Services Office, have holds removed
☐ Make an appointment with your academic advisor by contacting your department
☐ Register for classes using Banner self-service
☐ Pay for classes at the Cashier’s before the drop date so you are not removed from the classes you have already registered for due to non-payment.
☐ Have your photo taken for your student ID card
☐ Register your phone number and email with the Connect-ED system for emergency notifications and announcements about university closures.
☐ You are responsible for all emails sent to your lamar.edu account, it is very important that you check it regularly, if it is more convenient, forward it to your personal email account.
☐ Check out www.lamar.edu/international for important information and forms you may need in the future (address change, employment, etc.)
☐ Join the Lamar University International Student Services Facebook page to connect with other students.
☐ Make new friends, attend Week of Welcome events!

Overview of the Registration Process

In order to have holds cleared by the International Student Services Office in preparation for registration, students must submit the items listed on the “Registration Form” (attached to manila envelope) and pay their first semester health insurance and orientation fees.
Completing Registration:

1. Fill out the “Insurance and Orientation Payment Form” and submit it with your payment at the Cashier’s Office in 114 Wimberly.
2. Then bring your receipt from the Cashier’s Office along with ALL of the documents listed on the “Registration Form” to the International Student Services Office in 118 Wimberly.
3. Your holds will be cleared by the International Student Services Office and you will be free to meet with your academic advisor in your department and register for courses.
4. Once you have completed your academic advisement and registered for courses using self-service Banner, you will return to the Cashiers Office to pay your tuition and fees.
5. At any time during the registration process you may get your Cardinal One Card (student ID). You will need to have your photo taken on the 2nd Floor of the Wimberly building. Your card will be sent to you in the mail.

Updating your address in Banner

Prior to registering with the International Student Services Office, you will need to log into Banner self service and update your address in the “permanent address” field. You must enter the address where you are currently staying before any paperwork can be processed. Please follow the instructions below.

Log On
Click on myLamar located in the black bar at the top of Lamar website www.lamar.edu

You will be re-directed to the LU Portal.
Click Self-Service Banner.
Enter your student identification number in the User ID field. This is the “L” number provided in your acceptance letter sent from the Admissions Office.
Enter your PIN (personal identification number). Your initial PIN is your six-digit birth date (MMDDYR).
The first time you login you are required to reset your PIN to a six-digit number of your choosing. You also need to enter a security question/answer which allows you to reset your PIN should you forget it.
Change your address

Go to “Personal Information” and “Update Address and Phones”

Please choose “permanent address” to update your current address
Registering for Classes Using Banner

After meeting with an academic advisor, please register on-line by following the instructions below. If you have questions, please contact: records@lamar.edu

Log On
Click on myLamar located in the black bar at the top of the page.
You will be re-directed to the LU Portal.
Click Self-Service Banner and log in.

Searching & Registering for Classes
Click Student or the Student tab.
Click Registration.
Click Add or Drop Classes.
Select the semester you would like to register for from the drop down menu.
Click Submit.
Click Class Search.
Select the subject of the course you would like to register for.
If you know the course number, day, time, etc., you can select that information as well in order to narrow your search results.
Click Class Search at the bottom of the screen.
All of the courses meeting your search criteria will appear with the corresponding title, days, times, available seats, instructor and location.
If your search did not produce the results you expected you may need to broaden your search criteria.
Select the course you would like to register for by clicking in the box next to the appropriate course.
Click Register.
You will see the course added to your current schedule.
If you get an error message, the course has NOT been added due to the reason indicated.
**If you have a hold you can view the reason for the hold by clicking ‘View Holds’
Continue to repeat the previous steps until you register for all of your courses.
If you know the CRN or Course Reference Number (the five-digit number highlighted in blue on the class schedule that specifically identifies each course/section), you can enter the number(s) in the box(es) provided on the Add or Drop Classes screen and click submit changes. The courses will either be added to your schedule or an error message will appear.

Dropping Classes
Click Student or the Student tab.
Click Registration.
Click Add or Drop Classes.
Select Web Drop from the drop down menu next to the appropriate class.
Click Submit Changes.
The course should no longer appear on your schedule.
View/Print Schedule
Click Student or the Student tab.
Click Registration.
Click Concise Student Schedule.
This view of your schedule prints best in the landscape orientation.

Pay Tuition
Click Student or the Student tab.
Click Student Account.
Click Account Summary.
Click To Make a Payment by Credit Card or Electronic Check and follow the on screen instructions provided by Accounting Services.

Log Off
Click Exit in the top right corner and close the browser.

Student ID (Cardinal One Card)

Obtaining Your Cardinal One Card
1. A photo must be taken on the 2nd floor of the Wimberly Building.
2. Cards will be mailed out approximately two weeks after a photo is taken and to the address on file with admissions. NOTE: A few students or parents of students have mistakenly disposed of their Cardinal One Card when received by mail thinking that it was a credit card they didn’t want. Keep this card and protect your personal identification number. Lost cards should be reported immediately and can be replaced, but students have to wait for a new one in the mail.
3. Students attending Lamar Language Institute will not receive the Cardinal One Card.

Cardinal One Card is the key to services and benefits of university life.
The card is the student’s university ID card in the traditional sense, but because it can carry information on the magnetic strips can be used for several purposes:

Uses:
• Financial Aid Grants
• Discounts with Participating Merchants
• Student Refunds
• MasterCard Debit Card for One Account
• Dining Hall Meal Plan

Freebies!
• Work out in the Sheila Umphrey Recreational Sports Center
• Get Doctor’s visits at the Health Center
• Can attend ALL athletic events
• Visit the Dishman Art Museum
• Discounted rates for plays and musicals
• Eat at Cardinal Craze on Thursdays in the Set (must wear LU apparel)
• Utilize the Career Center
• Receive tutorials
• Attend Academic Enhancement Workshops to enhance test taking, note taking, and leadership skills
• Get a University Press newspaper
• Attend movie nights
• Attend Lamar Alive! dances in the Set
• Library access
• Access to create and publish your own web page

When you receive the Cardinal One Card, you MUST activate it through the secure website.
www.LUCardinalOne.com

Upon activation, you must decide how you will receive funds from Lamar University. You may select one of three choices, and you may change your selection through the website at any time. The available choices are:
• Deposit money into an OneAccount with HigherOne. OneAccount is a free FDIC insured, no minimum balance checking account. With this option, your Cardinal One Card can be used as a MasterCard Debit Card for purchases at millions of merchants around the world, including Lamar University.
• Deposit money into your current bank account.

You MUST activate your card and choose an option before you can receive funds from Lamar.
Contact Information: Cardinal One Card Office
Wimberly Student Service Building, Rm. 116
(409) 880-2236

Paying for Courses and Fees

How do I get a copy of my bill, due dates & class schedule?
Bill statements are available online and no longer mailed.
Please visit: http://lamar.edu/portal/
✓ Click on Self-Service Banner
✓ Student Services
✓ Student Account
✓ Statement and Payment History

What are the methods of payment to pay my bill?
✓ Payment may be made by personal check, MasterCard/Discover/AMEX, Web Checks, Cashier’s Checks, Travelers Checks, or currency (exemptions).
✓ All check should be made payable to Lamar University and will be accepted subject to final payment. The University will not accept counterchecks, postdated checks, credit card checks or altered checks.
✓ Excess payments will be refunded to a Cardinal One Card only.
Is there a payment plan available and how do I elect to pay on a payment plan?
✓ Student may enter into the installment program of the University upon verbal or written request.
✓ Students who do not pay in full the tuition and fees will be placed in the installment program if the student has paid at least the amount for the down payment (otherwise classes will be dropped).
✓ The installment program generally requires a 50% down payment with the next 25% due on a certain dates and the final 25% due.
✓ A non-refundable service charge of $20 is assessed for the installment program. A late fee of $15 will be assessed beginning the first day after an installment due date for each delinquent installment payment.

How do I make a payment online?
✓ From the main webpage, http://lamar.edu/portal/.
✓ Login with your preferred username and password.
✓ Select “Account Summary” then To Make a Payment by Credit Card or Electronic Check (Click Here), Then Follow The Steps.

Where do I pay my bill?
✓ All forms of payment at the Cashiering Office during working hours. You may pay your account in the Wimberly Building, Room 114 from 8:00 AM to 5:00 PM, Monday through Friday.
✓ Credit card payments can be made by Web: my.lamar.edu, no credit card payments will be taken via telephone or at Cashier’s window. Debit cards will be taken at the Cashier’s window.
✓ Drop box at Wimberly 114 for check (with student I.D. #) in a sealed envelope. These payments will be considered part of the next business day’s activity if paid after 4:00 p.m. No cash!
✓ Mailed to the Payment Center at P.O. Box 10183, Beaumont, Texas 77710

Saudi Arabian Cultural Mission Sponsored Students
In order to avoid having their classes dropped for non-payment, students who have a financial guarantee from the SACM, must print out a copy of their class schedule at the beginning of each semester they have registered and bring it to:

Third Party Billing
Plummer Room 127
Barbara Wilson: 409-880-8937

Payment by International Wire Transfer
Students whose fees are being paid by their overseas sponsor or family member, should send their sponsor a copy of their bill and the following details if they wish to pay fees by wire transfer:
ABA#111901014
Swift#HIBKUSH1
Bank Account# 9406435440
Student’s Lamar University ID number
Emergency Loans
Students who are unable to pay their first tuition and fees installment due to banking or money transfer issues may fill out an application for an Emergency Loan at the Cashier’s Office. For a fee of $20 this “loan” effectively keeps the student’s classes from being dropped if payment cannot be arranged prior to the non-payment drop date (see university calendar for this semester’s drop dates).

Lamar Electronic Account (LEA)

In order to login to any university computer and to access your lamar.edu email account you will need your LEA username. Your LEA username should have been emailed to the personal email account you used when you applied to the university. If you have lost this email, you will need to contact the IT Helpdesk at x2222. The email also includes instructions on how to login and change your password.

Once you have your LEA account activated you will be able to view your lamar.edu inbox. You are responsible for information sent to this email account, both the university and the International Student Services Office send important emails to this account. If you wish to forward the emails to a personal account, please follow these instructions:

1. Login to your lamar.edu email at https://lu.lamar.edu/
2. On the top right, click on Preferences tab

3. In the left side bar, click on Mail icon

4. Scroll down to Receiving Messages
5. Fill in your alternate email address in the Forward a Copy to field

6. Save Changes

Blackboard
Your instructors may use Blackboard as a tool in teaching their courses. You should be prepared to use Blackboard as a method of submitting assignments and downloading syllabi. You can view login instructions and a user-friendly guide here: http://dept.lamar.edu/cde/cdepages/students.html, just click on “Blackboard Tutorial.”
**Connect-ED System**

The Connect-ED System is used to send out emergency notifications to students, staff and faculty at Lamar University. The system will send those who register a voicemail or email in the event of an emergency situation, such as a hurricane evacuation, university closure due to weather, etc.

**Instructions for updating information for the Connect-ED system**

1. Log into your myLAMAR account.
2. Select the “student services” tab.
3. Select “Update Addresses and Phones” under the Personal info heading to verify that your phone number is correct in our system.
4. At this time, Connect-ED will only dial two phone numbers. We recommend you make one entry a cellular number where you may be reached even if out of the local area.
5. If your information is incorrect, use your Lamar issued email address to contact shana.greer@lamar.edu and include your full name, birth date, and the incorrect and correct information to be updated. You may also call the Records Office for assistance at (409) 880 - 7198.
6. Logout of myLAMAR
# Academic Information

http://events.lamar.edu/academic-calendar-listing.html

## Academic Calendar 2013

### January 2013

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
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</thead>
<tbody>
<tr>
<td>15</td>
<td>Spring non-payment purge after 5pm</td>
</tr>
<tr>
<td>16</td>
<td>Last day to register for the Spring semester without a late fee</td>
</tr>
<tr>
<td>17</td>
<td>Spring semester begins/ Late registration with fee begins</td>
</tr>
<tr>
<td>18</td>
<td>Late registration with fee ends</td>
</tr>
<tr>
<td>21</td>
<td>Martin Luther King, Jr. Holiday</td>
</tr>
<tr>
<td>23</td>
<td>Application for May 2013 graduation begins</td>
</tr>
</tbody>
</table>

### February 2013

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>4</td>
<td>12th Class day/ Spring non-payment purge after 5pm</td>
</tr>
<tr>
<td>4</td>
<td>Last day for full refund on dropped (not withdrawn) courses</td>
</tr>
<tr>
<td>14</td>
<td>20th Class day/ Final Spring non-payment purge after 5pm</td>
</tr>
<tr>
<td>19</td>
<td>Last day to drop/withdraw without academic penalty</td>
</tr>
</tbody>
</table>

### March 2013

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>07</td>
<td>Last day for graduate students to apply/pay for May 2013 graduation</td>
</tr>
<tr>
<td>11</td>
<td>Spring Break: March 11-15</td>
</tr>
<tr>
<td>29</td>
<td>Good Friday – No Classes</td>
</tr>
</tbody>
</table>

### April 2013

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
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<tbody>
<tr>
<td>1</td>
<td>Course schedules available for May Mini/Summer/Fall 2013</td>
</tr>
<tr>
<td>2</td>
<td>Advisement begins for May Mini/Summer/ Fall 2013</td>
</tr>
<tr>
<td>2</td>
<td>Last day to drop or withdraw with academic penalty</td>
</tr>
<tr>
<td>3</td>
<td>Last day for undergraduates to apply/pay for May 2013 graduation</td>
</tr>
<tr>
<td>9</td>
<td>Registration for May Mini/Summer/Fall 2013 begins for special populations</td>
</tr>
<tr>
<td>16</td>
<td>Open registration for May Mini/Summer/Fall 2013 begins</td>
</tr>
</tbody>
</table>

### May 2013

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>2</td>
<td>Last TTH class day for Spring 2013 (no exams or assignments)</td>
</tr>
<tr>
<td>6</td>
<td>Last MWF class day for Spring 2013 (no exams or assignments)</td>
</tr>
<tr>
<td>8-14</td>
<td>Final Examinations</td>
</tr>
</tbody>
</table>
May Mini-Session begins
Spring Commencement: Ceremony will begin at 9:30 am and 1:30 pm
Last day to drop/withdraw for May Mini without academic penalty
Memorial Day Holiday
Last day to drop or withdraw for May Mini with academic penalty

June 2013
Summer I & III non-payment purge after 5pm
May mini Session Final Examinations/ Last day to register for Summer I & III without a fee
Summer I begins (25 class days)/ Summer III begins (50 class days)
Late registration for the Summer I & III with fee begins
Last day to register for Summer I & III with late fee
Application for August 2013 graduation begins
Last day for full refund on dropped (not withdrawn) Summer I & III courses
Last day for graduate students to apply/pay for August 2013 graduation
Last day to drop/withdraw for Summer I without academic penalty
Summer IV non-payment purge after 5pm
Last day to register for Summer IV without a fee
Summer IV begins (25 class days)/ Last registration with fee for Summer IV begins
Last day to register for Summer IV with late fee
Last day for full refund on dropped (not withdrawn) Summer IV courses
Final non-payment purge for Summer I & III after 5pm
Last day to drop/withdraw for Summer I with academic penalty
Last day to drop/withdraw for Summer III without academic penalty

July 2013
Last day to drop/withdraw for Summer IV without academic penalty
Last day for undergraduates to apply/pay for August 2013 graduation
Independence Day Holiday
Last day to register for Summer II without late fee
Late registration with fee for Summer II begins
Summer II non-payment purge after 5pm
Summer I ends/Final exams
Final non-payment purge for Summer IV after 5pm
<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>11</td>
<td>Summer II begins (25 class days)</td>
</tr>
<tr>
<td>11</td>
<td>Last day to drop/withdraw for Summer IV with academic penalty</td>
</tr>
<tr>
<td>15</td>
<td>Last day to register for Summer II with late fee</td>
</tr>
<tr>
<td>16</td>
<td>Summer II non-payment review after 5pm</td>
</tr>
<tr>
<td>16</td>
<td>Last day for full refund on dropped (not withdrawn) Summer II courses</td>
</tr>
<tr>
<td>23</td>
<td>Last day to drop/withdraw for Summer II without academic penalty</td>
</tr>
<tr>
<td>24</td>
<td>Last day to drop/withdraw for Summer III with academic penalty</td>
</tr>
<tr>
<td>31</td>
<td>Final non-payment purge for Summer II after 5pm</td>
</tr>
<tr>
<td></td>
<td><strong>August 2013</strong></td>
</tr>
<tr>
<td>2</td>
<td>Last day to drop/withdraw for Summer II with academic penalty</td>
</tr>
<tr>
<td>17</td>
<td>August Commencement ceremony at 10:00am</td>
</tr>
</tbody>
</table>
Graduate Department Chairs and Contact Information

<table>
<thead>
<tr>
<th>MAJOR</th>
<th>CHAIRMAN</th>
<th>EMAIL ADDRESS</th>
<th>BLDG</th>
<th>EXT NO</th>
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</thead>
<tbody>
<tr>
<td><strong>COLLEGE OF ARTS AND SCIENCES</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Art</td>
<td>Dr. Meeks</td>
<td><a href="mailto:Donna.meeks@lamar.edu">Donna.meeks@lamar.edu</a></td>
<td>Art 100</td>
<td>409-880-8140</td>
</tr>
<tr>
<td>Biology</td>
<td>Dr. Nicoletto</td>
<td><a href="mailto:pfnicoletto@lamar.edu">pfnicoletto@lamar.edu</a></td>
<td>101A</td>
<td>409-880-8256</td>
</tr>
<tr>
<td>Business (MBA)</td>
<td>Dr. Dyson</td>
<td><a href="mailto:jeff.dyson@lamar.edu">jeff.dyson@lamar.edu</a></td>
<td>204G</td>
<td>409-880-8603</td>
</tr>
<tr>
<td>Chemistry</td>
<td>Dr. Bernazzani</td>
<td><a href="mailto:pbernazzani@my.lamar.edu">pbernazzani@my.lamar.edu</a></td>
<td>121CH</td>
<td>409-880-8267</td>
</tr>
<tr>
<td>Criminology</td>
<td>Dr. Wright</td>
<td><a href="mailto:wrightsa@lamar.edu">wrightsa@lamar.edu</a></td>
<td>55 MA</td>
<td>409-880-8538</td>
</tr>
<tr>
<td>English</td>
<td>Dr. Sanderson</td>
<td><a href="mailto:jbsanderson@lamar.edu">jbsanderson@lamar.edu</a></td>
<td>MA22</td>
<td>409-880-8559</td>
</tr>
<tr>
<td>History</td>
<td>Dr. Scheer</td>
<td><a href="mailto:Mary.scheer@lamar.edu">Mary.scheer@lamar.edu</a></td>
<td>200F Archer</td>
<td>409-880-8511</td>
</tr>
<tr>
<td>Nursing</td>
<td>Dr. Curl</td>
<td><a href="mailto:Eileen.curl@lamar.edu">Eileen.curl@lamar.edu</a></td>
<td>MW 233B</td>
<td>409-880-8817</td>
</tr>
<tr>
<td>Public Admin</td>
<td>Dr. Davis</td>
<td><a href="mailto:terri.davis@lamar.edu">terri.davis@lamar.edu</a></td>
<td>201A SBS</td>
<td>409-880-8526</td>
</tr>
<tr>
<td>Computer Science</td>
<td>Dr. Osborne</td>
<td><a href="mailto:Lawrence.osborne@lamar.edu">Lawrence.osborne@lamar.edu</a></td>
<td>57 Maes</td>
<td>409-880-8776</td>
</tr>
<tr>
<td>Mathematics</td>
<td>Dr. Wilkinson</td>
<td><a href="mailto:Marye.wilkinson@lamar.edu">Marye.wilkinson@lamar.edu</a></td>
<td>200B Lucas</td>
<td>409-880-8792</td>
</tr>
<tr>
<td>Psychology</td>
<td>Dr. Smith</td>
<td><a href="mailto:Randolph.smith@lamar.edu">Randolph.smith@lamar.edu</a></td>
<td>203N</td>
<td>409-880-8285</td>
</tr>
</tbody>
</table>

**COLLEGE OF EDUCATION and HUMAN DEVELOPMENT**

<table>
<thead>
<tr>
<th>MAJOR</th>
<th>CHAIRMAN</th>
<th>EMAIL ADDRESS</th>
<th>BLDG</th>
<th>EXT NO</th>
</tr>
</thead>
<tbody>
<tr>
<td>Leadership</td>
<td>Dr. Jenkins</td>
<td><a href="mailto:msjenkins@lamar.edu">msjenkins@lamar.edu</a></td>
<td>204A ED</td>
<td>409-880-8689</td>
</tr>
<tr>
<td>Pedagogy</td>
<td>Dr. Duncan</td>
<td><a href="mailto:baduncan@my.lamar.edu">baduncan@my.lamar.edu</a></td>
<td>202 ED</td>
<td>409-880-8228</td>
</tr>
<tr>
<td>Family and Cons. Sci</td>
<td>Dr. Thompson</td>
<td><a href="mailto:Stewart.thompson@lamar.edu">Stewart.thompson@lamar.edu</a></td>
<td>118 FCS</td>
<td>409-880-8663</td>
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<tr>
<td>Kinesiology</td>
<td>Dr. Boatwright</td>
<td><a href="mailto:jdboatwright@my.lamar.edu">jdboatwright@my.lamar.edu</a></td>
<td>HHPA 63</td>
<td>409-880-8700</td>
</tr>
<tr>
<td>Ed. Leadership (EDD)</td>
<td>Dr. Mixon</td>
<td><a href="mailto:Jason.Mixon@lamar.edu">Jason.Mixon@lamar.edu</a></td>
<td>206B ED</td>
<td>409-880-8676</td>
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**COLLEGE OF ENGINEERING**

<table>
<thead>
<tr>
<th>MAJOR</th>
<th>CHAIRMAN</th>
<th>EMAIL ADDRESS</th>
<th>BLDG</th>
<th>EXT NO</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chemical</td>
<td>Dr. Ho</td>
<td><a href="mailto:Thomas.ho@lamar.edu">Thomas.ho@lamar.edu</a></td>
<td>100L</td>
<td>409-880-8784</td>
</tr>
<tr>
<td>Civil</td>
<td>Dr. Yuan</td>
<td><a href="mailto:Robert.yuan@lamar.edu">Robert.yuan@lamar.edu</a></td>
<td>2000C</td>
<td>409-880-8759</td>
</tr>
<tr>
<td>Electrical</td>
<td>Dr. Myler</td>
<td><a href="mailto:h.myler@lamar.edu">h.myler@lamar.edu</a></td>
<td>2000C</td>
<td>409-880-8746</td>
</tr>
<tr>
<td>Industrial Engr</td>
<td>Dr. Craig</td>
<td><a href="mailto:brian.craig@lamar.edu">brian.craig@lamar.edu</a></td>
<td>2000C</td>
<td>409-880-8520</td>
</tr>
<tr>
<td>Environmental Engr</td>
<td>Dr. Yuan</td>
<td><a href="mailto:Robert.yuan@lamar.edu">Robert.yuan@lamar.edu</a></td>
<td>2000C</td>
<td>409-880-8759</td>
</tr>
<tr>
<td>Mechanical</td>
<td>Dr. Chu</td>
<td><a href="mailto:chuhw@lamar.edu">chuhw@lamar.edu</a></td>
<td>2000C</td>
<td>409-880-8769</td>
</tr>
<tr>
<td>Doctor of Engr</td>
<td>Dr. Zaloom</td>
<td><a href="mailto:Victor.zaloom@lamar.edu">Victor.zaloom@lamar.edu</a></td>
<td>2000C</td>
<td>409-880-8804</td>
</tr>
<tr>
<td>Dean of Engr</td>
<td>Dr. Hopper</td>
<td><a href="mailto:Jack.hopper@lamar.edu">Jack.hopper@lamar.edu</a></td>
<td>2000C</td>
<td>409-880-8741</td>
</tr>
</tbody>
</table>

**COLLEGE OF FINE ARTS and COMMUNICATION**

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<tr>
<th>MAJOR</th>
<th>CHAIRMAN</th>
<th>EMAIL ADDRESS</th>
<th>BLDG</th>
<th>EXT NO</th>
</tr>
</thead>
<tbody>
<tr>
<td>Music</td>
<td>Dr. Gilman</td>
<td><a href="mailto:Gilman.kurt@lamar.edu">Gilman.kurt@lamar.edu</a></td>
<td>104M</td>
<td>409-880-2342</td>
</tr>
<tr>
<td>Speech Path/ Audiology</td>
<td>Dr. Harn</td>
<td><a href="mailto:William.harn@lamar.edu">William.harn@lamar.edu</a></td>
<td>S&amp;H 115</td>
<td>409-880-7655</td>
</tr>
<tr>
<td>Deaf education</td>
<td>Dr. Martin</td>
<td><a href="mailto:Tony.martin@lamar.edu">Tony.martin@lamar.edu</a></td>
<td>S&amp;H 101</td>
<td>409-880-8175</td>
</tr>
</tbody>
</table>
Education in the United States

The following characteristics can help you understand how U.S. cultural values influence behaviors and expectations in the classroom. The value placed on individualism, achievement, importance of time, work ethic and pragmatism are evaluated in the following section.

Characteristics of the U.S. academic environment

The U.S. cultural values listed in the previous section shape the academic environment in the following ways:

1. Active classroom participation is expected.
2. Time pressure is high—often there are many small assignments due each week—and time management is an important skill to develop.
3. Critical thinking must be developed.
4. Independent thinking is highly valued.
5. Presenting ideas concisely in class is expected.
6. Assignments (reading, writing, homework, tests) are numerous.
7. Competition is a common mind-set.
8. Achievement and hard work are highly valued; the finished product is most important.
9. Students must be responsible for themselves.
10. Equality—all students should be treated equally.
11. Informality is normal.
12. Direct and straightforward communication is expected.
13. Friendship is usually based on doing things in common—sports, studying, etc.
14. Combining theory and practice—the practical application of ideas—is emphasized.
15. Problem-solving orientation—“If it’s broken, we ought to be able to fix it!”
16. The scientific method and the use of logical proof are emphasized academically.

Developed by Dr. R.M. Paige and S.L. Smith, University of Minnesota.

Test Taking Tips

Before the test

- Review your notes at least four times a week.
- Form a study group with other classmates.
- Attend review sessions.
- Ask the professor for help. Do not wait until the last minute; plan ahead!
- Do NOT try to cram at the last minute. All-nighters are a waste. Get some sleep.
- Have a positive attitude—do NOT judge how prepared you are by comparing yourself to others.

Multiple Choice Test

- Read the ENTIRE question.
- Eliminate answers that are obviously wrong.
• Change your answer if you find information in another question, or you realize that you misread the question.
• Eliminate similar answers unless “all of the above” is an option.
• Do NOT get hung up on one question. Answer the questions you know well and then go back to work on the others.
• Attempt to answer all of the questions.

Essay Test
• Read the question carefully.
• Outline your response.
• Write your answers clear and concise.

Finals
• Look at the final exam schedule for the time, date, and location of your test. It most likely will not be the same time or place as your normal schedule.
• Final exams are just like any other test. Use the same method to study.
• Start reviewing your notes three to four weeks before the exam. Usually there is a great amount of material covered on the final because they are normally comprehensive.
• Set your alarm clock! Get a good night’s rest and try to relax.

Note Taking Tips
• Sit near the front of the room during class. Concentrate on what the professor is saying.
• Listen for clues such as “the main idea is” or “in conclusion.” Do not be afraid to ask questions.
• Use your own words and not your professors.
• Date and number all pages of your notes.
• Review your notes within 24 hours of taking them.
• Make note cards of ideas you have trouble remembering.

Advisers and instructors: asking for advice
At the University, you will have two main advisers: an international student adviser and an academic adviser. You will also be in contact with professors and instructors. Listed below are the types of questions and concerns that each can address.

INTERNATIONAL STUDENT ADVISER
• Passport, visa, or Department of Homeland Security (DHS) matters
• Legal matters
• University policies, procedures, and services
• Transfers to other schools
• Work permission
• Government or agency scholarships or sponsorship
• Travel outside the United States
• Health Insurance
• Financial problems
• International and intercultural programs
• Academic concerns and problems
• Personal concerns: adjustment; day-to-day living; relationships with family, friends, roommates, etc.
• Social and cultural issues

ACADEMIC ADVISER

• Which classes to take, advice on schedules
• Detailed information on the registration process
• Short- or long-term academic requirements or planning
• Availability of graduate assistantships
• Probation/suspension and help for poor grades
• How to transfer credits
• Majors or minors
• Grading system
• Academic calendar
• Academic terminology

PROFESSORS & INSTRUCTORS

• Course content
• Course schedule, syllabus, requirements
• Exams, papers, and grading
• Advice, assistance in comprehending course material, finding library resources, and assessing your progress

Academic Honesty Policy

Lamar University expects all students to engage in academic pursuits in a manner that is above reproach. Students are expected to maintain complete honesty and integrity in their academic experiences both in and out of the classroom. Any student found guilty of dishonesty in any phase of academic work will be subject to disciplinary action.

23.1 FORMS OF ACADEMIC DISHONESTY. The University and its official representatives may initiate disciplinary proceedings against a student accused of any form of academic dishonesty including, but not limited to, cheating on an examination or other academic work which is to be submitted, plagiarism, collusion, and the abuse of resource materials. Cheating includes:
a) copying, without authorization from the instructor, another student’s test paper, laboratory report, other report, or computer files, data listings, and/or programs;

b) using, during a test, materials not authorized by the person giving the test;

c) collaborating, without authorization, with another person during an examination or in preparing academic work;

d) knowingly, and without authorization, using, buying, selling, stealing, transporting, soliciting, copying, or possessing, in whole or in part, the contents of test or assignment that has not been administered or assigned;

e) substituting for another student, permitting any other person, or otherwise assisting any other person to substitute for oneself or for another student in the taking of an examination or test or the preparation of academic work to be submitted for academic credit;

f) bribing another person to obtain a test not yet administered or information about such; and

g) purchasing, or otherwise acquiring and submitting as one’s own work any research paper or other written assignment prepared by an individual or firm. (This section does not apply to the typing of the rough and/or final versions of an assignment by a professional typist).

Plagiarism shall mean the appropriation of another’s work or idea and the unacknowledged incorporation of that work or idea into one’s own work offered for credit.

Collusion shall mean the unauthorized collaboration with another person in preparing work offered for credit.

Abuse of resource materials shall mean the mutilation, destruction, concealment, theft, or alteration of materials provided to assist students in the mastery of course materials.

Academic work shall mean the preparation of an essay, dissertation, thesis, report, problem, assignment, creative work or other project that the student submits as a course requirement or for a grade.

23.2.1 PROCEDURES. Procedures for discipline due to academic dishonesty shall be the same as in other violations of the Student Code of Conduct (see Student Handbook), except that all academic dishonesty cases shall be considered and reviewed by the faculty member, and if necessary, the Department Chair, Dean, and Provost. The faculty member shall conduct a complete, thorough, and impartial investigation of the charge of academic dishonesty and determine whether

or not the student was responsible for the violation. If the faculty member determines that the student was responsible for the violation, the faculty member may assess an appropriate and reasonable sanction. The student shall be entitled to a written notice from the faculty member of the violation, the penalty, and the student’s right to appeal the determination of dishonesty and/or the sanction imposed. A copy of the faculty member’s notice to the student shall be forwarded to the Provost.
If the student does not accept the decision of the faculty member concerning the determination of dishonesty and/or the penalty imposed, the student may appeal to the faculty member’s Department Chair for review of the case. To do so, the student must submit, in writing, a request for an appeal to the Chair within five working days of notification of the right to appeal. The student shall be entitled to a written notice of Chair’s decision and the student’s right to further appeal.

If the student does not accept the decision of the Chair concerning the determination of dishonesty and/or the sanction imposed, the student may appeal to the Dean for review of the case. To do so, the student must submit, in writing, a request for an appeal to the Dean within five working days of notification of the Chair’s decision. Prior to rendering a decision about an appeal, the Dean may request a review of the case and recommendation from the College’s Student-Faculty Relations Committee. The student shall be entitled to a written notice of the Dean’s decision and the right to further appeal.

If the student does not accept the decision of the Dean, the student may then appeal to the Provost for review of the case. To do so, the student must submit, in writing, a request for an appeal to the Provost within five working days of notification of the Dean’s decision. Before rendering a decision, the Provost shall convene an ad hoc Student-Faculty Relations Committee composed of members from the standing Student-Faculty Relations Committees from the other Colleges to review the case and offer a recommendation. The student shall be entitled to a written notice of the Provost’s decision. The decision of the Provost shall be final.

No disciplinary action against the student shall become effective until the student has received substantive and procedural due process as described above. A copy of the record pertaining to each case shall be forwarded to, reside in, and considered by the Office of the Vice President for Student Affairs where it shall be treated as a disciplinary record as described in the Student Handbook. If additional judicial action is necessary, as in the case of flagrant or repeated violations, the Student Affairs Office shall initiate further action in accordance with the procedures for student discipline as described in the Student Handbook.

23.3 RESPONSIBILITIES OF INSTRUCTORS. Instructors shall take reasonable and necessary precautions, including the careful administration and monitoring of examinations and assignments, to prevent acts of academic dishonesty.

From the Lamar University Catalog 2010-2013.

RESOURCES ON RESEARCH AND WRITING TO HELP AVOID PLAGIARISM

- Consult a publication manual from your discipline, such as the Publication Manual of the American Psychological Association, for specific guidelines on citing the written and spoken work of others.
- Ask in your department if a particular style or publication manual is used in your field.
- Look on the web for software tools for publishing and managing bibliographies.
- Attend thesis workshop
COLLEGE OF GRADUATE STUDIES

All graduate students should read this section, it includes important academic policies and information on thesis submissions. If you have any questions about this following information, please see your graduate advisor or visit/call the College of Graduate Studies, Wimberly Building Room 219, (409) 880-8229.

Website Links

Information on the following webpages are semester specific and will change each semester.

College of Graduate Studies
http://graduatestudies.lamar.edu/index.html

Important Dates and Deadlines
http://graduatestudies.lamar.edu/dates-and-deadlines.html

Graduation Information
http://graduatestudies.lamar.edu/graduation-information.html

Graduation Application
http://graduatestudies.lamar.edu/graduation-application.html

Thesis Guidelines

Scholarship Policies

The Office of Graduate Studies offers $1000 academic competitive scholarships based on recommendations from graduate Department Chairs. Masters/Doctoral students interested in a scholarship must contact their department to see if they qualify. The criteria required by your department may be higher than those set by the Graduate Office. The requirements for the Office of Graduate Studies are as follows:

1. Students who are awarded scholarships must be fully accepted into a graduate program, must be in good academic standing, and must be enrolled full-time (9 hours) in the Fall and Spring semesters.
   *No student will be extended an additional scholarship if their grade point average is below 3.0 or if they fail to meet any other condition of their current year scholarship.*

2. Students who begin a scholarship in the Spring semester must be enrolled as full-time students and must enroll in a minimum of 6 credit hours in the Summer.

3. Non-thesis master’s students in programs requiring 39 or fewer credits will receive at most two one thousand dollar scholarships. All thesis master’s students and non-thesis master’s
students in programs requiring 40 or more credits will receive at most three one thousand dollar scholarships.

4. Students enrolled in thesis courses are not required to meet the minimum credit hour requirement for a scholarship.

5. Students may enroll for fewer than 9 hours during a long semester or 6 hours during a summer term but must provide the Graduate Dean with a signed one-time reduced course load memorandum from the Department Chair verifying approval. Please note that a student is only eligible for one Reduced Course Load while on scholarship throughout their academic career. International students may only enroll for a reduced load in their graduating semester.

6. Students removed from the scholarship list for any reason may submit to the Graduate Dean a letter of appeal that must be accompanied by a letter of support from the student’s Department Chair. The final decision is made by the Graduate Dean.

*Out-of-State students receiving a Non-Resident Tuition Waiver must receive the full $1000 scholarship to be in compliance with Texas Higher Education Coordinating Board regulations.*

7. The Graduate Office will not submit Tuition Waivers after the 12th class day of the semester.

Probation/Suspension Policy

1. Minimum Academic Performance. A graduate student with a cumulative grade point average (CGPA) of 3.0 or higher is in good standing. A student with a CGPA below 3.0 will be placed on probation, suspended, or expelled.

2. Probation. Students with full graduate admission status who fail to achieve and maintain a CGPA of 3.0 at the completion of 9 semester hours of graduate enrollment will be placed on academic probation (P1). A P1 student who earns a grade point average (GPA) of at least 3.25 on all graduate courses in the next enrolled semester and whose CGPA is below 3.0 will be placed on (P2) probation. A P1 student who fails to earn a 3.25 GPA in the next enrolled semester and whose CGPA is less than 3.0 will be suspended. Students on probation may enroll in courses but may not apply for admission to candidacy or for graduation. The probationary status applies whether or not the student receives a letter of notification from the Graduate Office.

3. Suspension. A graduate student who has been placed on (P2) probation and who fails to raise his/her CGPA to at least 3.0 in the next enrolled semester will be suspended. Suspended students may enroll in graduate courses in the summer and undergraduate courses during spring, fall, or summer semesters; however, students must receive recommendation from their department chair, college dean, and approval from the graduate dean in order to enroll. Undergraduate grades are not used in the computation of the graduate CGPA. Suspension for the fall semester may be removed if the student raises the graduate CGPA to at least 3.0 during the summer term. The first academic suspension (S1) shall be for one long semester (fall or spring). A graduate student who has been suspended (S1) and who fails to raise his/her CGPA to at least 3.0 in the next enrolled semester will be suspended again (S2) and the second suspension (S2) will be for two long semesters. An S2 student who fails to raise the CGPA to 3.0 or higher in the next enrolled semester will be expelled.
4. **Transfers to New Major Departments by Students on Probation/Suspension.** Suspended students may be admitted to another department only after they have completed their suspension, provided that they meet the admission standards of the new graduate major. Students on probation may transfer to a different graduate program with the approval of the chair of the new program but will remain on probation and must raise their overall CGPA to at least 3.0 within the next 9 semester hours of graduate course work. A student on probation may transfer to a new major department only once.

5. **PB and PG Students and Probation/Suspension.** Post-baccalaureate and Pre-Graduate students taking graduate course work are not subject to probation or suspension until they have been admitted to the graduate college and a graduate degree program.

6. **Grades Earned in Deficiency, Leveling, or Background Courses.** A CGPA of 3.0 must be maintained for all undergraduate courses assigned as deficiency, leveling, or background courses by the student's major department. If the GPA earned on these courses is below 3.0, additional undergraduate courses will be required or courses with grades of C or lower will be repeated until the GPA earned on all deficiency, leveling, or background courses is 3.0 or higher. Such courses must be repeated if grades of "D" or less are received.

7. **Additional Departmental Regulations.** A department, with approval from the appropriate academic dean, may require its majors to meet additional standards with regard to probation, suspension, and expulsion. These may be found in the appropriate departmental section of this catalog.

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**Thesis Submission Steps**

The guidelines below specify directions for graduate students who are submitting a thesis or a dissertation in partial fulfillment of degree requirements. **The guidelines herein take precedence over those in the style manuals required by departments.** Students should consult their supervising professors as to the required style manual for their individual programs. It is important that you visit the following link to ensure that you follow specific instructions outlined in the guidelines.

## COLLEGE OF GRADUATE STUDIES

### SCHEDULE AND PROCEDURES FOR ALL GRADUATE STUDENTS

#### NEW INTERNATIONAL STUDENTS:

<table>
<thead>
<tr>
<th>ACTION</th>
<th>TIME</th>
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<tbody>
<tr>
<td>Must attend International Orientation</td>
<td>Mid-August or Early January</td>
</tr>
<tr>
<td>Consult graduate advisor for course selection</td>
<td>Advising period or registration period for each semester.</td>
</tr>
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</table>

#### ALL STUDENTS:

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<thead>
<tr>
<th>ACTION</th>
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<tbody>
<tr>
<td>File application for Admission to Candidacy (G-2 form) in office of major department.</td>
<td>After completion of 12 graduate semester hours AND after removing all course/grade point deficiencies. Form must be filed prior to beginning final 9 semester hours.</td>
</tr>
<tr>
<td>Departmental recommendation for Admission to Candidacy (G-3 form) sent to Graduate College.</td>
<td>No student action required; student notified of admission by Graduate College. Department must file form prior to student’s final 9 semester hours.</td>
</tr>
<tr>
<td>Apply for graduation through self-banner account</td>
<td>You must first contact your Department to notify you are scheduled to graduate</td>
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#### NON-THESIS STUDENTS:

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</table>
| Take written comprehensive exams administered by major department.    | Spring: First Thursday in November  
|                                                                        | Spring: First Thursday in April  
|                                                                        | Summer: * Last Monday in June |

*Written comprehensive examinations will be given only once during the summer; on the last Monday of the first Summer term. If this date conflicts with the July 4 holiday, the examinations will be given on the last Monday in June. For specific dates, please refer to the Graduate Studies Website [http://graduates.lamar.edu/](http://graduates.lamar.edu/)

#### THESIS STUDENTS:

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<th>ACTION</th>
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<tbody>
<tr>
<td>Attend a Thesis/Dissertation Workshop</td>
<td>For time and place, please refer to the Graduate Studies Website <a href="http://graduates.lamar.edu/">http://graduates.lamar.edu/</a></td>
</tr>
<tr>
<td>Submit via email a final copy of thesis in Microsoft Word format to <a href="mailto:lugradstudies@lamar.edu">lugradstudies@lamar.edu</a></td>
<td>For the deadline, please refer to the Graduate Studies Website <a href="http://graduates.lamar.edu/">http://graduates.lamar.edu/</a></td>
</tr>
<tr>
<td>Take oral examination.</td>
<td>At least 10 days before scheduled graduation.</td>
</tr>
</tbody>
</table>
Graduate Forms

G-1  Originates from Graduate Admissions to the department to admit a student into a graduate program.

G-2  Student Application for Admission to Candidacy for Master’s Degree - Student completes and submits to their department after completing a minimum of 12 semester hours of graduate study and before their last 9 hours.

G-3  Application for Admission to Candidacy for Master’s Degree - The departmental chair or designated graduate advisor submits a recommended degree plan to Graduate Dean by filing the G-3 prior to student completing last 9 hours.

G-5  Schedule for Oral Examination - Schedules an oral defense and must be submitted at least 10 days prior to the date for the oral examination.

G-6  Transfer Credit - With the approval of the chair of the major department and the graduate dean, a student may transfer up to six semester hours of graduate work completed at another accredited institution. Only courses with grades of A or B or S (satisfactory) which were accepted as graduate credit at the institution where the work was taken may be considered for graduate transfer. Transfer credits must have been completed within the previous six years. Transcripts of work to be transferred must be filed with the LU Registrar’s Office prior to filing this form.

G-7  Comprehensive Written and/or Oral Examination - This form is used for reporting the results of comprehensive written and/or oral examinations. A student registers for the comprehensive examination by applying for graduation at the Graduate Studies Office.

G-11 Request of Undergraduate Student to Enroll in Graduate Course - An undergraduate student within 12 semester hours of graduation may take a maximum of six semester hours of graduate courses which may be applied toward a master’s degree after the completion of the bachelor’s degree. Graduate courses completed under this provision may not be applied toward an undergraduate degree.

G-15 Request to Change Graduate Student’s Program or Committee

G-16 Change of Graduate Major - Student completes section 1 and meets with Chair of current department for advisement and signature. Student submits form to Graduate Office for completion of section 3. Graduate Office submits form to Chair of intended new department for acceptance recommendation and then to Graduate Dean for approval.

To download forms from the Graduate Studies website go to: http://dept.lamar.edu/graduatestudies/currentGS.htm.
Lamar University International Student Services

Business Hours: 8:00 a.m. – 5:00 p.m., Monday to Friday
Mailing Address: P.O. Box 10078, Beaumont, TX 77710
Courier Address: 211 Redbird Lane, Beaumont, TX 77710
Website: www.lamar.edu/international
Email: international@lamar.edu
Telephone: 409-880-8356
Fax: 409-880-8414

OFFICE OF INTERNATIONAL STUDENT SERVICES & RECRUITMENT

Michael Jiang
Director of International Student Services and Recruitment
michael.jiang@lamar.edu

Marie Graham
Coordinator of International Student Services
Marie.graham@lamar.edu

Linda Jackson
Student Services Assistant
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OFFICE OF GRADUATE STUDIES

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Niki Contreras
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Amanda DeLaCruz
Executive Assistant
Amanda.delacruz@lamar.edu
Maintaining Status

It is extremely important for a nonimmigrant to maintain his or her status while in the United States. Failure to maintain the terms and conditions of nonimmigrant status is a ground for removal from the United States (deportation) under INA § 237 (a)(1)(C)(i).

- Must have a valid Passport.
- Must have a valid SEVIS I-20.
- Attend the school which you are authorized.
- Enroll in full course of study:
  - Undergraduate: 12 semester hours in each Fall and Spring 4 semester hours in each Summer session
  - Graduate: 9 semester hours in each Fall and Spring 3 semester hours in each summer session
  - Summer: INS does not require you enroll in summer sessions. However, your major department may require you to—especially if you are receiving financial assistance.

- Report a change of address to the DSO within 10 days of the change, so that SEVIS can be updated.
- Abide by the rules requiring disclosure of information and prohibition on criminal activity.
- Do not work, either on or off-campus, unless specifically authorized by the PDSO.

*You must have a valid SEVIS I-20 and Passport at all times!!

Notes
Change of Address

Although F-1 students had always been required to update INS within 10 days of an address change like any other aliens, the events of September 11, 2001 resulted in a renewed interest on the part of the government in enforcing this requirement. So, it is by Federal Regulations that F-1 students must inform the International Office located in the Wimberly Building, Room 118 of any change of address, within 10 days of change.

- Must fill out a Form AR-11

*Please note that if you change your address in Lamar University’s Banner system, you are still required to inform the International Student Services Office of your address change within 10 days of the change.

Notes

____________________________________________________________________________________

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____________________________________________________________________________________
Dependent SEVIS I-20

The spouse and unmarried minor children of an F-1 student may accompany the student to the United States or follow to join the student at a later date. The dependent family member will be admitted in F-2 status provided they establish to the satisfaction of the consular officer and the immigration officer at the port of entry that they have sufficient funds to cover their expenses or that other arrangements have been made to provide for their expenses.

Application procedure: The F-1 student must submit the following official documents to the International Student Service Office for a dependent(s) SEVIS I-20 to be issued:

- F-1 Dependent Application
- F-1 Passport
- F-1 SEVIS I-20
- Marriage certificate for the spouse
- Birth certificate for each child
- Passport biographical page for each dependent
- Dependent biographical Application
- Financial Statement
  - Graduate: $25,946.00  Undergraduate: $28,146.00
  - Spouse: $4,080.00  Each Child: $2,896.00

*The financial statement must be original, currently dated, shows US funds, and the amount must be above the minimum amount for the F-1 student.*

Notes
Change of Major

New international students may begin the process of changing majors during the first semester but may not actually make the change until their second semester.

Students on academic probation may transfer to a different graduate program with the approval of the chair of the new program but will remain on probation until GPA is 3.0 or better. Student on academic suspension may be admitted to another graduate program only after they have completed their suspension.

Credit from former graduate majors may be applied toward the new degree only with the approval of both the new department chair and the graduate dean. When such transfer credits are applied toward the new degree, they must be part of the new degree’s accepted degree plan or substantially equivalent to courses usually required for the degree. When this is not the case, graduate credits may be transferred only when the new degree plan calls for an equivalent increase in the normal number of hours required to complete the degree. For instance, a student with 12 semester hours of non-equivalent credits would need 48 semester hours to complete a 36 semester hour degree plan.

*Students wishing to change majors must fill out a Change of Major Form located on the website www.lamar.edu/international under the “Current Students” tab. Then submit your request in Wimberly Building, Room 118.

Notes

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Traveling Outside the U.S.

Federal law requires international students to be in attendance while school is in session. Lamar University defines school to be in session from the first day of class until the student’s last final exam during any regular semester.

Whenever F-1 students wish to leave the United States temporarily and return to continue studies at the institution in which they are enrolled, they must secure the necessary documents to permit entry to another country, and permit re-entry to the United States.

Like the United States, other countries have rules and restrictions on who can enter their country, and how. F-1 students who wish to visit their country of citizenship or permanent residence generally will be allowed to enter that country if they hold a valid passport or other travel document issued by that country. For travel into any country other than the home country, students must check with the Embassy of the country they would like to visit to inquire about specific entry procedures.

In order to reenter the U.S. after a temporary absence of 5 months or less, an F-1 student must have the following documents:

- A valid passport
- A valid F-1 visa
- PDSO’s signature on the form I-20 from the school they are attending
- Each certification signature on the endorsed SEVIS I-20 is valid for one year.

*Please, turn in your SEVIS I-20 for traveling 7-10 days prior to traveling. Students are encouraged not to purchase or finalize travel arrangements prior to receiving approval to travel from the International Student Services Office (ISSO).

*Students on a F1/J1 visa and their dependents are required to complete the travel request form. This form must be submitted to the ISSO with the current SEVIS I-20 for the travel endorsement prior to leaving the U.S.

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Program Extensions

An F-1 student who is currently maintaining status and making normal progress toward completing his or her educational objective, but who is unable to complete his or her course of study by the program end date on the Form I-20, must apply for a program extension.

*The student must apply for a program extension before the end date on Form I-20, and must present the following documents to the International Student Services Office:

- Program Extension Biographical Application
- Current Form I-20
- Passport
- I-94 Arrival/Departure Card
- Financial Statement—must be an original currently dated document showing US dollars
  - Graduate: $25,946.00
  - Undergraduate: $28,146.00
  - Spouse: $4,080.00
  - Each Child: $2,896.00
- Written documentation from your academic advisor (or department chair) which verifies the reason for the delay and includes a new date for completion of studies.
- Written documentations stating any financial assistance.

*Students wishing to apply for Program Extension must fill out a Program Extension Application Package located on the website www.lamar.edu/international under the “Current Students” tab. Then submit your completed package in Wimberly Building, Room 118.

Notes
Reinstatement

The Houston District Department of Homeland Security (USCIS) Director may consider reinstating an F-1 student who makes a request for reinstatement on Form I-539, Application to Extend/Change Nonimmigrant Status, accompanied by a properly completed SEVIS Form I-20 indicating the DSO’s recommendation for reinstatement. The district director may consider granting the request if the student:

- Has not been out of status for more than 5 months at the time of filing the request for reinstatement
- Does not have a record of repeated or willful violations of SEVIS regulations
- Is currently pursuing, or intending to pursue, a full course of study in the immediate future at the school which issued the Form i-20
- Has not engaged in unauthorized employment
- Is not deportable on any grounds other than section 237 (a) (1)(B) or (C)(i0 or the Act
- Establishes to the satisfaction of the service, by a detailed showing, either that:
  o The violation of status resulted from circumstances beyond the student’s control.
  o The violation relates to a reduction in the student’s course load that would have been within a PDSO/DSO’s power to authorize, and that failure to approve reinstatement would result in extreme hardship to the student.

*Students needing to apply for Reinstatement must fill out a Reinstatement Application Package located on the website [www.lamar.edu/international](http://www.lamar.edu/international) under the “Current Students” tab. Then submit your completed package in Wimberly Building, Room 118.*

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38 | P a g e
Reduced Enrollment

In general, permission to register for less than full time should occur rarely in a student’s career. By immigration law, the international student should be full time during each Spring and spring semesters.

A student who drops below a full course of study without the prior approval of the DSO will be considered **Out of Status.** It is the responsibility of the student to maintain a full course of study in order to comply with his/her nonimmigrant status.

Regulations for reduced enrollment:

- Consult with the DSO and receive approval before reducing below minimum required hours.
- Hospitalized for an extended period because of an accident. Providing you have supplied the required documentation, you will not be considered out of status. In the case of an illness or medical condition, an F-1 student may be authorized to reduce course load for a period up to 12 months. A student who is unable to resume a full course of study within the time limits will either have to leave the U.S. and reapply when he or she is able to resume a full course of study, or change to a more appropriate non-immigrant classification to continue medical treatment in the U.S.
- Academic difficulties—during the course of study within one program level, an F-1 non-immigrant can only be authorized on one occasion to reduce his/her course load due to academic difficulties, and must resume a full course at the start for the next available semester. This rule also includes improper course level.

*Failing a course is not a valid reason to be below hours.*

*DO NOT drop below a full course of study without the prior approval of the DSO or you will be considered Out of Status!!*
Important reminders

- Maintain full course load
- DO NOT drop/withdraw courses before prior approval from the DSO
- Report change of address to the International Student Services Office within 10 days of change
- Refrain from Off-campus employment, unless authorized by the DSO
- Keep your Passport and I-20 valid
- If traveling outside the U.S., always apply for travel endorsement at least seven (7) days prior to departure
- Let us help you with any problems or concerns you may have prior to doing something that may not look OK.
International Students

SEVIS Fact Sheet

Maintaining Your Immigration Status While A Student Or Exchange Visitor

The United States welcomes international students and exchange visitors who come to study in our nation. While you’re enjoying your time in America, it is very important that you understand and comply with the requirements governing your stay to ensure that you don’t jeopardize your immigration status.

By maintaining immigration status and keeping school administrators and sponsoring officials well informed, students and exchange visitors residing in America have the opportunity to benefit from the outstanding academic and cultural programs of the United States.

Failing to maintain your status could result in serious consequences and may affect your ability to remain in or return to the United States. If you’re an international student or exchange visitor studying in the United States, know your responsibilities.

Register With The Student And Exchange Visitor Information System (SEVIS)

SEVIS is the computerized system that collects and maintains information on the current status of non-immigrant students, exchange visitors, and their dependents during their stay in the United States.

Work with your designated school officials or exchange visitor responsible officers to ensure that your data in SEVIS is accurate and updated. In addition, these officials can help you better understand the requirements governing your immigration status and help you avoid making choices that might jeopardize your status.

Understand The Importance Of Maintaining Your Status

It’s important for students and exchange visitors to understand the concept of immigration status and the consequences of violating that status. Being aware of the requirements and possible consequences will make it more likely that you can avoid problems with maintaining your status.
Every visa is issued for a particular purpose and for a specific class of visitor. Each visa classification has a set of requirements that the visa holder must follow and maintain. Those who follow the requirements maintain their status and ensure their ability to remain in the United States. Those who do not follow the requirements violate their status and are considered “out of status.”

Failure to maintain status can result in arrest, and violators may be required to leave the United States. Violation of status also can affect the prospect of readmission to the United States for a period of time. Most people who violate the terms of their status are barred from lawfully returning to the United States for years.

**Recognize and Avoid Status Violations**

By violating the requirements that govern your immigration status, you may jeopardize your ability to remain in the United States as a student or exchange visitor. Examples of violations include the following:

- Failure to enroll by the date specified by your school or exchange visitor program.
- Unauthorized employment during your stay.
- Failure to leave the United States following completion of your course, exchange visitor program, or program-related employment.
- For academic students (visa category F-1): Failure to maintain a full course load without prior authorization for a reduction from your designated school official.

Please note that this is not a complete listing of potential status violations. Check with your designated school official or exchange visitor responsible officer for more information.

*Note: Non-immigrant students or exchange visitors who Spring out of status for reasons beyond their control may be eligible to apply for a reinstatement of status. The student or exchange visitor must work with the school or program official to determine if reinstatement is an option.*

SEVIS was established as part of ICE’s objective to restore integrity to the immigration system. By more effectively managing status information on international students and exchange visitors in the United States, SEVIS plays a key role in ICE’s homeland security mission while ensuring that all eligible international students and exchange visitors can experience the benefits of America’s exceptional schools, educational programs, and cultural opportunities.
Employment

On-Campus Employment

F-1 students are permitted to work 20 hours per week while school is in session, on the premises of the school that issued their currently valid I-20, while they are attending that school and maintaining their F-1 status.

On-campus employment may be full-time during vacation periods for student who are eligible and intend to register for the subsequent academic term.

If you would like an on-campus job, you should first inquire with your academic department to see if they have any openings. Departments usually hire students who are enrolled in their own degree program(s). If your department does not have any openings visit the Career and Testing Center in Galloway 102 or call (409) 880-8884. Alternatively, you can view openings on campus and resume tips on the Student Employment Center webpage: http://dept.lamar.edu/careerandtestingcenter/student_employment_center.html

Economic Hardship

This F-1 employment benefit is intended to address situations where a financial need beyond the student’s control arises, which was unforeseen at the time the student applied to the school he/she is currently attending and after all other potential employment opportunities have proven to be insufficient.

Examples of unforeseen economic hardship include “loss of financial aid or on-campus employment without fault on the part of the student, substantial fluctuations in the value of currency or exchange rate, inordinate increases in tuition and/or living costs, unexpected changes in the financial condition of the student’s source of support, medical bills, or other substantial and unexpected expenses.”

Eligibility & Characteristic Requirements

- Must have been in F-1 status for at least one full academic year. Must prove to USCIS that employment is necessary due to economic hardship caused by circumstances beyond his/her control that arose after obtaining F-1 status.
- Granted by USCIS in increments of one year at a time; authorization ends if a student transfers schools.
- Limited to 20 hours per week while school is in session; can be full-time during official school breaks
- Can be any job. Does not have to be related to course of study
- Does not have to have a job offer of employment
- Use of this employment category does not count towards the 20-hour on-campus maximum, nor does it affect eligibility for practical training.
- Must apply for EAD from USCIS after the DSO updates SEVIS with recommendations.

_Students wishing to apply for employment based on economic hardship must fill out an Economic Hardship Application Package located on the website [www.lamar.edu/international](http://www.lamar.edu/international) under the “Current Students” tab. Then submit your completed package in Wimberly Building, Room 118._

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Curricular Practical Training (CPT)

The regulations state that a student may participate in a "curricular practical training program" that is "an integral part of an established curriculum" and "directly related to the student's major area of study." CPT is defined as "alternate work/study, internship, cooperative education, or any other type of required internship or practicum which is offered by sponsoring employers through cooperative agreements with the school."

Curricular Practical Training is granted directly by the DSO through an update to a student's SEVIS record and by providing an updated SEVIS I-20 annotated on page 3 with the grant of CPT. Students interested are required to apply by completing and submitting the CPT application to the International Student Service Office.

*Additional information including the CPT application and instructions for submitting your request to the International Student Service Office (ISSO) may be found on our website at: http://dept.lamar.edu/International/CurrentStudents.aspx

Notes
Optional Practical Training

Optional practical training (OPT) is defined in the regulations as "temporary employment for practical training directly related to the student's major area of study."

The basic OPT application process consists of a DSO recommendation in SEVIS, the production of a new Form I-20, and the student's filing of Form I-765 with fee, the OPT I-20, and other supporting documentation with USCIS. To submit the OPT request, students are required to complete the Optional Practical Training application and submit along with supporting documents to the ISSO for recommendation.

*Additional information including the OPT application and instructions for submitting your request to the International Student Service Office (ISSO) may be found on our website at:

http://dept.lamar.edu/International/CurrentStudents.aspx

Notes
17 Month STEM OPT Extension

F-1 students approved for standard post-completion optional practical training based on a bachelor's, master's, or doctoral degree in a STEM (science, technology, engineering, mathematics) field that appears on the DHS STEM-Designated Degree Program List at http://www.ice.gov/doclib/sevis/pdf/stem-list-2011.pdf can apply to USCIS for a one-time 17-month extension of post-completion OPT (for a total eligibility of up to 29 months).

To be eligible for the extension, the student's employer must be registered in E-Verify and must agree to report to the DSO when the student is terminated or leaves employment. The student must apply for the STEM OPT extension before their standard period of post-completion OPT expires, and must also agree to make periodic reports to the DSO.

*Additional information including the OPT Extension application and instructions for submitting your request to the International Student Service Office (ISSO) may be found on our website at: http://dept.lamar.edu/International/CurrentStudents.aspx

Notes
Social Security Numbers

All employed students are required to have a Social Security number. Application forms may be obtained from the Social Security Administration, 3260 Eastex Freeway, 839-2613. Applications must be presented in person to the Social Security Administration (with passport and immigration documents).

Please note: It is a good idea to apply for a Social Security number for children born in the United States. For details about getting a Social Security number and other important documents for children born in the U.S., contact the Social Security Administration.

1st Step—Submit the following documents to the International Student Service Office:

- Letter from the hiring department
  - Must be on letterhead
  - Must show how many hours you will be working
  - How much they will pay you
- Submit request (5-10 days processing time)
- We will email you when your request is processed

2nd Step—Submit the following documents to the Social Security Administration:

- Letter from the International Student Service Office stating that you have on-campus employment
- Original hiring department’s employment letter
- Birth Certificate
- Passport
- Form I-20
- Form I-94 Arrival/Departure Card
- Any other related immigration documents
- You will be required to complete additional forms at the Social Security Office

3rd Step—Your social security card will be mailed directly to you within 3 to 14 weeks of your application

4th Step—Submit a copy of your card to the International Student Service Office and to your hiring department.

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48 | Page
Taxes

It is important for you to remember that you are responsible for assessing and meeting your tax obligations. If you are from a treaty country and your tax treaty exemption expires, if you change status, or if any other action may change your tax liability, you should contact your supervisor immediately to change your tax withholding as necessary. There are at least six kinds of taxes to be paid in the United States:

1) Federal (United States) taxes on income.
2) State and local (some states do not have any) taxes on income.
3) Federal Social Security (also called FICA) taxes on income.
4) City and county taxes on personal property.
5) City, county, and state taxes on purchases of consumer goods.
6) Professional and business taxes.

U.S. tax laws are complex and vary according to treaty agreements between the U.S. and other countries. As a rule, international students employed in the U.S. are required to pay federal, state, and local taxes. You should obtain a free copy of IRS publication 519, "US Tax Guide for Aliens." Call (800)424-3676 for your free copy. For questions concerning your tax liability, call or write to the Internal Revenue Service, 200 North High Street, Columbus, Ohio 43215, and (800)424-1040.

Filing Your Taxes

Dr. Howell Lynch provides free tax assistance to international students.
Lamar University
Galloway Building, Room 235
Phone: (409) 880-8610

Services Provided:
1. Preparation of form 1040NR or 1040NR-EZ
2. Request for refund of social security tax withheld, where appropriate

Caution: DO NOT take advice from your friends! See an expert!!

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Good Neighbor Scholarship Program (GNSP)

Program Purpose
To provide assistance for tuition to students from other nations of the Western Hemisphere (other than Cuba).

Where may the awards be used?
This scholarship is a 12 month award, and is limited only to Texas public colleges and universities.

How much can be awarded?
One year of tuition (Fall, spring, and summer).

To be eligible for a Good Neighbor Scholarship, a student must:

- Be a bona fide native-born citizen and resident of one of the following eligible countries:

  Argentina  
  Antigua and Barbuda  
  Bahamas  
  Barbados  
  Belize  
  Bolivia  
  Brazil  
  Canada  
  Chile  
  Colombia  
  Costa Rica  
  Dominica  
  Dominican Republic  
  Ecuador  
  El Salvador  
  Granada  
  Guatemala  
  Guyana  
  Haiti  
  Honduras  
  Jamaica  
  Mexico  
  Nicaragua  
  Panama  
  Paraguay  
  Peru  
  Saint Kitts and Nevis  
  St. Lucia  
  St. Vincent and the Grenadines  
  Suriname  
  Trinidad and Tobago  
  Uruguay  
  Venezuela

- Have resided in the American Hemisphere for a period of at least five years
- Demonstrate that he/she is scholastic qualified for admissions are is in good academic standing at Lamar University
- Not hold dual citizenship with the United States
- Not be a member of the Communist Party
- Must be in lawful (legal) status with Immigration & Naturalization Service
- Must be recommended for a scholarship by an eligible institution
Campus Facilities and Student Life

Student Affairs

The Division of Student Affairs provides services and programs to enhance the educational opportunities of students and enrich student life on campus.

The Division includes the Setzer Student Center, Student Health Center, Residence Life, University Food Service, Student Publications, the Career Center, Recreational Sports, University Bookstore, the Montagne Center and the Student Government Association. The Vice President for Student Affairs, the Associate Vice President for Student Affairs and the Coordinator for Student Development and Leadership Programs are located in the Office of Student Affairs, 115C Wimberly Building. The office of the Assistant Vice President for Student Affairs is located in Setzer 212-B.

Student Affairs provides leadership in the formulation and administration of policies and procedures related to student life and to the rights and responsibilities that accompany student citizenship in the University community. The Student Conduct Code as well as other important information pertaining to student life is included in the Student Handbook. Significant sections in the handbook and other university publications clearly describe Lamar University’s policies regarding such subjects as absence, AIDS, non-discrimination, drug-free schools, the Buckley Amendment, residency, hazing, sexual harassment, student’s right-to-know and campus security. It is the student’s responsibility to know established University policies and procedures that are contained in the Student Handbook and to comply with them. The Student Handbook is available online on the Office of Student Affairs web page at http://dept.lamar.edu/International/CurrentStudents.aspx

Campus Facilities

Cardinal Village

At Cardinal Village you’ll enjoy apartment living with a private bedroom in a furnished unit that is equipped with the necessities of college life: mini-refrigerator, microwave, computer desk, telephone outlets in every room, cable TV ready, and easy connectivity to the University’s network. Beyond your door, you’ll find all the amenities that help make Cardinal Village more than a place to live — a place you’ll be glad to call home. Cardinal Village offers community centers, study areas, meeting rooms, fitness centers, swimming pool, on-site laundry facilities, basketball and volleyball courts, social lounges, and ample parking. On-site management and maintenance, controlled card access entry, security monitoring and fire alarm and sprinkling systems add to your safety. Visit the website at: http://beacardinal.lamar.edu/housing

Career and Testing Center

The Career and Testing Center provides a full range of academic testing in addition to information on campus and external job openings and internships. The center provides valuable workshops and advice
on career and job-search related topics. The center is located on the ground floor of the Galloway Building, you can view their website here: http://dept.lamar.edu/careerandtestingcenter/

Dining Facilities
There are several dining options available, on and off campus. The University has one dining hall, two snack bars, and a pizza parlor where students can eat. The main dining hall offers several options and different cuisines at each mealtime. To view the menu and other information, go to: http://www.dineoncampus.com/bigred/

A snack bar located in the Setzer Student Center offers pizza, Mexican food, sandwiches, and a salad bar. A snack bar is also located in the Beeson Building on the LIT campus.

Mail Center
The University Mail Center is a full service federal postal facility where mail is delivered twice daily. The center is a convenient place to pick up and drop off your federal and express courier mail or parcels. View their website at: http://dept.lamar.edu/mailcentre/

Mary and John Gray Library
The Library collection exceeds 1,000,000 volume-equivalents, including microforms. The subscription list includes 1,900 current periodicals. The library is a selective depository for state and federal documents. Resources beyond the collections may be located through library participation in consortia and library networks.

Students, faculty, and staff use computer terminals to locate titles in the on-line catalog. Reference librarians offer computer database search services and commercial databases. Students may search selected databases at no cost. Internet and e-mail access is also available to students. A service-oriented library staff provides assistance in the use of reference materials, documents, special collections, and instructional media.

The library provides rooms for group study, and there is a book-return slot located at the front of the building for use when the Library is closed. Coin-operated copy machines are available. The University ID card serves as an individual's library card. Library hours are posted and are available by a recorded message by dialing 880-8117. Or you may visit the website at: http://library.lamar.edu/

Note: To borrow material and to use some services requires a valid Lamar ID. Fines are imposed if materials are returned after the due date.

Services for Students with Disabilities
The Office of Services for Students with Disabilities (SFSWD) offers a variety of services designed to assist students with disabilities (SWD) in becoming full-participating members of the university community. Documentation of disability is required to receive accommodations/academic adjustments/services. Persons with disabilities should notify the Director of SFSWD prior to registration in any university program. A meeting between the student (SWD) and SFSWD Director will be arranged in order to assign appropriate accommodations/academic adjustments/services. Contact SFSWD as early as possible to discuss reasonable accommodations: 409-880-8347 TTY / Voice
Some of the services of SFSWD include:

- Academic Adjustments
- Physical Access
- Assistive Technology
- Priority Registration
- Sign Language Interpreters

**Student Health Center**
If you are not feeling well, have a minor injury or are experiencing depression or other psychological difficulties, the on campus Student Health Center provides care administered by a physician, nurse practitioner or mental health counselor. The center provides basic care for all enrolled students while the university is in session. You can visit their website here: [http://dept.lamar.edu/healthcenter/](http://dept.lamar.edu/healthcenter/) or you can view more details about their services in the Health and Safety section of this handbook.

**Setzer Student Center**
The Setzer Student Center ("SSC" or "The Set") is the center of campus activities at Lamar. The Setzer Student Center houses several types of facilities, which meet the varying needs of all students. You can view their website here: [http://lamar.orgsync.com/About](http://lamar.orgsync.com/About)

- **Ballroom** - This room is used for dances, films, banquets, speakers, and large meetings. It is located on the 1st floor.
- **Game Area** - This area contains pool tables, electronic games, and card tables. Game areas are located on the 1st and 2nd floors.
- **TV Room** - A color television enables students to view their favorite programs. It is located on the 2nd floor.
- **Reading Room** - A quiet place to relax is located on the 2nd floor.
- **Cardinal Nest** - The Nest is a short-order snack bar where many students have breakfast or lunch and gather between classes.
- **Mirabeau's** – Mirabeau’s is an on-campus café. Live bands and other entertainers perform periodically.
- **Lamar Alive!** - This group plans events for the entire student body. Spring Fest, Homecoming, Mardi Gras celebration, Cardinal Daze, concerts, lectures, and comedy acts are some of the events sponsored. It is located on the 2nd floor.
- **Automatic Teller** - Students enjoy the convenience of using any bank card via the Automatic Teller (ATM) to take care of banking needs. It is available 24-hours, and is located outside, on the west side. A service fee may be charged for using the ATM.
- **Lounges** - Various lounges for quiet study, reading, and discussions are located in various spots throughout the Center. They are located on the 1st and 2nd floors.
- **Meeting Rooms** - Several rooms of varying size are available for use by recognized campus organizations. They are located on the 1st and 2nd floors.
- **Reservations** - This office reserves facilities in the Center and accommodates group meetings and events in the facility. It is located on the 1st floor.
- **Student Organizations** – Student club banking services, and student organizational mailboxes are located in the Setzer Center. Located on the 1st floor.
The Sheila Umphrey Sports and Recreation Center
The $19 million-dollar, 129,550-square-foot facility offers a cardiovascular and weight training fitness center; rooms for aerobics, yoga, martial arts and dance; a jogging track; five racquetball/squash courts; 43-foot climbing wall; putting green; a health food and juice bar, and courts for basketball, volleyball, badminton, indoor soccer, roller hockey and indoor tennis. The sports center is the capstone of the university’s recreational sports program, which includes a number of other first-class facilities for sports and fitness: Ty Terrell Track and Field, the golf practice range, tennis courts, Vincent-Beck baseball stadium and the 10,000-seat Montagne Center sports arena. Recreational Sports supports a wide variety of programs including group fitness classes, aquatics, personal training, and intramural activities: http://dept.lamar.edu/recsports/index.asp

The Writing Center
The Writing Center offers free tutoring for students who need help writing a paper or have specific questions on style or grammar or just want to improve their writing skills. Visit the Writing Center’s website at: http://dept.lamar.edu/writingcenter/index.php

Student Life

The best way to experience student life is to get involved on campus. Lamar University offers many opportunities for students to get involved – from student organizations to intramural sports to athletic events. Lamar University now has 181 registered student organizations, approximately 10 of those organizations are specifically directed at international students.

A wide variety of university related activities are hosted on campus and in the community. For a listing of these events, go to the university calendar: http://www.lamar.edu/events. The following section includes information about some of our campus groups and events.

Sports and Recreation

All currently enrolled students, faculty, and staff have access to the University’s recreational facilities. The Office of Recreational Sports is responsible for organizing activities, which are arranged into levels of involvement and competition. The University offers team and individual sports. Most activities are free, but a valid Lamar ID is required to use University equipment and facilities.

The intramural program provides an opportunity to participate in supervised, competitive sports among groups within the University community. Persons not involved in varsity athletics are given further opportunities to develop skills learned at the high school level. The stated purpose of the intramural program is to promote human understanding, fair play, and behavioral control through interrelationships that occur in athletic competition. To view Recreation Center hours, activity schedules and intramural information go to: http://dept.lamar.edu/recsports/index.asp
Lamar University Athletics
A great way to get involved and feel like a part of your campus is to support the Lamar athletics teams by attending the games. Lamar University is the home of the Cardinals who play on NCAA division 1-A teams — the highest level of intercollegiate athletics for the Southland Conference.

Men's Sports:  Women's Sports:
Baseball        Basketball
Basketball      Cross Country
Cross Country   Golf
Football        Soccer
Golf            Tennis
Tennis          Track and Field
Track and Field Volleyball

Students with a valid ID may attend all ticketed athletic events free.

- For baseball, basketball, volleyball and soccer: Just show your Cardinal One card at the gate to gain entry.
- For football: Tickets must be picked up in advance at the Montange Center Ticket Office or at the ticket table in the Setzer Center lobby the week of the game.

For game schedules and more information about Lamar athletics, visit: http://www.lamarcardinals.com/

Performing Arts
The Departments of Communication, Music, Theatre and Dance, and Health and Kinesiology, maintain active programs of plays, musicals, operas, concerts, and dance performances. All rely primarily on student talent and hold open auditions for students.

The Symphonic Band, Concert Band, Jazz Band, and Lamar Chamber Orchestra give campus concerts and perform at community events as well. In addition, numerous small groups, such as brass, woodwind, and string ensembles, provide performing opportunities for student musicians.

The A Cappella Choir and Grand Choir also perform both on and off campus. In addition, the Cardinal Singers are a popular attraction with audiences statewide. The Opera Theatre program presents an opera production every year.

Lamar maintains a dance company featuring jazz, modern, ballet, and Afro-Caribbean. Dance company members perform in musical theatrical productions and in smaller groups.

Musicals and plays, both dramatic and comedic, are presented each semester. Aspiring actors also have performing opportunities with dinner and children's theatre groups. A unique outlet for performers is the Signing Cardinals, a group that has become nationally known for its signing interpretations of popular tunes.
Most performing arts productions are staged at the University Theatre or at the Studio Theatre. For information on performances: [http://dept.lamar.edu/cofac/calendar.asp](http://dept.lamar.edu/cofac/calendar.asp).

**Religious Life**
Freedom of worship is one of the most fundamental rights in this country. The diversity of religious life in the university community reflects the commitment of all religious groups on campus to respect this right. A partial list of churches and religious groups is listed below. For additional listings consult your phone book or call Student Center Services (Room 212 in the Setzer Student Center) at 880-8722.

**Campus Ministries:**  
- Baptist Student Ministries 838-1450  
- Catholic Student Center 835-3972  
- Church of Christ Student Center 832-4498  
- St. Matthew's Episcopal Center 833-5642  
- Student Association-Latter Day Saints 838-1622  
- Wesley Foundation 833-4329

**Student Organizations**

**WHY GET INVOLVED?**
- Joining a student group is a great way to meet new friends and can help you to adjust to campus life.  
- Students who get involved on campus are better prepared for a career because employers are aware of the experiences gained through involvement and seek these traits in prospective employees.  
- Working in an organization is a wonderful way to develop and improve skills in problem solving, decision-making, and time management.  
- Being involved helps students build relationship and communication skills, which can be as valuable as academic skills.  
- Develop a sense of pride in your university!

**HOW TO GET INVOLVED...**
- Join OrgSync, the online tool for connecting with student organizations. For more information on joining OrgSync, stop by Setzer Center, Room 112 or call the Office of Student Organization Services at x8739.  
- Don’t limit yourself to any one mutual interest organization. Find which one or two best fit you.  
- When you find one that you like, become a member by paying that organization’s dues.  
- Go to their community service/night-time events and volunteer to help.  
- Go to their meetings and give your in-put on upcoming events.  
- Co-chair for a position to learn more about leadership in the organization.  
- Or, start your own organization! Contact the Office of Student Organization for procedure x8739.
DEPARTMENTAL/PROFESSIONAL ORGANIZATIONS

ADN Class of May 2013
AND Class of May 2012
Alpha Kappa Psi (Business)
Alpha Omega Epsilon
Alpha Sigma Beta
American Institute of Chemical Engineers
American Marketing Association
American Medical Student Association
American Society of Civil Engineers
American Society of Interior Designers
American Society of Mechanical Engineers
American Student Dental Association
Artist Common
Association for Computing Machinery
BSN Class of 2012
Fashion Merchandising Association
Finance Association
French Circle of Lamar
GAINS (Graduate Association of Interns and Nutrition)
Health & Kinesiology Majors’ Club
Honors Student Association
Institute of Electrical & Electronic Engineers
Kappa Omicron Tau
Lamar Advertising Federation
Lamar Construction Management
Lamar Dance Association
Lamar Percussion and Drumline
Lamar Pre-Medical Student Organization
Lamar Student Education Association
Lamar University Geological Society
Lamar University Speech Team
Lamar Toastmasters
LU Student Chapter of the National Association of Black Accountants
LU Student Chapter - Texas Academy of Science
LU Student Dietetics Association
LU Texas Nursing Student Association
LU Chapter Student Academy of Audiology
LU Mathematics Club
LU Power Movers
LU Pre-Law Society
LU Society of Human Resource Management
LU Society of Plastics Engineers
LU Student Chapter, National Assn. of Teachers of Singing
Minority Health and Medical Student Association
National Art Education Association
National Society of Black Engineers
National Student Speech, Language and Hearing Association
Pre-Optometry Professional Society (POPS)
Pre-Pharmacy Interscholastic League of Students
Professional Communication Association
Psychology Association of Lamar
Sigma Phi Delta
Social Work Student Association
Society of Automotive Engineers
Society of Hispanic Professional Engineers – Lamar University
Society of Physics Students
Society of Women Engineers
Spanish Circle of Lamar
Student Affiliates of the American Chemical Society
Student Council on Family Relations
(T) Surrender to the Screen
Tau Beta Sigma
The Lamar MBA Club
Walter Prescott Webb State Historical Society

HONORS ORGANIZATIONS

Alpha Kappa Delta
Alpha Phi Sigma
Beta Alpha Psi (Accounting)
Beta Beta Beta
Beta Gamma Sigma
Chi Epsilon
Delta Alpha Pi
Eta Sigma Gamma
FMA National Honor Society
Kappa Delta Pi (Education)
Kappa Omicron Nu
Omega Chi Epsilon (Chemical Engineering)
Phi Alpha Theta (Chemical Engineering)
Phi Kappa Phi
Pi Delta Phi National Honor Society (French)
Psi Chi (Psychology)
Sigma Delta Pi
Tau Beta Pi (Engineering)

MUTUAL INTEREST ORGANIZATIONS
African Student Association
Association of Chinese Students & Scholars
Bangladesh Student Association
Black Dynasty, Inc.
Black Student Association
Bruised But Not Broken
(T) Cardinal Currency Traders
Cardinals For Life
Cardinal Image Architects
Caribbean Student Organization
College Democrats
(T) Eco Tech
Friends of India Association
German Union
Habitat at Lamar
Hispanic Student Association
(T) International Socialist Organization
Japanese Entertainment and Culture Club
Lamar Baseball Sweethearts
Lamar Fine Art Film Society
Lamar Gamers
Lamar Health & Environmental Education Corps
Lamar Recycling Project Group (LRPG)
Lamar University Chinese Club
Lamar University NAACP College Chapter
League of International Leaders
LU Purple Rhino Project
LU Recreational Leadership Club
Man Up
Omega Theta Alpha
Poetic Souls
Praxis Theory Group
Public Affairs Society
Saudi Students Association
Singing Cardinals
Students for the Dream Act
The Walt Disney World College Program Alumni Association
Up ‘Til Dawn
Woman to Woman
Young Republicans of Lamar University

RELIGIOUS ORGANIZATIONS
(T) A Pros. Chap. Of Sigma Lambda – Sisters for the Lord
Alpha Lambda Omega Christian Sorority, Inc.
Baptist Student Ministry
Catholic Student Center
Christians on Campus
(T) Crash
Fellowship of Christian Athletes
Gamma Phi Delta Christian Fraternity, Inc.
Kappa Upsilon Chi
Lamar Ministry of Praise
Lights at Lamar
Muslim Student Association
Psalm 150 Gospel Choir
Refuge Temple Ministries Campus Crusade
Release at Lamar
Wesley Student Center
WONE Ministry
Young Life Quest

SERVICE ORGANIZATIONS
Circle K International Lamar University Chapter
Engineers Without Borders – USA, Lamar University
Lamar Ambassadors
Lamar University Lions Club
Men of the Rising Sun
Rotaract Club of Lamar University

SPIRIT ORGANIZATIONS
L’Raisers

SOCIAL ORGANIZATIONS
Alpha Chi Omega
Alpha Delta Pi
Alpha Kappa Alpha
Alpha Phi Alpha
Delta Sigma Theta Sorority, Inc.
Kappa Alpha Order
Kappa Alpha Psi
Kappa Delta Chi
Kappa Delta Chi
Kappa Sigma
Omega Psi Phi
Phi Beta Sigma
Phi Iota Alpha
Pi Kappa Alpha
Sigma Gamma Rho
Sigma Nu
Sigma Phi Epsilon
Zeta Phi Beta
Zeta Tau Alpha
SPORTS ORGANIZATIONS
Cardinal Tennis Club
Collegiate Anglers of Lamar University
Lamar Rugby Club
LU Club Volleyball (Men’s)
LU Women’s Club Volleyball
LU Soccer Club (Men’s)
LU Wake
Martial Arts of LU
Men’s Club Basketball
Women’s Club Basketball

UMBRELLA ORGANIZATIONS
Interfraternity Council
Lamar Alive!
Lamar Panhellenic Association
National Pan-Hellenic Council
Student Government Association
Health and Safety

Campus Safety

University Policy Department
The Lamar University Police Department is an integral part of providing a safe and secure community for our on-campus residents. Full time officers are assigned regular shifts for each phase of university housing. In addition, security cameras, strategically located across campus, as well as the Cardinal Village complex and adjacent parking lots, are monitored by the University Police Department 24 hours a day.

Lamar University police officers, unlike “security officers” on many campuses, are certified Texas Peace Officers with statewide jurisdiction to enforce local, state, and federal laws. The department employs a 24-hour staff or trained dispatchers, patrols and handles all investigations of offenses on the LU campus, and monitors and records off-campus University-related activities through contact with local authorities.

If on-campus assistance is necessary, a mutual-aid agreement with the City of Beaumont Police Department and Jefferson County Sheriff’s Department guarantees quick response form additional officers.

Important Phone Numbers
For emergencies from an on-campus telephone, contact the University Police Dept. (LUPD) by calling 8311 or 911.
For off-campus emergencies, call 880-8311 or 911
For emergencies during a campus power outage (no phone or electricity), call 838-7023 or 838-7024 for police dispatcher.
Non-Emergency calls on-campus, Dispatcher 8307, Administrative Office 8305 or TDD Phone 7305.

Effective Crime Prevention
Effective crime prevention is often a matter of common sense and being aware of one’s surroundings. Some basic ways NOT to be victim follow:

- Walk with friends in well-lighted areas.
- Utilize the Shuttle Service (details below).
- Always lock your car.
- Park in well-lighted areas.
- Have your keys ready when you approach your car, and check the front and back seats before entering.
- Keep your keys secure, lock your room or apartment, and do not leave personal belongings unattended.
- Engrave your name or identification on personal property.
- Be alert for strangers.
- If you are followed, cross the street, change direction and go to a well lighter public area.
- Report the loss or theft of keys and valuables immediately to the University Police Department, 880-8311
• Report crimes, suspicious situations and security concerns immediately to the University Policy Department, 880-8311
• Attend organization- and University-sponsored programs on such topics as acquaintance rape, crime prevention and the use of alcohol and other drug. Programs, both open to the public and by request only, are offered throughout the academic year. For information, call University Police at 880-8305.

If you see any suspicious activity on campus – report it to LUPD by using the on-campus emergency phones (See campus map for locations). From an on-campus telephone, call 8311. From off-campus, call 880-8311.

Lamar University Campus Shuttle Service

The campus shuttle’s purpose is to transport students to and from the library after business hours. This is a free service to all students attending the University operating Saturday-Thursday beginning at 5:30 pm and the shuttle stops running in correlation with library hours and holidays. We also travel to Walmart on Saturdays between 10:00 am- 3:00 pm. Please check the shuttle website for any schedule changes: http://students.lamar.edu/student-services/index.html. Contact number for the after hours shuttle is 409 880-2241. There is about a 15-minute wait time for pick-ups.

Evacuation and Lockdown Notifications

If a life threatening situation has occurred or is known to be in progress or there are strong indications of probable immediate life threatening situation on or near campus, there may be a call for individuals to evacuate from campus or possibly shelter in place. Therefore, every member of the campus community is encouraged to sign up for the emergency notification system (Connect-Ed). Members of the Lamar and Lamar Institute of Technology community should sign up for access to the emergency notification system.

The Connect-ED system is capable of contacting individuals on cellular, home or office phones, PDAs, voice mail, and by text message, e-mail and TTY/TTD. Through the Connect-ED system, Lamar University can contact thousands in minutes. Presently, the Connect-ED system will call two phone numbers and send messages to two e-mail addresses form what is posted in the student and employee information systems. University employees and students are encouraged to add an off-campus phone number, such as a cell number, to their records in the myLAMAR employee information and Web for Students areas. Students may also add an off-campus email address.

If You Are a Victim of a Sexual Assault

✓ Tell someone
  ▪ Collect your thoughts, then call the:
    ➢ University Police Department (880-8311)
    ➢ Rape Crisis Center (835-3355)
    ➢ Student Health Center Counselor (880-8466)
✓ Get Medical Care
  As soon as possible, seek medical care from a hospital emergency room or a private physician. A general examination by a rape/sexual assault nurse is advised to collect information for documentation of evidence should you decide to prosecute. The examination may also include
testing and treatment to help prevent sexually transmitted diseases. Medication to help prevent pregnancy may be administered up to 72 hours after the sexual assault.

❖ Report the Assault
It is your decision whether to report the rape to police; however, most rapists are repeat offenders and your report may prevent future attacks from occurring. If you plan to file a report, do not clean up the area or alter it in any way prior to LUPD’s arrival, and do not bathe, shower, douche or change clothes prior to the medical examination.

❖ Seek Counseling
The Rape Crisis Center and the Lamar Student Health Center are staffed with counselors who are well trained and compassionate. They can assist you in dealing with the emotional trauma and pain associated with a sexual assault. University officials will also help you change academic and living situations if that is your choice and such options are reasonably available.

Legal Issues
While many internationals may expect the U.S. to be “land of the free”, it does not take long to realize that this is a country of many rules and regulations. As you will see from the following description of some of the laws that may affect you, the rules and regulations are intended to protect the rights of the individual – the basis for our legal system.

Alcohol and Tobacco
Smoking in public buildings in Beaumont is prohibited. Smoking is generally allowed outdoors (at least 20 feet from building entrances) and in one’s home. Smoking is not allowed in bars and restaurants in Beaumont. If you want to smoke, first look for “no smoking” signs or ask an employee to find out if smoking is allowed. When in someone else’s home, you should step outside to smoke. Cigarettes and other tobacco products may not be purchased or used by individuals under the age of 18.

Alcohol use in the United States is also regulated by law. In Texas, alcohol may not be legally purchased or consumed by anyone under the age of 21, and it may not be consumed while driving or riding in a car. Driving under the influence of alcohol is a serious crime, punishable by large fines, jail sentences, and the loss of driving privileges. Bartenders and others who serve alcohol (such as hosts of parties) can be held legally responsible if a guest becomes intoxicated and injures another person. It is also a serious crime to offer or provide alcohol to anyone under the age of 21.

Drugs and Medications
Street drugs, such as marijuana, cocaine, amphetamines, barbiturates, and other mood altering substances that are not prescribed by a medical doctor, may not be possessed or sold legally in Texas. Strict laws and penalties such as jail time and fines apply. Medications prescribed by doctors may not be sold or used by anyone other than the patient.

Sexual Harassment and Stalking
Sexual harassment and stalking laws legally protect individuals from being victims of sexual and other harassment. These laws apply to all within the U.S. – citizens, residents and visitors.
Sexual harassment is the misuse of power that has sexual overtones and generally Springs under the following circumstances: as a condition of an individual’s employment or academic advancement, or in a situation that unreasonably interferes with an individual’s work or academic performance. Sexual harassment can be verbal or physical.

It is also illegal to “stalk” an individual by following the person, continually making unwanted phone calls or other unwelcomed attempts to contact another person. If you force unwanted physical or verbal contact on another person, you may violate Texas laws, as well as social norms. If you believe you are being stalked you should contact the police.

**Domestic Assault**
Texas law prohibits individuals from inflicting bodily harm on their spouse or partner and children. Police have the ability to arrest and jail a person, even if the victim does not want to press criminal charges. Often police will proceed with such action.

**U.S. Criminal Sexual Conduct Laws**
It is important to have an understanding of U.S. law in the Criminal Sexual Conduct Code. Individuals have the right to stop sexual contact at any time. This means when a person says “no” to any type of sexual contact, it violates the law if the partner attempts to emotionally or verbally coerce or physically force that person into continuing the sexual contact. Violation of the Criminal Sexual Conduct Code ranges from forced rape to improperly (without consent) touching the clothed or unclothed intimate body parts of another person. Violation of these laws can result in imprisonment and/or fines of thousands of dollars.

**Health and Hygiene**

This section provides basic information about health concerns in the United States. Although this will not be new information to most international students, there are some who find it helpful.

**Cleanliness**
Americans place a strong emphasis on cleanliness. Daily bathing, use of deodorant, and brushing one’s teeth twice a day is recommended. Many people in the United States become uncomfortable when they are in close contact with someone who has noticeable body or mouth odor. Though Americans communicate directly on many topics, they will probably avoid that person rather than discuss the problem.

Personal care products such as soaps, deodorants, shampoos, toothpaste, mouthwash, and feminine hygiene products can be purchased at the grocery, pharmacy, or stores such as Target and Walmart. Pharmacies are the best place to ask questions about specific product information. If the clerk is unable to help you, talk directly with the pharmacist.

**Public Restrooms**
Toilet facilities are known by many names. You will be understood if you ask for the restroom, toilet, ladies’ or men’s room or bathroom. Many public restrooms have two separate facilities, one for men and one for women, but some facilities may be “unisex,” meaning they are used by both males and
females. Toilet paper may be put in the toilet, but paper towels and feminine hygiene products should not be flushed down the toilet.

**Intimate Relationships and Attitudes Towards Sex**
Generally, Americans may seem very open about sex, but this openness does not necessarily mean that they are promiscuous or even sexually active. Because of AIDS and other sexually transmitted diseases, as well as unplanned pregnancy, it is important that individuals share responsibility with their partner in having protected sex. “Safe sex” is highly promoted in the United States – you will see television, magazine, and newspaper ads for it. The use of a latex condom is regarded as essential to safe sex. Condoms can be purchased in drug stores or stores such Walmart or Target. Women, as well as men, may carry condoms.

**Contraceptives**
Protection against unwanted pregnancy is available in both prescription and nonprescription form. The “ob/gyn” (obstetrics/gynecology) department in any clinic can provide information on the effectiveness of various birth control methods and help you determine what would best meet your needs. You will be required to have a pelvic exam before any prescription contraceptives can be given. Nonprescription contraceptives include condoms and spermicides. All nonprescription contraceptives can be purchased in a pharmacy. Proper use of a contraceptive and knowledge of its effectiveness are important factors in preventing pregnancy. Abortion is legal, though controversial, in the United States. An abortion can be performed most easily within the first 13 weeks of pregnancy.

Adapted from International Student Handbook 2010-2013, www.isss.umn.edu

**Important Information About Bacterial Meningitis**
Texas Senate Bill 1107 requires that all new students under age 30 who attend on-campus classes at an institution of higher learning either receive a vaccination against bacterial meningitis or meet certain criteria for declining such a vaccination before the first day of the semester. The requirement also applies to returning students under age 30 who were not enrolled in the previous long semester. All new or returning Lamar University students under age 30 who were not enrolled in the previous long semester must provide proof of a bacterial meningitis vaccination or exemption through one of the five methods listed at http://beacardinal.lamar.edu/accepted-students/bacterial-meningitis-vaccination.html

The law states that students who do not qualify for an exemption must be immunized no later than 10 days prior to the first class day. This vaccination is valid for a five-year period. Make sure that yours has not expired. Take action now in order to register on time.

**WHAT ARE THE SYMPTOMS?**

<table>
<thead>
<tr>
<th>Symptom</th>
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<tbody>
<tr>
<td>High Fever</td>
</tr>
<tr>
<td>Stiff neck</td>
</tr>
<tr>
<td>Severe headache</td>
</tr>
<tr>
<td>Nausea</td>
</tr>
<tr>
<td>Seizures</td>
</tr>
<tr>
<td>Vomiting</td>
</tr>
<tr>
<td>Light sensitivity</td>
</tr>
<tr>
<td>Lethargy</td>
</tr>
<tr>
<td>Rash or purple patches on skin</td>
</tr>
<tr>
<td>Confusion and sleepiness</td>
</tr>
</tbody>
</table>
There may be a rash of tiny, red-purple spots caused by bleeding under the skin. These can occur anywhere on the body. The more symptoms, the higher the risk, so when these symptoms appear seek immediate medical attention.

**HOW IS BACTERIAL MENINGITIS DIAGNOSED?**
Diagnosis is made by a medical provider and is usually based on a combination of clinical symptoms and laboratory results from spinal fluid and blood tests. Early diagnosis and treatment can greatly improve the likelihood of recovery.

**HOW IS THE DISEASE TRANSMITTED?**
The disease is transmitted when people exchange saliva (such as by kissing, or by sharing drinking containers, utensils, cigarettes, toothbrushes, etc.) or come in contact with respiratory or throat secretions.

**HOW DO YOU INCREASE YOUR RISK OF GETTING BACTERIAL MENINGITIS?**
Exposure to saliva by sharing cigarettes, water bottles, eating utensils, food, kissing, etc. Living in close conditions (such as sharing a room/suite in a dorm or group home).

**WHAT ARE THE POSSIBLE CONSEQUENCES OF THE DISEASE?**
| Death (in 8-24 hours from perfectly well to dead) | Permanent brain damage |
| Learning disability                               | Kidney failure         |
| Blindness                                        | Convulsions            |
| Hearing loss                                     | Coma                   |
| Gangrene                                         | Limb damage (fingers, toes, arms, legs) requiring amputation |

**CAN THE DISEASE BE TREATED?**
Antibiotic treatment, if received early, can save lives and chances of recovery are increased. However, permanent disability or death can still occur.
Vaccinations are available and should be considered for: Those living in close quarters & College students 25 years old or younger.
Vaccinations are effective against 4 of the 5 most common bacterial types that cause 70% of the disease in the U.S. (But does not protect against all types of meningitis).
Vaccinations take 7-10 days to become effective, with protection lasting 3-5 years.
The cost of vaccine varies, so check with your health care provider before departing for the U.S.
Vaccination is very safe - most common side effects are redness and minor pain at the injection site for up to two days.
Vaccination is available by appointment at the Lamar Student Health Center. The cost is approximately $60.00.

**HOW CAN I FIND OUT MORE INFORMATION?**
Contact your own health care provider before departing for the U.S.
Contact the Lamar Student Health Center at (409) 880-8466 upon your arrival on our campus.
Contact web sites: [www.cdc.gov/ncidod/dbmd/diseaseinfo](http://www.cdc.gov/ncidod/dbmd/diseaseinfo); [www.acha.org](http://www.acha.org)
Student Health Center

Located on East Virginia (next to the tennis courts and across from the dining hall).
Appointment Required—please call ahead.
Open Monday thru Friday
Call 840-8466 for more information or to inquire about an appointment
http://dept.lamar.edu/healthcenter/

Who is Eligible to use the Health Center?
Any student currently enrolled at Lamar-Beaumont or Lamar Institute of Technology.

Services Offered:
- Examination and diagnosis of acute illness or injury
- Diagnostic / Laboratory procedures
- Gynecological exams/Pap smears by a female practitioner
- Clinic Pharmacy
- HIV / AIDS testing
- Elective minor surgery
- Immunizations, TB testing
- Contraceptive counseling
- Substance abuse counseling
- Mental health counseling with licensed counselors
- Information on referrals
- Health education (Individual or group)
- Many additional services available (see our website)

Nominal patient visit fee per visit
No payment required at the time of service
Insurance is accepted, but not required
All services are confidential

Counseling Services
- Available to any student currently enrolled at Lamar University or Lamar Institute of Technology
- Our staff consists of two licensed therapists with extensive experience in providing psychological counseling to college students, including individual counseling, group counseling, and substance abuse issues.
- Nominal patient visit fee per visit
- Confidential and available by appointment.
- Call 880-8466 to make an appointment with Sue Echols, MA, LPC or Cynthia Ksiazek, LCSW
Health Insurance

As a student, you must be covered with health insurance for the duration of your stay in the U.S. Lamar University requires all international students to purchase the university student insurance plan. Academic Health Plans (AHP) will be the insurance carrier.

<table>
<thead>
<tr>
<th>Classification</th>
<th>Annual Coverage</th>
<th>Spring</th>
<th>Spring/Summer</th>
<th>Summer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Student</td>
<td>08/15/2012-08/14/2013</td>
<td>08/15/2012-12/31/2012</td>
<td>01/01/2013-08/14/2013</td>
<td>05/10/2013-08/14/2013</td>
</tr>
<tr>
<td>Student</td>
<td>$872.00</td>
<td>$436.00</td>
<td>$436.00</td>
<td>$273.00</td>
</tr>
<tr>
<td>Spouse</td>
<td>$2,102.00</td>
<td>$1051.00</td>
<td>$1051.00</td>
<td>$631.00</td>
</tr>
<tr>
<td>Each Child</td>
<td>$1,046.00</td>
<td>$523.00</td>
<td>$523.00</td>
<td>$314.00</td>
</tr>
</tbody>
</table>

Any Inquiries:
Academic Health Plans
PO BOX 1605
Colleyville, TX 76034-1605
Phone: (888) 308-7320 or (817) 427-3800
Fax: (817) 427-3801
Web: www.AcademicHealthPlans.com

Submit Claims to:
Academic Health Plans
c/o True Choice USA
PO BOX 7000307
Dallas, TX 75370-0307
Phone: (800) 785-2446 or (972) 492-6474
Email: Claims@hsri.com

Claim Procedure

1st Step—Report to the University Health Services for treatment or when not in school, to the Doctor or Hospital. Insured dependents should go to a participating Doctor or Hospital for treatment. In an emergency, report directly to the nearest emergency room for treatment.

2nd Step—mail to the address above all medical and hospital bills and prescription receipts along with patient’s name and insure student’s name, address, social security number and name of the university under which the student is insured. A company claim form is required for filing a claim. Claim forms are available online at: www.AHPcare.com/lamar

3rd Step—File claims within 30 days of injury or first treatment for a sickness or as soon as reasonably possible. Bills should be received by the company within 90 days of service. Bills submitted after one year will not be considered for payment except in the absence of legal capacity.
Living in Beaumont

Culture in the United States

To understand some of the characteristics of U.S. society and the behaviors of Americans, one must first understand the prevalent cultural values in the United States. Some of these values may be similar to your home country and some are likely very different.

The Importance of Time
In the United States, time is treated like a tangible asset and is used carefully and productively. Being on-time for class or meeting with advisors, instructors, or even friends is often very important.

The Work Ethic
Like people in many countries, Americans place a high value on hard work. However, they tend to feel personally responsible for their accomplishments and take personal credit for what they’ve done. It is believed that people achieve results on the basis of how hard they work, so they often judge others by how hard they work and how task-oriented they are.

Achievement
A very high value is placed on a person’s accomplishments and productivity. Individuals evaluate themselves and are evaluated by others in terms of their achievements and accomplishments.

Individualism
Americans tend to view themselves first and foremost as individuals with both freedom and responsibility to manage their own lives, make their own decisions and accomplish their own goals. Families and friends are important, but individuals are expected to consider their own needs, desires, and values. Americans seem to be less comfortable being obligated to or dependent on others. People are also held individually accountable for things they have promised to do, and international students may find that they are expected to do more of their work independently than they are accustomed to at home.

Direct Communication and Problem-Solving Style
While this varies greatly by region and family background, people in the United States generally place a higher priority on clear, factual communication. This means at times, Americans may choose to be direct even if it means possibly hurting or embarrassing another person.

Pragmatism
Americans can be pragmatic and oriented towards practical matters. They are attracted to things and ideas that are seen as “useful.” This goes together with the orientation toward work and achievement. There is a high value on being able to relate “theory” to “practice.”
Interpersonal Relationships in the U.S.

You may find that people in the United States have very different ideas than you do about making friends. Because of the value put on friendliness, Americans sometimes misread people from other countries who are reserved or formal as being cold or rude. In the U.S., saying “Good morning,” “Hi,” or “Hello,” with a smile will usually indicate that you do not have any bad feelings towards the other person. Until you get used to it, this friendliness (smiling and being sociable) can be confused with an invitation for a friendship.

Americans are often much slower to form deep relationships than first impressions may indicate. They may shy away from international students out of respect for your privacy or to avoid offense, so you may need to be the one to initiate friendships. Because Americans are “doers,” it is helpful when trying to make friends to ask someone to do something with you: go out for coffee, to a movie, shopping, bowling, etc. Another approach is to join a club or activity on campus.

Generally, dating among students is very casual due to the expense of going out. There are no set rules in terms of who asks for the date or who pays. In many cases the person who asks for the date will pay, but one should be prepared to cover their share of the expenses. Volunteering to cover some of the costs would be a nice gesture and probably appreciated by your date.

Adapted from American Ways by Gary Althen, University of Iowa

Perspectives on Friendships: U.S. and Contrasting Viewpoints

<table>
<thead>
<tr>
<th>U.S. View</th>
<th>Contrasting View</th>
</tr>
</thead>
<tbody>
<tr>
<td>A friend is anyone from a passing acquaintance to a lifetime intimate.</td>
<td>A friend is someone with whom one is very close.</td>
</tr>
<tr>
<td>Friends are often limited to an area of common interest, such as work, school, or recreation.</td>
<td>A friendship embraces the whole person.</td>
</tr>
<tr>
<td>Friends gather to enjoy an activity together.</td>
<td>Friends gather just to be together.</td>
</tr>
<tr>
<td>If someone has a problem, it is acceptable to go to a professional (counselor) for help.</td>
<td>Some one with a problem goes to a friend or family member for help at any time.</td>
</tr>
<tr>
<td>Friends may be “dropped” if they do not live up to our expectations or standards of behavior.</td>
<td>One tolerates a lot from someone who is a friend.</td>
</tr>
<tr>
<td>Friendships cross genders.</td>
<td>Friendships are made only with the same gender.</td>
</tr>
<tr>
<td>Friendships cross generations.</td>
<td>Friendships are made only with people of the same age.</td>
</tr>
<tr>
<td>One schedules time to see friends.</td>
<td>Friends are available anytime.</td>
</tr>
<tr>
<td>Americans act friendly and informally with almost everyone.</td>
<td>People who don’t know each other maintain a formal relationship.</td>
</tr>
</tbody>
</table>

Adapted from American Cultural Patterns: A Cross-Cultural Perspective, by E.C. Stewart.
First Names and Titles
There are strong regional and cultural differences within the United States with regard to formality and the use of titles with names. These include “Mr.” (pronounced “Mister” and meaning male, married or single), “Ms.” (pronounced “Miz” meaning female, married or single), “Mrs.” (pronounced “Missus,” meaning a married female), “Professor” (meaning someone who has a faculty appointment or tenure at a college or university), or “Dr.” (short for “Doctor,” meaning a medical doctor or someone with a Ph.D.).

In the Southern part of the United States, the culture is somewhat more formal than you will find in the Midwest or the West, for instance. Acquaintances of the same age can generally assume the use of first names is appropriate. However, when addressing professors and instructors one should use “Dr.” or “Professor,” unless invited to call the individual by their first name. When addressing others whom you do not know well, you should start by using “Mr.,” “Ms.,” or “Mrs.”; or you may ask the individual what they preferred to be called. In the South it is also common to call a female (married or not) Miss + First Name, for example Jane Smith might be addressed as Miss Jane.

Finally, in the South it is also considered polite if one includes “sir” or “ma’am” in answering a question. For example, “Have you finished the assignment, Christopher?” The student, Christopher, would answer: “Yes ma’am (or sir, if the question asker were male), I finished my assignment.”

Culture Shock and Adjustment

‘Culture shock’ refers to the anxiety, disorientation, and stress experienced when functioning within a new culture. Studies show that approximately 30-60% of expatriates suffer serious culture shock, while about 20% have little to no difficulty adjusting. Recognizing culture shock is an important first step towards overcoming it. Identifying and addressing the source of your feelings of anxiety and stress will help you to work through them and eventually adjust to your new environment.

The Stages of Culture Shock

1. Initial Euphoria
   -Everything is new, intriguing and exciting
   -Focus on similarities of home and host cultures
   -Lasts about 3 weeks

2. Irritation and Hostility
   -Focus on differences between the home and host cultures
   -Begin to dislike the culture and react negatively to behaviors of host country members
   -Some people withdraw or isolate themselves, or experience other symptoms (see below)
   -Lasts 3-4 months

3. Gradual Adjustment
   -The individual becomes more comfortable, feelings of isolation decrease
   -More things become predictable, everything feels more ‘under control’
   -Behaviors of people in host country are understood and accepted
4. Adaptation
   - Also called “biculturalism” this stage takes years to achieve
   - The individual adopts and prefers certain traits and behaviors of their host culture
   - The individual is considered fully adjusted and has the ability to function in both cultures

The Symptoms of Culture Shock
The symptoms of culture shock and their duration and intensity will vary from person to person, and may include both physical and psychological symptoms.

Physical Symptoms
   - Concern over the cleanliness of food, bedding and dishes
   - Extreme stress over health and safety
   - Great concern over minor pains or minor illness
   - Craving “home cooking”
   - Use of alcohol or drugs
   - Decline in work quality

Psychological Symptoms
   - Insomnia, fatigue, disorientation
   - Isolation, loneliness, depression, self-doubt and nervousness
   - Frustration, anger, irritability and criticism of the host culture
   - Emotional and intellectual withdrawal

Adapted from Intercultural Communication by Fred E.Jandt, 2001.

Coping with Culture Shock
1. **Introduce Yourself to Other International Students.** Other international students may be experiencing the same problems that you are. By talking to them, you may be able to find out ways they are coping with problems.
2. **Make American Friends.** By having friends you can talk to, you are able to ask them questions about what you do not understand about U.S. culture.
3. **Stay in Touch.** Keep up contact with your friends and family at home. Allow yourself to feel sad about the things you have left behind, but don’t allow those feelings to consume you.
4. **Be Open.** Be open to new experiences and ideas and understand that many things will be different from your home culture. Resist the urge to categorize these differences as positive or negative, most customs, ideas and habits are simply different.
5. **Exercise.** By finding an activity that you enjoy, you will be able to reduce stress and depression. Visit the Rec Center or join an intramural group.
6. **Get Involved.** Talk with your Classmates, Instructors or the staff at the Setzer Center to find out about community activities, religious services, or volunteer opportunities to help you become a member of the community while you are here.
7. **Work on Your English.** It is much easier to understand a culture when you can understand the language being used, ask about any slang terms that you do not understand.
8. **Maintain Your Self-Esteem.** Adjusting to a new culture is difficult and you will make mistakes with the language or become confused by unfamiliar customs. This is normal and is no reflection on your intelligence. If we didn’t make mistakes, how would we learn?
9. **Focus on What You Can Control.** When we are suffering from culture shock, we usually feel out of control. Try not to spend energy on minor problems or on things you cannot change.

10. **Write it Down.** Record your thoughts and frustrations in a journal. This will give you a healthy outlet for expressing your feelings.

11. **Be Patient with Yourself.** Many international students experience culture shock in some way while they are here. Just recognize the problem and give yourself time to get over it and remind yourself that this is not permanent. If the issue continues or becomes more than you feel you can handle, contact Counseling Services at 880-7783.

**Bringing Children to the U.S.**

If you plan to bring children, it is a good idea to do a little research before you leave about American schools and resources available to parents.

**Schools**
The public schools your children will attend are determined by the location of your housing in Beaumont. Please note that immunization records are required to enroll children in Texas public schools. School transcripts are also helpful (though not required) for placement of children in appropriate grade levels. For details regarding the public school schedule for registration and classes, you may contact Beaumont Independent School District, 3395 Harrison Avenue, Beaumont, Texas 77706, telephone 409-617-5000, or check their web site at [www.bmtisd.com](http://www.bmtisd.com).

**Child Care**
Day care centers, group day homes, private kindergartens, nursery schools and drop-in care centers are licensed by the Department of Human Services. To become licensed, the facility must meet certain minimum standards for a child’s health and safety. These standards have been developed in consultation with licensed caregivers and experts in early childhood development education, fire safety, health, and sanitation. Licensed facilities are expected to maintain a well-managed, accountable organization, adequate supervision, a safe facility and a healthy environment and safe activities geared to specific age groups.

The following questions will help you evaluate different facilities to see if they meet your standards.

- Is the facility licensed?
- Is the facility neat, clean and well lit, with enough room for all the children in care? Is the caregiver/director firm and affectionate with children?
- Do planned activities develop your child’s physical, emotional, creative and interpersonal skills, and are they geared to your child’s age?
- Are there safe indoor and outdoor play areas and enough toys, games, art supplies and sports equipment?
- Are rules reasonable and fair, and are they consistently kept?
- Are parents allowed to drop in unexpectedly?
- Is the facility child-safe (for example, are electrical outlets and heaters covered?) Are snacks and meals adequate and nutritious?
- Can parents participate in activities? Are you aware of what decisions parents can participate in? Is there flexibility in the hours of care to meet your needs?
• Does the facility accept mildly ill children? What will the caregiver do if your child becomes ill while in care?

**Banking**

**Financial Institutions:**

Beaumont Area Educators  
Federal Credit Union  
4695 Rolfe Christopher Dr.  
Beaumont, TX 77705  
(within walking distance of the University)

Community Bank  
490 Park  
Beaumont, TX 77701  
(409) 981-7000

**Cashing Checks**

In order to cash a check, two pieces of identification are needed. The primary piece of ID must be a driver’s license or a State of Texas ID card. The second piece of ID is usually a major credit card.

Some stores will cash a check for students who shop there regularly and have a proper ID. Some stores may not accept the temporary checks that most banks issue to new account holders. In fact, most stores require that checks have name and address professionally printed on them.

Non-drivers can be issued a State of Texas picture ID card at the Texas Department of Transportation. This ID is available **only to individuals that do not have a driver’s license.** A valid passport is required for verification of person and date of birth. The State of Texas ID card is an accepted form of identification throughout Texas and is valid for four years. It can be used for identification when cashing a check or when opening a bank account. Please remember that this is not a driver’s license.

**Bank Cards**

Many banks issue cards that make deposit and withdrawal services available 24-hours a day by use of an automatic teller machine (ATM). These machines, frequently located outside the bank, are very convenient and allow access to cash after the bank closes or in an emergency. However, there is often a service charge of approximately $1-$2 for using ATM's from another bank.

**A note of caution:** To prevent assault, users of ATM's should be cautious when withdrawing funds after dark.

**Credit Cards**

Credit cards are convenient, especially to cover unexpected major expenses. Medical fees, airplane tickets, and car repairs can be paid for with any major credit card. However, credit cards are seductive. It is very easy to get deeply into debt. Be sure to understand all the terms of a credit card before signing anything. Most credit companies charge an annual fee of $20 to $40. Some waive this fee while others do so with a minimum number of annual transactions. The company will send a monthly statement. By paying the full balance, additional finance charges (usually 18%) may be avoided. The credit card company will then assess a finance charge on unpaid balances. That charge will appear on the next month's statement.

**A note of caution:** The issuing company should be notified about lost credit cards. A new card with a
new account number will be sent. Furthermore, call the police department so that it may have the information needed in case any illegal activity occurs on the old account.

**Plan Ahead**
Checks drawn on foreign banks may have to go through a collection process. This means that the money is not available until the U.S. bank has collected from the foreign bank. It may take several weeks before the money is credited. Students may want to consider having monies wired to their account. This process takes less time and is very safe.

In countries with restrictions on foreign exchange, students may need to provide their sponsor or family with a letter of certification of enrollment in order to receive monies from their home country. Visit the Registrar's Office to obtain a letter verifying your enrollment. Allow at least one week for processing.

**Monetary Restrictions**
The U.S. government does not restrict the amount of U.S. currency a nonresident, noncitizen (like you) can take or send to the United States for educational expenses.

The U.S. government does require, however, that individuals—whether U.S. citizens or not—report the transfer (into or out of the country) of cash or other financial instruments valued at $10,000 or more. Consult with the U.S. embassy or consulate in your country for more information about this requirement. Many countries do have currency exchange restrictions.

If your country has such restrictions, you may have to submit certain documents allowing you to take currency out of the country. For more information, contact the government office that issues passports in your home country.

**Housing Resources**

<table>
<thead>
<tr>
<th>On-Campus:</th>
<th>Off-Campus:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cardinal Village</td>
<td>Paragi Property Mgt, LTD</td>
</tr>
<tr>
<td>PO Box 10040</td>
<td>445 N. 11th St.</td>
</tr>
<tr>
<td>Beaumont, TX 77710</td>
<td>Beaumont, TX 77702</td>
</tr>
<tr>
<td>(409) 880-8550</td>
<td>(409) 833-9555</td>
</tr>
</tbody>
</table>

**Temporary:**
Hilton Beaumont
2355 IH-10 S
Beaumont, TX 77705
(409) 842-3600

Holiday Inn IH-10 Midtown
2095 N. 11th St.
Beaumont, TX 77703
(409) 892-2222

<table>
<thead>
<tr>
<th>Temporary:</th>
<th>Off-Campus:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hilton Beaumont</td>
<td>Paragi Property Mgt, LTD</td>
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<td>(409) 842-3600</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>3501 Turtle Creek Dr.</td>
<td>290 Dowlen Rd.</td>
</tr>
<tr>
<td>Port Arthur, TX 77642</td>
<td>Beaumont, TX 77706</td>
</tr>
<tr>
<td>(409) 724-0020</td>
<td>(409) 866-2398</td>
</tr>
</tbody>
</table>
Driving in the United States

International Driver Permit
Texas residents cannot use International Driving Permits in the United States, and U.S. law enforcement agencies do not recognize the permit as a valid driver license for anyone. Law enforcement agencies do recognize a valid driver license that is issued by another country, state, or territory of which the license holder is a resident.

Foreign Driver Licenses
If you possess a foreign driver license, are between the ages of 18 and 75, and are now in Texas for an extended period or permanently, the state will recognize your license for up to one year following your arrival. This only applies for foreign nationals of countries that have reciprocity with the United States—in other words, countries that offer a similar privilege to U.S. citizens who are in their nation.

Obtaining a Texas Driver’s License
International students who plan to drive a car should obtain a Texas Driver’s License at the Texas Department of Public Safety (DPS). Access to a car, knowledge of Texas driving regulations, as well as testable driving skills are basic requirements for a driver’s license. You must provide your own vehicle when taking the driving test.

Please take the following steps to obtain your driver’s license:

A. Study the information about traffic laws in the Texas Driver’s Handbook, which is available in both English and Spanish, from the Department of Public Safety (DPS), as well as online at http://www.txdps.state.tx.us/InternetForms/Forms/DL-7.pdf

B. Take the written and in-car examinations for driving at any DPS office. If you do not have a driver’s license from another state, you must take both a written and a driving test. There is a $24.00 fee, valid for three opportunities to take the test within a 90-day period. (The written exam is offered in English and Spanish).

   The Beaumont DPS Office is located at:
   7200 Eastex Freeway
   Beaumont, Texas 77708-3830
   Phone Number: 409-924-5400
   Days and Hours: Monday, Tuesday, Wednesday, and Friday 8 a.m. – 5 p.m., Thursday 8 a.m. – 6 p.m.

C. You will need the following documents in order to complete your application: passport, I-20 or DS-2019, I-94 card, current enrollment letter and Social Security Card (if you are eligible to obtain a Social Security number). If you are not eligible for a Social Security number (i.e. you are an F-1 student without an offer of employment) you will need to sign a “Social Security Affidavit” at the DPS office when applying for your Texas Driver’s License.
Note: If you own a car, but do not have insurance, you will NOT be permitted to apply for a driver’s license. If possible, it is recommended that you apply for a driver’s license before you purchase a car.

**Seatbelt use is mandatory in Texas.** Do not drive without putting on your seat belt. Passengers in the front and back seats are also required to wear a seatbelt. Do not drive in the United States without a valid driver's license, auto insurance, and valid license plates on your car. Driver's licenses are issued for four years, and expire on your birthday in the fourth year. License plates are renewed annually. Ask the issuing agent when your license plates must be renewed. You can renew your license plates and driver's license at the Automobile Division in the Jefferson County Courthouse located at 1001 Pearl Street, #202, Beaumont, Texas or through the mail.

For further information, please refer to [http://dept.lamar.edu/graduatestudies/intstdhandbook.htm](http://dept.lamar.edu/graduatestudies/intstdhandbook.htm). Please call for verification of fees.

**Campus Parking**

**How do I get a parking permit?**

You need a parking permit to park on-campus.
- You can buy a permit in the Parking Office (Room 109, Parker Building).
- You will get a parking ticket and will have to pay money if you do not have one.
- DO NOT park in fire, handicapped, or reserved places or your car will be towed.

**Traffic Tickets**

**What will happen if I do not obey traffic laws while I am driving?**

The Beaumont Police Department can give you a ticket if you do not obey traffic laws.

The police officer will stop you
- if you are going too fast (or too slow!)
- if you are driving dangerously
- if you are not following driving rules

The police officer will stand next to your window
- Roll down your window
- Put your hands on the steering wheel until the officer asks you for your identification
- Move slowly as you get your ID
- Be very polite. Call him “sir”; call her “ma’am”
- **Do whatever he or she tells you to do. Do not argue.**

The police officer will ask you for
- your driver’s license
- your proof of insurance
## Local Area Events

<table>
<thead>
<tr>
<th>Events Details</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Boontown Film Festival</td>
<td>This February music and film lovers alike will come together in Southeast Texas to hear cutting-edge bands, see fiercely independent films, enjoy panel discussions and mingle with like-minded enthusiasts. The festival also gives attendees the chance to hear and learn from experienced filmmakers.</td>
</tr>
<tr>
<td>Mardi Gras! Galveston</td>
<td>During Mardi Gras! Galveston, the island comes alive with extravagant parades, more than 50 galas and festive events, bead throwing, exhibits, live entertainment and the best Gulf Coast cuisine in the world. One of the most popular annual events to take place in Texas, the event is rich with laughter and celebration. There is something for everyone including a beachfront carnival, shopping, and nightlife featuring everything from Cajun and salsa to jazz and rock and roll.</td>
</tr>
<tr>
<td>Southeast Texas Mardi Gras</td>
<td>What is Mardi Gras? Mardi Gras, &quot;Fat Tuesday&quot; translated from French, is the last chance before Lent for revelry and almost anything goes. Mardi Gras Southeast Texas is a family friendly festival. Carnival Weekend has many attractions and activities for the whole family. Come share the fun and help support Southeast Texas!</td>
</tr>
<tr>
<td>Beaumont Blues Festival</td>
<td>If you wish for an exhilarating musical ride with your favorite artist or are looking for a refreshing experience, concerts like Beaumont Blues Festival is sure to meet your expectations.</td>
</tr>
<tr>
<td>Nederland Heritage Festival</td>
<td>Since 1974, chili cook-off, music, arts and crafts, games, motorcycle show and much more. The streets of Boston Avenue and 17th are blocked off in front of Central Middle School to provide room for our Carnival and Craft and Collectable Market.</td>
</tr>
<tr>
<td>Houston Rodeo</td>
<td>Going twenty days strong, Rodeo Houston is held at Reliant Park, and features bull riding, parades, carnivals, BBQ, wine tasting competitions, and loads of shopping!</td>
</tr>
</tbody>
</table>
**South Texas State Fair**  
March/ April  
Beaumont  
[http://www.ymbl.org/fair.htm](http://www.ymbl.org/fair.htm)

The Fair offers hundreds of commercial exhibits, food concessions, outstanding livestock and poultry shows and new and exciting attractions for the entire family.

**Festival International de Louisiane**  
April/May  
Lafayette, LA  

The annual 5-day festival is held during the last full week of April. Historic downtown Lafayette, Louisiana, is transformed into an entertainment complex featuring six music stages, food court areas, street musicians and animators, arts and crafts boutiques, art galleries, beverage stands, cultural workshops, international cooking demonstrations and a world music store.

**Port Neches RiverFest**  
April/May  
Port Neches  

The annual Port Neches RiverFest is a 4 day festival of fun with "THUNDER on the NECHES" tunnel boat races. RiverFest is held on the Neches River at the Port Neches City Park in spring each year. Lots of family fun!

**Texas Bar-B-Q Festival**  
April/May  
Vidor  

The Last Week-end in April each year. For food, fun and friendly competition, and great entertainment you have come to the right place! The Texas Bar-B-Q Festival is not only a great barbeque cook-off contest; it also has carnival rides, vendors, games, live music and a scholarship pageant for young ladies from the Vidor area. Come out and enjoy some wonderful entertainment and hospitality.

**AIA Sand Castle Competition**  
June  
Galveston  
[http://www.aiasandcastle.com/event--map.html](http://www.aiasandcastle.com/event--map.html)

For over two decades on the first Saturday of June, teams of architects, designers, and engineers have taken their tools to East Beach in Galveston for what is considered one of the world's largest sandcastle competitions. The Houston Chapter of the American Institute of Architects (AIA) has been organizing this competition every year since 1986.

**City of Beaumont's Fourth of July Celebration**  
July  
Beaumont  

The city's Fourth of July Celebration will offer a rollicking salute to our nation's past with live performances in Riverfront Park, patriotic favorites at the Julie Rogers Theatre, and a breathtaking fireworks display over the Neches River.

**Texas Pecan Festival**  
September  
Groves  

A family oriented celebration offering activities, sporting events, carnival, concessions and arts and crafts, and great recipes revolving around pecans.
Texas Rice Festival
September
Winnie
http://www.texasricefestival.org/home.asp

The Texas Rice Festival is an annual harvest celebration held the first weekend of October honoring rice farming, which is a major economic activity in the region of Southeast Texas around the town of Winnie, Texas. The festival includes a carnival, two parades, livestock show, longhorn show, open horse show, BBQ cook off, nightly street dances, antique car show, rice cooking contest, pageants, and features food made with rice and flavors of the Cajun culture which is strong in the area. Typical fare includes rice balls, gumbo, ettouffe, pistolettes, blooming onions, crab balls, boudain balls, funnell cakes and many other delicacies. The event is renowned for its outstanding cuisine.

City of Beaumont Holiday Festival & Parade
December
Beaumont
http://www.cityofbeaumont.com/calendar_app/index.html#Master

Include the annual street parade and lighted boat parade, holiday-themed shows at downtown venues, a free children's holiday party, free outdoor movie, and the Main Street Market, hosted by the Beaumont Junior League.
# Quick Campus Directory

<table>
<thead>
<tr>
<th>Resource</th>
<th>Phone</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>Admissions</td>
<td>880-8888</td>
<td>John Gray Center, Bldg A</td>
</tr>
<tr>
<td>Bookstore</td>
<td>880-8342</td>
<td>Setzer, ground floor</td>
</tr>
<tr>
<td>Cardinal One Card (ID)</td>
<td>880-2236</td>
<td>Wimberly, 116</td>
</tr>
<tr>
<td>Photo for ID</td>
<td>880-8917</td>
<td>Wimberly, 200</td>
</tr>
<tr>
<td>Career &amp; Testing</td>
<td>880-8878</td>
<td>Galloway, 102</td>
</tr>
<tr>
<td>Cashiering (Fees/Payments)</td>
<td>880-8390</td>
<td>Wimberly, 114</td>
</tr>
<tr>
<td>Computer Help Desk</td>
<td>880-2222</td>
<td>Library, ground floor</td>
</tr>
<tr>
<td>Financial Aid</td>
<td>880-8450</td>
<td>Wimberly, 216</td>
</tr>
<tr>
<td>College of Graduate Studies</td>
<td>880-8229</td>
<td>Wimberly, 219</td>
</tr>
<tr>
<td>Health Center</td>
<td>880-8466</td>
<td>857 E. Virginia</td>
</tr>
<tr>
<td>International Student Services</td>
<td>880-8356</td>
<td>Wimberly, 118</td>
</tr>
<tr>
<td>Campus Police</td>
<td>880-8311</td>
<td>Next to Post Office/behind Setzer</td>
</tr>
<tr>
<td>Lamar Alive!</td>
<td>880-2395</td>
<td>Setzer, 212</td>
</tr>
<tr>
<td>Lamar Language Institute</td>
<td>880-7511</td>
<td>Montagne Center, 106A</td>
</tr>
<tr>
<td>Library</td>
<td>880-8134</td>
<td>8-storey building in the middle of campus</td>
</tr>
<tr>
<td>Post Office</td>
<td>880-8485</td>
<td>Next to Police/behind Parker Bldg.</td>
</tr>
<tr>
<td>Math Lab</td>
<td>880-8093</td>
<td>Lucas, 211</td>
</tr>
<tr>
<td>Parking Office (Parking Permits)</td>
<td>880-8696</td>
<td>Carl Parker, 109</td>
</tr>
<tr>
<td>Psychology Clinic</td>
<td>880-7783</td>
<td>Social Behavioral Sciences, 200</td>
</tr>
<tr>
<td>Recreational Sports and Intramurals</td>
<td>880-2306</td>
<td>Sheila Umphrey Recreational Sports Ctr.</td>
</tr>
<tr>
<td>Registrar</td>
<td>880-2113</td>
<td>Wimberly, 108</td>
</tr>
<tr>
<td>Residence Life</td>
<td>880-8550</td>
<td>Cardinal Village</td>
</tr>
<tr>
<td>Shuttle Services</td>
<td>880-8696</td>
<td>Carl Parker, 109</td>
</tr>
<tr>
<td>Services for Students with Disabilities</td>
<td>880-8347</td>
<td>Communications, 105</td>
</tr>
<tr>
<td>Student Government Association</td>
<td>880-8895</td>
<td>Setzer, 211</td>
</tr>
<tr>
<td>Student Organizations</td>
<td>880-8739</td>
<td>Setzer, 212</td>
</tr>
<tr>
<td>Student Support Services (SSS)</td>
<td>880-7920</td>
<td>Setzer, 241</td>
</tr>
<tr>
<td>Writing Center</td>
<td>880-8571</td>
<td>First Floor of Library</td>
</tr>
<tr>
<td>OFF CAMPUS</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Emergency (Ambulance, Fire, Police)</td>
<td>911</td>
<td></td>
</tr>
<tr>
<td>Beaumont Police (non-emergency)</td>
<td>880-3864</td>
<td></td>
</tr>
<tr>
<td>Community Mental Health Center</td>
<td>839-1000</td>
<td>After 5pm: 838-1818</td>
</tr>
<tr>
<td>Rape &amp; Suicide Crisis Center of SE Texas</td>
<td>835-3355</td>
<td></td>
</tr>
</tbody>
</table>
As an international student admitted to the United States, you must meet certain obligations in order to maintain status. You must:

1) have a passport that is kept valid at all times;
2) attend the school specified on the visa or transfer SEVIS I20;
3) continue to carry a full course of study:  
   - Undergraduate: 12 hrs Spring/Spring, 8 hrs Summer  
   - Graduate: 9 hrs Spring/Spring, 6 hrs Summer
4) must not drop below the minimum required hours (see #3) without written authorization from the P/DSO in the International Office.
5) must attend class and maintain full-time enrollment for duration of stay.
6) have a photo copy of your passport biographical & visa pages, SEVIS I20 (pages 1 & 3), and I-94 Arrival/Departure card on your person at all times for identification;
7) follow certain procedures to change majors or levels of study;
8) follow certain procedures to co-enroll at another institution under Lamar University or branch campuses SEVIS I20;
9) follow certain procedures to transfer to a school authorized other than the one originally authorized;
10) if you are requesting to be transferred in the SEVIS System to another U.S. University, your tuition & fees account must be paid in full prior to the transfer.
11) apply for program extension if you cannot complete the educational program after having been in student status for longer than the anticipated length of the program (per item #5 on your SEVIS I20) prior to the program end date;
12) limit on-campus employment to 20 hours per week while school is in session;
13) must maintain a 3.0 (graduate) GPA & 2.0 (undergraduate) for on-campus employment;
14) refrain from off-campus employment without authorization; if you are working off-campus without authorization and a P/DSO sees you, you SEVIS Record will be terminated and you will be out-of-status with DHS;
15) if you are apprehended by DHS or TABC for working off-campus without authorization, the P/DSO has the authority to terminate your SEVIS Record.
16) report a change of address within 10 days to the International Student Office (Form AR-11).
17) must have your SEVIS I20 endorsed for travel if you plan to depart & return to Lamar University. The signature is valid for 5 months and 1 entry into the U.S. If you request a travel endorsement and have an outstanding balance on your tuition & fees account for the current semester, this must be paid in full prior to the travel endorsement.
18) the Lamar University Email account (my.lamar) will be the ONLY email account that the International Office will communicate with you concerning academic or immigration issues.
19) all international students and their dependents, if they arrive with the student or at a later date, or required to have health insurance coverage with the University Student Insurance program (Academic Health Plans) for duration of stay. Dependents are not eligible for services through the Student Health Center.
20) Students that are required to take an LLI Writing Course must complete this course satisfactorily to be eligible for graduation.

IN ADDITION:  J-2 students may apply for employment, but they must report to the International Student Office before employment begins. F-2 students must be reclassified to F1 status by INS prior to enrollment.  

HEALTH INSURANCE:  All international students (and family if in the US) must have health insurance coverage for the duration of stay in the United States. Effective for the Spring 2004 semester, all international students will be required to have coverage under the Lamar University student insurance carrier (Academic Health Plans). No outside insurance carriers will be acceptable.

By State law, an undergraduate student may be subject to the Texas Higher Education Assessment (TSI) test prior to enrollment if he/she has not earned a Bachelor’s degree that is equivalent to a United States four-year Bachelors degree.

Failure to comply with the above regulations will result in the loss of your student status and subject you to deportation.

You are admitted to the United States for “duration of status,” which is defined as the period during which you are pursuing a full course of study in any educational program (e.g., Associate, Bachelor’s, Master’s, Doctor, PhD degree program) and any periods of authorized practical training, plus sixty days within which to depart from the United States. [8 CFR 214.2 (f) (5) (i)]
I have read and understand the terms and conditions of my admission as an international student at Lamar University. I have received a copy of the Lamar University International Student Handbook.

<table>
<thead>
<tr>
<th>Print Name</th>
<th>Student’s Signature</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Local Address</td>
<td>Apt #</td>
<td>City</td>
</tr>
</tbody>
</table>

SEVIS No: __________________
LAMAR ID NO: ________________