

TIPS FOR NEW INTERNATIONAL STUDENTS

Fall 2007

The following is a guide to help you as you begin your first quarter at Cal Poly Pomona. In addition to following this list, it is important for you to carefully read the Cal Poly Pomona Class Schedule and Catalog for important information, deadlines and answers to many of your questions.

- ❑ In order to maintain visa status you are required to bring your passport, I-94 (small white card), either a Cal Poly Pomona DS-2019 or I-20 and previous school I-20s to the International Center for copying and processing before **Friday, October 5, 2007**.
- ❑ Meet with your Academic Advisor. Go to the department office for your major and make an appointment to meet your Academic Advisor. It is important that you meet with your Academic Advisor every quarter for help in selecting classes and to keep on track in your academic program.
- ❑ Enroll full-time (12 units for undergraduates and 8 units for graduate students). Failure to maintain full-time enrollment causes you to lose your F-1 or J-1 visa status.
- ❑ A fee deposit equal to a 6-unit load is required before you can late register using BroncoDirect. Pay fees at the University Cashiers Office in the CLA Building (#98).
- ❑ Wednesday, September 26, 2007 is the last day to add classes or pay fees for late registration. New students do not pay the \$25.00 late fee their first quarter. The last day to enter Class Permission Numbers via BroncoDirect to add Fall 2007 classes is September 26.
- ❑ Carefully read page 11 of the Class Schedule regarding the Refund Schedule for Mandatory Fees and Non-Resident Tuition.
- ❑ Wednesday, September 26, 2007 is the last day to drop classes without record. You will do this by BroncoDirect or phone using the Voice Response System.
- ❑ Get your Photo Bronco I.D. Student card in the CLA Building (Bldg. 98) at Admissions. (Cards are processed according to the schedule posted there.) You will need this I.D. card to use the Library, Career Center, Health Center, Registrar's Office, and other offices and services on campus.

- ❑ Parking Decals are available for purchase at the University Cashiers Office. The cost per quarter is \$90.00 for four-wheel vehicles and \$23.00 for motorcycles.
- ❑ Get your Cal Poly Pomona E-mail Address. This is available at the Help Desk in Building 1, Room 100. All official correspondence from the International Center and the university are sent to your Cal Poly Pomona email address.
- ❑ Check out the International Center web page at: www.csupomona.edu/~international/. The International Center web page is an excellent resource that you will use during your time at Cal Poly Pomona.
- ❑ Winter Quarter 2008 Pre-registration for continuing students via BroncoDirect will take place October 23- 31. Your enrollment appointment will be available on BroncoDirect on October 19.
- ❑ Monday, November 12, 2007, and, Thursday & Friday, November 22-23 are holidays and Cal Poly Pomona will be closed.
- ❑ Fall Quarter Final Exams will be December 3-7, 2007.
- ❑ Do not work off-campus without USCIS authorization.
- ❑ Remember International Student Advisors are here to help you. Make an appointment at the Front Desk or by calling 909-869-3267 if you have any questions or concerns.
- ❑ *****IMPORTANT*****
When you change your address, you must notify **both** the Registrar's Office and the International Center within 10 days.