



NEW

# INTERNATIONAL SCHOLAR HANDBOOK



# WELCOME

## INTERNATIONAL SCHOLARS!



We are pleased that you have chosen to be part of the UC Irvine campus community where you will join international students and scholars representing 86 different countries. We encourage you to share your culture, experiences and perspectives. Your contributions will enhance the experience of everyone at UCI.

Throughout your time at UCI, you will have many opportunities to meet and connect with others. The relationships you develop will help you build a sense of community and will make your experiences at UCI most enjoyable, and the friendships you will make during your college years may last a lifetime.

The International Center offers a wide variety of services to international scholars. The staff provides information and programs to international scholars and works to foster international understanding on campus. The International Center will support and provide assistance regarding your J-1 visa and related services. In addition, we provide programs specific to international scholars to assist with your transition to the UCI campus, these include the Scholar Mixer and the American Culture Through Conversation Program. In addition you are welcome to participate in other programs and events offered by the International Center and other offices on campus.

In addition, we provide programs specific to international scholars to assist your transition to the UCI campus. These include the Scholar Social and International Coffee Hour. In addition, you are welcome to participate in other programs and events offered by the International Center and other offices on campus. We are looking forward to meeting you!

Welcome and best wishes, may your time at UCI be fulfilling and enjoyable.

Sincerely,

Anna Carrera Wimberly, M.S.

Director, International Center



**UCI INTERNATIONAL CENTER**

[www.ic.uci.edu](http://www.ic.uci.edu)

[internationalscholar@uci.edu](mailto:internationalscholar@uci.edu)

G302 Student Center  
Irvine, CA 92697-5255  
T: 949-824-7249  
F: 949-824-3090

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## ABOUT THIS HANDBOOK

This handbook will provide you with critical information needed to maintain your J-1 immigration status and take full advantage of its benefits. Keep it with you at the time you depart your current place to help you get started at UCI.

# COMING TO UC IRVINE

## Transitioning to Irvine

Moving to a new place can be very exciting! Adjusting to American culture, the culture in California and the UCI community may take some time. Some of the initial challenges international scholars experience is cultural misunderstanding in the following areas: American workplace expectations, the casual style of dress, the emphasis on self-reliance and independence, and the seemingly impersonal manner of people toward one another.

**International Center:** [www.ic.uci.edu](http://www.ic.uci.edu)

As you become more familiar with your new surroundings you will discover commonalities and differences between your home country and the U.S. You are encouraged to maintain your own standards and values, and be aware that there may be times when it will be more appropriate to conform to the customs of the people among whom you are living. Experience and familiarity will help guide you.

Remember to always be yourself, friendly, relaxed, and open to learning about American customs and teaching others about your culture and country!

## Orange County

UC Irvine is located in Orange County, OC is located between Los Angeles County and San Diego County, two of the biggest and most popular cosmopolitan areas in the United States.

Irvine is a diverse city with a population of over 250,000. Many languages are spoken and innumerable ethnic restaurants and establishments are found to meet everyone's cultural preferences. For more information about the City of Irvine visit their website at [www.cityofirvine.org](http://www.cityofirvine.org). You will find information about events, recreation, festivals and much more.

## Weather

Southern California has enjoyable weather almost year-round. The warmest month of the year is August with an average maximum temperature of 90°F/29°C while the coldest month of the year is December with an average minimum temperature of 47°F/33°C. It is helpful to dress in layers. Some days, especially during the winter and early spring, mornings and evenings will be cold and the weather can get warm rapidly toward the middle of the day. Wearing layers of clothing will allow you to quickly make adjustments in your apparel for comfort throughout the day. Rainy season in Southern California runs from December through February.

# UCI



# IMMIGRATION INFORMATION

## YOUR DATE OF ENTRY INTO THE U.S.

You can enter the U.S. up to 30 days before the start date stated on your DS-2019.

## J-1 IMMIGRATION STATUS

Once you have been invited to UCI by an academic department, the International Center issues a certificate of eligibility called the DS-2019. This certificate of eligibility (also known as visa document) must be used to apply for a J-1 visa at a U.S. Consulate or Embassy. After your J-1 visa is issued, you can make plans to come to the U.S.

(Note for Canadian citizens: a visa is not required but you must obtain J-1 status by presenting your DS-2019 and supporting documents to the customs/immigration officer when you enter the U.S.)

## SEVIS

The Student and Exchange Visitor System (SEVIS) is a database system used by the U.S. Department of Homeland Security (DHS), the Department of State (DOS) and SEVIS approved educational institutions to monitor and maintain information for visitors in J-1 status. Before UCI was able to issue you a visa document (DS-2019) it created a record for you in SEVIS and you were assigned a SEVIS number, which is printed on your DS-2019 (visa document) form. You and UCI are required to keep your SEVIS record current. Any changes that you make during your J-1 program at UCI will be updated your SEVIS record and visa document. Your SEVIS record is part of your visa status. It is important that the information in your SEVIS record is accurate.

## APPLYING FOR A J-1 VISA

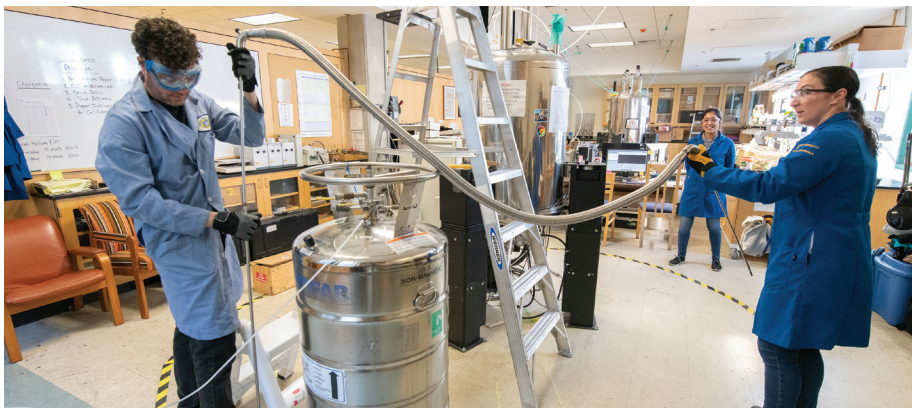
### Required documents:

- DS-2019
- Nonimmigrant visa application form DS-160.
- A passport valid for travel to the U.S. and with a validity date at least six months beyond the applicant's intended period of stay in the U.S.
- One (1) 2" x 2" photograph
- An MRV fee receipt to show payment of the visa application fee (for information visit the U.S. Embassy or Consulate website where you are going to apply for your J-1 Visa).
- I-901 SEVIS fee receipt [www.fmjfee.com](http://www.fmjfee.com)
- Invitation/offer letter from UCI
- Financial documents
- Documents to demonstrate a connection to your home country

## WHEN & WHERE TO APPLY FOR A J-1 VISA

The International Center recommends that you apply for your J-1 visa at a U.S. consular office in your home country. **Apply early!** Some visa applications may require further administrative processing. This can add several weeks to the process.

The International Center is unable to intervene on your behalf to speed up this process. The U.S. consular officer will determine whether you qualify for the J-1 visa. No assurances regarding the issuance of visas can be given in advance. For information for U.S. Consular offices: [www.usembassy.gov](http://www.usembassy.gov)







## Tips for Your Visa Interview

### **1. Ties to your home country**

Under U.S. law, all applicants for nonimmigrant visas are viewed as intending immigrants until they can convince the consular officer that they are not. Be prepared to show that you have reasons for returning to your home country that are stronger than those for remaining in the United States.

### **2. Speak clearly.**

Keep it brief and in English. Because of the volume of applications received, all consular officers are under considerable time pressure to conduct a quick and efficient interview. Keep your answers to the officer's questions short and to the point. Plan for the interview to be conducted in English and not in your native language.

### **3. Be prepared to explain your research plans at UCI and how it fits your future plans.**

You should be able to explain the reasons for pursuing this research and how this project in the U.S. relates to your professional career when you return home.

### **4. Employment**

Your main purpose in coming to the United States is to temporarily conduct research or to teach, not to pursue long-term employment in the U.S. The purpose of the J-1 program is to promote an educational and/or cultural exchange, and the consular officer will need to see that you have the intent to return to your home country, or country of last permanent residence, at the end of your J-1 program.

### **5. Maintain a positive attitude.**

Stay calm and friendly throughout the process. Do not engage the consular officer in an argument. If you are denied a student visa, ask the officer for a list of documents he or she would suggest you bring in order to overcome the refusal, and try to get the reason you were denied in writing.

# PREPARING FOR YOUR ARRIVAL

## FOR SCHOLARS OUTSIDE THE U.S. (NEW INTERNATIONAL SCHOLARS)

### 1. Review your DS-2019.

Contact the International Center immediately at [internationalscholar@uci.edu](mailto:internationalscholar@uci.edu) if a correction is needed.

### 2. Pay SEVIS fee.

The Student and Exchange Visitor Information System (SEVIS) [www.fmjfee.com](http://www.fmjfee.com)

### 3. Contact the nearest U.S. Embassy or Consulate to schedule a visa appointment.

A list is of consulates is available at [www.usembassy.gov](http://www.usembassy.gov)

### 4. Gather documents needed for the visa interview.

Follow guidelines provided in this handbook and requirements specific to the U.S. Embassy or Consulate where you will have your interview. We recommend that you read Frequently Asked Questions on Exchange Visitor Visas at [travel.state.gov/content/travel/en/us-visas/study/exchange.html](http://travel.state.gov/content/travel/en/us-visas/study/exchange.html).

### 5. Be prepared for your interview.

This will be a short conversation and a review of your documents. Be ready to explain the academic and/or cultural purpose of your visit.

### 6. Make travel arrangements AFTER you receive your visa.

### 7. Carry documents with you on the airplane.

Keep your DS-2019, passport, J-1 visa, invitation/offer letter, SEVIS I-901 fee receipt and financial documentation with you when you travel. Do not put these immigration documents in your checked luggage. You will need to present these to a Customs and Border Patrol (CBP) officer when you enter the U.S.

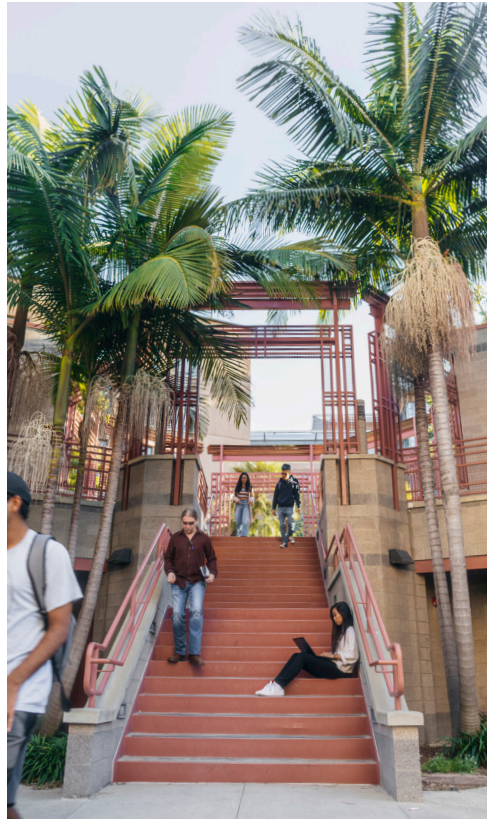
## HELPFUL ONLINE RESOURCES

J-1 Visa Exchange Visitor Program  
<http://j1visa.state.gov>

U.S. Consulates & Embassies  
[www.usembassy.gov/](http://www.usembassy.gov/)

Pay for your SEVIS Fee  
[www.fmjfee.com/i901fee/](http://www.fmjfee.com/i901fee/)

Applying for a Visa to Travel to the United States  
<http://travel.state.gov/content/visas/english/study-exchange/exchange.html>





# IMMIGRATION PROCESS AT THE U.S. PORT OF ENTRY

Upon arrival to the United States, a U.S. Customs and Border Patrol (CBP) officer will review your immigration documents.

## DOCUMENTS NEEDED AT THE PORT OF ENTRY

1. DS-2019
2. Valid Passport
3. J-1 visa
4. Financial documents
5. Invitation/Offer Letter
6. I-901 receipt of SEVIS fee

## LAND BORDERS PORT OF ENTRY

If you enter the U.S. by land, you will receive a paper form of the I-94. The I-94 card records your arrival and departure from the U.S.

## AIR AND SEA PORT OF ENTRY

If you enter the U.S. by air or sea your arrival will be recorded electronically, and you can print your I-94 at <https://i94.cbp.dhs.gov>

Traveling without all immigration documents needed to enter the U.S. might be reason to be denied entry. Entry to the U.S. is up to the discretion of the immigration officer at the port of entry.

## Travel Tip



Carry your documents with you because you will need to have access to these important documents at the port of entry. Do not pack documents in checked luggage.

## I-515A FORM

If you are granted entry to the U.S. after coming with insufficient documentation, you may receive an I-515A Form at the time of entry, which allows you to stay in the U.S. for 30 days. If you receive an I-515A form, you MUST come to the International Center to meet with an advisor.

## BIOMETRIC PROCEDURE

At the P.O.E. you should expect to experience U.S. VISIT'S biometric procedure: a digital, inkless finger scan and digital photograph.

## FOR CANADIAN CITIZENS

Canadian citizens do not need to apply for a visa at a U.S. Consulate, but must enter the U.S. in J-1 status.

Canadian citizens will need the following to enter the U.S. as students:

- Canadian passport
- The original DS-2019
- I-901 SEVIS fee payment
- Financial documents
- Proof of ties to Canada
- UCI department invitation/offer letter

After successful entry to the U.S., Canadian international scholars must complete the International Center check-in process.



## VISA & SEVIS FEES

### NONIMMIGRANT VISA APPLICATION PROCESSING FEE

<https://travel.state.gov/content/travel/en/us-visas/visa-information-resources/fees/fees-visa-services.html>

**Visa Issuance Fee:** If the visa is issued, you may need to pay an additional visa reciprocity fee.

Please consult the visa reciprocity table at [travel.state.gov/content/travel/en/us-visas/visa-information-resources/fees/fees-reciprocity-tables.html](https://travel.state.gov/content/travel/en/us-visas/visa-information-resources/fees/fees-reciprocity-tables.html)

Once you obtain your new DS-2019 from UCI, consult the "Who Pays - or does not pay - the SEVIS I-901 fee and when is it paid?" page: <https://www.ice.gov/sevis/i901/faq>

# WHEN YOU ARRIVE

## AIRPORT TRANSPORTATION

There are 3 major airports near UCI:

- **Los Angeles International Airport (LAX)**  
44 miles (71 km) from UC Irvine
- **John Wayne Airport (SNA)**  
Less than 4 miles (6 km) from UC Irvine
- **San Diego Airport (SAN)**  
83 miles (132 km) from UC Irvine

All airports have ground transportation options such as shuttle service, public transportation, taxis, etc. We recommend you make arrangements to travel from the airport to UCI prior to arriving in the U.S.

- **LAX:**  
[www.lawa.org/welcome\\_lax.aspx?id=132](http://www.lawa.org/welcome_lax.aspx?id=132)
- **SNA:**  
[www.ocair.com/groundtransportation](http://www.ocair.com/groundtransportation)
- **SAN:**  
[www.san.org/Parking-Transportation](http://www.san.org/Parking-Transportation)

## LAND TRANSPORTATION

If you are traveling by land from other parts of the U.S.:

- **Amtrak (train):** [www.amtrak.com](http://www.amtrak.com)  
Drop-off in City of Irvine  
Need to take a taxi to UC Irvine
- **Greyhound (bus):** [www.greyhound.com](http://www.greyhound.com)  
Drop-off in City of Santa Ana  
Need to take taxi to UC Irvine

## YOUR NEW ADDRESS

Carry your new address information with your immigration documents when you travel because you will need to provide the specific address of your destination.

## HOTEL ACCOMMODATIONS IN IRVINE & NEARBY CITIES

The UC Irvine vicinity has numerous accommodation options. The following rates are subject to change without notice. Contact the hotel in advance to confirm rates, availability and amenities. When making the reservation let the hotel know that you are coming to UCI. Make your reservation early.

### Atrium Hotel

18700 MacArthur Blvd.  
Irvine, CA 92612  
Fax: 949-757-0330  
Tel: 949-833-2770  
Complimentary shuttle from SNA and there is a shuttle to UCI campus.  
Complimentary internet and breakfast.  
[www.atriumhotel.com](http://www atriumhotel.com)

### Ayres Hotels and Suites

325 Bristol St.  
Costa Mesa, CA 92626  
Fax: 714-549-3741  
Tel: 714-429-9372  
Complimentary shuttle from SNA and there is a shuttle to UCI campus.  
Complimentary internet and breakfast.  
[www.ayreshotels.com](http://www.ayreshotels.com)

### Holiday Inn Express – Costa Mesa

2070 Newport Blvd.  
Costa Mesa, CA 92627  
Tel: 949-631-6000  
Complimentary internet and breakfast.  
<https://www.ihg.com/holidayinnexpress/hotels/us/en/costa-mesa/jwacm/hoteldetail>

### Travelodge – Orange County Airport

1400 Bristol St.  
Costa Mesa, 92626  
Fax #: 714-557-9164  
Phone #: 714-557-8700  
Complimentary shuttle from SNA and there is a shuttle to UCI campus.  
Complimentary internet and breakfast.  
[www.travelodge.com](http://www.travelodge.com)



# REQUIRED: J-1 INTERNATIONAL CENTER VISA CHECK-IN

## J-1 Check-In

[ic.uci.edu/scholars/j-1/new-scholar-check-in.php](http://ic.uci.edu/scholars/j-1/new-scholar-check-in.php)

You are required to comply with the immigration laws and regulations of the United States. As a J-1 scholar, you are responsible for learning, understanding and complying with U.S. laws and regulations that apply to you. Your failure to be aware of and comply with these requirements could jeopardize your J-1 program and J-1 status.

Soon **after** arrival to the U.S., you must complete the New Scholar Check-In process remotely with the International Center. J-1 scholars will need to send the items below as a PDF attachment in one e-mail to [internationalscholar@uci.edu](mailto:internationalscholar@uci.edu). You are required by law to complete this process so the International Center can “validate” your immigration status. This is part of your requirements to maintain legal visa status in the U.S. Please visit the website above for current check-in days and times.

### What is required for a successful check-in?

- Scholar Check-In Form: [ic.uci.edu/forms/ScholarCheckInForm.pdf](http://ic.uci.edu/forms/ScholarCheckInForm.pdf)
- Proof of Health Insurance: [ic.uci.edu/departments/j-1-2-health-insurance-requirements.php](http://ic.uci.edu/departments/j-1-2-health-insurance-requirements.php)
- J-1 Scholar Online Orientation and print out receipt: [ic.uci.edu/online/j1scholarorientation](http://ic.uci.edu/online/j1scholarorientation)
- Copy of I-94 record - can be retrieved online **after** arrival to the U.S. at [www.cbp.gov/i94](http://www.cbp.gov/i94)
- J-2 Dependents
  - If you have family members in J-2 visa status, provide a copy of their I-94 document

### What happens after a successful check-in?

- Your SEVIS record will be validated.
- You will receive an International Center e-mail confirmation verifying your employment eligibility at UCI. Please present the International Center e-mail confirmation to your UCI host department and/or UCI Human Resources to complete the employment process.
- You will need to apply for a Social Security Number (SSN) if you do not already have one. You can only apply for a social security after you have completed check-in at the International Center. Please see <https://ic.uci.edu/resource-pages/social-security.php> for more information.



# MAINTAINING J-1 VISA STATUS

- **International Center J-1 Visa Check-in**
  - Complete the J-1 check-in procedure in-person to validate your SEVIS record
- **Report Address Changes to the International Center Within 10 Days**
- **Inform the IC if you plan to make any changes to your J-1 program including, but not limited to:**
  - Add/remove J-2 dependent
  - Position Title
  - Funding information
  - Academic department
  - Site of activity address
- **Keep Your DS-2019 and Passport Valid**
- **Travel**
  - Get a travel signature on your DS-2019 before traveling outside of the U.S.
- **Timely Departure or Transfer**
  - Submit a Scholar Departure Form at least 10 business days before the completion date listed on your DS-2019.
  - If you plan to transfer your J-1 program to another institution, please contact the International Center at least 30 days before your DS-2019 completion date.
  - J-1 scholars have 30 days from the DS-2019 completion date to depart the U.S. or transfer their SEVIS record to another institution.

## TRAVEL & U.S. RE-ENTRY

Each time you travel out of the U.S. you need to have a valid travel signature. You can request a valid travel signature by completing a **Scholar Travel Form** ([ic.uci.edu/forms/TravelFormScholar.pdf](https://ic.uci.edu/forms/TravelFormScholar.pdf)) and submitting it to [internationalscholar@uci.edu](mailto:internationalscholar@uci.edu).

If a new travel signature is required, the J-1 scholar can request a new DS-2019 document for travel. The J-1 scholar will create an express mail shipment via eShipGlobal and confirm shipment number in email to [internationalscholar@uci.edu](mailto:internationalscholar@uci.edu). IC Scholar Advisor will review the travel request and new DS-2019 document signed for travel will be prepared for express mail to scholar's preferred mailing address. Please visit [ic.uci.edu/resource-pages/request-a-travel-signature.php](https://ic.uci.edu/resource-pages/request-a-travel-signature.php) for more information.

If you are traveling outside the U.S. for 30 days or more, you are required to get special approval from the International Center prior to departure. Please review the **Scholar Travel Form** ([ic.uci.edu/forms/TravelFormScholar.pdf](https://ic.uci.edu/forms/TravelFormScholar.pdf)) for details on this type of request.

## Understanding Unlawful Presence

Unlawful presence is the period of time when you are in the United States without being admitted or paroled or when you are not in a "period of stay authorized by the Secretary." For an F or J visa holder you may start accruing unlawful presence when you failed to maintain your status.

**You may be barred from reentering the United States for:**

- 3 years, if you depart the United States after having accrued more than 180 days but less than 1 year of unlawful presence during a single stay and before the commencement of removal proceedings;
- 10 years, if you depart the United States after having accrued one year or more of unlawful presence during a single stay, regardless of whether you leave before, during, or after removal proceedings; or
- Permanently, if you re-enter or try to reenter the United States without being admitted or paroled after having accrued more than one year of unlawful presence in the aggregate during one or more stays in the United States.

**An F, J, or M nonimmigrant begins accruing unlawful presence, due to a failure to maintain his or her status on or after Aug. 9, 2018, on the earliest of any of the following:**

- The day after the F or J nonimmigrant no longer pursues the course of study or the authorized activity;
- The day after completing the course of study or program (including any authorized practical training plus any authorized grace period, as outlined in 8 CFR 214.2);
- The day after the I-94 expires, if the F or J nonimmigrant was admitted for a certain date; or
- The day after an immigration judge orders them to be excluded, deported, or removed (whether or not the decision is appealed).

**Determining if an unlawful presence bar applies to you can be complicated. If you have violated your visa status and need help in determining your individual situation you may need to hire an immigration attorney to resolve your situation.**

The International Center website has specific instructions on these processes, required forms and business hours:

[www.ic.uci.edu](https://www.ic.uci.edu)



# INTERNATIONAL CENTER PROGRAMS & EVENTS FOR SCHOLARS

## International Scholar Social

Fall, Winter & Spring Quarters

The International Scholar Social is an informal social gathering for UCI visiting scholars, researchers, and their families and friends. It provides a good chance for visiting scholars and their families to meet their colleagues from across the campus. Dates and times are announced quarterly via email and on the IC website.

## Tax Information Session

- As an international scholar in the U.S. you have the responsibility to report any income earned in the U.S. during the duration of your J-1 program. Even if you did not earn income, if you are a non-resident for tax purposes you must fill form 8843.
- UCI employees cannot advise on the completion of your individual tax forms. The International Center provides information for reporting taxes to the International Revenue Service (IRS) and hosts an information session annually during Winter Quarter to provide direct advice to you on how to report taxes in the U.S.
- Please visit <https://ic.uci.edu/resources-pages/international-taxpayer-information.php> for international taxpayer information.

## International Coffee Hour

*In collaboration with the Counseling Center and Center for Excellence in Writing & Communication*

International Coffee Hour is a weekly event where students and scholars from all over the world engage in casual conversations while enjoying brewed coffees and teas from different countries.

## Cultural Connections

*In collaboration with Counseling Center*

A drop-in discussion group that provides a safe and private space for students and scholars to share their cross-cultural experiences, to discuss their concerns to support each other throughout the adjustment process.

## Immigration Workshops

These workshops provide international students and scholars with information about the job searching, information on employment and work visas, and American work place etiquette.

## Various Events Sponsored by the UCI Postdoctoral Association

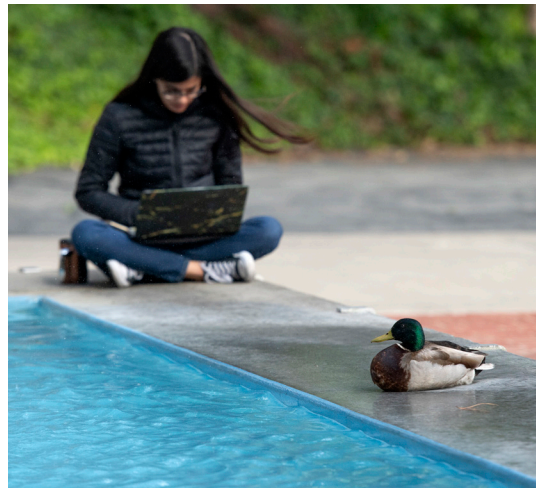
Throughout the year, the UCI Postdoctoral Association hosts professional and social events for postdoctoral scholars and visiting researchers. Examples of these events include: coffee hours, grant writing workshops, CV writing workshops, and social outings. Event announcements are communicated via the International Center Scholar and Faculty Listserv. Visiting scholars and faculty can sign-up for this listserv at <http://department-lists.uci.edu/mailman/listinfo/ic-scholarsandfaculty>.

## Life in the U.S. Series

These workshops address a variety of topics that help international students with learning more about American culture. Topics include: "How to Make an American Friend," "Dating and Relationships," "American Pop Culture," "American English Slang," "Local Irvine Restaurants and Shopping" and more!

## Special Programs and Activities

The International Center hosts various special programs and activities throughout the year, which include International Center Welcome Picnic, Tax Information Session, End of the Year Celebration, and many more!



# LIFE AT UC IRVINE

## HOUSING

### UCI FACULTY AND STAFF HOUSING

UCI offers faculty and staff housing through the Irvine Campus Housing Authority (ICHA). For information on the community, rentals, locations, applications, prices, and contacts, please see the website. <http://icha.uci.edu>

### OFF-CAMPUS HOUSING

If you decide to live off campus, the Student Housing office can assist you. [www.housing.uci.edu/och](http://www.housing.uci.edu/och)

## CHILDCARE SERVICES

For childcare services information in Irvine, contact UCI Childcare Services at [www.childcare.uci.edu](http://www.childcare.uci.edu) prior to your arrival to UCI to make arrangements.



## UC IRVINE IS A SMOKE-FREE CAMPUS

UCI is proud to be a smoke-free and tobacco-free campus. Marijuana, vape pens and e-cigs are not permitted. UCI abides by the policies of the University of California as well as federal law.

<https://ehs.uci.edu/smoke-tobacco-free/index.php>

## TRANSPORTATION ON AND NEAR CAMPUS

**Anteater Express** provides transportation services from UCI to nearby locations. Visit their website for more information: [www.shuttle.uci.edu](http://www.shuttle.uci.edu).

**Additional UC Irvine transportation resources** [www.parking.uci.edu/AT](http://www.parking.uci.edu/AT)

### The Orange County Transportation Authority

Visit [www.octa.net/Index.aspx](http://www.octa.net/Index.aspx), an online resource with up-to-date transportation information. The Plan My Bus or Rail Trip link makes your planning easy. This site will also recommend using Google Maps to plan your trip.

## DRIVING IN THE U.S.

If you plan on driving in California, you must obtain a California Driver License from the Department of Motor Vehicles (DMV). You must complete the J-1 International Center Check-In process and obtain an SSN before you apply. You will need to present your passport, DS-2019 visa document, and I-94 document. You will be required to take a driving and written test. It is highly encouraged that you schedule an appointment in advance by visiting: [www.dmv.ca.gov](http://www.dmv.ca.gov)

### HELPFUL HINTS

- Wait until you have received your Social Security Card in the mail before applying for a driver's license.
- Review the Driver License Handbook (available in various languages) [www.dmv.ca.gov/pubs/pubs.htm](http://www.dmv.ca.gov/pubs/pubs.htm)

### Department of Motor Vehicles (DMV) near UC Irvine

- **Costa Mesa**, 650 W. 19th Street  
Costa Mesa, CA 92627
- **Santa Ana**, 1330 East First Street  
Santa Ana, CA 92701
- **Laguna Hills**, 23535 Moulton Parkway  
Laguna Hills, CA 92653

For more information, visit the Department of Motor Vehicles website [www.dmv.ca.gov](http://www.dmv.ca.gov)

### Car Registration

Cars driven in California must be registered through the Department of Motor Vehicles. Evidence of financial responsibility must be carried at all times in the vehicle. Most Californians maintain financial responsibility through insurance companies, which provide the policy holder (you) with an identification card as evidence of coverage. The card must state the insurance company's name, address, period of coverage and policy number.





## CELL PHONES

### OBTAINING A CELL PHONE

Obtaining a cell phone is a process that involves comparing costs between cell phone providers and deciding on a plan that includes the services you need.

Most cell phone providers will ask for a cash deposit for new clients that do not have credit history in the U.S. and a Social Security Number. Most cell phone contracts are for two years. However, some cell phone providers have month by month plans where you pay up-front each month. The best way to find a company that fits your cell phone needs is to compare cell phone companies' options and plans.

### Cell Phone Providers Near UC Irvine

- **AT&T:** 949-622-8240  
17675 Harvard Ave. Suite B., Irvine, CA 92614
- **T-Mobile:** 949-509-7413  
4237 Campus Dr. Suite B158, Irvine, CA 92612
- **Sprint:** 949-654-8000  
3992 Barranca Pkwy. Suite D, Irvine, CA 92606
- **Verizon:** 949-756-3515  
2981 Michelson Dr. Suite A, Irvine, CA 92612



## BANKING

### OPENING A BANK ACCOUNT

After you check in with the International Center you will be able to take care of other important matters such as opening a U.S. bank account. Scholars generally open a bank account at banks near UCI. However, you must look around and make sure that the bank you select meets your banking needs.

### Banks Near UC Irvine

- **Wells Fargo Bank:** 18044 Culver Dr., Irvine, CA 92612. 949-857-1762
- **Chase Bank:** 4249 Campus Dr., Ste B140, Irvine, CA 92612. 949-255-1670
- **U.S. Bank:** 4100 Newport Place Dr., Suite 100 Newport Beach, CA 92660. 949-863-2499
- **Bank of America:** 2600 San Miguel Dr., Newport Beach, CA 92660. 949-760-4612

### Documents Needed to Open a Bank Account

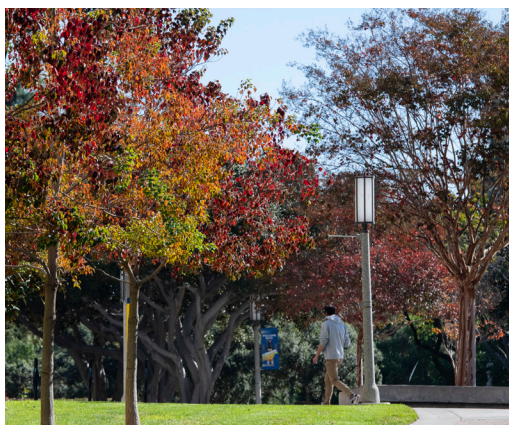
If you have a Social Security Number (SSN) or International Tax Identification Number (ITIN):

- Student J-1 visa
- U.S. Driver's License or U.S. ID Card

If you DON'T have a Social Security Number (SSN) or International Tax Identification Number (ITIN):

- J-1 Visa
- Passport

Talk to a bank representative about your banking needs and they will assist you in selecting the best bank account option for you. Always read the documents you are signing and ask for clarification for anything that you don't understand. If needed, ask the bank representative if they have information printed in your language.



# EMPLOYMENT OUTSIDE OF UCI

## SECOND SITE OF ACTIVITY

Under J regulations, it is possible for an ACTIVE UCI J-1 Professor or Research Scholar to engage in employment at another location outside of UCI ("Second Site of Activity") under the following requirements (all requirements below are mandatory):

- Before considering and/or accepting any outside employment, the J-1 scholar must first discuss the employment opportunity with the International Center;
- The activity must be directly related to the objectives of the scholar's J program and facilitate the UCI research project. The scholar must continue to be on an academic appointment at UCI while at the third party location. The work performed at the third party location must be overseen and directed by the UCI faculty member. Any publications or presentations resulting from the work will credit UCI and the third party in accordance with the collaborative agreement between the two institutions;
- The activity must be incidental to the scholar's primary program activities and must be temporary;
- The activity must not delay the completion of the scholar's J program; and
- The International Center must first formally approve the employment activity in writing before the scholar may begin any part of the activity.

## OCCASIONAL LECTURE OR CONSULTATION

Under J regulations, it is possible for an ACTIVE UCI J-1 Professor or Research Scholar to participate in occasional lectures and/or short-term and temporary consultations at a third party location if authorized beforehand by the UCI International Center. The one-time or occasional activity must:

- Be directly related to the objectives of the scholar's J program;
- Be incidental to the scholar's primary program activities;
- Not delay the completion of the scholar's J program; and
- Be approved beforehand, in writing, by the International Center

## J-2 EMPLOYMENT

J-2 dependent family members may apply to the U.S. Citizenship and Immigration Services (USCIS) for permission to accept employment while present in the U.S. The employment must be used to support J-2 dependent(s) only and not to support the principal J-1 scholar. Please contact the International Center for more information about the application process and requirements.

## SOCIAL SECURITY NUMBER

A Social Security Number is assigned to individuals who are authorized to work in the United States. All UCI employees must have a Social Security Number (SSN) to be employed. You can only apply for a SSN after successfully checking-in at the IC. More information about the SSN application process will be given to you during your J-1 check-in. A receipt of application will be given to you when you apply for the SSN. You will need this for your hiring department. The issuance of the actual SSN card is about 30-45 days. You will receive your Social Security card in the mail.

The nearest Social Security Administration Office to UCI is located in Mission Viejo. The address is **26051 Acero Road, Mission Viejo, CA, 92691**. Please check website [www.ssa.gov](http://www.ssa.gov) and call the office 800-772-1213 for operating hours.



# SETTLING IN

## ADJUSTMENT TO UCI AND THE U.S.

Once you settle in your new place in Irvine, you will find commonalities between your culture and the new culture you are living in. You might find food choices in Irvine interesting, you might also find familiar music, and may enjoy the weather. These are good indications that you are getting settled into your new environment. However, you may also discover differences.

If you are living in another culture different from your own, there may be times when you experience periods of frustration, anger, alienation, depression, or other reactions that come to be labeled as “culture shock.” Even visitors who come from other states in the U.S. might experience culture shock. Some degree of “shock” is inevitable and, some would argue, necessary for better adjustment. Each individual reacts differently upon being in a new place with new food, music, customs, and culture.

Culture shock affects people in various degrees. Experiencing the above mentioned emotions is a normal adjustment process, and you should not feel bad, guilty, or inadequate as you adjust to your life at UCI.

## CULTURAL ADJUSTMENT

Many experts agree that at first you may find your new situation a bit confusing. You may also find it to be exhilarating: a time of new experiences, sights, sounds and activities. The initial period of settling in often seems like an adventure with so much to learn and absorb in the new culture.

During this time, you may tend to look for and identify similarities between your home culture and U.S. culture. You may find that people seem really friendly and helpful. You may classify aspects of the culture that seem different or even unattractive as curious, interesting or “unusual.” As you become more involved in activities and get to know the people around you, differences rather

than similarities may become increasingly apparent to you.

As these differences emerge, they may be troubling and sometimes shocking. Culture shock does not happen all at once. It is a feeling that grows slowly as you interact with other students, faculty and people in the community.

## COMMON SIGNS OF CULTURE SHOCK

- Extreme homesickness
- Desire to avoid social settings which seem threatening or unpleasant
- Physical complaints and sleep disturbances
- Depression and feelings of helplessness
- Difficulty with coursework and concentration
- Loss of your sense of humor
- Boredom or fatigue
- Hostility toward the host culture

## YOU CAN ALSO TRY THE FOLLOWING:

- Learn about and experience the new culture.
- Meet people and make new friends, both from your culture and other cultures, including Americans to help you better understand and exchange cultural similarities and differences.
- Expect that there will be similarities and differences.
- Stay in contact with family and friends at home. You can call, email, FaceTime or watch videos from your home country.
- Talk about what you are feeling with friends who are sympathetic of your situation, or contact an advisor at the International Center.
- Talking about these feelings will assist in overcoming negative feelings about your new environment.
- Take care of yourself: get plenty of rest, eat well, and maintain good hygiene.
- Exercise regularly. UCI’s Anteater Recreation Center (ARC) offers sports, gym, exercise, and leisure activities.

## YOU ARE NOT IN THIS ALONE

If you are having a difficult time with your transition or adjustment to UCI, please know there are many campus resources that can help. If you need help, reach out to the International Center, your academic unit and other campus support services. Become familiar with the services & resources offered through the Counseling Center.

### UCI Faculty & Staff Support Services

[www.whcs.uci.edu/faculty-staff-support-services](http://www.whcs.uci.edu/faculty-staff-support-services)

Faculty & Staff Support Services provides onsite consultative services & support to resolve behavioral health issues, serves as a primary crisis intervention resource to facilitate and coordinate appropriate resources, provides time-limited case management for employees, and develops and implements instructional training & materials to assist in the promotion of mental well-being for all UCI and UC Irvine Health faculty & staff.

### Faculty and Staff Counseling and Referrals

[www.wellness.uci.edu/facultystaff/eap/introduction.html](http://www.wellness.uci.edu/facultystaff/eap/introduction.html)

Faculty and staff seeking assistance for their own personal mental health needs may contact the Employee Assistance Program (EAP), administered by ComPsych Guidance Resources, at 844-824-3723. It provides 24/7 access through a network of licensed specialists, including multilingual counselors. .

Faculty and staff enrolled in a UCI medical plan may also access non-emergency counseling services through their UC behavioral health plan. In mental health emergency situations, always **call 9-1-1 for assistance**. Please contact **UCI Human Resources at 949-824-6847** for more information on available services.



# CAMPUS SAFETY

## BIKE SAFETY

[bike.uci.edu](http://bike.uci.edu)

If you plan to use a bicycle for transportation, you must be aware of rules and regulations related to bike safety.

## BLUE LIGHT PHONES

Blue light telephones are emergency telephones located throughout campus and provide direct communication to the UCI Police Department. Use the phones to report crime, fire or medical emergencies 24 hours a day. There are over 185 blue light phones on campus that can be easily identified on a UCI campus map by a diamond shaped symbol.

## EMERGENCY PREPAREDNESS

In cases of an emergency, it is important to be aware of a building's secure-in-place or evacuation plan. Secure-in-Place notifications will be issued to the campus in cases of a potential threat to the campus that require you to remain indoors. In a situation where building evacuation is required, become familiar your surroundings and available exits from your location.

## EMERGENCY RESOURCES

**In a health or safety emergency, dial 9-1-1.**

911 is the phone number you call to contact an emergency operator. This person will help you get the emergency assistance you need. This emergency number can be used from any phone in the United States. If you are on campus, you can contact the UCI Police Department by calling **(949) 824-5223**.

We recommend you program the UCI Police Department phone number into your cell phone.

## FREE SPEECH

[freespeech.uci.edu](http://freespeech.uci.edu)

UC Irvine recognizes the rights of individuals to engage in constitutionally protected free speech and maintaining public safety. The UCI Police Department supports and enforces the UCI codes and regulations governing the time, place, and manner for the exercise of free speech and public assembly.

## THEFT

Always keep your personal property safe. It is possible that theft of personal property may occur in different areas of campus. It is important to lock the door to your residence at all times, even when sleeping. Many students choose to purchase locks for items of value, such as computers.

## FIRE SAFETY

Make note of the closest exit wherever you are located.

If you experience a fire-related emergency, such as: cooking accidents, overloaded power strips or exposure to open flames, stay safe and call 9-1-1 for help. Use a fire extinguisher if one is available and you know how to use it, and only if it is safe to do so.

## SAFETY ESCORT SERVICES

[police.uci.edu/how-do-i/safety-escort.php](http://police.uci.edu/how-do-i/safety-escort.php)

The Community Service Officer (CSO) Safety Escort program is a free service provided to members of the UCI community as a safe alternative to walking alone at night.

For a free safety escort, call: 949-824-7233 (SAFE). This service is available 24 hours a day, 7 days a week.

## SEXUAL ASSAULT

[care.uci.edu](http://care.uci.edu)  
[soinfo.uci.edu](http://soinfo.uci.edu)

Sexual assault is physical sexual activity which occurs without consent of the other person. UCI CARE (the Campus Assault Resources & Education office) has several confidential support services to members of the UCI community who are impacted by sexual assault, relationship abuse, family violence and/or stalking.



## UCI POLICE DEPARTMENT

The UCI Police Department provides the UCI community with the highest level of public safety and police services. They are committed to respecting human dignity and to understanding the needs and values of the UCI community. They maintain an environment that supports the well-being of students, faculty, staff and visitors at UCI.

**949-824-5223**

410 E. Peltason Drive, Irvine, CA 92697

[police.uci.edu](http://police.uci.edu)

# HEALTH & WELLNESS

## UCI CARE: CAMPUS ASSAULT RESOURCES & EDUCATION [care.uci.edu](http://care.uci.edu)

UCI CARE provides free and confidential support services to the UCI community impacted by sexual assault, relationship abuse, family violence and/or stalking. You can call to schedule an appointment at 949-824-7273.

## CAMPUS RECREATION [campusrec.uci.edu](http://campusrec.uci.edu)

Offers diverse sports, recreational and fitness activities that are fun, vigorous, healthy and conducive to personal wellness. Facilities include the Anteater Recreation Center and programs include intramural sports, club sports, and many other classes and activities.

## UCI WELLNESS [wellness.uci.edu/about.html](http://wellness.uci.edu/about.html)

The University of California, Irvine values the health and well-being of the UCI Community. UCI Wellness at the UCI Campus, Health Sciences, and Medical Center supports employees and retirees in achieving a more balanced and healthy lifestyle both at work and at home. UCI's commitment to a healthy work culture can be seen by many collaborative endeavors, benefits, programs, services, and initiatives.



## UCI PARENT SUPPORT PROGRAM [oeod.uci.edu/parenting/index.php](http://oeod.uci.edu/parenting/index.php)

Being a new parent can be an overwhelming and exciting time. UCI offers a variety of educational opportunities to help you navigate parenthood, including classes for expecting parents, new parents and parents of young children. Visit their website for more information on classes and webinars offered.

## DISABILITY SERVICES CENTER [dsc.uci.edu](http://dsc.uci.edu)

At UCI providing a culture of inclusion and equal opportunity for students with disabilities is a campus wide responsibility and commitment. Incoming new students with disabilities, should notify the Disability Services Center of their need for academic or housing accommodations as soon as possible. Accommodations registration/intake form is available on the website.

## UCI EMPLOYEE ASSISTANCE PROGRAM (EAP) [wellness.uci.edu/facultystaff/eap/introduction.html](http://wellness.uci.edu/facultystaff/eap/introduction.html)

The Employee Assistance Program (EAP) is a free, confidential benefit that can help address personal or work-related issues faced by UCI faculty, staff, retirees and dependants at both the UCI Campus and UC Irvine Health. This service, staffed by experienced clinicians, is available 24 hours a day, seven days a week. A Guidance Resource Professional will help with problem identification, assessment and referral to treatment providers and community resources.  
[shc.uci.edu/new-student-information](http://shc.uci.edu/new-student-information).





## GROCERIES & STORES

### INTERNATIONAL GROCERY STORES

- **99 Ranch Market**  
15333 Culver Dr., Irvine  
www.99ranch.com  
Asian grocery, fresh produce, bakery
- **Albertson's**  
4541 Campus Drive  
Irvine, CA 92614  
Fresh produce, groceries, bakery, ethnic foods section
- **H Mart**  
2600 Alton Pkwy., Irvine  
Korean market, food court inside
- **Mitsuwa Marketplace**  
14230 Culver Dr.  
Irvine CA 92604  
Japanese grocery
- **Super Irvine**  
14120 Culver Dr.  
Irvine, CA 92604  
Persian grocery store, fresh produce
- **Wholesome Choice**  
18040 Culver Dr., Irvine  
Fresh produce, bakery, meat and deli sections.
- **Zion Market**  
4800 Irvine Blvd., Irvine  
Produce really fresh and affordable, great place to get ingredients for Korean food.

### HOUSEHOLD ITEMS & RETAIL

- **Daiso**  
14280 Culver Drive, Suite A, Irvine, CA 92604  
Discount Store, Basic Household Items and Snacks
- **Target**  
4255 Campus Dr., Irvine, CA 92612  
Household items, fresh grocery, pharmacy, clothing, linens, photo printing
- **Walmart**  
1655 VonKarman Ave., Irvine CA 92606  
Large department discount store offering food, household items and clothing.

### SHOPPING CENTERS

- **Diamond Jamboree**  
Corner of Jamboree Rd. and Alton Pkwy.  
Large selection of places to eat.
- **Irvine Spectrum**  
71 Fortune Dr. Irvine, CA 92618  
A large outdoor shopping mall with a movie theater, ferris wheel and comedy club.
- **South Coast Plaza**  
3333 Bristol St., Costa Mesa, CA 92626  
Defines the luxury shopping experience with boutiques, personal service and upscale amenities.
- **The District**  
2437 Park Ave., Tustin, CA 92782  
Outdoor shopping mall with a good mixture of stores and places to eat.





## CONNECT WITH THE IC ON SOCIAL MEDIA!



[www.tinyurl.com/ICScholarsFBgroup](http://www.tinyurl.com/ICScholarsFBgroup)



[www.youtube.com/uciintcenter](http://www.youtube.com/uciintcenter)



[instagram.com/uciinternationalcenter](https://www.instagram.com/uciinternationalcenter)



**UCI** International Center

**Website: [ic.uci.edu](http://ic.uci.edu)**

Subscribe to our IC Scholar and Faculty email listerv to receive announcements on upcoming IC programs, events and workshops:  
<https://department-lists.uci.edu/mailman/listinfo/ic-scholarsandfaculty>





**UCI** International Center  
[www.ic.uci.edu](http://www.ic.uci.edu)



**G302 Student Center**  
Irvine, CA 92697-5255  
T: 949-824-7249  
E: [internationalscholar@uci.edu](mailto:internationalscholar@uci.edu)

 **Student Affairs**