



International Students Handbook

Refund Policy, Grading/Transcripts, Attendance, Immigration, Health and Employment

INFORMATION FOR INTERNATIONAL STUDENTS and FAQs (Frequently Asked Questions)

Updated: February 2010

REFUND POLICY

Courses are paid by 4 or 10 week blocks. The course begins on the program start date or the date written on the receipt. Please note that tuition fees will not be refunded once a program has started and is nontransferable. A tuition refund is possible only if a tuition refund request is made in writing and received by IIC before the program start date (or the date written on the receipt). In rare special cases, IIC will only give credit toward future ESL classes.

Deferring Program Start Date

If a student is unable to start their ESL program on their program start date (see program start date on the I-20), IIC must have written notification 14 days prior to the program start date, with an explanation and a new program start date. Students can defer their program start date up to six months if IIC is contacted 14 days prior to the program start date. If students do not arrive and register on their program start date, and no contact was made to request deferring program start date, IIC will assume the student will not attend classes, and the student's I-20 will be terminated.

Visa Denial

You must inform IIC in writing. If the U.S. Consulate in your country refuses to issue you a student visa, you must immediately return the original acceptance letter and I-20 to IIC. There is no refund for the \$110.00 Application fee or the \$100.00 Tuition deposit if a visa is denied. However, if the student would like another I-20 within six months of their initial I-20 program start date, IIC will create one at no additional cost.

Cancellation after the course and/or lodging has started

In no case will money be refunded once the course and/or lodging has started. Deposits and fees are nontransferable. We reserve the right to cancel any class with fewer than four students.



Cancellation after arrival

You must inform IIC in writing 12 weeks before your intended cancellation date or you will be charged the equivalent fee for 8 weeks. Tuition is charged from the beginning of your course until the date of departure and you will receive a refund of 50% of any remaining tuition fees.

Persistent Misconduct

IIC reserves the right to terminate, without notice, the I-20 of any student who persistently misconducts him/herself on or around the IIC campus. Cancellation charges apply as above.

Holiday dates

Students must observe the holiday dates published by IIC. Refunds will not be given for holidays. **Students will receive tuition credit for Winter break only.**

GRADING POLICY/TRANSCRIPTS

Final grades are based on weekly quizzes/tests, the final exam and attendance/participation. The weighted percentage varies, depending on the teacher. Make-up exams, due to illness or unforeseeable circumstances, are up to the discretion of the teacher. For more information, consult your teachers.

Students only receive a final grade for the session (there are 5 10-week sessions annually) if they take the final exam. Students must plan accordingly so that they do not miss the final exam. Only in extraordinary circumstances will students be allowed to make up final exam.

ATTENDANCE POLICY

As an F-1 student at IIC, you are required to attend classes full-time in order to maintain your F-1 status. Failure to attend classes may cause expulsion from IIC and the termination of your I-20. **No tuition refunds are given.**



IMMIGRATION MATTERS FOR F-1 STUDENTS

It is your responsibility to maintain your F-1 nonimmigrant status while you are in the U.S. The IIC staff is available to help you understand the various immigration laws and regulations that affect you as an international student in the U.S. If you have any questions about your visa or your status, please see the Director.

CHANGE OF ADDRESS REQUIREMENT

*YOU ARE REQUIRED TO MAINTAIN AN UPDATED MAILING ADDRESS, EMAIL ADDRESS AND PHONE NUMBER WITH IIC. YOU MAY **NOT** USE A POST OFFICE BOX. PLEASE FILL OUT AN ADDRESS CHANGE FORM WHENEVER YOU CHANGE ANY OF THIS INFORMATION. IF YOU FAIL TO DO THIS, YOU WILL BE **OUT OF STATUS**.*

DOCUMENTS YOU SHOULD ALWAYS HAVE:

- **PASSPORT**
- **VISA**
- **FORM I-94 (ARRIVAL/DEPARTURE RECORD stapled to your passport)**
- **FORM I-20**

If you are missing any of the above documents, or if they are incorrect, please contact the Director of Student Services.

PASSPORT

Your passport must be valid at all times during your stay in the U.S. For passport renewal, contact your consulate. **Always renew your passport 6 months before it expires!!**

FORM I-20

DO NOT LET YOUR I-20 EXPIRE. IT IS THE RESPONSIBILITY OF EVERY F-1 STUDENT TO KEEP A CURRENT I-20 TO STAY IN STATUS!!

The Form I-20, Certificate of Eligibility for Nonimmigrant (F-1) Student Status for Academic Students, is the document you received from IIC when you were officially admitted to our program. You used the Form I-20 to apply for an F-1 visa at a U.S. Consulate or Embassy abroad or to transfer from a previous school, college or university you were attending in the U.S. The SEVIS I-20 Form has three parts:

- Page 1 has all of the information that is put in SEVIS concerning your stay at IIC
- Page 2 is the instructions
- Page 3 is for travel and employment endorsement



Entrance into the US with the Form I-20

Item #5 of the I-20 Form indicates the date you are expected to report to IIC to begin your studies. Normally, you may enter the U.S. as early as 30 days before the Program Start Date in order to find housing and get oriented to San Francisco. If you are unable to arrive in the U.S. by the Program Start Date noted on your I-20 Form, it is possible that the US Immigration and Customs Enforcement (USICE) will not let you into the US. **If you cannot arrive by the Program Start Date, contact IIC as early as possible.**

If you are entering the U.S. to attend a school for the first time, the USICE official at your Port of Entry must stamp your I-20 Form in the upper right-hand corner. This stamp indicates that you have been inspected for admission into the U.S. and have been authorized to attend the school whose name appears on your I-20 Form.

Note: You must attend the school listed on the I-20 Form you used to enter the U.S. and, if you do not, you will be in violation of your F-1 status.

EXTENDING your I-20

Your IIC I-20 Form indicates that the normal length of study at IIC is 3 months to 2 years. We realize that, occasionally, it may take you more than 2 years to complete your program at IIC due to various circumstances.

If your I-20 is going to expire soon, you may apply to IIC for a Program Extension within the last 30 days before the expiration date. If you are granted a program extension, you will be issued a new I-20 Form, reflecting the additional time you need to complete your course of study. **If your I-20 Form expires before you have completed your course of study, you will be Out of Status. It is possible that the Director of Student Services may not grant an extension if the I-20 has expired.**

When you complete your studies in the U.S. and return to your home country, you should keep your I-20s and IDs from all the schools you have attended in your permanent record—you may need to use them as supporting documents for a future application for a visa.

VISA

Your visa is the multi-colored stamp entered in your passport at a U.S. Embassy or Consulate abroad.

The visa is used to authorize your entry into the U.S. for a certain number of entries until the visa expires. It may be authorized for multiple entries (often indicated on your visa with the letter "M"), or once (single entry, indicated on your visa as "S"), two entries (indicated on your visa as 2 or "two"), etc.



The visa type (F-1, B-2, B-1, M-1) indicates what type of activities you will be pursuing in the United States. An F-1 visa, for example, is used to enter the U.S. to study at an academic or language school; a B-2 visa (visitor for pleasure) is used to enter the U.S. as a tourist.

Expiration of Visa While in the U.S.

Your visa may expire while you are in the U.S.—this is okay since your visa must only be valid at the time you enter the U.S. If you leave the U.S. after your visa has expired, however, you must go to a U.S. Consulate or Embassy abroad to obtain a new visa in order to re-enter the U.S. **Note: You cannot obtain a new visa from inside the U.S.**

FORM I-94 (ARRIVAL/DEPARTURE RECORD)

The Form I-94 (Arrival/Departure Record) is the square card attached to your passport by the U.S. Customs and Border Patrol (USCBP) official at your Port of Entry. **It is probably the most important immigration document you have because it shows that you have been legally admitted into the U.S. and it identifies your immigration status and your authorized period of stay in the U.S. DON'T LOSE THIS CARD!** It costs \$320.00 to get a replacement card from the US Citizen and Immigrations Services (USCIS) and it takes many months to receive.

For most people, the color of the I-94 Form is white. People who are entering the U.S. under the Visa Waiver Program, however, are issued a green I-94 Form.

The Form I-94 contains your unique 11-digit admission number in large bold numbers in the upper left hand corner. When you arrive in the U.S., the USCBP official may write your admission number in the appropriate space on your I-20 Form and will also write this number next to your visa stamp in your passport. When you arrived at your Port of Entry, the USCBP official should have stamped your Form I-94. The USCBP official's stamp notes the date you entered the U.S. and says, "Admitted (visa status) until (expiration date of authorized period of stay)."

THE DIFFERENCE BETWEEN F-1 STUDENT VISA AND F-1 STUDENT STATUS

Once you have been admitted to the U.S., you are considered by IIC and the various immigration services as having **F-1 status** (not an F-1 visa).

The importance of having a certain visa ends when you leave the airport; for the rest of your stay in the U.S., people will refer to your F-1 status. (Your F-1 visa will probably expire before your F-1 status, which is OK.)

The status designation is usually (but not always) the same as the visa type, such as an F-1 student visa and an F-1 status designation on your I-94, but it is possible to be admitted to the U.S. with a certain visa status, such as a J-1 (exchange visitor)



visa status and then apply to the USCIS for a change of status to F-1 (student). If the USCIS approves such a change, the person will have a J-1 visa stamp in his or her passport but will have an F-1 status designation on his or her new Form I-94.

DURATION OF STATUS

As noted on the Form I-94, F-1 students are admitted to the U.S. until "D/S" (Duration of Status). This means that students **who are maintaining F-1 status** are authorized to stay in the U.S. until:

- the completion of all educational goals at one or various schools, colleges or universities
- the completion of any periods of authorized training

Additionally, F-1 students are given a 60-day grace period following the **successful completion** of their course of study or authorized training.

Students must complete at least two sessions (or 20 weeks) to complete a program at IIC.

The 60-day grace period is to be used for the following purposes:

- To prepare for departure from the U.S.
- To transfer to another school, college or university
- To change status from F-1 (student) to another nonimmigrant status such as B-2 (tourist)

If you want to travel in the U.S. longer than 60 days after the completion of your course of study, you will need to apply to the USCIS for a change of status from F-1 (student) status to B-2 (tourist) status.

MAINTAINING F-1 STATUS

Although you are not likely to have much direct contact with the various immigration services, you should be fully aware of the primary conditions imposed by the US Immigration and Customs Enforcement for you to retain your F-1 status. Violation of any of these conditions could lead to serious trouble in the form of investigations, hearings, or even deportation:

1. **You are not permitted to accept employment off campus without prior authorization;**
2. You must be a full-time student;
3. If you are transferring from another school or changing level, you must complete the transfer or change of level procedure within 15 days after the start of classes;



4. You must maintain an updated address with IIC at all times. A post office box is unacceptable;
5. **You MUST inform the Director of Student Services at IIC if you decide to leave IIC for good. If you are leaving to transfer to another school, you must complete at Transfer Out Request form along with an acceptance letter and transfer form from the new school. If you are leaving the US and do not plan on returning to IIC, you complete the Withdrawal Request form. Failure to complete these forms can lead to termination.**

FULL-TIME STATUS

USICE regulations require you to pursue a “full course of study” at IIC. A full course of study is defined as at least **18 hours per week**. You are required to see the Director of Student Services before dropping below full-time. **If you do not meet with the Director of Student Services before dropping below full-time, you will have violated your F-1 status and you will be considered Out of Status. You must check with the Director of Student Services to see if you have a valid reason to be below full-time.**

FALLING OUT OF STATUS AND REINSTATEMENT TO F-1 STUDENT STATUS

An F-1 student may fall out of status for the following reasons:

- Did not pursue a full course of study
- Did not complete the transfer of schools or change of level procedure within the 15 days after the start of a new school or program
- **Accepted unauthorized off-campus work**
- Chronic absenteeism
- Did not maintain a current address, phone number or other pertinent contact information with IIC

If you fall Out of Status, you may apply to the USICE for reinstatement. If you feel you are Out of Status, please see the Director of Student Services during office hours.

At this time we will explain what your options are regarding being Out of Status. ***In some cases, reinstatement is not possible and a student must leave the US and re-enter with a new I-20.***

CHANGE OF STATUS

An F-1 student may want to change status to B-2 tourist for the following reason:

- After completion of a program a student would like travel in the U.S. for more than the 60 days grace period authorized by USCIS.



Currently the USCIS is taking 3 months to complete a Change of Status request.

If the student has received a Change of Status approval notice from the USCIS and he or she leaves the U.S., the student will need to apply for a visa at a U.S. Embassy or Consulate abroad to be able to reenter and resume that new status (except when traveling to contiguous territory).

SICK LEAVE (INCLUDING MATERNITY LEAVE)

Students may take sick leave by providing a doctor's note or, in the case of a family medical emergency, a note from a foreign agency attesting to family member's condition. For extended sick leave (more than 2 weeks) or maternity leave, a \$25/mo. school records maintenance fee is required of all students during the duration of their leave from school.

SCHOOL TRANSFER

To be eligible to transfer to another school, college or university you must have maintained your F-1 status. Students who are transferring from another U.S. school, college or university to IIC will need to apply to IIC and pay the application fee. Then the Director of Student Services will determine if the student is eligible to transfer. If the student is eligible to transfer, the Director of Student Services will contact the student and determine the start date. If the student is Out of Status at the previous school, he or she must talk to the Director of Student Services about what his/her options are for entering IIC as an F-1 student.

As an F-1 student it is crucial that you are aware of the immigration laws and regulations governing school transfers and it will be **your responsibility** to contact your previous school regarding your intended transfer to IIC. It is also your responsibility to fulfill all transfer rules, regulations and policies at your previous school.

SEVIS QUESTIONS AND ANSWERS

Q. What is non-immigrant status and how does an F-1 student maintain it so that they may remain in the US legally?

1) F-1 international students are admitted into the United States by the USCIBP for the **sole purpose of studying and acquiring a degree or specific knowledge or training.** An F-1 student must be a full-time student making regular progress towards their academic goal. At IIC, this means taking 18 hours per week. Students must contact the Director of Student Services immediately if they cannot do this.

2) An F-1 student cannot work off of the school campus. In all cases they must have approval from the Director of Student Services. A student must speak to the Director of Student Services to determine if they are eligible to work. **Under no circumstances can an F-1 student work without IIC's approval.**



Q. Under what circumstances can I study less than 18 hours per week?

In all cases a student must get permission from the Director of Student Services **BEFORE** dropping below 18 hours per week. USICE allows students to drop below 12 units for the following reason **ONLY** and with **PRIOR** permission from the Director of Student Services:

Student has medical problems and proof from a doctor that they should take below 18 hours per week. A student is allowed medical reasons to be below 18 hours within 12 months **ONLY**. **If a student is sick longer than 12 months for whatever reason they must leave the United States because they are not making regular progress towards their academic goals.** Student must have medical proof (from a doctor, osteopath, psychologist or psychiatrist **ONLY**) for 12 months and must show it to the Director of Student Services.

Q. What do I now have to do when I finish a program and I want to transfer or go home?

Whenever a student finishes a program or is going to leave for any reason they must let the Director of Student Services know. If the student is transferring, he/she must complete a Transfer/Withdrawal Form and give it to the Director of Student Services. Again, when the student leaves the school for **ANY** reason they must inform the Director of Student Services of that school. **An F-1 student is allowed to remain in the US only 15 days after withdrawing and only 60 days after completing a program. At IIC, completing a program means moving from one level to another in a time no shorter than two sessions (20 weeks).**

Q. How early can an (F-1) international student enter the US?

30 days before your Program Start Date. If you transferred from another school, you may enter earlier.

Q. What happens if an emergency happens and an international student has to leave the US?

The student should complete a Withdrawal Request form and meet with the Director of Student Services that they must leave. The student **must leave within 15 days** of when they stop their program.

Q. How much time do I have between transferring schools?

An IIC student must start at the next available Program Start Date.

Q. What does an international student do if they fall Out of Status?

If a student falls out of status he/she must see the Director of Student Services to discuss if Reinstatement is a possibility. Reinstatement is when a student completes the I-539 form and writes a letter to USICE to request that they be reinstated due to falling Out of Status. A student **MUST** apply for reinstatement immediately when out of status. **IT IS THE STUDENT'S RESPONSIBILITY TO BE AWARE OF AND TO MAINTAIN HIS/HER STATUS.** Usually reinstatement is only granted when a



student's reason for falling out of status is something that is completely out of their control.

Q. What if I cannot finish my program by the Program End Date on my I-20?

If a student is unable to finish a program on time he/she must ask the Director of Student Services for an Extension of program. However, if the delay has to do with academic problems, such as chronic absenteeism or withdrawing without permission, an Extension cannot be given. A student must ask for an Extension **BEFORE** the Program End Date on the I-20.

INFORMATION REGARDING TRAVEL OUTSIDE THE U.S.

If you are leaving the U.S. on an emergency or on vacation and plan to return to IIC, **you must have your I-20 endorsed (signed) for reentry into the U.S. before you leave.** If you fail to do this, you will have trouble reentering the U.S.

The authorization for reentry is the required signature on page 3 of your I-20. You must submit your I-20 at least one week prior to your date of departure to the Director of Student Services. **DO NOT WAIT UNTIL THE LAST MINUTE OR WE MAY NOT BE ABLE TO SIGN IT IN TIME.**

The Director of Student Services will **not endorse** the back of your I-20 for reentry into the U.S. if 1) you have failed to maintain your status or 2) if you do not intend to return to IIC. If you leave the U.S. to travel abroad and your intention is to return to the U.S. to, for example, travel for pleasure and you do not plan to continue a course of study at the IIC or at any other school, college or university in the U.S., you must apply for a B-2 tourist visa at a U.S. Consulate or Embassy in the country you plan to visit to be able to reenter the United States (unless you already have a B-2 visa in your passport and it has not expired, or you qualify to enter the U.S. on the WT visa waiver program).

If you are leaving the U.S. to travel to countries other than your home country, you must contact the nearest consulate of the country you plan to visit (see list of nearby consulates below). Consulates may take one or two days to process and issue a visa. When traveling to other countries, make sure you bring with you as many documents as possible to prove citizenship, home residence and most importantly, **proof of financial resources**. These documents may be demanded at the Port of Entry of the country you plan to visit and upon reentry to the U.S.

TRAVEL TO AND FROM CANADA

ENTRY INTO CANADA

Citizens from certain countries who wish to visit Canada are required to obtain a visitor's visa (tourist visa) from the Canadian Consulate General in Los Angeles:



Immigration Section

Canadian Consulate General

550 S. Hope Street, Los Angeles, CA 90071-2627

Tel: (213) 346-2700, Fax: (213) 625-7154. Website: www.losangeles.gc.ca.

It may take the Canadian Consulate one or two working days to process and issue a visa, but take into consideration that the nearest Canadian Consulate is located in Los Angeles, and if you do not plan to go to Los Angeles personally, it must be done by mail. It may take two weeks to receive the visa, so you must plan ahead. Please note that in some instances the Canadian Consulate in Los Angeles may wish to interview you, in which case you will need to travel to Los Angeles for the interview. So, don't purchase your airline ticket until you receive the visa from the Canadian Consulate. Canada does not require a visa for citizens of certain countries. Call the Canadian Consulate to find out what requirements are necessary for your nationality.

REENTRY INTO THE U.S.

PLEASE NOTE: Students who travel to Canada for a Visa Renewal and are denied are NOT allowed re-entry into the US.

F-1 students who visit Canada for 30 days or less, and have maintained lawful nonimmigrant status in the U.S., and intend to resume status upon their return, **must keep the I-94 form (the square white card)** and the I-20 ID form when crossing the U.S. border into Canada.

F-1 students returning to the U.S. must show the U.S. Immigration Inspector:

- A valid I-94 form
- A valid passport
- A valid SEVIS I-20 document: either a new one or one that has been endorsed. This endorsement must be requested from the Director of Student Services **at least one week before the student plans to leave the U.S.**

If you are missing any of the above documents, you may have trouble reentering the U.S.

Students from the following countries must also have a valid US visa for re-entry: Cuba, Iran, Iraq, Libya, North Korea, Sudan and Syria.

Since the Inspector may still ask to see evidence of financial support for the total duration of stay in the U.S., it is strongly advised that F-1 students carry such evidence with them.

TRAVEL TO AND FROM MEXICO

ENTRY INTO MEXICO

Mexican tourist cards or visas are required of all persons visiting Mexico. Tourist cards or visas are obtained at the Mexican Consulate. Tourist cards are normally



processed within one hour; visas could take a little longer. To find out whether or not a tourist card or visa is needed, the documents required to obtain the card or visa and the hours that they are open, contact the Mexican Consulate at 832 Folsom Street, San Francisco, CA 94105, (415) 354-1700.

REENTRY INTO THE U.S.

PLEASE NOTE: Students who travel to Mexico for a Visa Renewal and are denied are NOT allowed re-entry into the US.

F-1 students who visit Mexico for 30 days or less, and have maintained a lawful nonimmigrant status in the U.S., and intend to resume that status upon their return must keep the I-94 form (the square white card) and I-20 form when crossing the U.S. border into Mexico.

F-1 students returning to the U.S. must show the U.S. Immigration Inspector:

- A valid I-94 form
- A valid passport
- A valid SEVIS I-20 document: either a new one or one that has been endorsed. This endorsement must be requested from the Director of Student Services **at least one week before the student plans to leave the U.S.**

Students from the following countries must also have a valid US visa for re-entry: Cuba, Iran, Iraq, Libya, North Korea, Sudan and Syria.

Since the Inspector may still ask to see evidence of financial support for the total duration of stay in the U.S., it is strongly advised that F-1 students carry such evidence with you.

AUTOMATIC EXTENSION OF VISAS (REVALIDATION)

PLEASE NOTE: Students who travel to Canada or Mexico for a Visa Renewal and are denied are NOT allowed re-entry into the US.

F-1 students with an expired visa may reenter the U.S. as though the visa were still valid if returning after visits not exceeding 30 days to Mexico, Canada, or the Caribbean Islands (except Cuba) provided the F-1 student does the following:

1. Has maintained and intends to resume status as an F-1 student in the U.S.;
2. Presents a valid Form I-94;
3. Presents a SEVIS I-20 endorsed (signed) for reentry;
4. Presents a valid passport (unless exempt from passport requirements);
5. Applies for readmission within the authorized period of 30 days.



A person who entered the U.S. on a visa other than F-1, but whose status was changed to F-1 status by USCBP (Immigration), may be considered to have the previous visa automatically revalidated and converted to an F-1 visa if he or she meets the conditions stated above.

Automatic extension applies to "nonimmigrant aliens" therefore Mexican nationals returning from Mexico from visits that do not exceed 30 days should also be able to reenter with an automatic extension.

At the present time, "automatic extension of visa" is not applicable for nationals of Cuba, Iran, Iraq, Libya, North Korea, Sudan and Syria. Foreign nationals with the designation of 212 (d) (3) (A) (28) have to apply for a waiver of inadmissibility if they do not hold double or multiple-entry, unexpired visas. Questions about this should be directed to the International Student Admission Office several weeks in advance of departure.

WORK AUTHORIZATION RULES FOR F-1 STUDENTS

ON-CAMPUS EMPLOYMENT:

The only requirement is that the student is in F-1 status. F-1 students can only work at IIC and must have a form filled out by the Director of Student Services indicating they are in-status before they can begin employment. They must also acquire a Social Security Number.

OFF-CAMPUS EMPLOYMENT

Working off-campus is not permitted. If a student works without the permission of the Director of Student Services, the student will have violated his/her F-1 status and will be immediately terminated from IIC.

FREQUENTLY ASKED QUESTIONS

Q: How often should the back of my I-20 be endorsed?

A: Your I-20 should be signed by the Director of Student Services in order for you to be permitted to reenter the U.S. after you travel outside the U.S. An endorsement is valid for one year, however, it is recommended to have your I-20 signed every time you travel. **Keep in mind that if you remain out of the U.S. for more that 3 months, you will need to request a new I-20 for reentry.**

Q: If the visa stamp in my passport expires while I am in the U.S., must I leave the country to renew it?

A: The visa stamp in your passport is an Entry Permit only, so you need not be concerned if it expires once you have already entered the U.S., unless you plan to travel out of the U.S. and reenter. In that case, you will need to go to the U.S. Embassy or Consulate (preferably in your home country) and apply for a new visa



stamp. When you go to the Consulate to apply for the new visa stamp, you must bring with you your endorsed I-20. It must be endorsed on the back by one of the Director of Student Services. It is also recommended that you bring proof that you have the funding to cover your tuition and living expenses.

Q: I have a newly reissued passport. While I am in the United States, is it possible to change my unexpired visa stamp from my old passport to my newly reissued passport?

A: No, it is recommended that you keep both passports and you may use the visa in the old passport. If you leave the U.S., you may get a new visa stamp in your newly issued passport from the U.S. Consulate/Embassy abroad.

Q: I have a newly reissued passport. My old passport has a visa stamp, but my newly reissued passport does not. Can I reenter the United States from a contiguous territory (Canada, Mexico, the Caribbean Islands except Cuba)?

A: Yes, you must carry both your old expired passport and your new reissued passport. You must also have your I-94 card. With all of these documents, reentry from contiguous territory should be possible even with an expired visa stamp in your old passport **if your travel period did not exceed 30 days.**

HEALTH CARE

Getting sick when you are away from home can be a traumatic experience. Being informed about health care in the San Francisco Bay Area before getting sick can make the experience a lot less problematic.

HEALTH INSURANCE

Medical care in the United States is extremely costly, so most people have health insurance to cover the high cost of health care. At IIC, medical insurance is highly recommended for all F-1 students. If you would like more information, please speak to the Director of Student Services.

Here's a list of doctors (at free clinics) and dentists:

Haight-Ashbury Free Clinic
558 Clayton St.
746-1967

SF Free Clinic
4900 California St.
750-9894

SF General Hospital
1001 Potrero Ave.
206-8111



Northeast Medical Services Dental Clinic (3 locations)
1520 Stockton St.
82 Leland Ave.
2308 Taraval Ave.
391-9686

University of the Pacific Dental Clinic
2155 Webster St.
929-6622 or 929-6675

South of Market Health Center
551 Minna St.
626-2380

OTHER HEALTH REFERRAL ORGANIZATIONS

(Some of these services may not be covered by your insurance.)

Chiropractic Doctor (bone alignment):

There are many Chiropractors in the Bay Area. Please refer to the Yellow Pages, yelp.com or other online sources for more information.

Physicians & Surgeons:

For referrals on Dermatology (skin), Gynecology (women's health issues), Obstetrics (pregnancy), Gastroenterology (stomach) etc. call the following numbers:

- Ask-A-Nurse 403-943-LINK(5465)
- Alameda Contra Costa Medical Association (510) 654-5383
- Physician Line (510) 237-4636

Sexual Orientation & Counseling:

- Gay & Lesbian Counseling Center 'New Leaf' (415)-626-7000
- Gay Legal Referral Services (415) 621-3900
- Pacific Center for Human Growth (510) 548-8283

Mental Health Association of SF: 415-421-2926

HIV TESTING, STD DETECTION AND TREATMENT & BIRTH CONTROL

There are places in the Bay Area where you can get confidential or anonymous HIV testing and counseling, detection and treatment of sexually transmitted diseases (STDs), and counseling on birth control. Some of them are:



Contra Costa County Health Services Dept (925) 957-5400

AIDS Hotline (800) 367-AIDS

Planned Parenthood (800) 230-PLAN

Berkeley City Public Health Clinic
830 University Ave, at 6th St., Berkeley, CA 94710
(510) 981-5350

Berkeley Free Clinic
2339 Durant Ave., Berkeley, CA 94704
(510) 548-2570

Asian Health Services
818 Webster St., (at 8th St.), Oakland, CA 94607
(510) 986-6800
Public Health Clinic
830 University Ave., (at 6th St.), Berkeley, CA 94710
(510) 981-5350

San Francisco County Sites

AIDS Health Project at UCSF (415) 502-7276

San Francisco City Clinic (415) 487-5500

Castro-Mission Health Center
3850 17th St., (at Noe St.)
(415) 487-7500

Maxine Hall Health Center
1301 Pierce St.
(415) 292-1300

Silver Avenue Health Center
1525 Silver Ave. (at San Bruno Ave.)
(415) 657-1700

Chinatown Public Health Center
1490 Mason St. (at Broadway)
(415) 364-7600
(Services provided in Chinese)



Ocean Park Health Center
1351 24th Ave, (at Judah & Irving), Room 101
(415) 682-1900
(Services provided in Chinese)

Tom Waddell health Center
50 Lech Walesa (Ivy) St.
(415) 355-7400

Mission Neighborhood Health Center (Glide Health Services)
330 Ellis St. 4th fl. (at Taylor St.)
(415) 674-6140
(Services provided in Spanish)

San Francisco Counseling Center
1801 Bush Street. 1st fl. Conference room
(415) 440-0500

CRISIS INTERVENTION & COUNSELING

**AIDS HOTLINE:
1-800-367-AIDS (2437) (no charge to caller)**

The National Alcohol and Substance Abuse Information Center

1-800-784-6776

**CONTRA COSTA CRISIS CENTER
(925) 939-1916**

Crisis& Suicide 800-833-2900(24 HOURS)

FOR LIFE THREATENING EMERGENCIES

CALL:

911

No money is necessary when using a public telephone.

Consulates and Other Foreign Government Representatives in California



- *Argentine Consulate General*: 5055 Wilshire Blvd., 2nd Fl., Los Angeles (213) 954-9155
- *Australian Consulate General*: 1 Bush St., 7th Fl., San Francisco (415) 362-6160
- *Austria Consulate General*: 41 Sutter St., Suite 207, San Francisco (415) 951-8911
- *Barbados Consulate General*: 442 Post St., Suite 800, San Francisco (415) 421-8789
- *Belize Consulate General*: 5825 Sunset Blvd., Suite 206, Hollywood (213) 469-7343
- *Belgium Consulate General*: 625 3rd St., Suite 400, San Francisco (415) 882-4648
- *Bolivian Consulate General*: 870 Market St., Suite 575, San Francisco (415) 495-5173
- *Brazilian Consulate General*: 300 Montgomery St., Suite 1160, San Francisco (415) 981-8170
- *British Consulate General*: 1 Sansome St., Suite 850, San Francisco (415) 617-1300
- *Canadian Consulate General*: 550 S. Hope St., Los Angeles (213) 346-2700
- *Chile Consulate General*: 870 Market St., Suite 1058, San Francisco (415) 982-7662
- *China Consulate General*: 1450 Laguna St., San Francisco (415) 563-4885 or (415) 563-4857
- *Colombia Consulate General*: 595 Market St., Suite 2130, San Francisco (415) 495-7195
- *Costa Rica Consulate General*: 870 Market St., Suite 647, San Francisco (415) 392-8488
- *Danish Consulate General*: 601 Montgomery St., Suite 400, San Francisco (415) 391-0100
- *Dominican Consulate General*: 1516 Oak St. Suite 321, Alameda (510) 864-7777
- *Ecuador Consulate General*: 235 Montgomery St., Suite 944, San Francisco (415) 982-1819
- *Egyptian Consulate General*: 3001 Pacific Ave., San Francisco (415) 346-9700
- *El Salvador Consulate General*: 870 Market St., Suite 508, San Francisco (415) 781-7924



- *Ethiopia Consulate General*: 101 California St., Suite 4725, San Francisco (415) 434-2800
- *European Union Consulate General* : 44 Montgomery St., San Francisco (415) 288-1990
- *Finland Consulate General*: 333 Bush St., San Francisco (415) 772-6649
- *French Consulate General*: 540 Bush St., San Francisco (415) 397-4330
- *German Consulate General*: 1960 Jackson St., San Francisco (415) 775-1061
- *Greek Consulate General*: 2441 Gough St., San Francisco (415) 775-2102
- *Guatemala Consulate General*: 870 Market St., Suite 667, San Francisco (415) 788-5651
- *Honduras Consulate General*: 870 Market St., Suite 449, San Francisco (415) 392-0076
- *Hungary Consulate General*: 777 Mariners Island Blvd. Suite 575, San Mateo (650) 573-76351
- *Iceland Consulate General*: 9 Broadview Terrace, Orinda (510) 254-0169
- *India Consulate General*: 540 Arguello Blvd., San Francisco (415) 668-0998
- *Indonesia Consulate General*: 1111 Columbus Ave., San Francisco (415) 474-9571
- *Irish Consulate General*: 655 Montgomery St., San Francisco (415) 392-4214
- *Israel Consulate General*: 456 Montgomery St., 21st Fl., San Francisco (415) 844-7500
- *Italian Consulate General*: 2590 Webster St., San Francisco (415) 931-4924
- *Jamaica Consulate General*: 1001 Portrero Ave. Suite NH1N1, San Francisco (415)206-5833
- *Japan Consulate General*: 50 Fremont St., San Francisco (415) 777-3533
- *Korean Consulate General*: 3500 Clay St., San Francisco (415) 921-2251
- *Luxembourg Consulate General*: 1 Sansome St., San Francisco (415) 788-0816
- *Madagascar Consulate General*: 2299 Piedmont Ave., Berkeley (510) 643-8301
- *Malaysia Consulate General*: 550 S. Hope St., Suite 400, L.A. (213) 892-1238
- *Mexican Consulate General*: 870 Market St., San Francisco (415) 392-5554
- *Monaco Consulate General*: 2643 Union St., San Francisco (415) 346-7766
- *Netherlands Consulate General*: 1 Maritime Plaza, San Francisco (415) 981-6454



- *New Zealand Consulate General*: One Maritime Plaza, Suite 700, San Francisco (415) 399-1255
- *Norwegian Consulate General*: 20 California St., 6th Fl., San Francisco (415) 986-0766
- *Pakistan Consulate General*: 10850 Wilshire Blvd., Suite 1100, Los Angeles, (310) 441-5114
- *Panama Consulate General*: 3137 W. Ball Rd. Suite 104, Anaheim (714) 816-1809
- *Papua New Guinea Consulate General*: 1308 Banyon Dr. Fallbrook (760) 731-0436
- *Paraguay Consulate General*: 2121 Avenue of the Stars, Suite 1560, Los Angeles (310) 553-8081
- *Peruvian Consulate General*: 870 Market St., Suite 1067, San Francisco (415) 362-5185
- *Philippine Consulate General*: 447 Sutter St., San Francisco (415) 433-6666
- *Polish Consulate General*: 12400 Wilshire Blvd Suite 555, Los Angeles (310) 442-8500
- *Portuguese Consulate General*: 3298 Washington St., San Francisco (415) 346-3400
- *Russian Federation Consulate General*: 2790 Green St., San Francisco (415) 202-9800
- *Spain Consulate General*: 1405 Sutter St., San Francisco (415) 922-2995
- *Sweden Consulate General*: 120 Montgomery St., Suite 2175, San Francisco (415) 788-2631
- *Swiss Consulate General*: 456 Montgomery St., San Francisco (415) 788-2272
- *Thailand Consulate General*: 611 N. Larchmont Blvd. 2nd Floor, Los Angeles (323) 962-9574
- *Taiwan Consulate General*: 555 Montgomery St. Suite 1022, San Francisco (415) 362-7680
- *Taiwan Visitor's Association*: 166 Geary St., Suite 1605, San Francisco (415) 989-8677
- *Tonga Consulate General*: 360 Post St., Suite 604, San Francisco (415) 781-0365
- *Tunisia Consulate General*: 3401 Sacramento St., San Francisco (415) 922-9222



- *Turkish Consulate General*: 4801 Wilshire Blvd., #310, Los Angeles (213) 937-0118
- *Uruguay Consulate General*: 564 Market St. Suite 221, San Francisco (415) 986-5222
- *Venezuela Consulate General*: 311 California St., Suite 620, San Francisco (415) 955-1982

If you need to find a Consulate or Embassy that is not on the above list and if you cannot locate it through Directory Assistance (try the 415 area code), then you can contact the Federal Information number and they can look it up for you. Their number is 1-800-688-9889 (press "9" to talk to a person.)