



American Language and Culture Institute

Student Handbook

**Center for Regional and Continuing Education
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ALCI Student Handbook

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Welcome to ALCI at CSU, Chico

The section below contains answers to some questions students commonly ask upon arriving at CSU, Chico. Please review it. If you need additional information, look up the subject in the Table of Contents or ask someone at the ALCI Office.



Calling Home:

The day or night you arrive in Chico, please take time to call your family. It takes only a few minutes to make a collect call to your home. See the section titled "Overseas Calls" on pages 15, 16.



Food:

Food is available on CSU, Chico campus in the Bell Memorial Union (BMU), and in the Primo Espresso Cafe. There are many restaurants downtown ranging from casual to formal within those typical price ranges. More information is provided on pages 11.



Housing:

Several housing options are available. On-campus housing is offered by University Housing and Food Services. It is recommended that you apply for housing as far in advance as possible. There are many student apartments near campus from which to choose; prices range with location and features. Some students prefer homestay. Additional housing information is on page 11 or refer to ALCI website at rce.csuchico.edu/alci.



Maps:

For your convenience, the back of this handbook contains maps of the campus.



Medical Assistance:

It is important for you to familiarize yourself with campus and local medical facilities. There are two nearby hospitals for major medical emergencies. Minor medical problems can be taken care of at the Student Health Center. For more complete information about medical help, see page 12.



Safety:

Chico is always a relatively safe place, even at night, but as a rule, you should observe standard precautions. Please read the section on "Safety" on page 11.



Shopping:

For a list of where to buy sheets, blankets, food, or other necessities, see the section titled "Shopping" on pages 13, 14.



No-Smoking Policy

Smoking is prohibited inside all buildings and within 25 feet from exterior door outside at CSU, Chico and all public places downtown. If you wish to smoke, you must do so outside in designated areas.

Facilities, Services, and Contacts

Books and School Supplies

- A.S. Bookstore in the Bell Memorial Union (BMU): books, pens, school supplies, stationery, clothing and goods with CSUC logos

Entertainment

- Performing Arts Center (PAC) offers student musical and dramatic performances
- Laxson Auditorium features live performances, lectures by world renowned artists and intellectuals
- Various activities are announced in the Orion (the free campus newspaper distributed weekly) and on posters around campus

Food on Campus

Rose Garden Café - pastries, sandwiches, beverages, soups, and salads, hot and cold meals
Primo Espresso - Coffee, pastries, sandwiches, salads

Sports and Recreation

There are fields for soccer, baseball, and football, courts for basketball, tennis, and racquetball, and several recreational rooms with pool and table tennis tables, video games, and socializing areas.

ID Card

Student ID cards are issued during registration after you have paid fees. Your ID card enables you to use campus facilities such as the library, computer laboratories, sports facilities, and the BMU.

Computer Labs

CSUC Computer labs are available for CSUC students including ALCI students. In addition, ALCI lab is located in Colusa Hall 124 for current ALCI students.

ALCI Contacts

American Language and Culture Institute
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Director

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Student Services Coordinator / Designated School Official (DSO)

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Ms. Maria Olson
Administrative Assistant / Designated School Official (DSO)

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Program Description

Year-Round Study

ALCI offers four 7-week sessions and two 6-week sessions of intensive English instruction throughout the year. The 7-week sessions are held during fall and spring semesters; the 5-week sessions are held during the summer.

Multiple Levels

Levels range from Beginning to Advanced. Students are tested upon entry into the program and are placed in the appropriate language proficiency level.

Core and Elective Classes

Students attend a combination of "Core" and "Elective" classes at all proficiency levels. Core classes teach grammar and the four principal language skills: reading, writing, listening, and speaking.

Elective classes provide the opportunity to learn subjects of particular interest. Elective classes include courses such as "Pronunciation" and "American Culture through Film." All of the intermediate and advanced levels offer the same electives, so students in different levels can interact.

In addition, a course in "TOEFL Preparation" is offered for an additional fee to qualified students at the intermediate and advanced levels.

Schedule

The following sample schedule applies to all levels. Please note that, although the schedule may vary slightly from session-to-session.

Sample Schedule 7-week session

| | | | |
|------------------|--------------------|--------------------|-------------------------------------|
| <u>Mon - Fri</u> | <u>All Levels</u> | <u>Mon - Thur:</u> | <u>Intermediate/Advanced Levels</u> |
| 8:30-9:45 | Elective /Grammar | 1:30-2:30 | TOEFL Preparation |
| 10:00-11:15 | Reading/Writing | | (for additional fee) |
| 11:30-12:30 | Listening/Speaking | | |

Sample Schedule 5-week session

| | | | |
|--------------------|------------------------|--------------------|-------------------------------------|
| <u>Mon - Thurs</u> | <u>All Levels</u> | <u>Mon - Thur:</u> | <u>Intermediate/Advanced Levels</u> |
| 8:30-9:45 | Elective /Grammar | 3:00-4:00 | TOEFL Preparation |
| 10:00-11:15 | Reading/Writing | | (for additional fee) |
| 11:30-12:45 | Listening/Speaking | | |
| 1:30 - 2:45 | Elective/Listening Lab | | |
| <u>Friday</u> | | | |
| 8:30-9:45 | Workshop | | |
| 10:00-11:15 | Workshop | | |

Advanced level students may concurrently enroll in regular university classes provided specific requirements are met. For further information regarding this study option, please refer to the section entitled, "Open University."

Policies and Enrollment Procedures

Testing and Placement

During orientation your English language proficiency skills will be assessed to place you in the classes that are most appropriate for you.

During the first week, if you feel that you have been misplaced, speak with the instructor. Your instructor and the Academic Coordinator will work together to assist you in studying at the appropriate level.

Textbooks

ALCI textbooks are located in a special section of the General Books (1st floor, next to Galleria Books counter) in the A.S. Bookstore in the Bell Memorial Union (BMU).

Attendance

Regular class attendance is an important part of the ALCI program because it is the best way for the student to succeed in achieving the goal of becoming proficient in English language skills. By law, the U.S. Citizenship and Immigration Services (USCIS) requires foreign students to be in class at least eighteen (18) hours per week. For the benefit of our students, ALCI has the following attendance requirements:

- You must attend class at least 90% of the time or your grade will be affected negatively. Attendance is part of your grade and is recorded on your student evaluation.
- If your attendance is unsatisfactory, you will receive a warning from the Academic Coordinator.
- If you fail to respond to that warning by improving your attendance, you will be placed on academic probation for the remainder of the session.
- Any student who receives an "F" as a final grade will be closely supervised during the following session. Any student whose grade point average (GPA) falls below 2.0 (C) for any session will be placed on academic probation during the following session. A student must show satisfactory progress in coursework and maintain a 90% rate of attendance in order to be released from probation

A student who is placed on probation for two consecutive sessions or a total of three sessions will be disenrolled and denied admission to future sessions of ALCI.

Vacation Policy

You are eligible to take a vacation from classes and stay in the USA *only* if you have completed 5 consecutive sessions and are in good academic standing at ALCI. This means that you can stay in the United States but you are not required to attend classes or pay fees for a maximum of one session. This policy applies only to students who wish to stay in the United States and not attend classes.

Grades

Although you do not receive university credit for your ESL program, grades are important for the following reasons:

- Grades show your individual progress in all English skill areas
- Grades are taken into consideration if you want a letter of recommendation from ALCI
- Other schools request your grades in order to evaluate student performance and/or admission eligibility

Your grades will be issued based on the following categories:

| Example: | Attendance | Participation | Coursework | Exam | Final % | Letter Grade |
|--------------------|------------|---------------|------------|------|---------|--------------|
| Listening/Speaking | 94 | 90 | 96 | 93 | 93 | A |
| Reading/Writing | 99 | 90 | 89 | 86 | 88 | B+ |
| Elective | 99 | 85 | 81 | 93 | 86 | B |

Level Advancement

You must earn a "C" or better in all of your courses and obtain instructor approvals in order to advance to the next level. If you think that you are placed in the wrong level, you may petition the Academic Coordinator in writing to move to a different level; she will discuss the request with your teachers and then make the final decision.

2007 ACADEMIC CALENDAR & Costs

| Session | Orientation | Session Dates * | Duration | Hrs/Wk | Tuition * |
|---------|-------------|--|----------|--------|-----------|
| 07.1 | January 18 | January 22 – March 9 | 7 weeks | 20 | \$1500 |
| 07.2 | March 22 | March 26 – May 11 <i>SPRING BREAK FOR UNIVERSITY: 3/19 – 3/23</i> | 7 weeks | 20 | \$1500 |
| 07.3 | May 17 | May 21 – June 22 | 5 weeks | 25 | \$1500 |
| 07.4 | June 28 | July 2 – August 3 | 5 weeks | 25 | \$1500 |
| 07.5 | August 23 | August 27 – October 12 | 7 weeks | 20 | \$1500 |
| 07.6 | October 18 | October 22 – December 14 <i>THANKSGIVING BREAK: 11/19-11/23</i> | 7 weeks | 20 | \$1500 |

There is also a \$60 Student Health Center fee per session, and a \$2 ID card fee per semester.

* Costs, dates and class schedules are subject to change.

Student Rights and Responsibilities

Students at CSUC are required to follow university policies. Some university policies are outlined in new ALCI student folders given out during orientation. All university policies are included in the university catalog. Policies that pertain specifically to ALCI students are contained in this handbook.

If you have questions regarding these policies or if you feel that a policy does not apply to you, please come to the ALCI office and make an appointment to speak with one of the following individuals:

- The Academic Coordinator handles matters regarding language proficiency level placement, attendance issues, supervising teachers, and curriculum.
- The Student Services Coordinator is responsible for all aspects of student admissions, fee payments, handling immigration matters, housing, providing enrollment verifications, and general information regarding the program, campus, and community. The Student Services Coordinator assists you with matters related to getting settled in Chico, counseling, housing, some immigration issues, and recreational activities.

After speaking with the appropriate Coordinator, if you feel that your concerns have not been adequately addressed, you may meet with the Director for further consideration. In this case, the Director will review the matter and render a final decision.

Open University through ALCI

Open University provides an opportunity for you to enroll in regularly scheduled university classes without formal admission to the university if you meet eligibility requirements.

Open University and Concurrent Enrollment Academic Calendar

| Semester | Orientation* | Course Dates |
|-------------|--------------|-------------------------|
| Spring 2007 | January 17 | January 22 – May 18 |
| Fall 2007 | August 22 | August 27 – December 21 |

* Orientation dates are subject to change

Eligibility requirements for participation in Open University:

- Demonstration of appropriate language proficiency (TOEFL CBT 173+, iBT 61+)
- Recommendation from ALCI instructor and/or Academic Coordinator
- Approval from ALCI

Course enrollment is contingent on:

- Course pre-requisites where applicable are met
- Space availability in the class
- Approval of professor

Open University Fees (Concurrent Enrollment)

Total per Semester: \$3560

If you enroll in more than 12 units concurrent equivalency, your cost is an additional \$160/unit
There is also a \$120 Student Health Center fee and a \$2 ID card fee per semester.

* Costs, dates and class schedules are subject to change.

Concurrent Enrollment in ALCI and University Courses

The Open University Program provides an opportunity for ALCI students to enroll in regularly scheduled University classes in addition to enrollment in intensive English language classes.

- Attend required ALCI courses
- Follow the same steps for participating in Open University

| Sample Semester (16 weeks) Schedule: 2 university courses (6units) and 9 hours per week in ALCI courses | | | | | |
|---|-------------------|-------------------|-------------------|-------------------|-------------------|
| Time | Monday | Tuesday | Wednesday | Thursday | Friday |
| 8:30 – 9:45 | Pronunciation | | Pronunciation | | Pronunciation |
| 10:00 – 11:15 | Writing | | Writing | | Writing |
| Afternoon | Open Univ. course | Open Univ. course | Open Univ. course | Open Univ. course | Open Univ. course |
| *Concurrent Enrollment students should select classes Open University Course(s) in the afternoon to avoid time conflicts with ALCI core courses | | | | | |

option 1: includes 1 university course (3units) and 13.5 hours per week in ALCI courses (2 ALCI sessions).

option 2: includes 2 university courses (6units) and 9 hours per week in ALCI courses (2 ALCI sessions),

option 3: includes 3 university courses (9units) and 4.5 hours per week in ALCI courses (2 ALCI sessions)

* Costs, dates and class schedules are subject to change.

Payment Policies

Payments

Application fees and tuition must be paid by the deadline dates. There is a \$50 late fee for payments made after the deadline. For information about payment deadlines, refer to the registration information provided at orientation, or contact the ALCI office.

Refunds

Application fees are not refundable. If you withdraw from ALCI on or before the first day of class, you are eligible for a full tuition refund minus a \$10 processing fee. Be advised that the processing time for refunds is 2 to 3 weeks. A maximum of 65% of tuition is refunded if you withdraw during the first week of classes. No refund can be issued after the first Friday of the session.

Tuition is not refundable under the following circumstances:

- You have used ALCI's I-20 to transfer here from another school
- You have been expelled or disenrolled from ALCI
- Your attendance has caused you to lose your F-1 student status.

Extension of the Application / Re-issuance of Form I-20

Although the application fee is nonrefundable, you may postpone your enrollment until a future session without paying an additional application fee. In this case:

1. You should return the unused I-20 and indicate in writing which session you plan to attend.
2. You may postpone your enrollment twice per application fee. If you decide to postpone your enrollment a third time, you must pay the application fee again.

Please note that:

1. The application fee is nonrefundable under any circumstance.
2. If five or more sessions (from your initial enrollment date) pass before you actually enroll, you will be required to submit a new application form and a new bank statement, and pay the application fee again (even if this is the first "extension").

Completion of Program

Student Evaluations

You may request an official copy of your student evaluation verifying the grades you have received in your intensive English program classes.

To obtain a copy of your grades, you must submit a written request and provide a mailing address. Please allow one working day for the request to be fulfilled or five working days if your evaluation is to be mailed. After a session has ended, please allow at least one week for grades to be sent.

Certificates

At the completion of your studies, you may request a "Certificate of Attendance." In order to obtain this certificate, you must have completed the program with a cumulative "C" average (70%) or better. This average will be calculated from the grades you have earned during your entire study period in the program.

If you do not meet the required minimum grade point average but have shown considerable effort in raising a low or failing average to a high average, and have earned passing grades for at least your last two sessions in the program, you may be given the certificate only with permission from the Academic Coordinator.

Upon completing the highest level of study and leaving the program, students may request a "Certificate of Proficiency."

"Certificates of Completion" are awarded to students who complete the highest level of study and achieve the required score on the ALCI standardized exit test.

Immigration Information

Important Documents: Visa, I-20, and I-94

Your visa is only for permission to enter the country. The date on your visa refers to the time you are given in which to enter the country. Do not worry if your visa expires while you are in the United States.

Your I-20 is the document that allowed you to obtain F-1 student status. It contains the dates you are permitted to live and study in the U.S. and indicates your course of study. It is used in conjunction with your visa to allow you to travel to and from the U.S., transfer to another school or academic program, and verify your authorization for employment. It is important to retain all I-20's issued to you because they provide a continuous record of your F-1 status.

Your Form I-94 Arrival/Departure Record that has been approved or stamped by an immigration inspector can prove that you arrived in the country legally and that you have not stayed beyond the period of stay authorized. In addition, turning in immigration Form I-94 to the proper authorities when you leave the country can prove that you did not violate U.S. laws by staying in the country too long. Proof that you are willing to obey U.S. immigration laws will be very important if you want to travel to the U.S. as an immigrant or nonimmigrant in the future. It is a long and expensive process to replace a lost I-94; that is why we stapled it to your passport during orientation (if it wasn't already done by the immigration inspector).

Length of Stay

The I-20, NOT the visa, indicates the length of time you are permitted to stay to finish your studies. If you need a longer time to complete your studies, we will help you apply for an extension. This extension is processed by the ALCI, so it is important to observe attendance requirements.

Extension of Stay

To be considered eligible to extend your study time at ALCI, you must have maintained a "C" average or better during your last two sessions in the program and you must give a valid reason for extending your stay in the program. If granted, an extension will be given for a maximum of 12 months. After one extension, any subsequent extension requests will require serious and compelling reasons for extending your stay.

Maintaining Status

Students on an F-1 visa must follow the regulations of the United States Citizenship and Immigration Services (USCIS). According to these regulations, you must:

- register for classes at the school or university that issued the I-20. Transfer to another school is permitted only after you have attended at the institution that issued your I-20.
- be enrolled as a full-time student while you are in the U.S.A. This means 12 units for matriculated university students, or 18 hours per week in an ESL program.
- make normal academic progress
- meet attendance requirements.
- not take *unauthorized* vacations. You are eligible to take a vacation from ALCI after you have attended the equivalent of at least 1 academic year of sessions. (If you leave the U.S. for vacation, you are not subject to the 9-month requirement.) Upon re-entry to the U.S. and returning to the program, you will be required to show your passport stamped with the reentry date.

Consequences of Failing to Maintain Status

- failure to meet academic goals
- disenrollment from ALCI
- potential loss of your F-1 status and associated benefits such as transfer to another program, extension of I-20, employment eligibility
- refusal to grant requests for extensions of stay and letters of recommendation

Employment

Chico State offers on-campus employment opportunities to F-1 students. No special permission from the USCIS is necessary to apply for an on-campus job. Jobs are limited, so do not rely on easy availability of a job if you are financially stressed. The money you earn should be considered to be only a small supplement to your other financial resources. The USCIS expects all students admitted to U.S. universities to have sufficient funds for their educational expenses. While school is in session, you may work up to a maximum of 20 hours per week. During vacation periods, you may work full-time (40 hours per week).

You can work off-campus only if you are matriculated and enrolled full-time in the university for at least one academic year before requesting permission to work off-campus. Off-campus employers are required to make jobs available to U.S. residents first, but when international students are employed, the employer must pay the same wage as that for U.S. residents.

Visa Renewal

Visa renewals must be obtained outside the U.S. In order to renew your F-1 visa, you should apply in person at an American Consulate or Embassy abroad and present:

- a valid I-20 (and all previously-issued I-20s)
- financial documents providing evidence of support
- a passport which is valid for at least 6 months beyond the current date
- passport photos (usually 2)

Required documents for VISA application may be different at particular American Consulate or Embassy.

If needed, ALCI will provide you with a letter of support for your visa renewal. Many consulates are now requiring transcripts from all U.S. educational institutions you have attended, so bring these with you also.

It is not always possible to renew your visa outside your home country. Some U.S. Consulates do not accept visa applications from "third country nationals." Contact the American Consulate or Embassy that you are planning to visit for exact information. You can find the contact information for American Consulates or Embassies on the web at <http://usembassy.state.gov>

Overseas Travel During or Between Sessions

If you are planning to travel outside the U.S. during a session or if you wish to travel between sessions, you must come to the ALCI Office before leaving to get your I-20 endorsed by the designated school official (DSO).

Transferring from another school to ALCI

A student may transfer to our program from another language program only under the following conditions:

1. You have maintained full-time status at the current/previous school,
2. You do not have any financial obligations to the current/previous school, and
3. You have submitted all required forms and have received formal notification of your admission to ALCI.

We recommend that you contact our office at least 3 weeks in advance to allow ample time for the processing of your application. Once we have approved your application, you must notify your transfer-out school your intent to transfer to ALCI. Your transfer-out school then updates your transfer request in Student and Exchange Visitor Information System (SEVIS) database. ALCI can issue your transfer I-20.

During your orientation at ALCI, you must present your transfer I-20 to a Designate School Office to complete your transfer.

ALCI does not accept or re-admit students in the following situations:

1. You are or were out-of-status for longer than 60 days (including processing time at ALCI).
2. You were previously disenrolled from our program.

Transferring from ALCI to another Program

If you are planning to transfer from our program to another program, you should apply well in advance.

The following are some general guidelines for transfers:

- Start looking for schools at least 6 weeks before the end of the session in which you are currently enrolled.
- Make plans early to take any required examinations, such as the TOEFL Exam.
- Request information and an application from the new school.
- Apply by the new school's deadlines and submit all required fees and documents including minimum required TOEFL score.
Note: The new school will most likely request a transfer letter and transcripts from ALCI, so provide contact information for the ALCI Office.
- Bring your acceptance letter from your new school to ALCI and notify the Designated School Official (DSO) of your intent to transfer to the school. The DSO at ALCI must update your transfer request in the Student and Exchange Visitor Information System (SEVIS) database within 60-days from your program completion date.

If you are planning to transfer from ALCI to another program, you must use the policies and the deadline dates of the new school as a guideline. However, until the new school officially admits you (i.e., receiving a letter confirming your acceptance there), you must follow ALCI policies regarding attendance, maintaining student status, etc.

You will be considered out-of-status if you fail to follow this transfer procedure and will have to apply for reinstatement with USCIS before you may continue your studies in the U.S.

CSU, Chico Life

Finding What You Need

The easiest way to find goods, stores, or services is to ask an ALCI staff member or to look in the "Yellow Pages" telephone directory. This directory contains a listing of businesses in the Chico metropolitan area. If you need assistance using the directory, come to the ALCI Office and see the Student Services Coordinator.

Housing

One of the most important decisions you make is where you will live while living in Chico. Having a comfortable housing situation helps you to succeed in your studies and become comfortable living in the U.S. If you find that you are not happy with your housing situation, make an appointment with the Student Services Coordinator at the ALCI office to discuss alternatives.

Safety

Chico is a very safe city as demonstrated by the local crime statistics. However, you should always be alert and careful, whether you are in Chico, San Francisco, or elsewhere. Please follow these safety precautions:

- Do not carry a large amount of cash with you. Most banks offer traveler's checks for a small fee.
- If you must carry a large sum of money with you, do not let strangers know about it.
- Always keep your apartment or dormitory room door locked, especially if you are in the room by yourself or if you go out.
- When you go shopping, never leave your purse or bag by itself, particularly in a shopping cart. If you do, someone may easily steal it while you are not looking.
- Female students going out at night should go in groups and take advantage of the free "Escort Service" on campus. The escort service telephone number is 898-5372.

Always...

- lock your dorm room
- lock your bicycle (front wheel and back wheel to the frame)
- lock your car
- park your car or bicycle in well lit areas
- wear your seatbelt while driving; it's the law
- use the crosswalk
- carry your wallet, purse, money or any other important or valuable things in a protective manner
- be aware of your surroundings
- carry "emergency" money or a credit card
- carry "important phone numbers" with you (i.e. home #, friend's #, taxi #, etc.)

Never...

- let a stranger into your dorm room or building
- take a ride from a stranger
- go out at night alone; there is safety in numbers
- prop the doors leading to the dorm rooms open
- give your credit card number to people who call you
- use an ATM machine in a dark area

CSUC Community Service Connection (formally known as Escort Service)

The CSUC Campus Police provide a Community Service Connection to all students, from dusk to 11:00 P.M, Sunday through Friday. You can call the service at x5372 from any campus phone. Tell the person who answers the phone your name, where you are, and where you want to go on campus. A public safety officer will meet you within a few minutes and will walk or drive you to your destination to ensure your safety.

Emergency Numbers

University Police Dept.
Chico Police Dept.

on-campus 9-911
895-4981 or 911

off-campus 898-5555

Medical Assistance

The Student Health Center is CSUC's on-campus, outpatient clinic and is staffed by physicians, nurse practitioners, and physician's assistants. Referrals are made to local specialists for problems and testing beyond the scope of the Student Health Center. During the academic year, the Student Health Center is open from 8:00 am to 5:00 pm Monday, Tuesday, Thursday, and Friday; and from 9:15 am to 5:00 pm on Wednesdays. PHONE: 898-5236

For emergencies when the Student Health Center is closed, there are several extended hour health clinics and two hospitals open continuously. These are located close to campus and in the nearby town of Paradise. A medical clinic or hospital must deal with major medical problems. The main hospitals are:

Hospitals – always open

Chico: Enloe Medical Center
1531 West 5th St
(on esplanade)
332-7300
10 am – 10 pm, Daily

Paradise: Feather River
Hospital
5974 Pentz Rd
877-9361
10 am – 10 pm, Daily

Clinics – hours vary

Chico: Immediate Care
Medical Center
376 Vallombrosa Ave.
891-1676
7 am - 11 pm, Daily

Chico: Enloe Prompt Care
560 Cohasset Road
332-4111
10am – 10pm, Daily

Chico: Enloe Prompt Care
888 Lakeside Village Commons
332-6800
8am – 8pm, Daily

You must use your health and accident Insurance policy to pay for these services when the Student Health Center is closed, or when you are referred by the Student Health Center. In a life-threatening emergency, dial 911 on any public phone or 171 from any campus phone.

Health Insurance

Health and accident insurance is mandatory for all international students at ALCI and CSUC. You must demonstrate proof of health and accident insurance coverage at or prior to orientation. Failure to comply with this requirement will prevent enrollment in or cause disenrollment from ALCI. If you do not already have a policy in your home country for use in the U.S., you may purchase one as an ALCI student at a very reasonable cost.

Shopping & Food

Where to go for household goods, toiletries:

Discount stores such as K mart, Target, and Walmart sell linens and other household items at a reasonable price. Department stores such as JC Penney and Sears in the Chico Mall, offer similar items at higher prices.

Where to go for clothing, shoes, and other items:

- The Chico Mall, located on 20th Street. Major department stores, as well as many specialty stores, fast food restaurants, and a movie theater across the street.
- North Valley Plaza. The smaller of the two malls, it features similar types of stores including Mervyn's.
- Downtown Chico. Many students shop at the specialty stores located next to campus.

Where to shop for food and other items:

There are different types of markets in the area:

- Supermarkets, such as one of 3 Safeway locations, Raley's or Albertson's. (See below for store hours)
- Warehouse-type supermarkets such as Food for Less and Winco Foods are very popular among college students and are easily accessible by bus or car.
- The Farmers' Market, open Saturday mornings and Thursday evenings features an large variety of fresh produce, flowers and plants, and occasionally clothing or arts and crafts. Shopping here is a favorite Chico tradition.
- Convenience stores, such as *7-Eleven* or *am/pm*. These stores are open 24 hours a day. The stores closest to campus are located on Main Street and Nord Ave. Convenience stores have a limited selection of items, which are usually more expensive than those found in supermarkets.
- International markets for Japanese, Chinese, Korean, Thai, or Arabic ethnic cuisine. Please look in the Yellow Pages under Food or Market.

Drug Stores with Pharmacies

| | | |
|---|---|---|
| Rite-Aid 720 Mangrove Ave. 891-6722 | Long's Drugs 801 East Ave. 345-1347 | Walgreens 1042 Nord Ave. 566-1358 |
|---|---|---|

Supermarkets

Safeway -- 3 locations:

| | | |
|---------------------------------|------------------------------------|--|
| 1366 East Ave 24 hours a day | 690 Mangrove Ave 24 hours a day | 1016 W. Sacramento Ave. 6am – 2am daily |
|---------------------------------|------------------------------------|--|

Raley's -- 2 locations: 6:00 am - 11:00 pm 7 days a week
2485 Notre Dame Blvd.; 211 East Ave.

Albertson's 6:00 am - 12:00 am 7 days a week
146 East Ave.

Winco Foods 24 hours a day 7 days a week
2019 Forest Ave.

Food Maxx 24 hours a day 7 days a week
2051 Whitman Ave.

Chico Natural Foods 7 days a week 8:00 am - 6:00 pm
818 Main St.

Restaurants

Seafood

The Albatross, 3312 Esplanade 895-3474

Steakhouses

5th Street Steak House, 345 W. 5th St. 891-6328
Outback Steakhouse, 1990 E 20th St (near Chico Mall) 899-8112

International (just to name a few of a large selection in Chico)

Chinese: Happy Garden, 180 Cohasset Rd. 893-2574
Turandot North China Gourmet, 1815 Esplanade 893-1156
Italian: Franky's, 506 Ivy St. 898-9947
Italian Cottage, 2234 Esplanade 343-7000
Japanese: Gen Kai, 2201 Pillsbury Rd. 345-7226
Katsu's, 1008 W. Sacramento Ave. #G 899-0644
Thai: Chada Thai, 117 W. 2nd St. 342-7121
Grayatip Thai Cuisine, 2574 Esplanade 899-1055
Greek: Sultan's Bistro, 300 Broadway 345-7455
Mexican: Tres Hombres, 100 Broadway 342-0425
German: Sam's Hofbrau House, 134 Broadway 893-5253

Fast Food

- Carl's Jr., located near Chico Mall, and on North Esplanade
- McDonald's, located on Palmetto Ave., and inside Walmart
- Jack-in-the-Box, located on the corner of 5th St. and Broadway
- Taco Bell, also located on the corner of 5th St. and Broadway

Shopping Malls

| | | |
|------------------------------|-----------------|--------------------|
| Chico Mall | Monday - Friday | 10:00 am - 9:00 pm |
| 1950 E. 20 th St. | Saturday | 10:00 am - 7:00 pm |
| Chico 343-0696 | Sunday | 11:00 am - 6:00 pm |

Downtown Chico Monday - Sunday 8:00 am - 9:00 pm*

*Store hours vary and there is a huge selection of stores ranging from music, clothing, jewelry, restaurants, sporting goods, educational products and supplies, etc. There are also several banks conveniently located here. Best of all, the campus is located downtown, so this is the most convenient option.

Stationery and Photocopying

Associated Students Bookstore Mon.-Thurs. 7:45am to 7:00pm, Friday 7:45am to 5:00pm
Telephone: 898-6044 Saturdays 11:00am to 5:00pm

Kinko's 24 hours a day, 7 days a week
1722 Mangrove Ave #10 Telephone: 891-0160

Mr. Kopy 24 hours a day, 7 days a week
119 Main St. Telephone: 895-3035

Magna Carta Mon - Thurs. 10-6, Sat: 10-5 Sun: 11-4
113 W. 2nd St. Telephone: 345-6216

Video Rental

| | | | | |
|--------------------|-------------------|----------|-----------|----------------------|
| Blockbuster Video | 980 Mangrove Ave. | 342-0837 | Every day | 10:00 am to 12:00 am |
| All the Best Video | 407 Walnut | 893-2368 | Every day | 10:00 am - 12:00 am |

Hollywood Video 896 East Ave. 893-8743 Every day 10:00 am – 12:00 am

Services

U.S. Post Offices - 2 branches

Downtown branch: W. 5th St. & Broadway 342-7765 Monday – Friday 8:30am – 5pm
Main branch: 550 Vallombrosa 343-5531 Monday – Friday 8:30am – 5:30pm
Saturday 8:30am – 12:30pm

Banks

Bank of America Monday - Thursday: 9:00 am - 6:00 pm
400 Broadway Friday: 9:00 am - 7:00 pm
899-2120 Saturday: 9:00 am - 2:00 pm

Washington Mutual Bank Monday - Thursday: 9:00 am - 4:00 pm
200 Broadway Friday: 9:00 am - 6:00 pm
343-4484 Saturday: 9:00 am - 3:00 pm

Wells Fargo Bank Monday -Friday 9:00 am - 7:00 pm
355 Memorial Way Saturday 9:00 am - 4:00 pm
1-800-869-3557

Social Security Number

F-1 students are eligible to obtain a social security number only if you present full-time enrollment verification from the DSO and a proof of current or promised employment. Visit the ALCI office for any questions.

Note: *You are not required to obtain a Social Security Number in order to attend the University.*

Social Security Administration (SSA) Monday - Friday 9:00 am - 4:00 pm
2035 Forest Avenue
345-5199

Department of Motor Vehicles (DMV)

The Department of Motor Vehicles (DMV) is responsible for issuing California Drivers Licenses, State of California ID cards, and motor vehicle registrations. Current procedure to obtain the Drivers Licenses and State ID cards require all applicants to present an original Social Security card or a letter from the Social Security Administration (SSA) office explaining why you are not eligible to obtain Social Security card. If you need this letter, go to the SSA office (information above) with your passport, I-20, and I-94. If you need more information, call the DMV at 343-0221.

Department of Motor Vehicles (DMV) Monday, Tuesday, Friday 8:00 am - 5:00 pm
500 Cohasset Rd. Wednesday 9:00 am - 5:00 pm
343-0221 Thursday 8:00 am - 6:30 pm

Telephone Directory and Instructions

Overseas Direct Call (you pay for the call):

This is for people who would like to place a direct overseas call without the assistance of an overseas operator. **Not** recommended when using a public telephone.

The following is an example: 011 - 81 - 45 - 789 - 1234
(overseas) - (country code) - (city code) - (telephone number)

Calling Cards

You can purchase a card for a fixed value such as \$20, and then use the card until you make \$20 worth of telephone calls. Some cards are rechargeable, meaning you continue to use it after you pay to add a new value to the card. Although calling cards are very useful for students who do not have telephone

service, there is large and confusing variety from which to choose. Be sure to read all of the conditions and rates listed on each card before you purchase one.

Overseas Collect Call (the person you call pays for the call):

Dial "00" to get the operator for overseas calls.

The overseas operator will say something like this: "Hello, this is ... May I help you?"

Tell him/her the following: "Yes, I would like to place a collect phone call to... [the name of the city and country you wish to reach]."

The operator will ask you for the number you wish to call.

When the phone starts ringing, the operator will ask you to give your name.

If your call is accepted, the operator will say, "Please go ahead." At that point, begin talking.

If your call is not accepted, the operator will say, "I'm sorry, your call did not go through. Please try your call again." Hang up and try again later.

Local calls - within the 530 area code:

If you are calling from a phone within the 530 area code, you do not need to dial 530. Just dial the telephone number. For example, to call the ALCI Office from somewhere in Chico, dial 898-6105.

Long Distance (U.S.) Calls - calls to a different area code:

If you are calling a number in a different area code, you must dial 1, then the area code, and then the telephone number. For example, to call the ALCI Office from another state, dial 1-530-898-6105.

Useful Telephone Numbers

ALCI Office: 898-6105

*or from on-campus phone: 6105

Campus Police (non-emergency): 898-5372

*or from on-campus phone: 5372

Emergency off-campus: 911

Emergency on-campus: 9-911

Student Health Center: 898-6060

*or from on-campus phone: 6060

Directory assistance - local: 411

Directory assistance - long distance:

1-(area code)-555-1212

Telephone Installation: How to get telephone service installed in your room

If you live on-campus, contact the CSUC Communications Network Services (CNS) office for telephone line installation and service. The office is located at Siskiyou Hall room 15, telephone 898-6868. They are open Monday-Friday, 9am – 4pm.

If you live off-campus, your telephone company is SBC or CNS. To obtain telephone service off-campus, call SBC at 1-800-310-2355 or CNS at 898-6868.

The operator will ask you a number of questions:

- Your name and address. Be sure to give a room or apartment number.
- Do you want flat rate service or measured service? (You should choose flat rate service.)
- Which long distance telephone company do you want? (AT&T, Sprint, etc.)
- Do you want a calling card?
- Do you want a telephone directory (Yellow Pages)?
- How would you like your name listed in the telephone directory?
- Do you have a driver's license**? (If yes, what number.)
- Do you have a Social Security number**?

**You may not have information for these items. If not, do not worry because it is not necessary to provide the information. However, if you do not have a Social Security number, you will need to go to a SBC office to show your passport.

The operator will give you your new telephone number and will tell you when you may start using your telephone. The telephone company does not provide a telephone. You can purchase a telephone at a variety of stores. Prices begin at around \$15.00 for the least expensive phone.

Transportation

Some students who plan to live in the U.S. for several years while going to school buy a car because of the convenience and freedom it affords. Be advised, however, that buying a car can be confusing and expensive. In fact, most Americans find it a stressful experience. If you buy a car, we suggest that you bring an experienced car buyer who is a native English speaker with you to assist with negotiations, and that you sign a purchase contract **only after** reading and fully understanding the terms.

Chico Car Dealers:

Wittmeier Auto Center
2288 Forest Avenue
895-8181
Ford, Honda, Isuzu

Chuck Patterson Auto World
100 East Avenue
895-1771
Toyota, Dodge, Mazda

Chico Nissan Hyundai
575 Manzanita Avenue
893-1777
Nissan, Hyundai

If buying a car is beyond your budget, you may wish to buy a bicycle. Advertisements for used bicycles can be found on the Bell Memorial Union (BMU) bulletin board, the "News & Review" or "Enterprise-Record" newspapers, which are available at markets, convenience stores, and on campus. You can buy a new bicycle at one of several bike shops downtown or at Target or Walmart. And, buy a good lock—it's worth the extra money to guard your investment!

You can also ride Chico buses (CATS – Chico Area Transit System), which are free to currently registered ALCI/CSUC students. You must show your CSUC student ID card (Wildcat Card) to the driver. For a detailed schedule and routes, get a free bus schedule at the BMU or on the web at www.bcag.org/transit/cats.htm or call the CATS office at 342-0221.

Travel and Leisure

There are several good travel agencies in Chico that can help you obtain airline, Amtrak train, or Greyhound bus tickets. Tour packages are also available for those wishing to travel in groups. Call or visit:

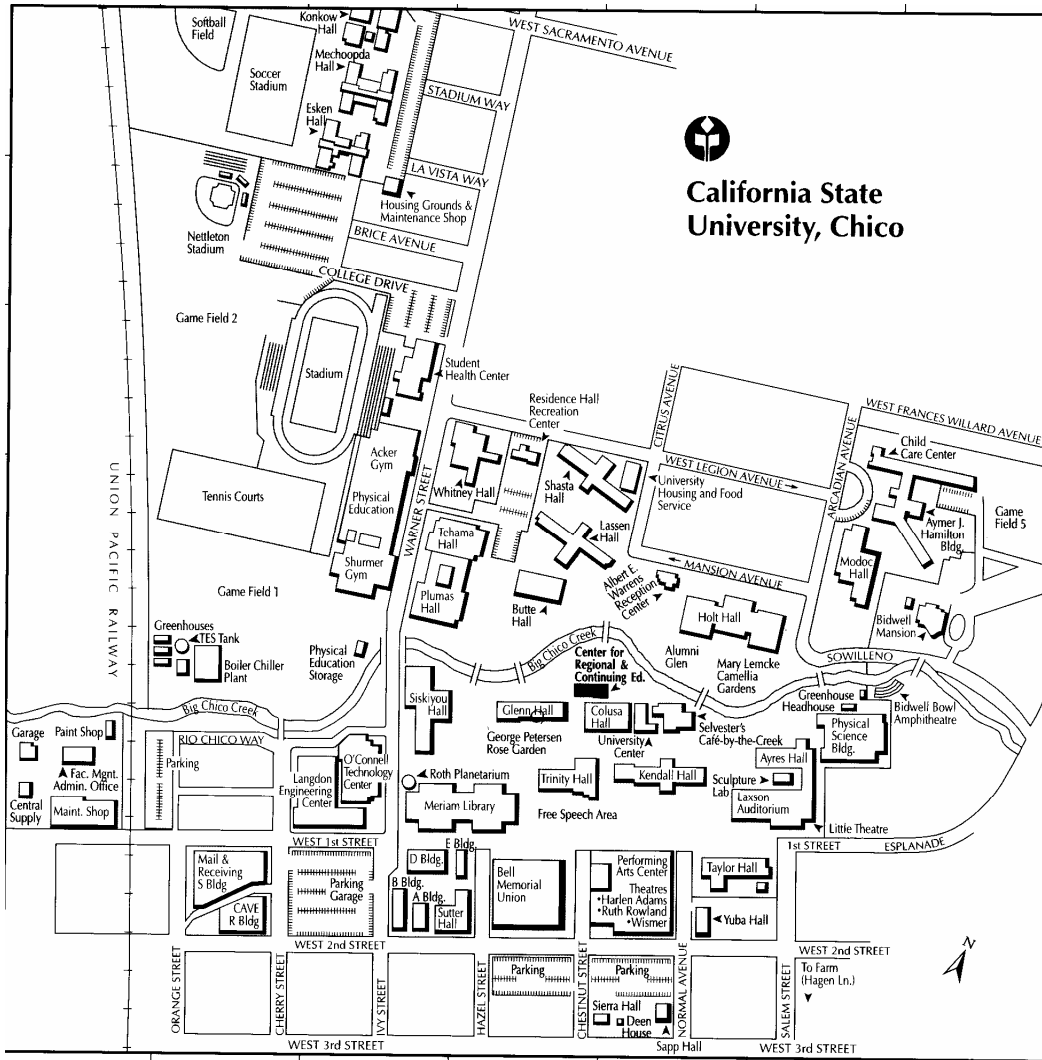
| | | |
|-----------------|----------------------------|--|
| Trips & Travel | 242 W. 3 rd St. | 343-1455 |
| Westlake Travel | 30 Independent Cir. | 899-9000 |
| Grey Hound Bus | | www.greyhound.com |
| Amtrak Train | | www.amtrak.com |
| United Air | | www.united.com |

We hope you will spend your vacations visiting the rest of California. Whether you travel by plane, bus, train, or car, try to visit some of these "must-see" destinations:

- San Francisco
- Lake Tahoe
- Big Sur
- Disneyland
-
- Yosemite National Park
- Death Valley
- Mt. Lassen Volcanic National Park
- San Diego Zoo and Sea World

Visit one of the travel agencies mentioned above, or come to the ALCI office and ask for advice on planning your trip!

The University Box Office - Theater, concert, and special guest speaker tickets are available for purchase here. The Box Office is located in Yuba Hall (see campus map on the next page). For more information, call 898-5791 or visit the web site at <http://hyperion.csuchico.edu/hfa/chicoarts/welcomecp.html>.



American Language and Culture Institute
 Center for Regional and Continuing Education
 California State University, Chico
 Chico, CA 95929-0250
 Telephone: 530-898-6821
 Fax: 530-898-5688
 E-mail: alci@csuchico.edu
 Web: <http://rce.scuchico.edu>

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