Correct as of August 3, 2016, please see website for most updated version:
www.pcc.edu/international
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**Special Thanks**
We would like to thank the PSU Office of International Student and Scholar Services (ISSS) for sharing information and materials which have been used in this guide.

**Cover Images**
Image by Audrey DeFord

**Disclaimer**
All information contained within this document was correct on August 3, 2016.
Welcome to Portland Community College (PCC)

We are happy that you have chosen PCC to help meet your educational goals.

The Office of International Student Services (OISS) has staff on the Cascade, Rock Creek, Southeast, and Sylvania campuses to support you during your studies at PCC. We provide assistance in many areas including academic and immigration advising, comprehensive international student activities, and how to get involved with the college community. Our staff has extensive international experience; we have lived, studied, traveled, and worked abroad. We are committed to making your experience at Portland Community College a positive one.

During your time at PCC, you will meet students of all ages and backgrounds in your classes. Make the most of opportunities to get to know other international and American students; become involved with student clubs, participate in classroom discussion, and try new experiences. This is all part of college life - to challenge yourself as you strive toward your educational and personal goals.

We hope you find the international student guide a useful and important resource during your studies at Portland Community College. Please find the most updated version of this guide on our website: www.pcc.edu/international.

Linda Blanchette,
OISS Interim Director

Cascade OISS: Student Union Building, Room 308, 971.722.5670
Rock Creek OISS: Building 3, Room 223, 971.722.7150
Sylvania OISS: CC Building, Room 215, 971.722.8310
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Learning how to operate in a new academic situation is a challenge, and doing so in a different culture and in another language can be especially challenging. In many cultures, there is a great difference in status between students and instructors. Students listen quietly, not questioning what the instructor says. In the U.S., it is acceptable for students to ask questions and discuss topics with the instructor. You are expected to come to class on time, to notify your instructor ahead of time if you will be absent, and to participate. During your first class, your instructors will give you a syllabus, which lists office hours, and when and how they can be contacted. If you have a problem with the material presented in class, it is expected that you will see the instructor during office hours and ask for help. The syllabus also tells when assignments are due.

The dress code is informal in U.S. classrooms. Smoking is not permitted in classrooms, college offices or on campus. Some instructors permit students to have food and beverages in the classroom.

ACADEMIC CONDUCT

Americans value originality and individual achievement. These values are reflected in the rules of academic honesty, and thus, students are evaluated academically on their own original work. What constitutes academic honesty varies from culture to culture, and it is important to understand the rules of academic conduct at PCC.

Misconduct

In many cultures, it is common for students to collaborate on papers and projects. In the U.S. it is against the rules to do so, unless the instructor states that the paper or project is to be worked on in groups. PCC defines academic dishonesty as any of the following behaviors:

Plagiarism: the use of another’s words, ideas, data, or product without appropriate acknowledgment, such as copying another’s work, presenting someone else’s opinions and theories as one’s own, or working jointly on a project and then submitting it as one’s own. In the U.S., ideas are considered the property of their author. It is considered stealing to use the ideas of another in a paper or presentation without giving credit to the author of the idea.

Types of plagiarism include:

- Word-for-word copying of someone else’s work without attributing the source (this would include using the words of an author or another student without indicating that they are not your own).
- Changing a few words of someone else’s work but not acknowledging that the ideas are not your own. When using the ideas of another person, give that person’s name and the publication where the ideas were published. If you have any questions about this, contact your instructor.
Cheating: the use or attempted use of unauthorized materials, information, or study aids; or an act of deceit by which a student attempts to misrepresent academic skills or knowledge; unauthorized copying or collaboration.

Fabrication: intentional misrepresentation or invention of any information, such as falsifying research, inventing or exaggerating data, or listing incorrect or fictitious references.

Collusion: assisting another to commit an act of academic dishonesty, such as paying or bribing someone to acquire a test or assignment, taking a test or doing an assignment for someone else, or allowing someone to do these things for one’s own benefit.

Academic Misconduct: the intentional violation of college policies, such as tampering with grades, misrepresenting one’s identity, or taking part in obtaining or distributing any parts of a test or any information about the test.

Advising
International Student Advisors are here to help you maximize your college experience and ensure you’re compliant with immigration regulations, whether you’re a new student, returning student, or are currently enrolled.

Their mission is to support students' intellectual growth, empower students to clarify and attain their diverse academic, personal and professional goals, and promote student success.

PCC International Student Advisors can help with:
- Academic program options
- Academic standing concerns
- GRAD Plan academic planner
- College success resources
- Degree requirements
- Educational planning
- Immigration advising and authorizations
- Policies and procedures
- Transfer process
- Reviewing unofficial transcripts

Academic Help
A variety of resources exist on campus to provide students with direct academic assistance. In addition to the office hours of your instructors, there is also a Language Learning Lab (including ESOL tutors), a Student Learning Center (Tutoring Services), and a Writing Center. Students can use these resources to receive help with specific assignments, general concepts or ideas, preparing for tests, conforming to the different stylistic guidelines (e.g., MLA, Chicago, APA), and a variety of different subject-specific assistance.
More information can be found at the following locations or websites:

Language Lab
**Cascade**: CH Building, Room 309  
**Rock Creek**: Building 2, Room 203  
**Southeast**: Scott Building, Room 101  
**Sylvania**: CT Building, Room 235

Student Learning Center
**Cascade**: TH Building, Room 123  
**Rock Creek**: Building 7, Room 218a  
**Southeast**: Library, Room 120  
**Sylvania**: Library, Room 140

Writing Center
**Cascade**: TH Building, Room 220  
**Rock Creek**: Building 7, Room 210  
**Southeast**: Library, First floor  
**Sylvania**: CT Building, Room 239

**Office Hours**
Each instructor has regularly scheduled office hours each week. During this time, students can meet with their instructors to discuss course work, ask questions, or get to know their instructor. Instructors often recommend that students schedule time to see them within their office hours. Information on office hours will be available in the course syllabus for each class or by contacting the instructor or the department office.

**ACADEMIC STANDING**

PCC has established two standards that students must meet to demonstrate Satisfactory Academic Progress. Students must achieve the following, which will be calculated each term:

- **Grade Point Average (GPA)***: Cumulative 2.0 or higher

  **Calculating your GPA***:  
  Each letter grade corresponds to a numeric value on a scale from 0.0 to 4.0, in which A corresponds to 4.0. A student’s academic success for a quarter is measured cumulatively, which is computed by dividing the total number of points earned by the total number of credits taken. Under specific circumstances, letters such as: I (incomplete); W (Withdraw); P (Pass); and NP (No Pass) may appear in grade reports. These letters are not grades and are not included in the calculation of the cumulative GPA.

  **Attempted Credits**: Successful completion of two-thirds (66.67%) of attempted credits per term

*see glossary for definition
There is both an academic and immigration status impact on students that do not achieve Satisfactory Academic Progress. A summary of required interventions and appeals are outlined below.

**Summary of Requirements and Impact**

**Good Standing**
- Met standards
- No action required

**Warning**
- Did not meet standards
- Seek resources to improve performance and meet standards for the following term

**Probation**
- Did not meet standards two terms in a row
- Student receives a registration hold
- Must establish a Learning Contract at an initial meeting with an international student advisor at the beginning of the term. Must attend a follow-up meeting during the middle of the term. Registration options will be discussed.
- Failure to create and meet Learning Contract will result in the hold being maintained until final grades are posted

**Continued Probation**
- Did not meet standards for third term but made progress on Learning Contract, as determined by an international student advisor, and is allowed a second term on probation
- Student receives a registration hold
- Establish another Learning Contract and meet with an international student advisor throughout term

**Suspension**
- Did not meet standards for a third term and did not meet with an international student advisor to establish or report on a Learning Contract as described above; OR,
- Student did not meet standards for fourth term following Continued Probation
- Student is suspended for one term and must apply for re-entry by stated deadlines

For more information about the academic standards for satisfactory academic progress, please visit [www.pcc.edu/resources/student-records/academic-progress/academic-standards.html](http://www.pcc.edu/resources/student-records/academic-progress/academic-standards.html)

**Grades**

**A: Superior**
Honor grade indicating excellence. Earned as a result of a combination of some or all of the following as outlined by the instructor in the course handout: superior examination scores, consistently accurate and prompt completion of assignments, ability to deal resourcefully with abstract ideas, superior mastery of pertinent skills, and excellent attendance. Probable success in a field relating to the subject or probable continued success in sequential courses.
B: Above average
Honor grade indicating competence. Earned as a result of a combination of some or all of the following as outlined by the instructor in the course handout: high examination scores, accurate and prompt completion of assignments, ability to deal well with abstract ideas, commendable mastery of pertinent skills, and excellent attendance. Probable continued success in sequential courses.

C: Average
Standard college grade indicating successful performance earned as a result of a combination of some or all of the following as outlined by the instructor in the course handout: satisfactory examination scores, generally accurate and prompt completion of assignments, ability to deal with abstract ideas, fair mastery of pertinent skills, and regular attendance. Sufficient evidence of ability to warrant entering sequential courses.

D: Substandard, but receiving credit
Substandard grade indicating the student has met only minimum requirements as outlined by the instructor in the course handout. Earned as a result of some or all of the following: low examination scores, generally inaccurate, incomplete or late assignments, inadequate grasp of abstract ideas, barely acceptable mastery of pertinent skills, irregular attendance, insufficient evidence of ability to make advisable the enrollment in sequential courses. Does not satisfy requirements for entry into courses where prerequisites are specified.

F: Failure
Non-passing grade indicating failure to meet minimum requirements as defined by the instructor in the course handout earned as a result of some or all of the following: non-passing examination scores, inaccurate, incomplete or late assignments, failure to cope with abstract ideas, inadequate mastery of pertinent skills, repeated absence from class. Does not satisfy requirements for entry into courses where prerequisites are specified.

Pass - No Pass System
To take a class on a pass-no pass basis, students must make arrangements with the instructor during the first eight weeks of class. A pass grade does not satisfy the prerequisite of C or better required for entry into some courses - the English Composition sequence, for example. Transfer students should be aware that four-year institutions limit the number of pass-no pass credits that may be applied to a degree. Degree or certificate requirements may prohibit taking certain courses on a pass-no pass basis.

P: Pass
Acceptable performance. A grade of "P" represents satisfactory achievement which would have been graded "C" or better on the regular grading scale, but is given instead of a letter grade. By the end of the eighth (8th) week of class (or equivalent) students shall choose the graded or pass option. If they don't choose the pass option, the class will be letter graded. By the end of the eighth (8th) week of class (or equivalent), students may rescind an earlier request of the pass option. Instructors who deny a grading systems option request through the eighth (8th) week (or equivalent) must provide reasons in writing to their Dean for the denial.
NP: No Pass
Unacceptable performance or does not satisfy requirements for entry into courses where prerequisites are specified. This grade may be used in situations where an instructor considers the "F" grade to be inappropriate. An "NP" mark is disregarded in the computation of grade point average.

When registering, PCC students taking credit classes can choose between receiving traditional letter grades (A-F) and Pass/No Pass (P/NP), (providing the department has permitted both options for a course). If you do not select a grading option, you will automatically have the default grading option for that course. The default option is generally a letter grade, but could be pass/no pass.

Choosing a Grading Option
- Choose when you register for classes – either online or in person.
- You can change your grading option in MyPCC through the end of the eighth week of the term – see Academic Calendar for term dates.
- Once an instructor has posted a grade, changing the grading option will no longer be available to the student.

Issues to consider when choosing your grading option:
1. Talk with your instructor about your progress in class and grades you've earned for previous assignments.
2. Keep hard copies and a log of all your graded assignments, so you can assess your progress throughout the term.
3. Before you start next term, make sure to check your grades from this term. Grades are posted one week after finals. Check your grades in MyPCC under the My Courses tab. If you have a grade discrepancy, be sure to talk with your instructor or International Student Advisor immediately.
4. Make sure you know understand how a grading option will affect you. Some programs require letter grades. As an international student it is extremely important that you become familiar with the different grading options and how they can affect your immigration status.

The following grades are acceptable for maintaining your F-1 status: A, B, C, D, P (Pass)

The following grades are NOT acceptable:
- F: Fail
- CIP: Course in Progress
- CIPR: Course in Progress Re-register
- AUD: Audit
- I: Incomplete
- W: Withdraw
- NS: No Show
- NP: No Pass

IMPORTANT: If withdrawing from a course results in you being registered for less than 12 credits, it may be better to stay in the course and get an F or NP. If you have less than 12 credits without prior approval from an International Student Advisor you will be considered out of status.
Please refer to the grading guidelines in the PCC Catalog for additional information regarding each of the grading options.

Final Grades
To view final grades, log into MyPCC and visit the My Courses tab. Under the View My column will be a link to Grades. Confirm the term you want to view from the dropdown menu and click the submit button.

Instructors enter grades after finals week. If the grade for one of your courses isn’t available on MyPCC by the Tuesday after the term has ended, contact the instructor.

EDUCATIONAL PLANNING, REGISTRATION, AND RECORDS

Placement Test
Before you start planning your class schedule, new AND transfer international students will need to take a mandatory placement test to help us determine your reading, writing and speaking skills. New international students are given placement tests during orientation before the term begins. All international students whose English is a second language have to take the COMPASS/ESOL placement test, provide a writing sample, and complete a speaking assessment with an ESOL instructor.

What you need to know about the placement test:

No TOEFL Score Required
PCC does not require a TOEFL score. Instead, all new students MUST take the English placement test during orientation.

- The English placement test measures your current level of English proficiency.
- Depending on your level of English proficiency, you may have to take English language classes before you can take regular academic classes.

If you place into English Language Courses:
The English language program prepares students for university studies or for personal needs.

1. Intensive English: IE (Levels 1-3)
   - IE CLASSES (LEVELS 1-3) ARE ONLY OFFERED AT THE CASCADE CAMPUS
   - IE classes are non-credit
   - IE classes are not found in the class schedule

2. English for Speakers of Other Languages: ESOL (Levels 4-8)
   - ESOL classes (level 4-8) are offered at all of the main PCC campuses, and several of the centers
   - Required classes in reading, writing, and speaking/listening
   - Special classes at all levels e.g. U.S. culture, pronunciation, vocabulary, college preparation, service learning
   - Level 8 is the highest level

You must complete the ESOL program (complete level 8) before you can register full-time for regular academic classes.
Planning Your Class Schedule
To succeed at Portland Community College, you need clear educational goals. To establish and realize your goals, you will need to determine which educational option is best for you. An international student advisor can help you choose classes every term so that you will follow and complete your educational plan.

Scheduling college classes is a flexible process. In most cases you decide when and where to attend.

At Portland Community College, you can usually take classes:
- Monday & Wednesday
- Tuesday & Thursday
- Friday
- Saturday
- Morning, afternoons or evenings
- Via Distance Learning/online (F-1 international students may only take one distance learning class as part of the 12-credit minimum per term)

Classes last 11 or 12 weeks during the Fall, Winter, and Spring Terms. During the summer, many classes are 8 weeks long. Always check the beginning and ending dates of your class in the term schedules of classes and on your registration schedule.
When planning your term schedule, consider the following guidelines:
- Generally, each credit equals one hour of class time. For example, a three-credit class means that you will be in class three hours each week.
- For each credit you take, plan on at least 2 hours of study time per week. For example, if you enroll in 12 credits you will be in school approximately 12 hours a week and need to allow 24, or more, additional hours for study time.
- In addition to class and study time, consider family and work commitments and time for yourself.
- IMPORTANT – F-1 international students may only take one distance learning class as part of the 12-credit minimum per term.

Educational Planning
During your first quarter at PCC, make an appointment with an International Student Advisor or to prepare an educational plan. An advisor can help you with the following requirements:

- **Program Prerequisites**
  Does your program have prerequisites that must be completed before you can enter? If so, your advisor can help you plan to complete those quickly and efficiently.

- **Requirements for Your Major**
  The requirements for Business majors are very different than the requirements for History and Computer Science majors. Your advisor can help you plan for success within your major field of study.

How to Read the Class Schedule
Class schedules are available online generally available about six weeks before the start of the following term. You can also find the class schedule on the web. The schedule is arranged alphabetically by subject areas (English, History, Mathematics, Welding, etc). Classes are also listed by campus location (Cascade, Rock Creek, Southeast, Sylvania, etc.).

When you identify a course that you want to enroll in, you will find important information about the course listed in the schedule.
How to Register for Classes
To register for classes, go to www.pcc.edu and click on the MyPCC icon in the upper right corner of the page.

PLEASE NOTE: ONLY follow the following steps if you have not set up your MyPCC account. If you already have a MyPCC account, use your MyPCC user name and password.

Step 1: Set up and Login to MyPCC
When you are admitted to PCC, you will have a MyPCC user name, which will be given to you by the Office of International Student Services during orientation before classes start. To set up your account, go to www.pcc.edu and click on the MyPCC icon on the upper right corner of the page then click on First Time User? You will be asked to enter your USER NAME and PASSWORD.

Your USER NAME is your first name and last name separated by a dot. For example: jane.doe Your PIN number is your birth date in the form MMDDYY (Month, Day, Year). If the day of the month is a single digit, start with a zero. For example: 060680 is the PIN number if your birthday is June 6, 1980.

After that, you will be asked to create another password to access MyPCC. The password needs to have at least 9 characters – one of the characters must be a number and the password cannot have more than 20 characters.

Step 2: Register for classes
On the MyPCC Home tab, and click Register for classes in the Term-to-Term Checklist.

Step 3: Look up your classes
Click Look Up Classes. Choose the term you want to register for. Click Submit.

Step 4: Choose the subject area
Select the subject of your class and click Course Search. (Optionally, you can click Advanced Search to search for classes by campus, classes taught on a particular day, or classes taught by a specific instructor.)

**Step 5: View Sections**
You'll see a list of all the classes available in the subject area. Find the class you want, and click View Sections.

**Step 6: Check for available seats**
Each row shows a different class and the location, day, time, and instructor of the class. The column titled Rem shows how many seats are available in the class. If there are no seats, check the WL Rem column to see if there are seats on the waitlist.

**Step 7: Register for the class!**
When you’ve decided which class to register for, check the checkbox on that row, then go to the bottom of the page, and click Register.

**Step 8: Check Your Status, and you’re DONE!**
On the next page, scroll to the bottom and check for errors. Under status, you should see Web Registered. If you see an error message, this means something went wrong and you are not signed up for the class. Follow the instructions in the error message to resolve the issue.

For all registration periods following your initial term of enrollment at PCC, you will register on your own. You can register for classes during the pre-term registration period and may make changes to your registration until after the term begins. Pre-term registration dates are prioritized according to student class standings, which are determined by the number of credits a student has earned.

It is important to be aware of the available dates for registration, as well as deadlines for adding and dropping classes, making grade changes, withdrawing from classes, refund percentages and other policies. You can find these dates online at: www.pcc.edu/enroll/registration/academic-calendar.html or on page 23-24 of this handbook.

If you are unsure which classes to register for, please schedule an appointment with your international student advisor.
Dropping/Withdrawing from Classes
If you are withdrawing from college or dropping a class, you must use the PCC online services or file an ADD/DROP form with the Registration Office. 100% of charges associated with a class will be removed if you formally drop by the deadlines listed in the class schedule. If you drop classes after the refund drop period, you will NOT receive any refund.

Your instructor cannot drop your classes for you, you must do this yourself.

Please refer to the current class schedule for exact drop and withdrawal dates for the term in question. Withdrawal dates vary depending on the length of the class. If you stop attending without formally withdrawing, you will receive a grade (usually an F or NP) from your instructor, and you will be held liable for all charges on your account. Remember that you cannot drop below 12 credit hours per term without prior permission from an international student advisor.

Enrollment Verification
If you need to provide verification of enrollment, you may obtain this by filling out the following form: https://portlandcc.az1.qualtrics.com/jfe/form/SV_e9cN8GG0oE98kj
Often, this is necessary for health and car insurance, scholarships, loans, and employers. If the verification does not have to be signed by a university official, a student can print their schedule from the web. Please allow 5 business days for your enrollment verification letter to be processed. The Office of International Student Services will email you when your letter is ready.

Student ID Cards
If you are enrolled in one or more credits at PCC, you are eligible for a student ID card which is required for student services such as PCC shuttles, computer labs, and libraries.

Off campus, the ID can be used for discounted movie tickets, museum passes, the Japanese Gardens and for Symphony tickets, and other places that accept student ID cards.

There is no cost for your first student ID card.

How to get your ID card
1. After registering for classes, go to a Registration Office.
2. Bring your passport as a valid photo ID.

Update your card every term
You will need to get a term validation sticker each term you are taking classes. Stickers can be obtained at Student Account Services or a Registration Office.

Replacement ID cards
Replacement cards are available to students who lose their ID cards at a cost of $10 per replacement.

Questions?
Contact Enrollment Services at 971.722.8888.
TUITION AND FEES

F-1 Visa International Students pay a reduced tuition for required courses in the Intensive English Program (IEP) and English as a Second Language Program (ESOL) and will be charged regular, non-resident tuition for other PCC courses.

- Intensive English Program levels 1, 2, 3: $2400 per term
- ESOL levels 4, 5, 6, 7, 8: $191 per credit
- All regular PCC courses: $226 per credit

In addition to your tuition, you will pay the following fees:

- Student Activity Fee: $2.20 per credit
- Technology Fee: $4.50 per credit
- College Service Fee ($15.00) and Transportation Fee ($8.00): $23 per term
- Health Insurance: $366 per term. This is required of all students (there is a further charge for dependents on F-2 visas: $366 per child and $732 for spouse)
- Additional fees for Laboratory Courses or Distance Learning Courses

Please see following pages for example tuition and fee breakdown based on F-1 enrollment.

### Student 1 – This student is taking all ESOL Program credit courses for 12 credits.

<table>
<thead>
<tr>
<th>Course</th>
<th>Credit Hours</th>
<th>Tuition/Fees</th>
</tr>
</thead>
<tbody>
<tr>
<td>ESOL 40 Academic Reading</td>
<td>4 credit hours*</td>
<td>$764</td>
</tr>
<tr>
<td>ESOL 42 Academic Writing</td>
<td>4 credit hours*</td>
<td>$764</td>
</tr>
<tr>
<td>ESOL 44 Academic Communication</td>
<td>4 credit hours*</td>
<td>$764</td>
</tr>
<tr>
<td><strong>Tuition Total</strong></td>
<td></td>
<td><strong>$2292.00</strong></td>
</tr>
<tr>
<td><strong>Student Activity Fee</strong></td>
<td></td>
<td>$26.40</td>
</tr>
<tr>
<td><strong>Technology Fee</strong></td>
<td></td>
<td>$54.00</td>
</tr>
<tr>
<td><strong>College Service Fee</strong></td>
<td></td>
<td>$23.00</td>
</tr>
<tr>
<td><strong>Insurance Fee</strong></td>
<td></td>
<td>$366.00</td>
</tr>
<tr>
<td><strong>TOTAL PAYMENT DUE</strong></td>
<td></td>
<td><strong>$2761.40</strong></td>
</tr>
</tbody>
</table>

### Student 2 – This student is in the Intensive English Program (Level 1)

<table>
<thead>
<tr>
<th>Course</th>
<th>Contact Hours</th>
<th>Tuition/Fees</th>
</tr>
</thead>
<tbody>
<tr>
<td>IE 10 Reading</td>
<td>18</td>
<td>$2400.00</td>
</tr>
<tr>
<td>IE 12 Writing</td>
<td></td>
<td></td>
</tr>
<tr>
<td>IE 14 Communication</td>
<td></td>
<td></td>
</tr>
<tr>
<td>IE 16 Academic Skills Lab</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Tuition Total</strong></td>
<td></td>
<td><strong>$2400.00</strong></td>
</tr>
<tr>
<td><strong>Insurance Fee</strong></td>
<td></td>
<td>$366.00</td>
</tr>
<tr>
<td><strong>TOTAL PAYMENT DUE</strong></td>
<td></td>
<td><strong>$2766.00</strong></td>
</tr>
</tbody>
</table>
### Student 3 – This student is taking a combination of ESOL courses and regular academic courses for 15 credits. (Students at the upper levels of ESOL may take some college-level courses.)

<table>
<thead>
<tr>
<th>Course</th>
<th>Credit Hours</th>
<th>Tuition/Fees</th>
</tr>
</thead>
<tbody>
<tr>
<td>ESOL 262 Academic Writing</td>
<td>5 credit hours</td>
<td>$955</td>
</tr>
<tr>
<td>ESOL 260 Academic Reading</td>
<td>5 credit hours</td>
<td>$955</td>
</tr>
<tr>
<td>HE 295 Health &amp; Fitness for Life**</td>
<td>3 credit hours*</td>
<td>$678</td>
</tr>
<tr>
<td>CG 111B Study Skills for Coll. Learn.</td>
<td>2 credit hours*</td>
<td>$452</td>
</tr>
</tbody>
</table>

*Tuition is $226/credit

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<table>
<thead>
<tr>
<th>Tuition Total</th>
<th>$3040.00</th>
</tr>
</thead>
<tbody>
<tr>
<td>Student Activity Fee</td>
<td>$33.00</td>
</tr>
<tr>
<td><strong>Lab Fee</strong></td>
<td>$12.00</td>
</tr>
<tr>
<td>Technology Fee</td>
<td>$67.50</td>
</tr>
<tr>
<td>College Service Fee</td>
<td>$23.00</td>
</tr>
<tr>
<td>Insurance Fee</td>
<td>$366.00</td>
</tr>
<tr>
<td>TOTAL PAYMENT DUE</td>
<td>$3541.50</td>
</tr>
</tbody>
</table>

### Student 4 – This student is taking 15 credits of regular academic courses.

<table>
<thead>
<tr>
<th>Course</th>
<th>Credit Hours</th>
<th>Tuition/Fees</th>
</tr>
</thead>
<tbody>
<tr>
<td>BA 101 Introduction to Business</td>
<td>4 hours* 4</td>
<td>$904</td>
</tr>
<tr>
<td>EC 201 Prin. Econ.: Microeconomics</td>
<td>4 credit hours</td>
<td>$904</td>
</tr>
<tr>
<td>Composition</td>
<td>4 credit hours</td>
<td>$678</td>
</tr>
<tr>
<td>CAS 140 Beginning Access</td>
<td>3 credit hours*</td>
<td></td>
</tr>
</tbody>
</table>

*Tuition is $226/credit

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<table>
<thead>
<tr>
<th>Tuition Total</th>
<th>$3390.00</th>
</tr>
</thead>
<tbody>
<tr>
<td>Student Activity Fee</td>
<td>$33.00</td>
</tr>
<tr>
<td>Technology Fee</td>
<td>$67.50</td>
</tr>
<tr>
<td>College Service Fee</td>
<td>$23.00</td>
</tr>
<tr>
<td>Insurance Fee</td>
<td>$366.00</td>
</tr>
<tr>
<td>TOTAL PAYMENT DUE</td>
<td>$3879.50</td>
</tr>
</tbody>
</table>

### How to Pay Tuition and Fees

- **Payment in Full**
  - In-person at a Student Accounts Services office: cash, check, debit card, Visa or MasterCard
  - Online using PCC-Pay in your MyPCC account: echeck, debit card, Visa or MasterCard
  - Flywire (previously peerTransfer): Offers multiple options that include bank transfer: [www.peertransfer.com](http://www.peertransfer.com)

- **Payment Plans**
  - Payment plans are interest free and allow you to spread the cost of your education into affordable monthly or bi-weekly payments. You can sign up for payment plans on the Paying for College tab in MyPCC. [https://my.pcc.edu](https://my.pcc.edu)

### How much should I pay?

- If you are done registering for classes: pay the exact amount of your account balance. To see how much you owe, go to the MyPCC Paying for College tab.
If you have more classes to add: use the tuition calculator for help estimating how much to pay. [www.pcc.edu/enroll/paying-for-college/tuition/](http://www.pcc.edu/enroll/paying-for-college/tuition/)

Can I send money for living expenses and books with Flywire?

- No. PCC does not accept payments for more than your account balance.

What happens if I send too much money with Flywire?

- If you send too much, your payment will not be accepted and your courses will be deleted. If this happens, you could lose your F-1 status.

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**Tuition Due Date for NEW STUDENTS:**

September 26, 2016 (1st day of Fall Term)

**Tuition Due Date for RETURNING STUDENTS:**

September 12, 2016

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**Late Payment**

You must pay the full amount due by the due dates shown above. If you don’t pay by the due date, one or more of the following steps will be taken:

- **Deletion of your course registration**
- **Late fee.** A late fee of up to 10% of your unpaid tuition and fees.
- **Financial hold.** A financial hold will be placed on future registration and transcripts.
- **Collection of your past due balance by an outside agency.** Accounts in collection are subject to additional charges and penalties.

*Do not count on the college to remove you from classes - it is up to you to manage your own schedule and drop any courses you will be unable to attend.*

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**Scholarships and Awards**

Scholarships and financial assistance for international students on F-1 student visas are limited. There is more money available for graduate study in the United States than there is for undergraduate study.

International students do not qualify for federally or state funded financial aid programs.

Some private universities and colleges offer substantial financial assistance to international students, sometimes enough to be competitive with state university tuition. Many state universities do offer scholarships to international students but the amount and number of awards are limited.

There are many sources for scholarships available but they require extensive research, innovative approaches and patience.
Scholarship Resources

- **PCC Foundation Scholarships**: Application available from the PCC Development Office on Sylvania Campus (CC 234, Phone 971-722-4385). Apply during winter term, deadline is usually mid-February.
- State and private colleges and universities do offer limited financial aid/scholarship funds for international students. Request this information when applying for admissions. Your major department may also have some scholarship opportunities.
- **Phi Theta Kappa Scholarships**
- [www.scholarship-page.com](http://www.scholarship-page.com)
- [www.osf.it](http://www.osf.it)
- [www.iiefa.org](http://www.iiefa.org)
- [www.nafsa.org](http://www.nafsa.org)
- [www.isoa.org](http://www.isoa.org) or call 1-800-244-1180
- [www.finaid.org](http://www.finaid.org)

Textbooks

Textbooks are available from the PCC Bookstores, located in each campus at:

- **Cascade**: MAHB Building, Room 100
- **Rock Creek**: Building 5, Room 141
- **Southeast**: SC Building, Room 113
- **Sylvania**: Next to the CT Building, 2nd Floor

The easiest way to purchase textbooks is at the PCC Bookstore, where new and used books are for sale. Full refunds are given for returned books during a short time at the beginning of each term. **SAVE YOUR RECEIPTS** for proof of purchase when returning books. Your used books may be sold back for a percentage of the price paid at the end of each term. The bookstore also has a textbook rental program. Ask for details at the PCC bookstore.

[http://www.half.com/](http://www.half.com/) and [http://www.amazon.com/](http://www.amazon.com/) are among the most popular websites to obtain the least expensive books in various conditions (brand new, like new, used, to very used) and you can sell them after you are done using them.

Ask your fellow classmates and friends to share books or buy them for a used price. This is an inexpensive and convenient way to obtain textbooks.

**Summit Library**

An easy way to get books that are not available at any of the PCC Libraries is to use the Summit Libraries or Interlibrary Loan (ILLiad). Books requested through Summit usually arrive at the PCC library within three to five days and are available to loan for six weeks; students can scan or copy the pages that they will need before they return it. Ask a librarian to show you how to do this the first time and you should have no problem doing it yourself afterwards (you will need to put in your last name and PSU ID number). **Please note**: Interlibrary Loan cannot be used for textbooks.
## ACADEMIC CALENDAR

### FALL 2016

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mon Sep 26</td>
<td>Beginning of term</td>
</tr>
<tr>
<td>Fri Sep 30</td>
<td>Last day to select audit grade option: [see grading options]</td>
</tr>
<tr>
<td>Sat Oct 1</td>
<td>Last day to drop 8-12 week classes: [see how to drop]</td>
</tr>
<tr>
<td>Tue Oct 4</td>
<td>Last day to add classes</td>
</tr>
<tr>
<td>Wed Oct 26</td>
<td>SAC Inservice (classes before 4pm are canceled, classes at 4pm and after will be held)</td>
</tr>
<tr>
<td>Fri Nov 11</td>
<td>College closed: holiday</td>
</tr>
<tr>
<td>Sat Nov 19</td>
<td>Last day to change grade option: [see grading options]</td>
</tr>
<tr>
<td>Sat Nov 19</td>
<td>Last day to withdraw from 11-12 week classes: [see how to withdraw]</td>
</tr>
<tr>
<td>Thu Nov 24</td>
<td>College closed: holiday</td>
</tr>
<tr>
<td>Fri Nov 25</td>
<td>College closed: holiday</td>
</tr>
<tr>
<td>Thu Dec 1</td>
<td>[PCC Scholarship application opens]</td>
</tr>
<tr>
<td>Sun Dec 11 - Sun Dec 18</td>
<td>Final exams</td>
</tr>
<tr>
<td>Sun Dec 18</td>
<td>End of term</td>
</tr>
<tr>
<td>Tue Dec 20</td>
<td>Grades available: [see MyPCC]</td>
</tr>
</tbody>
</table>

### WINTER 2017

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mon Jan 9</td>
<td>Beginning of term</td>
</tr>
<tr>
<td>Fri Jan 13</td>
<td>Last day to select audit grade option: [see grading options]</td>
</tr>
<tr>
<td>Sat Jan 14</td>
<td>Winter last day to drop 8-12 week classes: [see how to drop]</td>
</tr>
<tr>
<td>Mon Jan 16</td>
<td>College closed: holiday</td>
</tr>
<tr>
<td>Tue Jan 17</td>
<td>Last day to add classes</td>
</tr>
<tr>
<td>Wed Mar 1</td>
<td>[PCC Scholarship application deadline]</td>
</tr>
<tr>
<td>Sat Mar 4</td>
<td>Last day to withdraw from 11-12 week classes: [see how to withdraw]</td>
</tr>
<tr>
<td>Sat Mar 4</td>
<td>Last day to change grade option: [see grading options]</td>
</tr>
<tr>
<td>Mon Mar 20 - Sun Mar 26</td>
<td>Final exams</td>
</tr>
<tr>
<td>Sun Mar 26</td>
<td>End of term</td>
</tr>
<tr>
<td>Tue Mar 28</td>
<td>Grades available: [see MyPCC]</td>
</tr>
<tr>
<td>Date</td>
<td>Event</td>
</tr>
<tr>
<td>--------------</td>
<td>----------------------------------------------------------------------</td>
</tr>
<tr>
<td>Mon Apr 3</td>
<td>Beginning of term</td>
</tr>
<tr>
<td>Fri Apr 7</td>
<td>Last day to select audit grade option: see grading options</td>
</tr>
<tr>
<td>Sat Apr 8</td>
<td>Last day to drop 9-12 week classes: see how to drop</td>
</tr>
<tr>
<td>Tue Apr 11</td>
<td>Last day to add classes</td>
</tr>
<tr>
<td>Tue Apr 25</td>
<td>SAC Inservice (classes before are canceled, classes at 4pm and after will be held)</td>
</tr>
<tr>
<td>Sat May 27</td>
<td>Last day to withdraw week classes: see how to withdraw</td>
</tr>
<tr>
<td>Sat May 27</td>
<td>Last day to change grace option: see grading options</td>
</tr>
<tr>
<td>Mon May 29</td>
<td>College closed: holiday</td>
</tr>
<tr>
<td>Mon Jun 12 - Fri Jun 16</td>
<td>Final exams</td>
</tr>
<tr>
<td>Fri Jun 16</td>
<td>Commencement Ceremony</td>
</tr>
<tr>
<td>Sun Jun 18</td>
<td>End of term</td>
</tr>
<tr>
<td>Tue Jun 20</td>
<td>Grades available: see MyPCC</td>
</tr>
</tbody>
</table>
Portland Community College (PCC) provides students with broad, comprehensive programs of general education, career/technical education, and pre-college level coursework. The College also provides cultural, recreational, and community service activities.

It is, in turn, the responsibility of the student to observe campus rules and regulations and to help maintain appropriate conditions in the classroom, on the campus, and in the community. A student's registration obligates him/her to comply with the policies and regulations of the College. Portland Community College is granted the right by law to adopt such rules as are deemed necessary to govern its operations.

Admission to and participation in PCC carries with it the presumption that students will conduct themselves as responsible members of the PCC community. The term "student" includes all persons taking courses at the college, both full-time and part-time, pursuing credit or non-credit classes or enrolled in any special program approved by the college. Persons who are not officially enrolled for a particular term, but who have a continuing relationship with the college, may be considered "students."

Policy on Student Rights

Students at PCC have the right to various freedoms and protections, such as the right to: freedom from harassment and discrimination, freedom of expression, protection from improper evaluation or disclosure, formation of student organizations, participation in creating student policies and fund-raising activities, access their student records, and access college facilities.

Policy on Student Conduct

The purpose of the Policy on Student Conduct is to communicate the expectations that Portland Community College ("PCC") has of students, and to educate and guide students to understand their responsibility for appropriate behavior and respect for others in the PCC community. PCC is dedicated to the advancement of learning, to student retention and success, and also to the development of responsible personal and social conduct. The maintenance of discipline in the PCC setting is intended to support a civil environment conducive to learning and inquiry. Student Services staff members work in partnership with instructors and academic administrators to support this goal.

Grade Appeal Procedure

As set forth in PCC's Policy on Student Rights (Section 2.a), students have the right to protection from improper academic evaluation. The Grade Appeal Procedure provides the student with a process for appealing a final course grade when he or she believes that an improper evaluation has occurred. "Improper evaluation" is defined as 1) the evaluation standards and grading criteria contained in the course syllabus were not followed by the instructor or 2) the final grade was imposed in an arbitrary or capricious manner.
Academic Integrity Policy
Students of Portland Community College are expected to behave as responsible members of the college community and to be honest and ethical in their academic work. PCC strives to provide students with the knowledge, skills, judgment, and wisdom they need to function in society as educated adults. To falsify or fabricate the results of one’s research; to present the words, ideas, data, or work of another as one’s own; or to cheat on an examination corrupts the essential process of higher education.

Consensual Relationship Statement
The college seeks to maintain professional, fair, and unbiased relationships between faculty/staff and students. This mission is potentially jeopardized when faculty/staff enter into consensual romantic relationships with their students. Questions of fairness, favoritism and coercion may arise. Therefore, faculty/staff should not engage in consensual romantic relationships with their current students.

Children on PCC Properties
Children are welcome on Portland Community College campuses and properties in appropriate situations and while actively supervised by a parent, guardian, or responsible adult. This policy outlines the College’s approach to ensuring that reasonable steps are taken to protect the study and work environment of the College, and the health, safety, and liability issues associated with children on PCC properties.

For more information, please visit http://www.pcc.edu/about/policy/student-rights/ or any the Dean of Student Development location:

- Cascade: SSB Building, Room 209 / (971) 722-5292 / dos.ca@pcc.edu
- Rock Creek: Building 9, Room 115 / (971) 722-7215 / dos.rc@pcc.edu
- Southeast: ADM Building, Room 208 / (971) 722-6152 / dos.se@pcc.edu
- Sylvania: CC Building, Room 247 / (971) 722-4529 / dos.sy@pcc.edu
- Distance Learning: Students may contact any of the above campus offices

Hostile Environment and Harassment
A work or learning environment is “hostile” when unwelcome verbal, non-verbal or physical behavior of a prohibited nature is severe and pervasive enough to unreasonably interfere with an employee’s work or a student’s learning, or creates an intimidating, hostile or offensive environment to a “reasonable person.” The hostile environment standard focuses on the “poisoning” of a work or learning environment rather than on tangible actions directed against a person. An employer, teacher, co-worker, vendor, or fellow student can create a hostile environment. Individuals holding positions of authority are responsible for ensuring that employees or students do not create a hostile environment. A single incident or a few incidents may not necessarily rise to the level of illegal harassment; however, a single extreme incident could constitute prohibited discrimination or harassment. Each matter needs to be evaluated individually.

If severe and pervasive enough to interfere with work or learning, the following types of conduct may create a hostile environment:

- Jokes or insults.
- Flirting.
• Comments about a person’s body or sex life.
• Sexually degrading comments.
• Repeated invitations for dates.
• Pornography.
• Sexually suggestive gifts.
• Stalking behavior.
• Touching, hugging, kissing, or patting.
• Abusive language directed at a person because of their belonging to a protected class.
• Sexually crude hand gestures, leering at the body, sexually suggestive winking, standing too close.
• Display of posters, cartoons, etc. regarding sexually suggestive themes, race, religion, etc.
• Intentional and repeated brushing or bumping against a person’s body.
• Restraining or blocking a person’s movement.

**Personal Boundaries**
In the U.S., it is illegal for one person to force another person to have sex with them no matter what the situation. If you are on a date with someone who wants to have sex with you and you do not want to have sex, tell them NO. If someone forces you to have sex, it is considered rape or sexual assault. PCC also has rules against touching someone against their will, sexually touching or having sex with someone when they are intoxicated, and harassing or hurting someone by following them, calling them against their will, or doing other things to intimidate or scare them. If you have had any of these things happen to you, you do not have to deal with it alone. Speak to an International Student Advisor or OISS staff member if you need help.

For Campus Public Safety Office Information, go to:  
http://www.pcc.edu/about/public-safety/

For policies, go to: http://www.pcc.edu/about/equity-inclusion/nonharassment/

**Alcohol Policy**
The PCC Alcohol and Drug Policy prohibits the use of, or being under the influence of alcoholic beverage on any property owned or controlled by the college. Any person drinking or under the influence of alcohol on college property will be escorted off the property by a DPS officer and may face disciplinary action.

PCC policy also prohibits the use, possession, sales or distribution of any illegal substance or drug on any property owned or controlled by the college. Any individual found to be using, possessing, selling or distributing such illegal substances may be subject to being escorted off campus by a PSO, college disciplinary action and/or arrest in accordance with Oregon State or Federal laws.

**Smoking Policy**
Portland Community College is proud to lead the way as the largest educational institution in Oregon to go tobacco free.

We are committed to a healthy, safe educational environment where students have every chance to succeed. Beginning on September 9, 2009, no tobacco products will be allowed on PCC premises excluding Good Neighbor Zones.
Rules

1. The use, distribution, or sale of tobacco, including any smoking device or e-cigarette, or carrying of any lighted smoking instrument, in PCC buildings or on PCC premises is prohibited. This includes, but is not limited to all PCC sidewalks, parking lots, landscaped areas, recreational areas and buildings on any PCC property and in PCC owned, rented, or leased vehicles, and at events on PCC premises. Campuses will have the option to introduce locations on the exterior perimeter of our property — called Good Neighbor Zones — where smokers can gather to smoke and will not be issued citations.

2. The inhaling, exhaling, burning, or carrying of any lighted smoking material, including cigarettes, e-cigarettes, cigars, or pipes, is prohibited on college property excluding Good Neighbor Zones. The use of other tobacco products, such as smokeless or chewing tobacco and use of devices that simulate tobacco smoking, is also prohibited on college property excluding Good Neighbor Zones. This does not include FDA approved nicotine replacement therapy products for the purpose of cessation.

3. Smoking materials must be extinguished prior to entering upon any PCC property without exception. All tobacco products in use must be disposed of appropriately prior to entering upon any PCC property, which includes exiting a vehicle. Improper disposal includes:
   - Spitting smokeless tobacco product;
   - Littering (i.e. discarded cigarette butts, throwing or disposing of cigarette butts out of windows, leaving spit container);
   - Anything that creates fire hazards.

4. The tobacco free policy may not apply to specific activities used in connection with the practice of cultural activities by American Indians that are in accordance with the American Indian Religious Freedom Act. All ceremonial use exceptions must be approved in advance by the President of Portland Community College or designee.

Weapons Policy

The possession of any dangerous weapon or deadly weapon (as defined in ORS 161.015) on college property is prohibited unless possessed by a certified law enforcement or public safety officer, as part of a college activity where such possession has been specifically granted, or in compliance with applicable Oregon State law (ORS 166.370).

The possession of a firearm, whether carried openly or otherwise in violation of ORS 166.370, is disruptive to the college’s mission and authority to maintain a safe and uninterrupted educational environment on all PCC facilities and properties.

The College through the Department of Public Safety will exercise its authority granted to the College by Oregon Revised Statutes to maintain a safe and uninterrupted educational environment at all times on PCC facilities and properties. Any individual who is disruptive to the educational environment on college property is subject to being escorted off campus by a Public Safety Officer or local law enforcement officer, college disciplinary action and/or arrest in accordance with state and federal laws, including ORS 166.370.
When you decided to study in the U.S., you may have anticipated that some adjustments would have to be made with respect to differences in climate, food, time, and culture. The cultural adjustment process is not an easy or comfortable one, but it can be an extremely productive and rewarding experience. It may take several months to feel comfortable in your new environment. Many people attain new levels of self-awareness, personal growth, and gain a new understanding of their own cultures in addition to that of the new country. Although everyone goes through some adjustment process, it is important to remember that the experience is different for each of us!

**Stages of the Cultural Adjustment Process**

**Stage 1:** You may experience general anxiety combined with a great deal of excitement. There are many details to keep you busy. Often, you find there is no real time to sit down and think during the first few weeks in a new place. When the excitement wears off, you may feel very emotional.

**Stage 2:** When the initial excitement fades, you may feel a lot of frustration and become tired of operating in English. It may seem to take forever to accomplish something that once took you a very short time. You may miss friends and family back home and have less energy and tolerance than usual. Changes may occur in your eating and sleeping habits. This is a time you need to pay extra attention to your health. It is important to remember that this is a normal and expected part of the cultural adjustment process.

**Stage 3:** A greater sense of regularity now becomes noticeable. During this time, you may find that you laugh at the mistakes that irritated you only a few weeks ago. You may also find that information is more easily absorbed, and your energy level is higher.

**Stage 4:** The final stage is a sense of ease in the new culture. You have a better understanding of how the culture works, and parts of it may even begin to feel comfortable.
Steps that will help you through the Cultural Adjustment Process

Be aware of the cultural adjustment process. Realize that it is natural to miss your family, friends, and home. Talk about these feelings with someone you feel comfortable with, or someone who has experienced the same feelings in the past.

Spend time with people from your home country or other international students. There are many international student organizations that you can join to meet new friends.

Find an American to be a cultural informant for you to gain insights into American culture. Also, try asking several different Americans the same question. The differences and similarities in answers may surprise you.

Stay busy. Get involved in activities, but also continue hobbies and sports that you enjoy in your home country.

Maintain your sense of humor. Anyone who has lived in another culture has funny and/or embarrassing stories. You are not alone. Laughing at these situations can ease the tension.

Keep realistic expectations. It may take longer to accomplish tasks in a new culture, a new academic environment, and a new language.

Remain open minded, flexible, and adaptable. You will find things that do not make sense. Remember that you are experiencing these events through your particular cultural
lens. It will take some time before you can see through an American lens.

Remember that being in a new culture can be confusing. It is often difficult to figure things out on your own, so ask questions.

Communicate with your instructors at PCC. In many cultures students do not talk to instructors, but here, in the United States, it is extremely important to talk to your instructors. If you do not understand an assignment, are going to miss a class, or are unable to hand in an assignment, talk to your instructors. The only way they can make informed decisions about your class work is if you inform them. If you feel uncomfortable speaking with them directly, you can speak to an advisor in ISSS.

International Student Activities
The International Activities Team organizes many events and activities which you can get involved in to help you meet new people and learn more about Portland. All international students receive a weekly newsletter which contains important information about upcoming trips, events, and activities. Be sure to check your PCC email regularly to ensure you stay up to date with what is happening on and off campus. Your International Activities Team also has an active Facebook page that you should like and follow to get the most up to date information about activities across the district!

www.facebook.com/pccinternationalstudentservices

PCC International

@PCCInternational

@PCCInternational
PCC EMAIL ACCOUNTS

PCC offers free email accounts to all students. Students must use the account not only for the email service, but also for accessing student accounts and information on class registration, financial aid, and Desire2Learn (D2L)*. The OISS only sends emails to student’s PCC email accounts. Forwarding emails to an outside email account is not reliable, so be sure to check your PCC email regularly. If you have questions regarding your email account, D2L account or access to my.pcc.edu please contact the Student Help Desk at: shd@pcc.edu or (971) 722-8222.

BANKING

Checking/Savings Accounts
Opening a checking and/or savings account is a good way to keep your money safe while you are in the U.S. Basic information will be asked of you to prevent fraud. A Social Security Number (SSN)* should not be required to open an account. If you have any questions about opening an account, please contact the OISS.

Credit Cards
In order to apply for a credit card, a credit history and SSN are needed. A good credit history is a requirement for many financial affairs like attaining good interest rates on loans, but unfortunately new students usually do not have a credit history in the U.S. To build a good credit history, it is recommended not to purchase more than half of your credit line each month and to pay the balance on due dates.

Things to look for when selecting a bank:
- Amount of branches and ATMs/cash points in the area.
- Online banking system.
- Student benefits.

Banks around campus include Wells Fargo, Chase, Bank of America, U.S. Bank, and Umpqua.

TELEPHONES

There are many different phone companies which provide land line service inside your home or apartment. Often phone companies offer packages (bundles of phone service, wireless service, cable TV service, etc.) for lower prices than you would pay if you signed up for each service separately. Be very careful, though, when entering into such agreements, as most “good deals” require a year or longer commitment. A phone company will
charge an initial installation fee, and there will also be monthly fees (depending upon services, they can be $20-$50). For general plans, you will not be charged for local calls you make from your home, but you will usually be charged for “long distance” calls.

Please note: Long distance often means outside the greater Portland area! International calls can be extremely expensive!

As cell phones become more popular, there are fewer and fewer public phones, but those that do exist are mostly still coin-operated rather than card-operated. Phones can be found in public places and a local call is usually $0.50 and you can talk for an unlimited period of time.

The phone company publishes telephone books for every town. Most people who receive telephone services are listed alphabetically in the telephone books. If you would prefer to not be listed, you need to tell the phone company this when you sign up for service.

Local information or directory assistance can be obtained by dialing 411. Check the front of the phone book for area codes and tips on how to find long-distance numbers. There is a charge for 411 calls.

Please note: Oregon uses a system of 10-digits. In the Portland area, you must dial the area code (503) or (971) before dialing the phone number.

CELL PHONES

There are various cell phone providers in the area whose plans and prices vary. Providers include Verizon, AT&T, Sprint, and Virgin Mobile.

The best way to find what you are looking for is to go into a store and see what they have to offer. Remember to shop around before you decide on a particular provider.

Prepaid services are not as common in the U.S. as they are in other countries, but they are becoming more popular and you may find options for prepaid, month-to-month, or no-contract phone services.

COMPUTERS

Many computer manufacturers offer discounts to students which can be obtained by confirming your PCC e-mail account through their website or logging into your my.pdx.edu account in the store. This is a great way to cut costs! Some of the companies that offer this discounted pricing are:

SOFTWARE & TECHNOLOGY

Many software and technology companies also offer discounts on their products for students. Popular programs that are available include Microsoft Office and Adobe Illustrator. One website that includes these programs and several other is TechHead which you can access here: http://techhead.org/highered/
Employment Options

ON-CAMPUS EMPLOYMENT

On-campus employment is granted to full-time students as long as it does not interfere with the student’s program of study or delay graduation.

New international students are eligible to work on-campus as soon as they report to the Office of International Student Services (OISS), but no sooner than 30 days prior to their first term of study. Transfer students may work on campus as soon as PCC has issued them an I-20.

Permission must be obtained from OISS before beginning work. At your request, OISS will review your eligibility and then issue a letter authorizing you to work on campus. If you do not already have one, you will need to present this letter (along with a letter of offer from your employer) to the Social Security Administration Office to obtain a Social Security Number (See SSN section on page 39 for more details).

Federal regulations limit your on-campus employment to 20 hours per week while classes are in session. In your annual vacation term, you may work full time (40 hours per week) on campus even if you choose to take classes. If you work more than 20 hours in one week (outside of your vacation term), you are working illegally.

On-campus jobs are posted here: http://www.pcc.edu/studentJob/default.cfm?fa=more

International students are not eligible for “work study” positions on campus. If you would like assistance writing your resume or a cover letter, please contact the Jobs & Internships services (contact details below)

Please note that you MAY NOT work off-campus without prior authorization from ISSS and/or USCIS.

Cascade: SSB Building, Room 104
Rock Creek: Building 2, Room 102
Southeast: Mt. Tabor Building, Room 147
Sylvania: CC Building, Room 213

OFF CAMPUS EMPLOYMENT

Students with F-1 Visa Status

Practical training is employment in a student’s major field of study. You are eligible for practical training if you have been a full-time enrolled student for one academic year and are in F-1 status. There are two types of practical training: Curricular (CPT) and Optional (OPT).
Curricular Practical Training (CPT)*
In order to be eligible for CPT, you must be in F-1 status and have been enrolled for 9 consecutive months, unless you are enrolled in a graduate program which requires that all students in your program begin an internship earlier within the first academic year of the program.

CPT must be related to your field of study. This type of practical training can be an internship, cooperative education, practicum, or professional experience listed as a course in your curriculum. It may be full-time or part-time employment and must be credit bearing. Additionally, the credit you earn for doing CPT must count toward the completion of your degree. Because CPT credit must be degree related, you may only use CPT before you have met your degree requirements.

Please note: If you complete a total of 12 months of full-time CPT, you are not eligible for any period of Optional Practical Training (OPT). Part-time CPT does not affect a student's eligibility for OPT.

*see glossary for definition

Authorization for CPT is obtained from the OISS. You must submit your CPT application to your international student advisor at least ten business days prior to your employment start date and you may not begin working until you have been authorized. If you start working before you are authorized, or if you fail to request a timely extension, you are considered to be working illegally.

Optional Practical Training (OPT)*
Optional Practical Training (OPT) enables international students to gain valuable work experience related to their fields of study. F-1 students are eligible for up to 12 months of full-time employment authorization for each HIGHER level of education completed (i.e. Associate’s, Bachelor’s, Master’s, PhD). Applications are filed with the OISS, but it is U.S. Citizenship and Immigration Services (USCIS) that approves the applications. While OPT is not employer specific, OPT work must be related to the field of study for the degree program listed on the I-20.

International students who wish to gain OPT authorization must demonstrate that they are in valid F-1 status, which means that they must have been enrolled full time for a full academic year prior to the OPT start date.

Please visit the OISS office or attend an OPT/CPT workshop, held throughout the academic year (http://www.pdx.edu/international-students/) for more information about:

- Pre-completion vs. Post-completion OPT.
- Application timing (at least three months before you plan to start working).
- Starting OPT / Travel while on OPT (it is not advised that anyone travel before they get approved for OPT).
- Unemployment during OPT period.

Economic Hardship
Off-Campus Employment Authorization can be granted based upon severe economic hardship if you are in good academic standing, carry a full-time course load, and have been in F-1 status for nine consecutive months. Economic Hardship authorization allows
students to work off campus in any job for up to 20 hours per week during the term and full time during the annual vacation term.

Severe economic hardship is a situation caused by unforeseen circumstances beyond your control. This may include a loss of tuition waiver, loss of on campus employment, substantial fluctuation in the value of currency or the exchange rate from your home country, unexpected changes in the financial condition of your source of support, medical bills, or other substantial and unexpected expenses. **An increase in tuition does not constitute an unforeseen economic need.** Please see your international student advisor for more information.

*see glossary for definition

**Students with J-1 Visa Status**

Employment authorization for J-1 students takes the form of a letter from ISSS. J-1 students may work on campus just as F-1 students may, however most J-1 students choose to work off campus if at all. To do so, Academic Training must be authorized.

**Academic Training (AT)**

Students with **J-1 status** are eligible for Academic Training (AT). AT is a term used by the United States Department of State to describe employment in the student’s major field of study. This training may be done at a company or an organization and either before or after completion of studies. To be eligible, you must find work that is directly related to your field of study as indicated on your DS-2019 form, and you must be a full-time student in good academic standing. Authorization for academic training is provided by the OISS. Please see your international student advisor for more information about the approval process. Employment can only begin after you have received authorization from the OISS.

**GETTING A SOCIAL SECURITY NUMBER (SSN)**

To be employed in the U.S., you must have a Social Security Card. You can apply for a card at any Social Security office. Please be sure to bring:

- A **Social Security Verification Letter** that’s been signed by your supervisor and International Student Advisor.
- Passport.
- I-94 Departure Information (Can be printed out from the **online I-94 database**, If you entered through a land port of entry or prior to May 2013 you will have a white card from customs).
- DS-2019 or I-20 certificate of eligibility form.
- **SS-5** (Application for Social Security Card)

Be sure to get your receipt as this is your only proof of employment eligibility until you receive your card in the mail. Make sure you provide the Social Security Office with a valid mailing address on your application.

**Social Security Office Locations:**

1538 SW Yamhill
Portland, OR, 97205

211 NE Schuyler St
Portland, OR, 97212
17421 SE McLoughlin Blvd
Milwaukie, OR, 97267

11975 SW 2nd St
Beaverton, OR, 97005

You can also find a list of Social Security Administration Offices here: www.ssa.gov
Entertainment, Activities, Religious Centers, and Shopping

ARTS AND CULTURAL EVENTS

**Colored Pencils Art and Culture Night**
Colored Pencils is an event celebrating new Portland, with traditional culinary arts, and an extraordinary mix of fine and performing artists. [http://www.coloredpencilsart.com/](http://www.coloredpencilsart.com/)

**First Thursday**
The art galleries in downtown Portland invite you to join them on the first Thursday of every month for an evening of free art, music, food, and drinks. Walk from gallery to gallery to view all of the art exhibits; hours are generally 6pm-9pm and during the warmer months, you will find more galleries participating. [http://www.firstthursdayportland.com/](http://www.firstthursdayportland.com/)

**Last Thursday**
On the last Thursday of every month there is a street fair on NE Alberta Street that takes place in galleries and shops during the winter months, and outside during warmer months, with tables set up by local artisans and traveling merchants along the sidewalk. Street performers and food carts also participate in the street fair. Last Thursday begins in the early evening and goes late into the evening. [http://www.lastthursdayonalberta.com/](http://www.lastthursdayonalberta.com/)

**Oregon Museum of Science and Industry (OMSI)**
The Oregon Museum of Science and Industry (OMSI) is a scientific, educational, and cultural resource center dedicated to improving the public's understanding of science and technology. OMSI makes science exciting and relevant through exhibits, programs, and experiences that are presented in an entertaining and participatory fashion. [http://www.omsi.edu/home](http://www.omsi.edu/home)

**The Oregon Ballet Theatre**
The Oregon Ballet Theatre performs five programs a year at the Portland Center for the Performing Arts. [http://www.obt.org/](http://www.obt.org/)

**The Portland Art Museum (PAM)**
The oldest art museum in the Pacific Northwest houses more than 112,000 square feet of galleries, reflecting the history of art from ancient times to the present. There is a permanent collection of European and American art, as well as a fine collection of English silver. Admission varies for individuals, but there is an annual membership special for students for $12/year and children 17 and under enter free. [http://www.portlandartmuseum.org/](http://www.portlandartmuseum.org/)

**Portland Opera**
Portland Opera's mission is to inspire, challenge and uplift its audiences by creating productions of high artistic quality that celebrate the beauty and breadth of opera. Opera patrons come in all ages and from all over the region. Their main stage productions draw
nearly 42,000 patrons, selling out many of the season's performances.  [http://www.portlandopera.org/]

**Portland Symphony**
Since the Oregon Symphony was established more than 100 years ago, it has been recognized for its internationally acclaimed music directors, skilled performers, diverse programs and outstanding community services in education and regional touring. The Oregon Symphony now ranks among the largest orchestras in the nation and as one of the largest arts organizations in the Northwest, with an attendance of more than 225,000 people annually and 76 full-time musicians.  [http://www.orsymphony.org]

**Saturday Market**
The Portland Saturday Market is held on Saturdays and Sundays from March until December. This thriving open-air marketplace offers local arts and crafts, an international food court, street musicians, special events, and activities for kids. The Saturday Market is located under the west end of the Burnside Bridge.  [http://www.portlandsaturdaymarket.com/]

**FESTIVALS**

**Art in the Pearl**
Over 120 artists offer their works at the Art in this Pearl community arts event. Other festivities include artist demonstrations, music and food. This festival is held Labor Day weekend in the NW Park Blocks. [http://www.artinthepearl.com/]

**Bite of Oregon**
Every August for over twenty years, Portland has been celebrating The Bite of Oregon. Great music, food from some of Portland’s best restaurants and wine from over 20 wineries across the state are offered along the waterfront at this festival with proceeds going to the Oregon Special Olympics.  [http://www.biteoforegon.com/]

**Christmas Ship Parade**
For over 50 years the Christmas Ship Fleet, averaging 50-60 boats, sail the Willamette and Columbia Rivers the two weeks before Christmas. [http://www.christmasships.org/]

**Cinco de Mayo**
The Mexican celebration of independence is celebrated in Portland every year in May at Portland’s Waterfront Park and includes food, music and dancing.  [http://www.cincodemayo.org/]

**Country Specific Festivals**
Each year, Portland has a number of country specific festivals including the Greek Festivals, Italian Festival, Polish Festival, and the Mexican Festival. [http://www.travelportland.com/]

**Musicfest NW**
In September, over 250 bands featuring all music genres perform at various places around Portland. [http://www.musicfestnw.com/]


Portland Jazz Festival
PDX Jazz is dedicated to bringing world class jazz to the Pacific Northwest. The Portland Jazz Festival is an annual, multi-venue series of more than 120 jazz events presented each February within the downtown area of Portland.  [http://pdxjazz.com/](http://pdxjazz.com/)

Portland Rose Festival & Parade
The Portland Rose Festival is an annual event held in early June at Tom McCall Waterfront Park and there is family entertainment with a carnival atmosphere. The highlight of the 11-day event is the nationally-known Grand Floral Parade, the second largest all floral parade in North America. Other Rose Festival features include dragon boat races, the Starlight Parade, Fleet Week, fireworks, and music. [http://www.rosefestival.org/](http://www.rosefestival.org/)

Safeway Waterfront Blues Festival
Held right on the waterfront, the four day Waterfront Blues Festival brings people from all over the state (as well as boaters) the hear some of the best blues bands from all over the world and watch the fireworks on the Fourth of July. Proceeds go to the Oregon Food Bank: [http://www.waterfrontbluesfest.com/](http://www.waterfrontbluesfest.com/)

PARKS AND GARDENS

Forest Park
Forest Park (1505 NW 23rd Avenue) is composed of 5,000 acres and is the largest urban park in the nation. The park has over 74 miles of hiking, jogging, mountain biking, and equestrian trails. [http://forestparkconservancy.org/](http://forestparkconservancy.org/)

Governor Tom McCall Waterfront Park
Waterfront Park (Naito Pkwy between SW Harrison Street & NW Glisan Street) runs along the west bank of the Willamette River in downtown Portland and was named for former Governor Tom McCall, who proposed creating the public park. Waterfront Park hosts many of Portland’s large festivals, concerts and events, including the Rose Festival. The park is also a great place for jogging, cycling and people watching. Several landmarks are located in Waterfront Park. On warm days, children can play in the Salmon Street Springs fountain’s changing water patterns.

International Rose Test Garden
The International Rose Test Garden (400 Southwest Kingston Avenue) was established in 1915 and is the oldest official test garden in the world. Visitors can see over 8,000 different roses and a great view of Portland’s skyline and Mt. Hood. [http://www.rosegardenstore.org/](http://www.rosegardenstore.org/)

Jamison Square
The Portland Streetcar stops just across the street from Jamison Square (810 NW 11th Avenue) in the Pearl District, one of Portland’s trendiest neighborhoods. The square boasts four totem sculptures designed by Kenny Scharf, play structures and a fountain.

Japanese Garden
The Garden (611 SW Kingston Avenue) is located in the west hills, directly above the Rose Gardens in Washington Park. Many people consider it the most authentic Japanese
Garden outside of Japan. The 5.5 acre garden has five traditional gardens and the serene tea garden was actually built in Japan. [http://www.japanesegarden.com/](http://www.japanesegarden.com/)

**Mount Tabor Park**
Mt. Tabor (SE 60th and Salmon Street) is a volcanic cinder cone named by Plympton Kelly after Mt. Tabor in Israel. The park has gently curving parkways, numerous walking trails, and a nursery yard that showcases native plants. The Park includes basketball courts, picnic areas, play areas, restrooms, dog off-leash area, horseshoe pit, paths—paved and unpaved, tennis courts, volleyball court, and more. The park offers a great view of the city at sunset.

**North and South Park Blocks**
The North Park Blocks (SW Park Avenue from Salmon Street to Jackson Street) were dedicated to Portland in 1869 and it is one of the oldest parks in the city. The 2.43-acre park includes statues, playgrounds and restrooms. The South Park Blocks are adjacent to PSU and stretch across twelve city blocks into downtown Portland. The South Park Blocks are considered to be the cultural district of the city and include the Oregon Symphony, the Portland Art Museum, the Arlene Schnitzer Concert Hall, and the Oregon Ballet Theater.

**Portland Classical Chinese Garden**
The beautiful Classical Chinese Garden (239 NW Everett Street) is an authentic Suzhou-style garden designed and constructed by architects and artisans from China. The garden is a balance of walkways, pavilions and exquisite plant life that offers a view into Chinese culture, history and way of thinking. [http://www.portlandchinesegarden.org/](http://www.portlandchinesegarden.org/)

**Vera Katz East bank Esplanade**
The East bank Esplanade (SE Water Ave & Hawthorne Boulevard) is 1.5 miles long, extending north from the Hawthorne Bridge, past the Morrison and Burnside Bridges, to the Steel Bridge with connections to eastside neighborhoods as well as across the river to Tom McCall Waterfront Park. It has the longest floating walkway of its kind in the U.S. Markers along the walkway explain the history of the area.

**Washington Park**
Washington Park is one of Oregon’s oldest parks, which was acquired in 1871. It is a favorite of Portlanders and visitors alike. Included in this 129.5-acre park are playgrounds, restrooms, picnic areas, hiking trails, several tennis courts, and a soccer fields. The park features a central fountain, known as the Chiming Fountain and several statues of notable Oregonians of the past, including a memorial to Lewis and Clark. Located within the park is the International Rose Test Garden, Japanese Garden, Hoyt Arboretum, Oregon Zoo, and Oregon Children’s Museum. [http://www.washingtonparkpdx.org/](http://www.washingtonparkpdx.org/)

**RELIGIOUS CENTERS**

Below is a list of some of the many religious centers in the Portland Metro area.

**Baha’i Faith:** 8720 North Ivanhoe St, 503-289-6331

**Bilal Masjid:** 4115 Southwest 160th Avenue Beaverton, 503-591-7233

**Congregation Beth Israel (Jewish):** 1972 Northwest Flanders St, 503-222-1069
First Baptist Church: 909 SW 11th Ave, 503-227-0041
First United Methodist Church: 1838 SW Jefferson St, 503-228-3195
Iranian Church: 6550 SE Alexander St, Hillsboro, 503-818-1321
Islamic Center of Portland: 6940 SW Hall Blvd, Beaverton, 503-526-9305
Mahasiddha Buddhist Center: 3635 SW Hood Ave, 503-233-6747
Saint James Lutheran Church: 1315 SW Park Ave, 503-227-2439
Saint Mary’s Catholic Cathedral: 1716 NW Davis St, 503-228-4397

RESTAURANTS AND GROCERIES

Portland has restaurants which offer food from all over the world. Using the search engine Google: http://www.google.com you can type in a specific type of cuisine followed by the word "Portland" will generate a number of restaurants and a map to help you locate them.

The food carts scattered around the city are a must and offer foods from all over the world—find Food Carts Portland on Facebook at: http://www.facebook.com/FoodCartsPortland to get the most up-to-date information on food cart happenings.

Below is a list of restaurants in Portland that offer cuisine from different regions.

African
- En’joni Café: 910 North Killingsworth Street, 503-286-1401
- Horn of Africa: 5237 NE Martin Luther King Blvd, 503-331-9844
- Mummy’s: 622 SW Columbia St, 503-224-7465
- Queen of Sheba Ethiopian Restaurant: 2413 NE Martin Luther King Blvd, 503-287-6302

Brazilian
- Brazil Grill Restaurant: 1201 SW 12th Ave, 503-222-0002

Caribbean
- Pambiche: 2811 NE Glisan Street, 503-233-0511
- XV: 15 SW 2nd Ave, 503-790-9090

European Cuisine
- Alexis (Greek): 215 W Burnside St, 503-224-8577
- Berlin Inn Restaurant & Bakery (German): 3131 SE 12th Avenue, 503-236-6761
- Grandpa’s Café (Polish): 3832 North Interstate (Polish Hall basement)
- Patanegra: 1818 NW 23rd Place, 503-227-7282
- Rheinlander German Restaurant: 5035 NE Sandy Blvd, 503-288-5503
- Toro Bravo: 120 NE Russell St, 503-281-4464
- Two Brothers Cafe And Grill (Croatian): 829 Southeast Cesar Chavez Blvd, 503-232-3424
4-4-2 Soccer Bar: 1739 SE Hawthorne Blvd, 503-238-3693

**Indian Cuisine**
- East India Co. Grill & Bar: 821 SW 11th Ave, 503-227-8815
- Swagat Indian Cuisine: 2074 NW Lovejoy St, 503-227-4300
- Tandoor Indian Kitchen: 406 SW Oak St, 503-243-7777
- Vindalho: 2038 SE Clinton Street, 503-467-4550

**Middle Eastern Cuisine**
- Abu-Rasheed Lebanese: 1921 Southwest 6th Avenue, 503-274-4412
- Hoda’s Middle Eastern Cuisine: 3401 SE Belmont St, 503-236-8325
- Nicholas: 318 Southeast Grand Avenue, 503-235-5123

We advise you to shop at major grocery stores rather than small convenience stores, as the larger stores offer less expensive products.

The three largest grocery in the Portland area:
- **Safeway**
- **Fred Meyer**
- **Target**

If you are shopping at Fred Meyer or Safeway, do your shopping during the weekend, preferably Sunday, as the sales are at their highest on fresh products. Check local newspapers and your mailbox for coupons as well.

The large chain stores normally offer free rewards card. Signing up for a rewards card often enable you to get discounts on certain items, so it is definitely worth going to the Customer Service Desk and signing up for a card.

At Target and Fred Meyer you can find more than just food, you can also find electronics, clothes and more.

If you are looking for items that you can use to prepare foods from your home country, you should look in the phone book under "grocers-retail" for small specialty stores, or using the Google search engine. Some of these stores are:

- **African International Food Market**: 922 N Killingsworth St., Portland, 97217
- **An Dong (Chinese)**: 5441 SE Powell Blvd., Portland, 97206
- **Bazaar (Pakistani/Indian/Middle Eastern Market Place)**: 10255 SW Canyon Rd, Beaverton, 97005
- **Dashen International Groceries**: 3022 NE Glisan St., Portland, 97232
- **Paldo World (Korean)**: 3975 SW 114th Ave., Beaverton, 97005
- **Roman Russian Food Store**: 6911 SE Foster Road, Portland, 97206
Uwajimaya (Japanese): 10500 SW Beaverton-Hillsdale Hwy, Beaverton 97005

Natural and organic foods can be found at:

Food Front Cooperative Grocery: 2375 NW Thurman, Portland, 97210

New Seasons: 1954 SE Division St., Portland, 97202

Whole Foods Market: 2825 E Burnside, Portland, 97214

SHOPPING

The city of Portland will not disappoint those who are looking for the typical American experience of shopping in a mall. The closest mall, Pioneer Place, is located downtown, just a 5-10 minute walk from campus, or two stops on the Max train. The Lloyd Center is another mall just across the Willamette River. You can get there by taking the Max (Portland’s rail line) from downtown. The Lloyd Center also has two movie theaters.

Shopping Malls

Lloyd Center
2201 Lloyd Center / Broadway District in Northeast Portland
http://www.lloydcentermall.com/

Pioneer Place
700 SW 5th Ave / Downtown in Southwest Portland
http://www.pioneerplace.com/

Washington Square
9585 SW Washington Square Rd / Outer Southwest Portland
http://www.shopwashingtonsquare.com/

You may choose to buy second-hand clothes at one of Portland’s many thrift shops. These stores sell things that are used. In the last few years, there has been a growing trend for college students to buy clothes in second-hand stores. Sometimes the items they sell are very good, and you can buy them for much less than if they were new. Look in the Yellow Pages under the heading Second Hand Stores and Thrift Shops to find one near you. Some of these stores sell items that were donated. When these items are sold, the money is used to help people who are hungry or homeless.

Furniture

Furniture can be purchased or rented. A number of companies rent furniture in the Portland area. CORT is a company that rents furniture for a monthly fee. Check their website here for more information:
https://www.cort.com/student/?sc_cid=lp_mp_stu_PortlandCC

You may also contact FOCUS. FOCUS is a community coalition of non-profit organizations, churches, campus ministries and individuals in the Portland metropolitan area that provides
support and services for international students and scholars of all cultures and beliefs. For FOCUS contact information please go to: http://www.focuspsu.com

There are many different ways to find beds, mattresses, rugs, desks, chairs, and kitchen equipment. A lot of furniture items may be found on: http://www.craigslist.org.

OUTDOOR ACTIVITIES

Bicycle Paths
Cycling is a favorite sport in the Northwest, especially in Portland, which features hundreds of miles of bike lanes and trails. A list of trails, maps, workshops, and more can be found at the Bicycle Transportation Alliance: http://btaoregon.org/

Campgrounds
If you are ready to explore Oregon’s natural beauty, sleep under the starry night sky and sing around a campfire, then it's time to go camping! There are more than 50 parks with year-round and seasonal campgrounds in the Oregon state park system. Half of Oregon’s state park campgrounds accept campsite reservations and the other half are first-come, first-served. http://www.oregon.gov/OPRD/PARKS/index.shtml

Skiing and Snowboarding
Mt. Hood’s naturally rugged terrain offers skiers some of the best skiing in the Pacific Northwest. A little more than an hour’s drive away, Mt. Hood is the premiere skiing destination for Portlanders. The ski season lasts from November through February and can run longer if the weather dictates. Mt. Hood’s three most popular ski resorts are Meadows, Timberline Lodge Ski Resort and Ski Bowl.

- Meadows: Meadows has one of the longest vertical drops in the country as well as five high-speed express lifts. The sports learning center helps guests get the most out of their winter snow activities. http://www.skihood.com/
- Ski Bowl: Some of the steepest downhill ski runs can be found at Ski Bowl, which also has snow-tubing, a summer adventure park and the nation’s largest night ski area. http://www.skibowl.com/
- Timberline Lodge: Timberline’s Palmer Snowfield, at 8,500 feet above sea level, offers skiing year-round for those at the intermediate to advanced level. Four high-speed quads as well as other lifts serving all levels of ability keep skiers moving to the various ski runs on the mountain. Timberline also offers 71 rooms at the historic and picturesque lodge. http://www.timberlinelodge.com/

Wind Surfing
The 25-40 mile per hour winds that blow down the Columbia River Gorge make it the perfect place to go for world-class windsurfing. Hood River, Oregon, sixty miles east of Portland on Interstate 84, is considered to be the windsurfing and kite boarding capital of the world. Even if you are not a windsurfer, the beautiful scenery alone is a good reason to visit this part of Oregon. Closer to Portland in the Columbia River Gorge, Rooster Rock State Park is a popular destination for windsurfers in winter as well as summer. Rooster Rock also
has one of the largest swimming beaches near Portland and is designated as a nude beach.  [http://www.oregon.com/windsurfing](http://www.oregon.com/windsurfing)

**WEEKEND GETAWAYS**

**Columbia River Gorge**
The picturesque Columbia River Gorge is a river canyon that separates Oregon and Washington states. It is 80 miles in length and in some areas the black basalt cliffs are up to 4,000 feet deep. It is one of the most scenic naturally preserved areas in United States. There are 77 waterfalls on the Oregon side of the Gorge including Multnomah Falls, the second-highest year-round waterfall in the U.S. Hiking, mountain biking and wind-surfing are popular sports that are enjoyed in the Columbia River Gorge.

**Mount St Helens**
On a clear day, a drive to Mt. St. Helens makes a great day trip from Portland. The snow-covered Mt. St. Helens looks like a giant ice-cream cone in the distant sky. The famous volcano erupted on May 18th, 1980 and remnants of the devastation can still be seen today.

**Multnomah Falls**
Located 30 miles east of Portland on Larch Mountain, Multnomah Falls is one of the most spectacular sights in the scenic Columbia River Gorge. A hiking trail leads across Benson Bridge, which is located between the upper and lower falls. In winter, the frozen waterfall is breathtakingly beautiful. Built in 1925, Multnomah Falls Lodge is a day lodge only, which offers a full service restaurant serving northwest cuisine as well as a lounge and bar, snack bar, and a gift shop. [http://www.multnomahfalls-lodge.com/](http://www.multnomahfalls-lodge.com/)

**Oregon Coast Beaches**
The North Oregon coast beaches are within two hours driving time from Portland. The spectacular coastline has much to offer its visitors with breathtaking views of unspoiled beaches, sand dunes and rocky cliffs, along with miles of hiking trails. Although the north coast waters are too cold for most people to swim, wet-suit surfing is popular on some beaches. [http://visittheoregoncoast.com/](http://visittheoregoncoast.com/)

**SPORTS & RECREATION**

**Support PCC Panther Athletics (Basketball and Soccer)**
PCC has basketball and soccer sports teams which you can support. For more information, please go to: [http://www.pcc.edu/about/athletics/](http://www.pcc.edu/about/athletics/)

**Physical Education (PE) Facility Access**
Students in a PE class can sign up for a locker and receive access to PE facilities during open recreational hours, by providing a student ID and a printed class schedule to the following areas on the following PCC campuses:

- **Rock Creek**: Building 5, Gym
- **Cascade**: PEB (Physical Education Building) Front Desk
- **Sylvania**: HT 114, Issue Room Window
Students not enrolled in a PE class interested in using PE Facilities during open recreation hours, can pay a $12.50 PE Facility Fee at the business office of the campus they wish to have access to and then present the receipt and student ID at the locations listed above. For more information on physical education at PCC: http://www.pcc.edu/programs/pe/goals.html

Basketball
Portland loves basketball and they love the Portland Trailblazers. Home games are held at the Rose Garden and ticket prices vary depending on the team they are playing, but may be purchased for $15 or less at times. http://www.nba.com/blazers.com/blazers

Golf
There are over 60 public and private golf courses in the Portland metro area. Several are well-known championship courses; a good site for more information on courses and rates is: http://www.oregongolf.com/destination/portland.htm

Soccer
The Portland Timbers Soccer team plays at the Providence Park. The Timbers became a part of Major League Soccer (MLS) in 2011, joining the top professional soccer league in the U.S. and Canada. http://www.portlandtimbers.com/
Getting to Know the PCC Campuses

To interact with the campus map, visit: http://www.pcc.edu/location/

Portland Community College has four comprehensive locations that are large, full-service facilities, offering university transfer courses, professional-technical career training, libraries, bookstores, and student services. These are:

Places of Interest on Campus

- Associated Students of PCC (ASPCC)
- Career Exploration Center (CEC)
- Library
- Multicultural Center (MC)
- Office of International Student Services (OISS)
- Queer Resource Center (QRC)
- Student Learning Center (SLC)
- Sustainability Office
- Women Resource Center (WRC)
- Writing Center
Health Insurance

All F-1 and J-1 international students and their families at PCC are required by law to carry health insurance for the duration of their studies. Healthcare in the U.S. is very expensive and this is intended to protect you from serious financial hardship. It is your responsibility to comply with insurance requirements by checking your student bill for insurance fees each term or meeting all of the requirements for a waiver. This includes vacation terms, internship training periods, etc., whether you are enrolled or not, as long as you are on a valid PCC I-20 or DS-2019.

PCC INTERNATIONAL STUDENT HEALTH INSURANCE

Why is PCC international student health insurance required and mandatory? The cost of healthcare in the United States is extremely high. You must have medical insurance to protect yourself from these high costs. In the U.S. individuals are responsible for all costs from:

- Doctor appointments
- Dental appointments
- Vision care
- Hospital care
- Emergency care

FIREBIRD INTERNATIONAL INSURANCE GROUP, LLC

All communication with the PCC international health insurance company will be handled through Firebird International Insurance Group, LLC. Their contact information:

- Website: www.fiig-insurance.com
- Email: admin@fiig-insurance.com
- Portland Phone Number: 503-729-7447
- Toll-Free Phone Number: 1-800-899-4233
- Firebird International Insurance Group, LLC is open 24 hours per day, 365 days per year.

To download the insurance policy or insurance card, please visit: http://www.pcc.edu/about/international/international-students/student-resources/medical-insurance.html

To help you understand more about PCC international student health insurance, please see the following Question and Answer Section.
Please do NOT buy health insurance coverage from your home country because it will not be accepted by PCC.

Question and Answer Section

1. Who must be covered by PCC international student health insurance?
   • ALL PCC international students with an F-1 visa and a PCC I-20.
   • Dependents on a PCC I-20 are also strongly encouraged to purchase PCC international health insurance.
   • Dependents can be a spouse (husband or wife) and/or children.

2. How much does PCC international health insurance cost?
   • For a PCC international student, the premium is $366.00 per term.
   • For a spouse (husband or wife), the premium is $732.00 per term.
   • For each individual child, the premium is $366.00 per term.
   • Each term is about 3 months. There are 4 terms per year.

3. When must international students be covered by PCC international student health insurance?
   • Insurance is required fall, winter, spring, and summer term.
   • Insurance is required while you are enrolled in classes, AND
   • during vacation terms (such as summer term), AND
   • during reduced course load terms.

4. How should I check to make sure my PCC international student health insurance charge is correct?
   • Check your MyPCC account each term.
     *It is your responsibility to make sure your PCC international student health insurance charge is correct.

5. What if my health insurance is covered by my government scholarship?
   • You must have a valid financial guarantee or government sponsorship letter on file with the International Admissions & Enrollment Coordinator
   • Your financial guarantee or government sponsorship letter must be valid for the entire term you intend to use it
   • If your financial guarantee or government sponsorship letter has expired, you must submit a new financial guarantee or government sponsorship.
   • You can submit your financial guarantee or government sponsorship letter in-person or by email. If you want to email us your financial guarantee, email it to the Admissions Coordinator (insurance) and (tuition):
   • If you are covered for only insurance (NOT TUITION), then you must submit a government sponsorship letter. The letter must include:
     1. your full name
     2. that you are covered by your government's insurance while attending PCC
     3. that you are covered for Repatriation and Medical Evacuation
     4. the dates of coverage

Due Dates for Financial Guarantees and Government Sponsorship Letters:
For Insurance:  
- The first day of the term.

For Billing (Tuition):  
- The payment due date.
- Find the payment due dates

6. Who is my insurance provider?
- All communication with the PCC international student insurance company will be handled through Firebird International Insurance Group, LLC.
- Website: [www.fiig-insurance.com](http://www.fiig-insurance.com)
- Email: admin@fiig-insurance.com
- Portland Phone Number: 503-729-7447
- Toll Free Phone Number: 1-800-899-4233
- Firebird International Insurance Group, LLC is open 24 hours per day, 365 days per year.

7. What should I do if I have questions about my PCC international student health insurance coverage?
- You can contact Firebird International Insurance Group, LLC by email: admin@fiig-insurance.com
- You can contact Firebird International Insurance Group, LLC by phone:
  - Portland Phone Number: 503-729-7447, or
  - Toll Free Phone Number: 1-800-899-4233
- You can ask the International Admissions & Enrollment coordinator by email: oie.insurance@pcc.edu

8. How do I find a doctor?
- You can go to the Firebird International Insurance Group, LLC website: [www.fiig-insurance.com](http://www.fiig-insurance.com)
- You can call Firebird International Insurance Group, LLC: Portland Phone Number (503-729-7447) Toll Free Phone Number (1-800-899-4233)

9. Should I make an appointment to see a doctor or go to the emergency room?
- Call 9-1-1 if your life is in danger. Go directly to a hospital emergency room if you are seriously sick or injured.
- Generally you should not go to a hospital emergency room unless seriously sick or injured. Some illnesses and injuries do not need immediate care (for example: cold, flu). If you can wait a day or two for an appointment, make an appointment with a doctor.
- If you are not sure, you can contact Firebird International Insurance Group, LLC:
  - Portland Phone Number: 503-729-7447, OR
  - Toll Free Phone Number: 1-800-899-4233

10. What do I need when I go to a doctor’s appointment?
- Insurance ID card
- Photo ID
- Tell them you attend Portland Community College
- Tell them your date of birth and current address
- Cash or a debit/credit card to pay the copayment fee. The PCC international student health insurance company is billed by the doctor’s office, so you will only be billed for the copayment fee.
11. What do I do if I lose my insurance card?
   - You can contact Firebird International Insurance Group, LLC by email: admin@fiig-insurance.com
   - You can contact Firebird International Insurance Group, LLC by phone:
     o Portland Phone Number: 503-729-7447, OR
     o Toll Free Phone Number: 1-800-899-4233

12. What other services are covered by PCC international student health insurance?
   - Mental Health Services are covered by PCC international student health insurance. Also, you can visit the PCC Counseling Center for free, professional counseling services. The process will be confidential.
   - Dental Care: repairs to sound, natural teeth required to due to an injury are covered by PCC international student health insurance. However, yearly cleaning and other general dental services are not covered by PCC international student health insurance.
   - Vision Care: surgery or other treatment due to an injury is covered by PCC international student health insurance. However, yearly checkups and other general vision services are not covered by the Firebird Insurance.
   - For questions about other by PCC international student health insurance services, please contact Firebird International Insurance Group, LLC.

13. What else can Firebird International Insurance Group provide?
   - Coverage information
   - Insurance brochures
   - Insurance ID cards
   - Help deciding if you need to make an appointment with a doctor, or go to the emergency room.
   - Information on how to file a claim for medical treatment and claim forms
   - Information on how to file a claim for a prescription (medicine) and prescription claim forms
Housing

One of the most important issues to address after you are admitted to PCC is where you are going to live. Your housing options depend on your financial situation, desired commute time to and from school, and the location you want to live in. Choosing the right housing option contributes significantly to your mental peace and educational success.

PCC does not offer housing on any campus. It is your responsibility to locate and secure your own housing. Our students live in a variety of housing arrangements depending on their needs and interests. Please see below some of the options available for you such as, the Homestay Program, Downtown Student Housing, Apartments near PCC Campuses, and Temporary Housing. It is strongly recommended that you carefully read and understand housing agreements before you sign or make any formal commitment.

Homestay Program
If you choose to participate in the homestay Program, you will live with an American family.

Andeo Homestays
American Homestay Network

Downtown Student Housing
College Housing Northwest, a non-profit housing corporation, in Portland, Oregon, provides housing in seven unique apartment buildings, all located in downtown Portland. Any student who is attending a college or university in Portland is eligible to live in College Housing Northwest properties. To attend any of the campuses at PCC, you can use the free shuttle service offered by Portland Community College. The shuttle comes to PSU, which is close to College Housing Northwest. You can also use TriMet (the public transportation system) to get to your campus.

College Housing Northwest
1604 SW Clay St.
Portland, OR 97201
Tel: 503-222-7105
Fax: 503-946-8326
Email: info.pdx@chnw.org

Apartments Near PCC Campuses
There are several apartments located near all three PCC campuses. Many students have enjoyed living in these areas because they are either within walking distance of the college or a short bus ride away. It is best to apply at least two months before you arrive as the apartments are in great demand. If interested, you should contact the apartments listed below for more information. Please note that furniture is not included in apartments.
Temporary Housing
You will need temporary housing if you wish to look for a permanent one when you arrive in Portland. Two choices to consider:

Hostels
- Hostelling International - Portland Hawthorne
  3031 SE Hawthorne Blvd.
  Portland, OR 97214 USA
  Tel: +1 (503) 236-3380
  www.portlandhostel.org
- Hostelling International - Portland Northwest
  425 NW 18th Avenue,
  Portland, Oregon 97209 USA
  Tel: +1 (503) 241-2783
  nwportlandhostel.com/

Hotels
Listed below are some different hotel choices close to each of the PCC campuses. Please note that you will also need to arrange for a shuttle or cab to take you to the following hotels. Remember to ask for promotional rates when booking a room.

By Sylvania Campus:
- Homestead Studios Suites
  13009 SW 68th PKWY
  Tigard, OR 97223
  (503) 670-0555 / FAX (503) 670-0655
  *Ask about the special rate for PCC international students
- Hospitality Inn
  10155 SW Capitol Highway
  Portland, OR 97219
  (503) 244-6684 / Fax (503) 244-8255
- Comfort Suites
  11340 SW 60th Avenue
  Portland, OR 97219
  (503) 768-4400 / Fax (503) 768-4262
  www.comfortsuites.com

By Rock Creek Campus:
- Larkspur Landing
  3133 N.E. Shute Road
  Hillsboro, OR 97124
  (503) 681-2121 / Fax (503) 693-7189
  www.LarkspurLanding.com/Hillsboro
- Phoenix Inn Suites
  15402 N.W. Cornell Road
  Beaverton, OR 97006
  (503) 614-8100 / Fax (503) 614-0352
  www.exstay.com
- Extended Stay America
  18665 NW Eider Court
Beaverton, OR 97006  
(503) 439-1515 / Fax (503) 439-1616  
www.exstay.com

By Cascade Campus:  
Doubletree Hotel Lloyd Center  
1000 N.E. Multnomah  
Portland, OR 97232  
Ph. (503) 281-6111/ Fax (503) 281-6111  
www.doubletree.com

La Quinta Inn  
431 N.E. Multnomah  
Portland, OR 97232  
Ph. (503) 233-7933/ Fax (503) 233-7933  
www.lq.com

You may also check www.hotelchoice.com for other hotel options.

Other Apartments and Housing Resources in Portland
There are websites where you can search and check the availability of rental apartments and houses in Portland.

1. www.apartmentbluebook.com  
2. www.apartmentlist.com  
3. www.trulia.com  
4. www.zillow.com

CORT provides furniture rental packages and housing information for students living off-campus. Check out their website for options.
RESPECTSIBILITIES OF INTERNATIONAL STUDENTS

As an international student at PCC, you must always remember that your immigration status is your responsibility and that ultimately, you are in charge of maintaining it. Some things for you to be aware of:

Credit and Enrollment Requirements
You must be enrolled as a full-time student during fall, winter and spring terms each year for the duration of your studies. Occasionally, students are allowed to take an alternate vacation term or a leave of absence, but these situations MUST be discussed with your international student advisor well before the term in question begins.

Full-time status is defined as a minimum of 12 credit hours successfully completed per term.

Full-time enrollment is a serious immigration matter and should not be taken lightly. If you have any questions regarding your class credit hours and your immigration status, contact an international student advisor.

In order to complete a credit hour, you must receive either a passing grade (A-D) or a P (pass). Withdrawal from a course or a grade option change to audit (AU) will not count as credit toward your full-time status. If for any reason you feel you are unable to complete the required number of credit hours, speak to an international student advisor so that they can discuss the situation with you.

Co-Enrollment
International students may enroll simultaneously at TWO USCIS-approved institutions. This is called being co-enrolled. PCC policy requires those students wishing to co-enroll to carry at least half of their required credits at PCC (this means at least 6 credits). Your remaining credits may be taken at another institution.

If you are interested in co-enrolling, you should speak to an international student advisor before doing so to ensure that you understand the process and regulations.

Additional Requirements
You must understand your immigration status and maintain it. This includes obtaining extensions of your I-20 (F-1 students) or DS-2019 (J-1 students) if you will not complete your program by the date indicated on those forms. In addition, you must notify OISS of changes to your major or level of study.

You must receive permission from an international student advisor before working on or off campus.
You are required by the Federal Government to keep the college informed if your address changes.

You can update your address yourself online at https://portlandcc.az1.qualtrics.com/jfe/form/SV_e9cNBGG0oE98kj under the student tab “view/update addresses and phone”, or you can come in to the OISS and fill out a change of address form. Make sure to provide your apartment/unit number if you’re living in an apartment. Immigration law requires that students report address changes within 10 days of moving to a new address. The OISS will notify the USCIS of your new address. Please note: if you are expecting mail from USCIS you must also notify them that you have moved. Mail from the USCIS is federal mail and it will not be forwarded by the U.S. Postal Service.

If you change your address, you should also inform the United States Postal Service (USPS) at: https://moversguide.usps.com/icoa/icoa-main-flow.do?execution=e1s1

**Grace period**

F-1 and J-1 students are admitted to the U.S. for a period of stay noted as duration of status or D/S on the I-94 card. Duration of status is defined as the period during which you, as a student, are pursuing a full course of study in any educational program and any periods of authorized practical or academic training. F-1 students are allowed a 60-day grace period within which to depart from the U.S. following completion of the degree program or Optional Practical Training (OPT) and a 15-day grace period if the student breaks off his or her course of study prior to completion (with ISSS approval). J-1 students are allowed a 30-day grace period following the completion of their period of study or academic training.

**F-1 Students and F-2 Dependents**

If you will not complete your educational program within the time period indicated on your I-20 form, you must request a program extension. You will need to demonstrate that you have maintained your immigration status, are currently enrolled full-time, have sufficient financial resources for the amount of time remaining to complete your degree, and you must have legitimate academic or medical reasons for the delay, such as a change in major or research topic, unexpected research problems or documented illness.

You must apply to the OISS for a program extension before the expected completion date indicated on your I-20 form. If approved, your international student advisor will prepare a new I-20 form for you and notify USCIS of your new graduation date.

If you cannot demonstrate valid academic or medical reasons for your delay, you may be considered in violation of your immigration status and will have to apply for reinstatement to your F-1 student status. The OISS can assist you with this process. Please see an international student advisor if you think you may be out of status, or if you have questions regarding your status.

F-2 dependents are not eligible to work or to take classes towards a degree. They may take recreational or vocational classes such as English language courses or non-degree courses. F-2 children may enroll in elementary through high school.

**J-1 Students and J-2 Dependents**

A new DS-2019 form must be obtained from your sponsor before your current one has expired. However, J-1 students are only occasionally allowed to extend their programs if there is an appropriate reason for a program extension. If your program sponsor is PSU, you
need to establish that you are maintaining full-time student status at PSU and that you have sufficient funds for the extended period. This will need to be verified before a new DS-2019 form is issued. Your program sponsor will then send a copy of the new DS-2019 form to the U.S. Department of State for notification of your extension.

J-2 dependents can apply to USCIS for work authorization; however they may not work to support the principal J-1 exchange visitor. This authorization can be requested once the J-2 has been in the U.S. for at least 30 days. If your J-2 spouse would like to work, please visit your international student advisor to discuss the application process. Processing time takes about 3 months.

**IMMIGRATION DOCUMENTS**

**Passport**
You passport must be valid at all times. Your F-1 or J-1 status requires that your passport be valid at least 6 months into the future. Be sure to allow yourself plenty of time to renew your passport. To do so, contact your country’s embassy or consulate.

**I-94 Arrival/Departure Record**
Your arrival to and departure from the United States is registered electronically. You may hear other students talk about an I-94 card – this document is no longer being issued at the port of entry, so it’s okay that you don’t have one! If it is necessary to show when you entered the U.S. (this may be required for certain applications which are filed with the government), you can visit www.cbp.gov/I94 to print out your arrival record. Your arrival is also noted in your passport on a port of entry stamp. This stamp contains your immigration status (F-1 or J-1) and also your date of entry and the port through which you entered.

**I-20 (F-1 Students)**
The I-20 is the document Portland State University prepared to show the U.S. Consulate abroad that you had been admitted to PSU and had shown sufficient finances for one year of study. You should keep all of the I-20s you are given while studying in the United States (from all universities). This form contains important information and becomes a record of your immigration history. You need to obtain a new I-20 if the information on your I-20 changes in any way. If your I-20 form is ever lost or stolen, please notify your international student advisor immediately.

**Duration of status (D/S)**
When your arrival to the United States is noted electronically and in your passport, you are admitted for “duration of status”. This is noted in your passport as “D/S”. What this notation means is that as long as you maintaining your immigration status – attend the school you are admitted to, go to school full-time, do not work without authorization, depart in a timely manner, etc. – you are allowed to remain in the United States.

Maintaining full-time status means not only registering for the required number of credits, but also successfully completing them.

**Please note:** J-1 students will either have D/S or a date on the I-94 card. If your I-94 card is date specific, the date on it should match the completion date on your form DS-2019.
DS-2019 (J-1 Students)
The DS-2019 is a form you received from Portland State University or your sponsoring agency and is to be retained by you during your entire length of study. This form has important information and is a record of your immigration history. You need to obtain a new DS-2019 if the information on your DS-2019 changes in any way. If your DS-2019 form is ever lost or stolen, please notify your international student advisor immediately.

IMMIGRATION TRANSFER PROCESS

F-1 Visa Holders
You are considered a transfer student if you are moving from one U.S. school to another (this includes a U.S. high school, college, university, or an English language program). The immigration transfer process is different from the academic transfer process. If you are a student who wishes to transfer, you must:

- Have valid F-1 status
- Have maintained a full-time academic course load at your previous school
- Have been released in SEVIS by your previous institution to transfer to PCC

J-1 Visa Holders

- Obtain a new DS-2019 form from PCC
- Attend International Student Orientation
- Be sure that the international student advisors at both the old and new schools are taking the necessary steps to complete the transfer
- Take your new DS-2019, passport and I-94 to check in at International Student Orientation

Please note: There are extremely important timing issues to be considered when transferring to or from an institution in the United States. It is imperative that you stay in close contact with the advisors at both institutions to ensure that your transfer is completed properly.

Transferring Away From PCC
If you decide that you wish to transfer away from PCC, you must visit the OISS. The OISS may need to complete a transfer clearance form for your new college or university indicating that you have maintained your immigration status. Once you have been admitted to the new school you wish to attend, have given the OISS proof of your admission, and completed PCC's Transfer Release Form, the OISS will transfer your SEVIS record to the new institution. Once the OISS has released your SEVIS record, we no longer have access to it and cannot retrieve it from the new institution.

Please note: Your new school cannot issue a new I-20 to you or complete your transfer process until they have access to your SEVIS record.
PACKING AND PREPARING FOR YOUR TRIP TO THE U.S.

There are certain items that you are not allowed to bring into the United States. There are many risks associated with carrying certain types of food, plants, or other agricultural items in your baggage. Aside from it being illegal to carry some things into the U.S., these items pose dangerous risks to the plants and animals in the U.S. and can also cause you to be fined as you go through U.S. Customs. If you want to check and see if items are allowed before you pack, use this website to help: http://www.dontpackapest.com/Can-I-Bring-It. If you aren’t sure, DON’T RISK IT! Leave it at home and once you are safely in the U.S. work to find a store that has U.S. versions of the items. Make sure to declare all food and agriculture items when you enter the United States on the U.S. Customs and Declaration Form.

TRAVELING BETWEEN THE U.S. AND OTHER COUNTRIES

If you leave the U.S. at any time during your studies and intend to re-enter, there are many documents you must have and present to immigration officials upon your return to the U.S.

Required Documents:

- A valid I-20 or DS-2019 (If your I-20 or DS 2019 has changed substantially, you should obtain a new one from OISS reflecting the new information)
- A valid passport with a validity period extending at least six months into the future
- A valid visa unless you are traveling to Canada or Mexico (see below)
- If you have been authorized for OPT you will also need your Employment Authorization Document (EAD) card

Optional:

- Proof of residence (i.e. apartment lease or rental agreement, transcript of academic courses showing current address)
- PCC Transcript (you can print this from MyPCC)
- Status letter from your international student advisor if you have had problems with your academic or immigration status in the past
Travel to Mexico
All foreigners, regardless of their nationality, visiting Mexico as tourists, transmigrate or for business matters will not need a Mexican visa as long as they hold a valid U.S. visa, arrive in Mexico from the U.S., and spend less than 120 days in Mexico. Re-entry to the U.S. does not require a valid F-1 or J-1 visa, again, for MOST student, if the visit was for fewer than 30 days.

Travel to Canada and the Caribbean
Re-entry from these countries does not require a valid F-1 or J-1 visa for most students. If you intend to stay for 30 days or fewer, your visa need not be valid. If you have a paper I-94 card still, you should not give it to the border official, rather let them know that you intend to visit for fewer than 30 days. If you do not have a paper I-94 card (you entered after April 2013) then your eligibility for automatic revalidation of your visa should happen automatically.

Please note: Some students may need a visa to enter Canada or the Caribbean. Students from Cuba, Iran, Syria, and Sudan are unfortunately not eligible for automatic visa re-validation and must therefore have a valid F-1 or J-1 visa as well as the other immigration documents if they wish to re-enter the U.S. from Canada or the Caribbean. If you travel to these locations, you will need to contact the appropriate embassy in the U.S. A list of which citizens need a visa to enter these countries can be found online through the embassies’ websites.

The Canadian and Mexican Embassies closest to PCC are:

**Canadian Consulate**
Visa Section
550 South Hope Street, 9th Floor
Los Angeles, CA 90071
FAX: (213) 625-7154
http://www.canadianembassy.org/
Students can apply for a visa online or by mail.

**Mexican Consulate**
1305 SW 12th Avenue
Portland, OR 97201
503-274-1450
http://www.sre.gob.mx/portland
While Portland is considered to be a very safe city, you should still take the same precautions with respect to your personal safety that you would in any large, metropolitan city in the world. Please remember that if you ever feel unsafe, the best thing to do is to follow your instincts.

**Personal Safety Tips**
Always be aware of your surroundings, and walk like you know where you are. When walking on city streets at night, always try to walk with a friend or a group in a lighted area. If you are on campus and someone is following you or threatens you in any way, step into any campus building, call the Campus Public Safety Office at *(971) 722-4444 (Emergency)* and report it to the Campus Public Safety Officer. If you are off campus, find a phone, call 911, or go into the closest open business. You can also call the OISS Emergency Phone at *(971) 266-9356*.

On the PCC Campus you will notice that there are telephone kiosks with blue lights on top of them. These kiosks have a red button that you can press which connects you directly with the Campus Public Safety Office which you can call in any situation where you feel unsafe.

**Personal Possessions**
In order to ensure that nothing is stolen from you, you should always keep your apartment, dorm room, or house door locked at all times.

If you live on the ground floor of an apartment building, it is not advisable to leave your windows open at night or when you are not at home. If you do want/need to leave your window open for ventilation purposes, it is a good idea to open your windows only a few inches and block them with a board so no one can open them further and crawl in.

- If you keep valuables such as jewelry and cash in your home, make sure they are well hidden. Do not carry large amounts of cash.
- Keep your passport in a safe place, and only carry it with you only when absolutely necessary. If your passport is stolen, report the theft to your Embassy in the U.S. and to the OISS*. If your passport is stolen on campus, you should also report the theft to the Campus Public Safety Office, by calling *(971) 722-4902*.
- If you own or use a car, never leave anything valuable in it. If you must, put valuables in the trunk, hide them under a seat, or cover them before you leave your car.
- Avoid parking on dark streets. The best place to park is under a street light or in a staffed parking structure. Make sure the car you are driving is insured!

*See Glossary for definition*
Transportation

**TriMet**
Trimet is the Portland public transportation system and the least expensive way to travel around the city.

TriMet provides various commuter services in the Portland metro area, including Buses, Street Car, Max Light Rail (red, blue, green and yellow lines), and WES (Westside Express Service).

You can visit the TriMet website and plan your trips, check timetables and schedules at: [http://trimet.org/](http://trimet.org/)

**Where to Buy Tickets and Passes**
- On board the bus: Pay your fare or buy a 1-Day Pass on any TriMet bus. Just insert coins or bills (exact change only) into the fare box when you board. Note: Operators cannot give change.
- Neighborhood ticket outlets: Buy fares at neighborhood ticket outlets in the Portland area, including most Albertsons, Fred Meyer and Safeway stores.
- Ticket vending machines at MAX and WES stations: Tickets and passes are available from the self-service ticket machines located at MAX and WES stations.
- The TriMet ticket office at Pioneer Courthouse Square: Buy tickets or passes in person at the office downtown at Pioneer Courthouse Square.
- Online at the TriMet store: Save time and order tickets and passes online using a credit card (a shipping-and-handling fee is charged for each order).
- At any PCC Bookstore location.

**Portland Streetcar**
You can ride the Portland Streetcar for from the South Waterfront to Northwest Portland and across the river to The Lloyd Center and OMSI on the East side. Visit the website for more information: [http://www.portlandstreetcar.org/](http://www.portlandstreetcar.org/)

**Car Rental**
Renting a car is a good option if you want to take a trip outside of the Portland metro area. Typically, you have to be at least 25 years to rent a vehicle without having to pay for extra insurance.

Below is a list of some of the most common rental companies:
- Avis: [http://www.avis.com](http://www.avis.com)
- Enterprise: [http://www.enterprise.com](http://www.enterprise.com)
- Hertz: [http://www.hertz.com](http://www.hertz.com)
- Zipcar: [http://www.zipcar.com](http://www.zipcar.com)
Buying a Vehicle
If you are going to buy a car while you are in the U.S., you must have the following:

- **An Oregon driver’s license**: If you intend to stay in Oregon for more than six months you may apply for an Oregon Driver’s License (ODL). Proof of residence and two forms of identification are required. More information is available at [http://www.oregon.gov/ODOT/DMV/index.shtml](http://www.oregon.gov/ODOT/DMV/index.shtml)
- **Liability insurance**: The law requires that you have liability insurance on your vehicle. This insurance covers physical or property damage you or your car may do to another car and/or person in the event of an accident. Your license will be suspended if you do not have liability insurance.

Bicycles
Portland is a very bicycle-friendly city and bikes are another inexpensive way to travel around Portland. Bike lanes and bike paths are marked throughout the city.

**Cascade Bike Rental Program**
The Cascade campus has a bike rental program! What’s stopping YOU from riding your BIKE to school?! Oh, you don’t have a bike? Let us fix that! Rent one from ASPCC for $15 per term! Bikes may be checked out for the duration of one or a maximum of three consecutive terms.

**What a mere $15 per term gets you....**
- A ready-to-ride mountain or hybrid bike
- All bikes come equipped with fenders, a rack, lights, a bell and a sturdy U-Lock
- You also get a helmet which is yours to keep
- Plastic seat covers to keep your saddle dry
- Free advice, support, and basic adjustments by an experienced mechanic

That’s just $5 a month - or the price of two Trimet bus tickets! The getting in shape and having fun part is free. Need more information? Visit [http://www.pcc.edu/resources/aspcc/cascade/RentalProgram.html](http://www.pcc.edu/resources/aspcc/cascade/RentalProgram.html). You can sign up for the Cascade Bike Rental Program after orientation when you are registered for classes.
# Glossary of Terms and Abbreviations

<table>
<thead>
<tr>
<th>Term</th>
<th>Definition</th>
</tr>
</thead>
<tbody>
<tr>
<td>Course load</td>
<td>The number of courses taken per term</td>
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<tr>
<td>CPT</td>
<td>Curricular Practical Training</td>
</tr>
<tr>
<td>Credit hour</td>
<td>Credit awarded for participation and completion of a course</td>
</tr>
<tr>
<td>Credit load</td>
<td>Total number of credits for which a student is enrolled. A full-time credit load per term is 12 credit hours</td>
</tr>
<tr>
<td>Distance learning</td>
<td>Providing learning through media (e.g. computer) where the teacher and student are physically separated</td>
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<tr>
<td>DHS</td>
<td>Department of Homeland Security</td>
</tr>
<tr>
<td>DS-2019</td>
<td>Certificate of Eligibility for Exchange Visitor (J-1) status</td>
</tr>
<tr>
<td>D/S</td>
<td>Duration of Status</td>
</tr>
<tr>
<td>D2L</td>
<td>Desire to Learn, PCC’s learning management system</td>
</tr>
<tr>
<td>Drop a course*</td>
<td>To withdraw from a course</td>
</tr>
<tr>
<td>EAD</td>
<td>Employment Authorization Card</td>
</tr>
<tr>
<td>Elective</td>
<td>A course selected by the student, which is not a requirement for a program but still fulfills graduation requirements</td>
</tr>
<tr>
<td>FERPA</td>
<td>Refers to a student’s right of privacy concerning release of information without authorized consent. (FERPA stands for Family Educational Rights and Privacy Act of 1974).</td>
</tr>
<tr>
<td>F-1</td>
<td>Full time student visa</td>
</tr>
<tr>
<td>G Number</td>
<td>Unique identification number given to all students when they are admitted to PCC. This number begins with a G</td>
</tr>
<tr>
<td>GPA</td>
<td>Grade Point Average</td>
</tr>
<tr>
<td>GRAD Plan</td>
<td>GRAD Plan is a tool to assist in the academic advising process. It is meant to help advisors and students in the process of course selection and academic program planning. GRAD Plan is found on each students’ MyPCC home page.</td>
</tr>
<tr>
<td>Incomplete**</td>
<td>A temporary mark given to a student who is unable to complete the requirements for a course during the term. You must have an acceptable reason for choosing to leave a</td>
</tr>
</tbody>
</table>
course incomplete and must require the course requirements within a specified time period after the term ends.

| **International Student Advisor** | An OISS staff member appointed to assist a student in planning the student’s academic career and provide immigration advising and authorizations. |
| **I-20** | A government form issued by your school letting USCIS know you are eligible for an F-1 visa |
| **I-94** | Form noting the arrival/departure dates for immigrants |
| **J-1** | Exchange visitor visa |
| **MyPCC** | A web portal where you can check grades, pay your bills, register for classes, access D2L and more! |
| **OISS** | Office of International Student Services |
| **OPT** | Optional Practical Training |
| **SSN** | Social Security Number |
| **Take a “W”/Withdraw** | Withdraw from a class after the official drop-date, resulting in a “W” grade on your transcript |
| **USCIS** | United States Citizen and Immigration Services |

*You MUST speak to an International Student Advisor before taking this action

**You MUST speak to an International Student Advisor and with your instructor before you can request an incomplete

Some terms taken from the Global Compass publication at University of Pittsburgh.

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**Contact Us:**

**Office of International Student Services**
Cascade OISS: Student Union Building, Room 308, 971.722.5670
Rock Creek OISS: Building 3, Room 223, 971.722.7150
Sylvania OISS: CC Building, Room 215, 971.722.8310