

International Student Handbook

OKLAHOMA CITY UNIVERSITY



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Welcome to Oklahoma City University

FROM THE OFFICE OF INTERNATIONAL ADMISSIONS

★ STAFF

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★ OPEN HOURS

Second floor of Ann Lacy Admissions and Visitor Center

Monday–Friday

8 a.m.–5 p.m.

ia@okcu.edu

(405) 208-5358

First Things First

★ IMMIGRATION BASICS

- **SEVIS (Student and Exchange Visitor Information System)**
A web-based system for maintaining information on international non-immigrant students and exchange visitors in the U.S.
- **Form I-20**
Primary document that establishes a student's eligibility to study. It is called the the U.S. Certificate of Eligibility for Non-immigrant Student Status.
- **F-1 Student Status**
A student's designated immigration status, which is indicated on the passport entry stamp and the Form I-94.

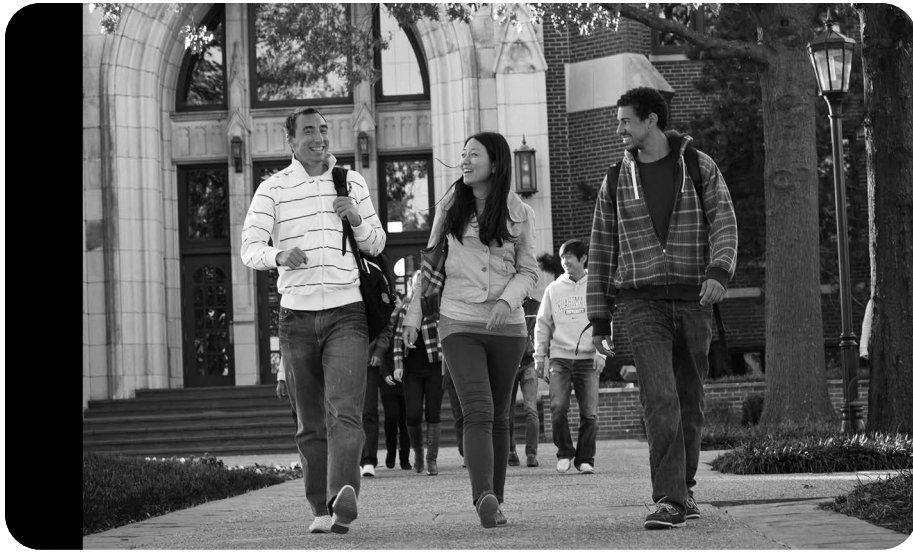
★ MAINTAINING F-1 STATUS

- **Pursue a full course of study**
Must be enrolled full time in fall and spring semesters
 - 12 credit hours/semester for undergraduate students.
 - 9 credit hours/semester for graduate students.
- **Make normal progress towards a degree.** Only enroll in courses that are required to complete the degree.
- **Never work off campus without proper work permission.** Students **must** have authorization from the U.S. Citizenship and Immigration Services (USCIS) or the International Admissions Office (for CPT) before working off campus.
- **Keep passport valid at least six months into the future.**
- **Keep I-20 valid at all times.** Your I-20 should not expire and should reflect the correct major. **Know your program end date!** Transfer students coming from other U.S. schools must process a transfer I-20 to OCU within the first two weeks of class.
- **Must leave the U.S. no more than 60 days after finishing degree.** Exceptions to this policy are if the student is starting practical training or beginning a new academic program.
- **Meet an international student advisor to have the I-20 signed every time you leave the U.S.** You must be enrolled for the next semester to have your I-20 signed. Plan to come to the Office of International Admissions to have your I-20 signed no less than one week before your trip. A signature is valid for one year (six months for students on OPT, but it is a good idea to check every time you leave so that you don't forget).

- **Keep the correct local address updated with OCU's Registrar and the Office of International Admissions at all times.** You must notify the Office of International Admissions of any address change within 10 days.
- **IMPORTANT NOTE**
Make sure that the name on identification documents is written exactly as it appears on the I-20, I-94, school ID, social security card, credit card, and any other documents. This is extremely important when you apply for a driver's license.
- **Reduced Course Load**
Permission to drop below full time can only be given in specific medical or academic reasons. **You must have prior approval from IA before dropping below full time in order to maintain your immigration status in the U.S.**
- **Program Extension**
Program extensions may be granted if the delay in completing the program is caused by compelling academic or medical circumstances. Please apply for an extension as soon as you know you will not finish by the program end date listed on your I-20. You must apply before the program end date listed on your I-20.
- **Concurrent Enrollment**
Some students may wish to take a course offered by another university during the time that they are enrolled at OCU. In this case, OCU can continue to maintain your immigration record and I-20 by giving you permission to enroll concurrently. If you would like to request permission for concurrent enrollment, complete the Concurrent Enrollment Form and bring it to the Office of International Admissions. Proof of enrollment is required.

★ EMPLOYMENT

- **On-Campus Employment**
 - F-1 students are allowed to work up to 20 hours per week on campus without any special authorization starting in the first semester.
 - You must have a job offer and you must have been in the U.S. at least 10 days to apply for a Social Security Card.
 - You must complete Glacier paperwork and must have SSN prior to beginning any on-campus employment.
 - You must maintain at least a 2.5 GPA (undergraduate) or 3.0 (graduate) to continue working on campus.
 - OCUWorks: visit www.okcu.edu/careers, and click on "OCUWorks" to log in to the job portal.
- **Curricular Practical Training (CPT)**
 - CPT is employment that is an integral part of an established curriculum, usually an internship.



- Students who major in an eligible science, technology, engineering, or math (STEM) field may qualify for a one-time 24-month extension of post-completion OPT. Check with the Office of International Admissions to confirm whether or not you qualify.

★ TRANSPORTATION

DRIVER'S LICENSE

Anyone who drives a car must have a valid driver's license. Under current Oklahoma law, a non-resident, full-time student may continue to use his or her driver's license from their home country as long as that license is valid; however, most insurance companies in Oklahoma City require an Oklahoma driver's license before insurance is issued.

To get an Oklahoma driver's license, you must take a written examination on Oklahoma traffic laws, a vision test, and a practical driving test. You must present your passport, I-20, and I-94 as well as proof of insurance on the car you will be driving. If you have a driver's license from another state, you will be asked to surrender it, as you may hold only one U.S. driver's license at a time. For more information, visit Oklahoma Department of Public Safety (DPS) website: www.ok.gov/dps/Online_Services/Inline_Online.html.

Testing Location

Department of Public Safety – OKC
728 East 1-240 Service Rd.
405-425-7222

Please note that DPS often has very long wait times. In order to avoid a long wait time, you may schedule an appointment online at www.ok.gov/dps/Online_Services/Inline_Online.html

OWNING A CAR

A "title" is the legal document showing that you own the car. The "tag" is the license plate which can only be obtained once the car title is in your name.

To register your vehicle, go to the nearest tag agency:

Classen Tag Agency

3100 N. Classen Blvd., Oklahoma City, OK 73118
405-521-1151

INSURANCE

To drive a vehicle, you must have car liability insurance and automobile insurance.

- CPT must meet a graduation requirement and be tied to a course in the university catalog.
- This employment is authorized by an international student advisor. **No work permit is issued but a notation is made on your I-20.**
- CPT is part time (20 hours per week) if a student is enrolled in other courses.
- You must be enrolled full time for one academic year before being eligible to apply for CPT.
- You will be required to submit documentation from your academic advisor and your employer.
- Contact the Office of International Admissions to apply for CPT.
- **Optional Practical Training (OPT)**
 - F-1 students are allowed to apply for one year of full-time practical training in the U.S., usually after the completion of their studies.
 - You may choose to use part of that year during summer vacations or on a part-time basis during the academic year. **It may take three to five months to receive permission from USCIS.**
 - You must be enrolled full time for one academic year to qualify for OPT.
 - You may apply for OPT up to 90 days before graduation and as late as 60 days after graduation. We recommend that you apply early, as processing times at USCIS Service Centers can be long.
 - Contact the Office of International Admissions to apply for OPT.
 - **It is NOT recommended that you travel outside the U.S. while your OPT application is pending.** For questions, please contact the Office of International Admissions. You can also visit www.okcu.edu/admissions/international/employment.

State Farm Insurance

Agent Kenneth James

4312 N. Classen Blvd., Oklahoma City, OK 73118

405-293-9361

Allstate Insurance

Agent Eva Herrera

2519 N.W. 23rd St., Ste.140, Oklahoma City, OK 73107

405-301-8162

Farmers Insurance

Agent Minh Tran

816 N.W. 23rd St., Oklahoma City, OK 73106

405-702-7222

ON-CAMPUS PARKING

No motor vehicle may be parked on campus without a valid parking permit or other authorization from the OCU Police Department, except between the hours of 7 p.m. Fridays and 7 a.m. Mondays. Housing permits are required for their parking spaces at all times, unless marked for visitors. Permits are available during regular business hours at Student Accounts located in suite 340 of the Clara Jones Administration Building.

For more information, please visit www.okcu.edu/police/regulations.

BICYCLES

- Bicycles may be ridden on campus sidewalks but must always be under control, operated at a safe speed, and yield the right-of-way to pedestrians.
- Bicycles may not be ridden inside any university building.
- When parked outdoors, bicycles must be in bicycle racks. Bicycles found unsecured may be secured for safekeeping. Bicycles parked other than in bicycle racks may be issued a parking citation and are subject to impoundment.
- Use of bicycles, skates, and skateboards is strictly prohibited inside the University Center.
- Bicycles may not be parked in the University Center.

BUSES (EMBARK)

Embark OKC is Oklahoma city's public bus transportation system. Embark also offers the "Downtown Discovery" route, a free transit service with stops located throughout downtown and Bricktown. Download the app "Embark Connect" or visit embarkok.com for information about routes, schedules, and pricing.

★ MANAGING MONEY

BANKING

There are various banking institutions in Oklahoma City. Banks offer interest-bearing accounts and non-interest bearing checking accounts. Savings and loan associations offer interest-bearing savings accounts as well as interest-bearing checking accounts. Check with the banking institution you choose for their hours of operation. Most institutions offer ATM machines that are available 24 hours a day. Although banking institutions vary in the type and quality of service, most offer services commonly needed by international students such as checking accounts, savings accounts, international drafts, and traveler's checks.

To open a savings and/or checking account, you must provide the bank with your name, local address, and immigration documentation such as your passport, I-20, I-94 or Visa depending on the institution. You will also be asked to present one form of identification such as your passport, state driver's license, or valid OCU ID Card (StarCard). You should not need a social security number to open a bank account. The bank keeps your signature on file to verify signatures on checks written against your account. When you open an account, you will receive a supply of temporary checks until personalized checks are printed for you.

For more information about banking in the U.S., please visit internationalstudentloan.com/resources/how-to-open-us-bank-account.php.

BANKS NEAR OCU

Chase Bank

2200 N Western Ave, Oklahoma City OK 73106

405-525-2489

Chase.com

Midfirst Bank

2225 N May Ave, Oklahoma City, OK 73107

405-943-8002

midfirst.com

Bank SNB

2523 N Classen Blvd, Oklahoma City, OK 73106

405-844-0110

banksnb.com

BancFirst

1111 N Lincoln Blvd, Oklahoma City, OK 73104

405-270-1000

bancfirst.bank

TAXES

GLACIER is an online program that gathers your immigration information to determine your tax liability for scholarships and/or payroll. GLACIER can also be used to file your annual tax return to ensure compliance with U.S. IRS regulations. GLACIER Tax Prep is a web-based program designed to assist international students in preparing required tax return forms.

All international students (F-1 and J-1) as well as dependents must file at least one tax form for every year they are present in the U.S. regardless of whether or not they have earned any money. However, this does not necessarily mean that taxes are owed.

An email will be sent to international students with more information about accessing this service.

Student Life at OCU

★ STUDENT ID [STARCARD]

The StarCard is the official ID card of OCU. Pick up your StarCard after enrolling in courses prior to the start of classes. Your StarCard can be picked up at the Student Accounts Office on the 3rd floor of the Administration Building. The StarCard provides access to:

- Check out materials at the Dulaney-Browne Library.
- Printing at computer labs.
- The Aduddell Fitness Center.
- On-campus events.
- Meal plan for on-campus dining.
- Residence halls access.
- Interfaith Prayer Room.

★ INTERNATIONAL STUDENT ASSOCIATION

JOIN THE INTERNATIONAL STUDENT ASSOCIATION

Welcome! Everyone here at the International Student Association (ISA) is very happy that you have chosen to study here. You must be very excited and curious about the new experiences awaiting you!

In your first week at OCU, you will get to know your fellow students, college life, the administration, and everything concerning academics.

The OCU experience prepares students to become outstanding leaders who are engaged locally, nationally, and globally.

As OCU students, we are very proud of the inclusion of our international student body with students from more than 15 different countries. We hope that you will help us enrich social and cultural life here at OCU. That is why we would like to invite you to join the ISA, a great place to start meeting people and making friends. The ISA is looking forward to having an awesome time with you here at OCU!

We wish you much success as you fulfill your academic goals and as you learn more about yourself in our community. You can connect with us by visiting www.okcu.edu/international-student-association.

Again, welcome to Oklahoma City University. Best wishes for a productive and enriching year.

Sincerely,

The International Student Association

★ ATHLETICS

UNIVERSITY ATHLETICS

OCU has won a national championship in at least one sport every year for the last 24 years; and has 67 National Championships and counting.

OCU has more national championships than any other program in the NAIA.

All OCU students can attend home regular-season athletic events for free with their Student ID.

INTRAMURAL SPORTS

OCU features an intramural sports program designed to encourage interaction between students, faculty and staff. The department provides a variety of league and tournament events.

INTRAMURAL SPORTS OFFERED

- 3-on-3 Basketball
- 5-on-5 Basketball
- Flag Football
- Volleyball (indoor and outdoor)
- Soccer
- Softball
- Dodgeball

- Kickball
- Table Tennis (ping pong)

For more information, please visit www.okcu.edu/students/intramural.

UNIVERSITY GYM

The Aduddell Fitness Center is a great place to work out. It features treadmills, elliptical machines, and stationary bikes, as well as a large selection of machine and free weights. The Henry J. Freede Wellness Center offers open gym through the year. Students have free access with their StarCard to both facilities.

PROFESSIONAL TEAMS IN OKLAHOMA CITY

- **Oklahoma City Thunder**
(NBA professional basketball team)
The Thunder play in Chesapeake Energy Arena in downtown OKC. Visit okcthunder.com/tickets to select from all available authentic tickets.
- **OKC Blue**
(NBA G League, minor league affiliate of the Oklahoma City Thunder)
The OKC Blue play in the Cox Convention Center in downtown OKC. Visit oklahomacity.gleague.nba.com for tickets.
- **OKC Energy Football Club**
(United Soccer League professional men's soccer)
Energy FC play in Taft Stadium, just blocks away from the OCU campus. Visit energyfc.com/tickets for tickets.
- **Oklahoma City Dodgers**
(Triple-A minor league baseball affiliate of the Los Angeles Dodgers)
The Oklahoma City Dodgers play at the Chickasaw Bricktown Ballpark, located in the Bricktown Entertainment District in downtown OKC. Tickets are available at okcdodgers.com/tickets.

★ BOOKSTORE

The University Campus Store is the one-stop shop for textbooks, merchandise, and everything OCU-related. For more information, please visit okcucampusstore.com.

★ CAMPUS DINING

OCU Dining is a vibrant and innovative food service program. Students have a wide variety of choices with our constantly changing concepts and formats. The "Caf," our residential dining facility located in the Tom and

Brenda McDaniel University Center, boasts 10 separate formats ranging from classic items to freshly made salads, specialty grains, and deli sandwiches. Also located in the University Center downstairs is Alvin's, which features a newly renovated Chick-fil-A express and a To Go Market.

Learn about meal plans at www.okcu.edu/financialaid/housing-and-meal-plans.

★ CAMPUS HEALTH CENTER

The Family HealthCare & Minor Emergency Clinic at OCU is dedicated to providing prompt and appropriate healthcare to OCU students. Visiting the Campus Health Center is FREE to students who have the insurance provided by the university. Services include injury and illness assessment, immunizations, and referrals for more advanced care. Hours of operation are 8:30 a.m.-5 p.m. Monday-Friday. For an appointment, call 405-373-2400. After hours, call 405-550-6189. For more information, visit www.okcu.edu/students/health.

HEALTH INSURANCE REQUIREMENT

Oklahoma City University requires that all students maintain student health insurance coverage as a condition of enrollment. Upon enrollment of classes, you will automatically be signed up for the OCU health insurance plan. To opt out of the OCU insurance plan, you must first submit your waiver through the waiver portal www.studentcenter.uhcsr.com/okcu. This must be submitted immediately after arrival or before enrollment. Once approval is determined, the International Admissions Office and the Student Health Clinic will work to opt you out of schools insurance plan. For more information, go to okcu.edu/students/health.

IMMUNIZATIONS REQUIREMENT

- A Tuberculosis Skin Test (TB Test) is required of all international students prior to enrollment. A TB Test is available at the Student Health Center upon arrival on campus.
- Oklahoma law requires all students to be vaccinated.
 - Hepatitis B
 - MMR (Measles, Mumps, Rubella)
- Physician assistant, nursing, and on-campus students require proof of additional vaccination.
- The Campus Health Center requires copies of your proof of vaccination. These records can be mailed or faxed:
2501 N. Blackwelder Ave., Oklahoma City, OK 73106
405-373-2400 (phone) • 405-208-6016 (fax)

★ CAREER SERVICES

The Office of International Admissions strongly recommends that all students meet with career services at the **beginning** of their studies and throughout the duration of their academic program.

SERVICES

- Self-assessment and career exploration.
- Individual career counseling.
- Resume and cover letter review.
- Internship and job search strategies.
- Interview techniques.
- Online job and internship posting.
- Graduate school planning.
- Career-readiness events and workshops.
- Life after graduation.

www.okcu.edu/careerservices

★ COUNSELING SERVICES

Asking for some assistance may not always be easy, but it can help. If you are struggling, have questions, or would like someone to talk to, please contact our office at 405-208-7901. Students are entitled to 6-8 free counseling sessions per semester, Monday–Friday. Please visit www.okcu.edu/counseling for more information. All information shared during counseling sessions is confidential.

★ DISABILITY SERVICES

Campus Disability Services is dedicated to providing for the needs of enrolled students who have disabilities. Reasonable modifications in the classroom, on-campus housing, and within our campus library will be provided for students with documented disabilities. For more information please visit www.okcu.edu/disability. To contact the coordinator for Campus Disability Services, please call 405-208-5895 or email disabilityservices@okcu.edu.

★ HOUSING

ON CAMPUS

Students who are under 21 years of age are required to live on campus. Apply online at www.okcu.edu/residencelife.



WINTER & SUMMER BREAKS — WHAT TO EXPECT

On-campus dining is closed during winter break. Students should speak with their RA to make appropriate arrangements for meals if students are not living in apartments. Additionally, all students must move to apartments during the summer break. On-campus dining is closed for much of the summer. Therefore, students should prepare to cook or eat off campus.

OFF CAMPUS

- **Keep copies of everything.**
 - Inspection forms
Take photos before moving in as proof of how you found the apartment upon move-in. This may be important in order to ensure that you get your deposit back.
 - Lease
 - Rent receipts
 - Requests for maintenance (always submit these in writing)
 - Notice of move-out (most apartment complexes require a minimum of a 30-day notice in writing. Check your apartment policy for more information.)
 - Final inspection
Take photos at move-out as proof of how you left the apartment. This may be important in order to ensure that you get your deposit back.
 - Utilities
OG&E — talk with apartment manager about setting up the power services
 - Mail
It is illegal to open mail addressed to another person. Instead, write “Return to sender” on the envelope and put it in the outgoing mail.

When you move, go to usps.com to change your address to ensure that you receive your mail.

★ LEARNING ENHANCEMENT CENTER

The Learning Enhancement Center offers a variety of services at **no cost** to students. These services include: one-on-one tutoring in many areas of curriculum, tutoring to improve grammar skills, critiquing and guided revision for papers, tutoring to improve reading and study skills, computer access to write and print papers, and internet access for research and email. Learn more about these services at libguides.okcu.edu/lec.

★ LIBRARY

The Dulaney-Browne Library aspires to develop information-literate students, faculty, and staff through outstanding resources and programs that support the teaching, research, and service commitments of the university. For more information, please visit libguides.okcu.edu.

★ PERFORMING ARTS

As a top performing arts university, Oklahoma City University has been leading students to their creative edge for more than a century. As an OCU student, you have the opportunity to audition for (or maybe just attend) one (or 100) of our 250+ world-class performances of dance, music, opera, or theater.

DANCE

The Ann Lacy School of American Dance and Entertainment is not just about teaching dance steps or management and teaching skills. We are here to instill character that will serve graduates in their professional careers and personal lives. OCU dance alumni are pursuing careers on Broadway, as Rockettes in NYC's Radio City Music Hall, cruise ships, and Hollywood.

THEATRE

OCU's School of Theatre produces a broad and diverse range of styles and genres from the classics to current Broadway works in tiered levels of production values: from staged readings to student-directed works to fully mounted mainstage productions.

OPERA & MUSIC

After hundreds of performances of 170 different operas and musicals, OCU's Bass School of Music looks back in gratitude at the half-

million people who have attended shows on campus or on one of our international tours. Our audiences enjoy the nation's most dynamic young performers, innovative stagings, and a repertoire that combines the comfort of the familiar with the thrill of the unexplored.

TICKET OFFICE & STUDENT DISCOUNTS

For ticket and student discount information for the season's performing arts events, please visit www.okcu.edu/tickets.

★ REGISTRAR

CONTACT INFO

405-208-5298
registrar@okcu.edu

★ RELIGIOUS LIFE

The Religious Life staff can help students of any religion find a place to worship, even off-campus locations.

THURSDAY CHAPEL

The University Chapel service is held on Thursdays at 1 p.m. in the Bishop W. Angie Smith Chapel. A more contemporary service, known as Evensong, meets on Mondays at 8 p.m. in Watson Lounge.

UNIVERSITY CHRISTIAN CHAPLAINS

- Rev. Elizabeth Horton-Ware
erhortonware@okcu.edu • 405-208-5484

FRIDAY KHUTBAH

The Friday (Jumah) Khutbah and prayer are usually led by Imam Dr. Imad Enchassi in the Dr. Raniyha Ramadan Interfaith Prayer Center located in Room 121 of Kramer West. However, please contact Dr. Enchassi for more information about prayer times and availability.

UNIVERSITY MUSLIM CHAPLAIN

- Dr. Imad Enchassi
isenchassi@okcu.edu • 405-816-4623

★ STUDENT ACCOUNTS, FINANCIAL AID, AND BURSAR

CONTACT INFO

405-208-5211
finaid@okcu.edu

Campus Safety

★ EMERGENCIES

In the case of a life-threatening emergency, dial 911 (5911 for on-campus emergencies).

NEARBY HOSPITALS AND EMERGENCY ROOMS

- St. Anthony's
1000 N. Lee Ave., Oklahoma City, OK 73102
405-272-7000
- University of Oklahoma Medical Center Emergency Room
700 N.E. 13th St., Oklahoma City, OK 73104
405-271-3667
- INTEGRIS Baptist Medical Center
3300 Northwest Expy., Oklahoma City, OK 73112
405-949-3011

SIGN UP FOR BLUE ALERT

Blue Alert is OCU's method of alerting the campus community in the event of an emergency. The system uses both email and text messaging to broadcast alerts and is used only for emergency announcements. Register through BlueLink at bluelink.okcu.edu.

CAMPUS POLICE

- 24 hours/7 days a week
- 1635 NW 23rd Street
- Emergency Call: 405-208-5911
- Non-Emergency Call: 405-208-5001

OCU EMERGENCY RESOURCE GUIDE

Be sure to familiarize yourself with this guide for emergency response instructions in the case of a fire, hazardous spill, flood, tornado, active

shooter, bomb threat, or medical emergency. You can find the guide at www.okcu.edu/police/emergency-resource-guide.

BLUE EMERGENCY PHONES

These are located all around campus. Use them in the case of an emergency to contact OCU Police.

THE OCU ANNUAL SECURITY REPORT

You can find and read or download the report at www.okcu.edu/police.

SAFETY ESCORTS

On-campus safety escorts are available 24 hours a day, year-round. Please call the OCU Police dispatch at 405-208-5001 (on-campus ext. 5001) to request a safety escort.

SEXUAL ASSAULT INFORMATION

To make a report and/or undergo a physical examination from a sexual assault nurse examiner, call OCUPD at 405-208-5001.

To talk with a professional counselor in a confidential setting, contact University Counseling at 405-208-7901.

SUICIDAL THINKING

If you have an emergency during office hours, call 405-208-7902. If you have an emergency after hours, please contact the OCU Police Department at 405-208-5991.

If you are having suicidal thoughts, please call the suicide prevention lifeline at 1-800-273-8255.

For more information, please go to www.okcu.edu/campus/resources/counseling/suicide.

★ INCLEMENT WEATHER

CAMPUS CLOSURE

Campus closings, delayed openings, and weather alerts will be announced through the university's Blue Alert text/email message emergency notification system.

TORNADOES

The Emergency Resource guide includes a list of underground

shelters on campus in the case of a tornado. Visit www.okcu.edu/police/emergency-resource-guide. If you hear the tornado sirens (with the exception of Saturdays at 12 p.m.), seek shelter immediately. Saturdays at 12 p.m. when there is clear weather, the city tests the sirens. You do not need to seek shelter at this time, unless there is inclement weather.

TERMS TO KNOW

A **Tornado WATCH** means that a tornado is possible under the current weather conditions. Pay attention to the news.

A **Tornado WARNING** means a tornado is already occurring or will occur soon. **GO TO YOUR SAFE PLACE IMMEDIATELY.**

When tornado watches and warnings are reported, the news will list the counties that are affected. Oklahoma City University is in **OKLAHOMA COUNTY**. If you are traveling outside of Oklahoma City and there is inclement weather, it is important to know what county you are in.

For more information about tornado preparedness, visit redcross.org. Tornado Safety Checklists are also available on the RedCross website in Arabic, Chinese, French, Haitian, Korean, Spanish, Tagalog, and Vietnamese.

University Policies

★ ALCOHOL, TOBACCO, AND DRUG LAWS AND POLICIES

CAMPUS POLICIES

The manufacture, presence, sale, or consumption of alcohol beverages or controlled substances is prohibited on the Oklahoma City University campus, its facilities and its property, and at university activities. Violations of this policy may result in suspension or expulsion from the university. **Even if a student is 21+ years of age, alcohol is still prohibited on campus and the student will be in violation of campus policy. This includes on-campus housing.**

Use of any tobacco product is strictly prohibited on-campus. **Even if a student is 18+ years of age, tobacco is still prohibited on campus and the student will be in violation of campus policy. This includes on-campus housing.**

For more information, see the University handbook at www.okcu.edu/students/handbook.

OKLAHOMA LAWS

- **Alcohol 21+**
 - Cannot purchase/provide to minors.
 - Cannot drink and drive.
 - Cannot have an open container of alcohol in your vehicle.
 - Can be arrested for public intoxication.
- **Tobacco 18+**
 - Cannot purchase/provide to minors.
- **Marijuana** is illegal to possess or use in Oklahoma without a medical license.
- **Drugs** — all drugs/controlled substances, other than those prescribed for you by a physician, are illegal.

MEDICAL AMNESTY

Students needing medical assistance during an alcohol or other drug-related emergency will not face formal conduct action by the Dean of Students Office for the mere possession or use of alcohol or drugs. Medical amnesty applies only to alcohol or other drug-related medical emergencies and does not apply to other prohibited conduct such as assault, property damage or distribution of illicit substances.

View the entire policy at www.okcu.edu/students/conduct.

★ TITLE IX: SEX AND GENDER-BASED DISCRIMINATION, HARASSMENT, AND VIOLENCE

OCU is committed to fostering a culture of respect and equity on campus and in our community. One aspect of this culture is compliance with Title IX, which prohibits sex and gender-based discrimination, harassment, and violence in education programs.

WHAT IS TITLE IX?

Title IX is a federal civil rights law. It addresses sex or gender-based discrimination that limits students, staff, faculty, guests, or visitors from accessing university programs and services. For more information/questions please contact a Title IX Coordinator or any member of the Title IX resource team by phone, email, or in person. You can find a list of current team members and their contact information at www.okcu.edu/titleix.

CONSENT

Consent means freely given and mutually understandable words or actions that indicate assent to participate in a particular activity. Sex without consent is rape. Assume you don't have consent unless it is given very clearly.

- Consent is not possible if the individual is incapacitated due to alcohol or drugs, if the individual is asleep, or if the individual is coerced via acts or threats of violence.
- Social interactions are not consent for sex (i.e. being alone in a room with someone, dancing, etc.).
- Dating or marriage is not consent for sex.
- Consent for one thing isn't consent for something else (i.e. if someone wants to kiss you, this does not mean you have consent for any further sexual activity).
- Consent can always be withdrawn (i.e. If someone consents to sexual intercourse, they can still change their mind at any time. They can even withdraw consent during intercourse, and it needs to stop immediately.).
- During any sexual activity you should always confirm that you have consent by asking the other person directly or by noting the other person's body language if someone is being enthusiastically sexual with you.
- Engaging in sexual activity without consent is a serious violation with serious consequences.

SEXUAL HARASSMENT, SEXUAL ASSAULT, RAPE, STALKING, AND DOMESTIC VIOLENCE

- **Sexual Harassment** refers to comments about or behaviors toward someone of a sexual nature that are unwanted, such as commenting about their body parts, for example, their buttocks or their breasts.
- **Sexual Assault** refers to touching someone in a sexual manner without their consent.
- **Rape** is used to refer to sexual assault that involves penetration.
- **Stalking** is pursuing someone in a way that they find uncomfortable or threatening, such as following them repeatedly, contacting them, or trying to be with them too much.
- **Cyber stalking** refers to someone using their phone or computer to harass and stalk someone (i.e. texting someone too often when they've asked you to stop, sending inappropriate pictures, etc.).

- **Dating/Domestic Violence** refers to unwanted physical, sexual, or psychological behavior that harms another person in the relationship.

★ ACADEMIC HONESTY

Academic honesty is required in all aspects of a student's relationship with the university.

Students are advised that cheating and plagiarism are not tolerated. The university expects all students to maintain a high standard of ethics in their academic activities. In this context, forms of academic dishonesty include, but are not limited to, cheating on tests, examinations or other class/laboratory work; involvement in plagiarism (the appropriation of another's work and/or the unacknowledged incorporation of that work in one's own); collusion (the unauthorized collaboration with another person); misrepresentation of actions; and falsifying information.

To help familiarize yourself with policies and standards, please visit libguides.okcu.edu/academicintegrity/assessment.

★ SHOPPING, DINING, AND ENTERTAINMENT

LOCAL OKC DISTRICTS

- **Plaza District** (N.W. 16th Street between Classen and Pennsylvania)

INFORMATION FROM PLAZADISTRICT.ORG

Located on N.W. 16th Street, just a few blocks from campus, between Classen and Pennsylvania Avenue, the Plaza District is home to galleries, studios, retail shops, restaurants, performance venues, and creative services. Choose from a variety of gourmet dining and drinking establishments, and visit retail shops featuring artist-made, vintage and retro clothing and home furnishings. Experience Oklahoma's premier professional theatre company, Lyric Theatre, in the district's historic Plaza Theatre, or enroll in classes at a dance, theatre, or painting studio. The district is also home to many neighborhood and creative services: hairstylists, tattoo artists, graphic designers, and more.

Each second Friday of the month from 6 p.m. to 10 p.m., enjoy LIVE on the Plaza, a free monthly block party featuring live music, featured artists, special events, and local shopping.

- **Paseo Arts District** (located between N.W. 30th and Dewey and N.W. 28th and Walker in OKC)

INFORMATION FROM THEPASEO.ORG

The Paseo is home to over 20 galleries and more than 80 vibrant artists all within walking distance of each other on the curved, two-block street that has maintained its Spanish revival architecture with its original stucco buildings and clay roof tiles. Intermixed with the galleries are restaurants, art schools, boutiques and other businesses.

FREE EVENTS

- **First Friday Paseo Arts Walk**
Each first Friday of the month, Paseo galleries offer special themed exhibits, refreshments, guest artists, and a variety of entertainment opportunities.
- **Paseo Arts Festival — Memorial Day Weekend**
More than 90 visual artists will fill the Historic Paseo Arts District, selling original artwork in a wide variety of media, from painting and photography to wood and jewelry. The Festival also hosts dozens of live performers and musicians. The food court at Paseo

Drive and 29th Street will feature a variety of food vendors, bringing traditional and not-so-traditional Festival treats, both savory and sweet.

- **Uptown 23rd District** (N.W. 23rd Street)

INFORMATION FROM UPTOWN23RD.COM

Uptown 23rd District, home to OCU, is one of Oklahoma City's premier business and entertainment districts that continues to grow. Uptown is located along historic Route 66 with many iconic landmarks such as the Tower Theater, Gold Dome, the historic Milk Bottle, and our own Gothic towers. Uptown stretches from Broadway to Pennsylvania on NW 23rd Street. Here you will find great locally-owned businesses including restaurants, eclectic boutiques, outstanding entertainment, and OCU!

- **Midtown**

INFORMATION FROM MIDTOWNOKC.COM

Oklahoma City's cozy Midtown community is located just north of the central business district in downtown OKC. It features shopping, restaurants, bars, housing, lodging, and many professional services. Midtown is known for its historic preservation, local and independent merchants, as well as diverse, welcoming neighbors.

- **Asian District**

INFORMATION FROM VISITOKC.COM/ABOUT-OKC/OKC-DISTRICTS/ASIAN-DISTRICT

Oklahoma City's foodie scene is alive and well in the Asian District, where an influx of Vietnamese immigrants in the 1970s created a hub now known for its Asian fusion cuisine. Here you will find some of the best Asian restaurants in OKC, as well as several Asian food markets.

- **Bricktown**

INFORMATION FROM ADVENTUREROAD.COM/DESTINATIONS/BRICKTOWN

Bricktown was founded directly after the Land Run of 1889 and became Oklahoma City's first warehouse and distribution district. As the central hub of the state, it helped connect cities via railroad and, eventually, through highways. Today, this historic warehouse district has been revitalized into a thriving entertainment district with both nightlife and family-friendly activities.

Visit welcometobricktown.com for more information.

- **Film Row**

INFORMATION FROM FILMROWOKC.COM

This portion of downtown Oklahoma City once housed the offices of major Hollywood film studios like Paramount Pictures, Warner Bros, MGM, and more. Today, Film Row has been reborn from a love of its

amazing past, and development and new construction abounds. The creative presence at the heart of Film Row's Sheridan and Lee Avenues includes a plethora of artistic businesses, a movie house, law firms, locally-owned restaurants, and so much more.

- **Stockyards (Western/Cowboy Culture)**

Home to a number of shops specializing in all things western. You can outfit an entire ranch (cattle included) or just find a new pair of boots and enjoy a great steak in Stockyards City.

- **Wheeler District**

INFORMATION FROM WHEELERDISTRICT.COM

The Wheeler District is home to the historic Santa Monica (California) Pier Ferris Wheel. After being purchased on eBay in 2008, over \$1 million was invested to refresh and refurbish the wheel. During its time at Pacific Park in Santa Monica, the wheel served as a backdrop for countless photo shoots and was featured in numerous commercials.

For event information or tickets for the OKC Ferris wheel visit wheelerdistrict.com.

- **Automobile Alley**

INFORMATION FROM AUTOMOBILEALLEY.ORG

The area known today as Automobile Alley has a very diverse history. The main core, Broadway Avenue, was part of Oklahoma City from the very beginning. For information about exquisite dining, shopping, and events visit automobilealley.org.

- **Boathouse District**

Located just south of downtown, the Boathouse District along the Oklahoma River is one of Oklahoma City's top attractions for adventure seekers. Oklahoma City University's Devon Boathouse, which is home to an Olympic training center, was one of the first to claim a spot on the bank. Today, our rowers and kayakers are some of the best in the world.

Visit boathousedistrict.org for more information.

- **Deep Deuce (N.E. 1st Street and Central Avenue)**

INFORMATION FROM VISITOKC.COM/ABOUT-OKC/OKC-DISTRICTS/DEEP-DEUCE

The Deep Deuce District, located just north of Bricktown, was the heart of Oklahoma City's African-American neighborhood in the 1920s and '30s, and during that time the district was known for its incredible jazz music. Music legends Jimmy Rushing and Charlie Christian both called Deep Deuce home, as did Ralph Ellison, the author of *Invisible Man*. Today, Deep Deuce is a popular urban housing location and has several neighborhood hangouts.



- **Western Avenue (Between N.W. 36th Street and Wilshire Boulevard on Western Avenue)**

INFORMATION FROM VISITOKC.COM/ABOUT-OKC/OKC-DISTRICTS/WESTERN-AVENUE

From upscale to accessible, contemporary to antique, the Western Avenue district has a little bit of everything. From the local dives on Western Avenue to the chic shops along Classen Curve, this district has you covered from shopping to eating.

OKC MUSEUMS

- **Oklahoma City Museum of Art**
okcmoa.com
- **National Cowboy & Western Heritage Museum**
nationalcowboymuseum.org
- **Science Museum Oklahoma**
sciencemuseumok.org
- **Oklahoma City National Memorial**
oklahomacitynationalmemorial.org
- **Museum of Osteology**
skeletonmuseum.com/skeletons-okc.php
- **Oklahoma History Center**
okhistory.org/historycenter
- **Red Earth Art Center (Native American)**
redearth.org/red-earth-museum

- 21c Museum & Hotel
21cmuseumhotels.com/oklahomacity

HALAL STORES & RESTAURANTS

- Mediterranean Imports & Deli
5620 N. May Ave., Oklahoma City, OK 73112
www.medimportsokc.com
- Halal Mart
3718 N.W. 50th St., Oklahoma City, OK 73112
405-948-0908
- ZamZam Mediterranean Grill
3913 N. MacArthur Blvd., Warr Acres, OK 73122
zamzamgrill.com
- OK Halal Meat & Grocery
3620 N.W. 39th St., Oklahoma City, OK 73112
ok-halal.business.site

LOCAL MALLS

- Penn Square Mall
1901 Northwest Expy., Oklahoma City, OK 73118
- Quail Springs Mall
2501 W. Memorial Road, Oklahoma City, OK 73134
- OKC Outlets
7624 W. Reno Ave. #380, Oklahoma City, OK 73127

★ U.S. CULTURE & CUSTOMS

VALUES OF FREEDOM, EQUALITY, & DIGNITY OF EVERY INDIVIDUAL

U.S. HOLIDAYS

See the University Academic Calendar for a list of observed holidays and breaks when the University is closed:
www.okcu.edu/academics/calendar.

“IT’S NOT WRONG. IT’S JUST DIFFERENT.”

This mindset will help you to grow as a person and in your understanding of U.S. cultures. Make the decision to be a constant learner and observer. Ask questions and gather information.

LANGUAGE ACQUISITION

The ability to communicate in English will aid you professionally and

personally. Knowledge is power. So be sure to get out of your comfort zone and get to know as many people as possible. The people who put themselves out there to meet new people and speak English, in six months, will be exponentially further along than those that isolate themselves with people that speak their own language.

EGALITARIANISM

Egalitarianism is one of America’s greatest values. Although this value is sometimes violated in practice, Americans deeply hold the idea that “all people are equal to each other.” This leads Americans to often behave in informal ways that are different than some other parts of the world.

The value of egalitarianism is expressed in many ways, including in the workplace and academia. There are many supervisory and faculty positions that are held by women, which may be a shock for students from places where females do not usually hold supervisory positions. However, this is a necessary cultural adjustment to overcome in order to ensure that female faculty and supervisors are treated with the same respect and authority as their male counterparts.

POLITENESS

The Southern U.S., generally speaking, places a high value on politeness. Phrases such as, “please,” “thank you,” “excuse me,” and “I’m sorry,” are used very often for exchanges in which it may seem unnecessary. Additionally, it is very normal for strangers to smile at each other and offer a greeting. This is not an invitation for friendship or flirting, but is simply a polite greeting.

To be polite an acquaintance may make the statement, “Let’s hang out!” This does not necessarily mean that the acquaintance actually has true intentions to hang out or develop a friendship. Rather, it is often a polite salutation at the end of a conversation.

If you would like to develop a friendship with the acquaintance, it is suggested that you **follow up** with their statement of “Let’s hang out” **by asking a day and time that they are free**. If they give you a time, then they are likely interested in developing a friendship. If they tell you that they will get back to you, then they may either not be interested in developing a friendship, or may not have the time and availability to hang out.

It is common for people to change plans at the last minute. Therefore, before going to meet friends, it is recommended that you **text them first to confirm** that they are still planning to meet.

PROFESSIONAL ETIQUETTE

- **Email**

When emailing a professional organization, office on campus, faculty member, etc. it is important to **wait two business days** to hear back. After two business days, if you have not heard back, it is appropriate to send a follow-up email. It is not appropriate to show up unannounced at the individual's office and expect to meet with the person in charge.

- **Meetings**

If you need to meet with someone at a professional institution, **it is important to set up a meeting.** Or at the very least, to call ahead and see if there is a good time for you to drop by the office. This allows the person who is meeting with you the opportunity to clear their schedule for focused time to address your requests/concerns. Showing up unannounced may mean that you do not have the opportunity to meet with anyone because they may be in other meetings or have other work that takes priority.

- **Dress**

Generally, dress in the U.S. is very casual, especially on many university campuses. However, various professional industries will have different expectations and norms of dress.

- **Tipping**

It is **VERY** important to tip at restaurants, even for to-go orders. Servers are paid very little from the restaurant, and earn the majority of their wages from customers' tips. It is expected that diners tip at least 15% of their bill. However, a tip of 18–22% is not an unusual amount to tip, especially for good service.

- **Lines/Queues**

When waiting to be serviced at any public establishment (i.e. restaurants, stores, offices, etc.) it is expected that people form a line/queue. It is considered very disrespectful to “cut” in line (bypass others that are waiting in line and push your way to the front). This will usually generate frustration from others.

- **Eye Contact**

It is respectful in the American culture; look at other people in the eye. While in some countries this behavior may be seen as disrespectful, in the U.S. it is the opposite. At a job interview, in class, etc., it is respectful and a cultural expectation that people will look from time to time directly in the speaker's eyes. Avoiding eye contact in the U.S. sends the message that the person may be rude, disinterested, or dishonest.

- **Directness**

While many Southern states value politeness, generally Americans



are direct in their communication. So if an employer tells you, “We’re not hiring right now,” then they truly are not hiring right now. Directness is not considered impolite, but rather, it is respected because it is considered honest and clear communication.

- **Dating**

Dating customs vary across the United States and depend greatly on the individuals involved. A date may be as formal as an invitation to a dance, dinner, or movie, or as informal as a spontaneous offer for coffee, a drink at a bar, or a sports game.

In the United States, students often begin dating in early adolescence. Although dating has become a common form of social activity in high school and college, it is not necessarily a serious matter. You may find that some individuals date many persons without commitment to anyone, while some maintain an exclusive relationship. And you may find some unmarried couples who live together. Some students might believe that one or two dates establish a commitment, but this is seldom true for Americans. Even after several dates, no emotional attachment may be felt and no shared expectation for a common future may develop. The amount of commitment in any type of relationship depends on the mutual consent of the individuals involved. Some couples go out together repeatedly on a “platonic” basis, that is, just as friends.

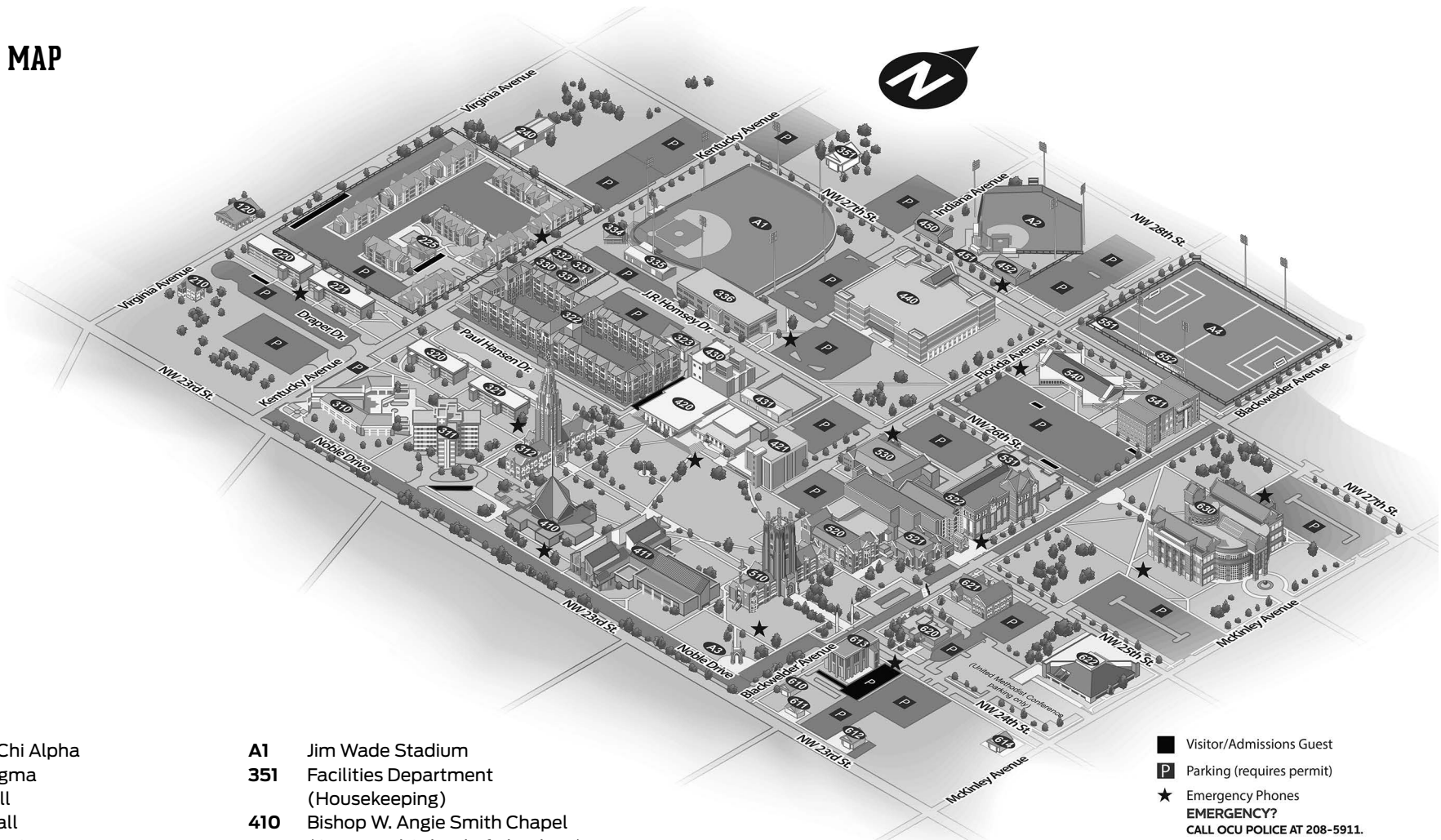
As someone new to the U.S., you should be aware that U.S. movies and TV programs do not represent “typical” dating attitudes and behaviors of all U.S. citizens. To understand accepted attitudes and behaviors of U.S. citizens, the international student is advised to observe people in the community objectively and to validate or refute



these observations by talking with U.S. friends.

- In the U.S. people are free to date anyone they want regardless of race, religion, sexual orientation, gender expression, or social class (from Title IX Essentials for International Students: Dating, Sex, and Consent, studentsuccess.org).
- Sex, gender, orientation, and expression terms to know:
 - **Sex:** A medically constructed categorization. Sex is often assigned based on the appearance of genitalia, either in ultrasound or at birth.
 - **Gender:** A social construct used to classify a person as a man, woman, or some other identity. Fundamentally different from the sex one is assigned at birth.
 - **Gender Identity:** A sense of one's self as trans, genderqueer, woman, man, or some other identity, which may or may not correspond with the sex and gender one is assigned at birth.
 - **Gender Expression:** How one expresses oneself, in terms of dress and/or behaviors. Society and people who make up society characterize these expressions as "masculine," "feminine," or "androgynous." Individuals may embody their gender in a multitude of ways and have terms beyond these to name their gender expression(s).
 - **Sexual Orientation:** Sexual orientation is an enduring emotional, romantic, sexual, or affectional attraction or non-attraction to other people. Sexual orientation can be fluid, and people use a variety of labels to describe their sexual orientation.

- **LGBTQIA** (from lgbtqia.ucdavis.edu)
 - **Lesbian:** A woman whose primary sexual and affectional orientation is toward people of the same gender.
 - **Gay:** A sexual and affectional orientation toward people of the same gender.
 - **Bisexual (Bi):** A person whose primary sexual and affectional orientation is toward people of the same and other genders, or towards people regardless of their gender.
 - **Transgender:** Adjective used most often as an umbrella term, and frequently abbreviated to "trans." This adjective describes a wide range of identities and experiences of people whose gender identity and/or expression differs from conventional expectations based on their assigned sex at birth. Not all trans people undergo medical transition (surgery or hormones). Some commonly held definitions:
 - Someone whose determination of their sex and/or gender is not universally considered valid; someone whose behavior or expression does not "match" their assigned sex according to society.
 - A gender outside of the man/woman binary.
 - Having no gender or multiple genders.
 - **Queer:** One definition of queer is abnormal or strange. Historically, queer has been used as an epithet/slur against people whose gender, gender expression and/or sexuality do not conform to dominant expectations. Some people have reclaimed the word queer and self identify as such. For some, this reclamation is a celebration of not fitting into norms/being "abnormal." Manifestations of oppression within gay and lesbian movements resulted in many people being marginalized, thus, for some, queer is a radical and anti-assimilationist stance that captures multiple aspects of identities.
 - **Intersex:** Adjective used to describe the experience of naturally (that is, without any medical intervention) developing primary or secondary sex characteristics that do not fit neatly into society's definitions of male or female. Intersex is an umbrella term and there are around 20 variations of intersex that are included in this umbrella term.
 - **Asexual:** A sexual orientation generally characterized by not feeling sexual attraction or a desire for partnered sexuality. Asexuality is distinct from celibacy, which is the deliberate abstention from sexual activity. Some asexual people do have sex. There are many diverse ways of being asexual.

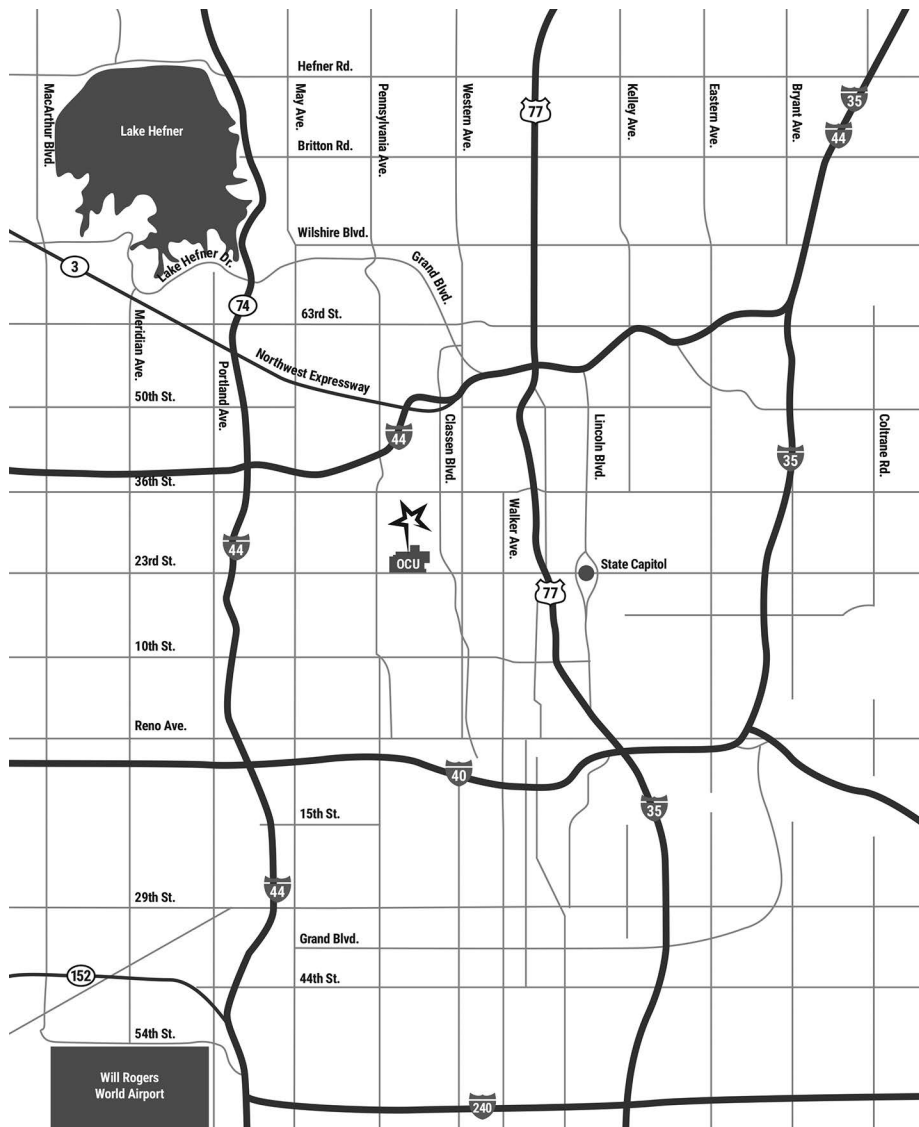


- 120** Lambda Chi Alpha
- 210** Kappa Sigma
- 220** Harris Hall
- 221** Draper Hall
- 225** Cokesbury Court Apartments
- 240** Theatre Storage
- 310** Sarkeys Center
- 311** Walker Hall
- 312** Gold Star Memorial Building (Wimberly School of Religion)
- 320** Smith Hall
- 321** Banning Hall
- 322** Oklahoma United Methodist Hall
- 323** Aduddell Center (fitness center)
- 330** Gamma Phi Beta
- 331** Phi Mu
- 332** Alpha Phi
- 333** Alpha Chi Omega
- 334** J.R. Homsey Press Box
- 335** C.R. Sutton Baseball Complex
- 336** Dawson-Loeffler Center

- A1** Jim Wade Stadium
- 351** Facilities Department (Housekeeping)
- 410** Bishop W. Angie Smith Chapel (Saint Paul School of Theology)
- 411** Edith Kinney Gaylord Center (Ann Lacy School of American Dance and Entertainment)
- 420** Tom and Brenda McDaniel University Center
- 421** Dulaney-Browne Library (Center for Excellence in Teaching and Learning)
- 430** Facilities Department
- 431** Facilities Department (shops)
- 440** Henry J. Freede Wellness and Activity Center
- 450** Ann Lacy Stadium (west building)
- 451** Ann Lacy Stadium (press box)
- 452** Ann Lacy Stadium (east building)
- A2** Ann Lacy Stadium

- A3** Kerr-McGee Centennial Plaza
- 510** Clara E. Jones Administration Building
- 520** Kirkpatrick Fine Arts Center
- 521** Margaret E. Petree Recital Hall
- 522** Wanda L. Bass Music Center
- 530** Walker Center for Arts and Sciences
- 531** Norick Art Center
- 540** Campus Health Center
- 541** Kramer School of Nursing (east)
- 551** Stars Soccer Ticket Booth
- 552** Jim Wade Press Box
- A4** Stars Soccer Field
- 610** Exercise & Sports Science

- Visitor/Admissions Guest
- P** Parking (requires permit)
- ★** Emergency Phones
EMERGENCY?
CALL OCU POLICE AT 208-5911.
- 611** Police Department
- 612** Dance and Entertainment Costume Storage
- 613** Lacy Admissions and Visitor Center
- 614** Dance and Entertainment Costume Storage
- 620** Wilson House
- 621** Children's Center for the Arts (Oklahoma Children's Theatre)
- 622** Oklahoma United Methodist Conference Center
- 630** Meinders School of Business (Love's Entrepreneurship Center)





Oklahoma City
UNIVERSITY

okcu.edu/admissions/international



facebook.com/oklahomacityuniversity



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