



BETHANY
COLLEGE

OFFICE OF ADMISSIONS

International Student Orientation Guide

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INTRODUCTION

Hello and **Welcome to Campus** from the Office of International Studies at Bethany College. We look forward to helping you learn at Bethany – both inside and outside the classroom – and preparing you to make a difference in the world.

We are pleased that you have chosen Bethany for your academic experience in the United States. We hope that you will find this experience to be challenging and rewarding on both an academic and personal level.

The contents of the resource guide are designed to give you helpful information about Bethany College, the community of Lindsborg and the surrounding area. If you have any questions that are not answered in this booklet, please contact in the Office of International Studies for further information and assistance.

The Office of International Studies is located in the Office of Admissions on the first floor of Presser Hall. The phone number is 785-227-3380, ext. 8106

Please keep in mind that the **Campus Planner** and the **Academic Catalog** are excellent resources for you to use during your time of study, along with this guide.

LEGAL RESPONSIBILITIES FOR STUDYING IN THE UNITED STATES

To start with, it is important as an international student to report to the Office of International Studies as soon as possible. The Office of International Studies is located in the Office of Admissions on the first floor of Presser Hall. The phone number is 785-227-3380, ext. 8106

Copies of all of your immigration documents need to be made along with the office reporting your arrival. F-1 visa students will be having some of their information recorded in SEVIS. The **Student and Exchange Visitor Information System (SEVIS)** is a web-accessible database used by the United States Department of Homeland Security to collect information on international students and scholars who enter the United States. J-1 visa students will be working with their sponsoring organization and the Office of International Studies at Bethany College.

Your legal responsibilities may be summarized as follows:

- *Your passport must be kept valid at all times.
- *Request any extension of stay according to SEVIS regulations
- *Maintain full-time enrollment.
- *You are only eligible to work on campus. You may not work off campus without special permission from SEVIS.
- *If you move, report your new address to the International Student Office within 10 days.
- *Pay income taxes, according to IRS regulations.

The International Student Office must have copies of the following documents:

Passport photo page
Visa page
Signed I-20
Any other immigration documentation relevant to your enrollment

NOTE: THIS IS ONLY A SUMMARY AND MAY NOT CONTAIN ALL THE INFORMATION YOU NEED TO KNOW

SEVIS INFORMATION

Since immigration law and procedures are complex and are constantly changing, please inquire at the Office of International Studies if you have any questions concerning the following:

- *Duration of Status or Maintenance of Status
- *Notification to SEVIS for a new program of study at Bethany College
- *Transfer of schools
- *Off-campus employment eligibility
- *Optional Practical Training
- *Reinstatement to F-1 student status

- *Replacement of lost Form I-94
- *Change of non-immigrant status
- *Re-entry to the US after temporary absence
- *Bethany SEVIS reporting requirements

DO NOT RELY ON A FRIEND OR RELATIVE FOR CONSULTATION ABOUT SEVIS REGULATIONS. Regulations are complex and frequently change.

Bethany College is required by US Immigration law to provide the following information to SEVIS, especially for F-1 visa students:

- *The admission number from the student Form I-94
- *Country of citizenship
- *Address and telephone number
- *Status, i.e., full-time or part-time
- *Course load (number of credit hours enrolled)
- *Date of commencement of studies
- *Degree program and field of study
- *Expected date of completion
- *Non-immigrant classification (F-1)
- *Termination date and reason, if known
- *Documents and information related to the student's qualifications for admission to the school as an F-1 student, which are required as a condition of issuing Form I-20
- *Information specified by SEVIS as necessary to identify the student, such as date and place of birth, and to determine the student's immigration status

As an international student, it is your responsibility to be familiar with SEVIS regulations. When dealing with SEVIS issues, you should know that your signature on Page 1 of your I-20 authorizes Bethany College to release any information from your records which is needed to determine if you are maintaining lawful status as a student. You further authorized the school to report to SEVIS if you fail to register within 60 days of the time expected, to carry a full course of study or to attend classes to the extent required. Your name, country of birth, current address and any other directory information must be supplied to SEVIS on a regular basis or upon request from SEVIS.

IT IS NECESSARY FOR YOU TO BE FULLY AWARE OF PAGE 2 OF YOUR I-20.
(A sample is on the next page, as an insert...)

MAINTAINING F-1 STATUS AND FULL TIME ENROLLMENT

If you have F-1 student status, you are required to be a full-time student (12 or more academic hours). You must be enrolled in classes for the academic school year (9 months, August-May). After you have been a student for this period of time, then you may take a 3 month vacation, but only during the summer months of June, July and August.

ON-CAMPUS EMPLOYMENT & SOCIAL SECURITY

An F-1 student may accept on-campus employment without getting permission from SEVIS. Students may work a maximum of 10 hours per week at Bethany College. If enrollment falls below 12 hours, employment must be discontinued. Full-time work on-campus is permitted during the student's vacation periods, if the student is eligible and intends to register for the subsequent academic term. Be aware that you must pay US income tax on the wages earned.

FINDING A JOB

The Career Services Office, located in the lower level of Warner Hall, serves as a clearing house for part-time, temporary and summer jobs. Students should go to this office to look at the job listings which are posted on the bulletin board. NOTE: International students are not eligible for "Federal Work Study" employment due to Federal regulations.

OFF CAMPUS EMPLOYMENT

F-1 visa students are not allowed to be employed off campus. F-1 students must obtain permission from SEVIS to work off-campus. Only a few, very specific circumstances qualify for obtaining this permission.

Non-citizens cannot work off-campus until they have attended classes for one academic year (9 months). After one year, they may receive special permission to work off-campus if they suffer a severe economic hardship. A student may work for the college (on-campus) during the first year they are a student. The student must have a Social Security number and card. The student is not allowed to work more than 10 hours per week at Bethany College. During vacation periods, the student may work more than 10 hours.

SOCIAL SECURITY NUMBERS

You may obtain a social security application at the Social Security Office in Salina or online at www.ssa.gov. The Social Security office is located on east Iron Street, Salina, KS, telephone: 1-785-825-0545. You must present the form personally to a staff member of the Social Security Administration. The staff member will need to see your passport, visa, I-94 (DS-2019) and your I-20 in order to confirm your identity and your immigration status in the US. The Office of International Studies at Bethany College will also supply a letter of eligibility. The Social Security office may request other documentation.

SEVIS advises to wait at least 10 days from arrival before applying for a Social Security number to allow time for the arrival data to be uploaded to the appropriate government departments.

Please note: The Office of International Studies will be making appointments and arranging transportation to the Social Security Office.

Most US citizens have a social security number. They must have them in order to get jobs and for other reasons as well. A social security number is needed for such purposes as maintaining a savings account and getting an automobile driver's license. It usually takes 3-4 weeks for a new social security number to be issued. Your social security number will be on a small card that will come to you in the mail.

ADDRESSING MAIL

You may want to write your family and friends and give them your new address. Mail in the US is sorted by coding machines. Use the zip code as part of your address. The zip code helps ensure your letters are delivered. All names of countries must be spelled out completely in English. When you address your letters, include the following things:

Bethany College
(Your Name)
Box #
335 E. Swensson St.
Lindsborg, KS 67456
USA

Name of Person/Business Receiving Letter
Their Street Address or Post Office Box number
Their City, State and Zip Code
Their Country

Putting your address on the envelope in the upper left hand corner will tell the Post Office where to return your letter if the person has moved.

All campus mail is delivered to:
335 E. Swensson
Lindsborg, KS 67456

If you move to a new address your mail will be forwarded as soon as you have filled out a Change of Address card which you obtain from the local Post Office. Return this card to the Post Office.

The Bethany mailing department offers some services for students. You may mail letters and small packages, either domestic or international and may purchase regular stamps and also stamps required for international mailings. This department is located in the lower level of Pihlblad Memorial Union next to the student mailboxes and is open 8 am-5pm on regular class days.

RECEIVING MAIL

Mail will be delivered to your mailbox in the student union on regular class days. Packages may be picked up at the window in the Mailing Department. A notification card will be placed in your mailbox if you have a package.

BANKING

Lindsborg has three banks available for you to use.

Bank of America, 118 N. Main: 785-227-3344

Farmer's State Bank, 447 Harrison: 785-227-3321

Lindsborg State Bank, 201 S. Main: 785-227-2991

AUTOMATIC TELLER MACHINE (ATM)

An ATM machine is located in the lower level of the Student Union by the Mail Room. In town they are located on Main Street at the Bank of America and the Lindsborg State Bank. ATM's are also located at the convenience stores KAPS and Casey's on Harrison St. With the use of your ATM card and your personal identification number (PIN), the ATM gives you 24-hour access to your account and allows you to complete many of your banking needs at your convenience.

CHECKING OR SAVINGS ACCOUNTS (BRING YOUR PASSPORT)

Some banks offer a special checking account for students which do not have service charges or fees. When opening your account, ask whether they have a student account. In order to open an account, you will need your passport for identification.

SAFE DEPOSIT BOX

Most banks offer the use of a "Safe Deposit Box." For the cost of a small yearly fee you receive a safe place to keep your valuable documents, like your passport, airline tickets or transcripts. This protects your valuables from fire and theft.

BICYCLE REGULATIONS

1. There is no License requirement for bicycles in Lindsborg. However, you are strongly urged to register your bicycle with the police department at the Safety Center, 102 S. First (227-2988). There is no fee for this registration, and it will aid the police in recovering your bicycle if it is ever stolen or misplaced.
2. **TRAFFIC:** Bicyclists must obey all traffic ordinances and speed limits. Signals to turn or stop must be given before turning or stopping. Bicyclists must ride with traffic and within five feet of the right hand side of the street. They **MAY NOT** ride on sidewalks. It is strongly recommended you wear a bicycle helmet when bicycling.
3. **BRAKES:** All bicycles must have brakes which will enable the operator to make the braked wheel skid on dry, level, clean pavement.
4. **CARRYING PASSENGERS:** No more than one person should ride on a single-seated bicycle. Children under the age of five may ride in a bicycle seat attached to the rear of the bicycle or in backpacks.

IDENTIFICATION (ID) CARDS

1. **BETHANY ID:** You will receive a Bethany College ID when you register. This card is issued by the Student Life Office in Pihlblad Memorial Union. You will use this card to check out books at the library, eat at the cafeteria and have free

admission to many athletic events, concerts, theater productions and other activities on campus. You will keep the same card throughout your academic career at Bethany. The Business office will validate your card each semester.

2. **KANSAS ID:** A Kansas ID card is very easy to get. You will need one if you have a checking account and want to write checks when you shop. To get a Kansas ID card, take your passport to one of the Driver's License Examining Bureaus: (McPherson, KS office is the closest one.) The ID card looks like a Kansas Driver's license, BUT DOES NOT ALLOW YOU TO DRIVE! The cost of the card is \$18.00.
3. **KANSAS DRIVER'S LICENSE:** International students applying for a driver's license will need to do the following, starting in July 2011:
 - 1) Print off and fill out the **VERIFICATION-REQUEST-FORM** from the web:
<http://www.ksrevenue.org/pdf/SAVE.pdf>

(It becomes the cover sheet for the rest of their documents.)
 - 2) Scan a copy of the form and scan copies of their I-20, I-94, visa, and passport
 - 3) Email the scanned form and documents to
LAWFULPRESENCE@KDOR.STATE.KS.US . (Students can also hand-carry their docs to the local DMV office to be snail-mailed for them, or can snail-mail them to Topeka, but direct email is best by far)
 - 4) Coordinator will check the SAVE system to verify status. Applicants with valid I-94's take only a few seconds to be verified. He will then reply to the student with an email (to emailed requests...much faster) that has a Word document attached that tells the student's SAVE # and a status expiration date (hmm...). Turn-around will often be same day; always by second day if status is okay.
 - 5) If a second step verification step is needed, then add 3-5 days. If a third verification, could be 3-5 weeks. Students w/ valid I-94's should not need the second or third step. Times for these steps may decrease later as KDOR gets access to other enforcement websites.
 - 6) Students should print off the Word document and take it and their immigration documents to their local DMV with them when they apply for a license. Some local offices also require either a school i.d. card or admission letter and proof of local address.
 - 7) Please keep in mind that these steps are in addition to the vision exam, written exam and driving exam. This is just for the Kansas Driver's License status verification process, and may require several trips to the DMV.
 - 8) Copies of the *Kansas Driver's Manual* which explains laws and regulations on driving may be obtained at the Driver's License Bureau in McPherson, KS (620)241-6153 and on-line at: <http://www.ksrevenue.org/pdf/dlhb.pdf>

CARS

1. **INSURANCE:** Kansas State law requires the purchase of auto liability insurance by all owners of cars. A car accident is a serious occurrence. When the damage is estimated to be more than \$500 per vehicle, the police must be called (Dial 911). However, it is always a good idea to call the police even if you think the damage is less. A report must be filed with the State Department of Revenue. Proof of

insurance must accompany these reports and should be kept inside your vehicle at all times. Your insurance agency should send you a card with policy number, name of company and expiration date.

2. **DRIVERS LICENSE:** See section above.
3. **CAR RENTAL AGENCIES:** There are car rental agencies in McPherson and Salina. For a listing, check the yellow pages of the telephone directory under "Automobile Renting and Leasing". In order to rent a car, you must:
 - a. Be at least 21-25 years old
 - b. Have a valid driver's license (International or Kansas)
 - c. Have a major credit card
4. **ACCIDENTS:** If you are in an accident, **DO NOT LEAVE THE SCENE OF THE ACCIDENT!** Ask someone not involved in the accident to telephone the police department. When a police officer arrives, he will arrange for a tow truck and/or ambulance, if necessary. The officer will give everyone involved in the accident permission to leave the scene when all information is gathered. After the accident, notify your insurance agent immediately. You should carry your insurance agent's name, address and telephone number with you in your car at all times. You also need to have verification of current insurance and the policy number.
5. **CAMPUS PARKING:** All motor vehicles parking on Bethany College property must be registered with the Student Life Office. To register a vehicle, proof of valid insurance must be presented to the Student Life Office. **WITHIN 24 HOURS AFTER REGISTRATION OR ACQUISITION OF A MOTOR VEHICLE**, the parking tag is hung on the interior rear-view mirror. Fines will be issued to non-registered vehicles parking on Bethany College property (See Student Handbook).

SPECIAL DIETARY NEEDS

If you have special foods that you cannot eat or require special accommodations during meals, please contact Kevin McCoy or Walli Ellis in the cafeteria. The Office of International Studies and the Student Life Office can also assist you in contacting Kevin or Walli.

HEALTH SERVICES AND INSURANCE

Health Service Office: This office is located in the lower level of Presser Hall. The hours will be announced and posted at the beginning of the semester.

The services of the registered nurse are free to students. If possible, call the health office first in regard to an illness or accident. If additional care is required, you will be referred to the appropriate health care provider. (Refer to your Student Handbook for additional information.)

COUNSELING SERVICES: Counseling for individuals, couples and groups is offered by the College Counselor (call Career & Counseling Services, 785-227-3380, ext. 8230) or the Campus Pastor (call Chi-Rho House ext. 8340). Confidentiality is assured. Students are encouraged to make appointments, but walk-ins are welcome.

EMERGENCIES DIAL 911: Ambulance and emergency services are very expensive and not fully covered by most insurance companies. You may be required to pay over \$100 yourself. Use these services only for serious or life-threatening emergencies. If you live in a residence hall, first call your resident assistant and they will help you.

HOSPITAL: The Lindsborg Community Hospital is equipped with an emergency room. It also has a family clinic and pharmacy available on site. It is located at 605 W. Lincoln (785-227-3308).

HINTS ON RECEIVING HEALTH CARE: Please bring an interpreter with you if you have difficulty explaining your health problem in English. Write your questions down and be prepared to tell the nurse or doctor when your problem began and how your problem bothers you.

Be certain you understand the instructions given to you for your care. It is important to follow the doctor's or nurse's instructions and to take medicine as directed. Ask questions if you do not understand the directions for your care. Be prepared to wait. Most clinics and physician's offices will see patients as soon as possible, but they are very busy and patients must wait to be seen.

Unless you have an emergency, try to go to the Health Services office before 3:30 pm. This allows the nurse to give you proper attention. Do not wait until late Friday afternoon, if at all possible.

HEALTH INSURANCE COVERAGE: The costs of medical services and treatment are quite expensive in the United States. If you require medical care because of an accident or illness, the resulting cost may be beyond your ability to pay and may even make it necessary for you to return to your country prematurely.

ALL BETHANY INTERNATIONAL STUDENTS ARE REQUIRED TO HAVE HEALTH INSURANCE COVERAGE.

Health insurance coverage is mandatory for all international students enrolled at Bethany College. Health insurance coverage will be automatically included in international student tuition bills and will be listed on the I-20.

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An international health insurance plan has been created for all international students at Bethany College.

A description of the plan, plan coverage and design may be found on the [EIIA website](#). Questions of concerns about the coverage should be directed to EIIA's Student Team at 1(888)-260-7415. Additional information regarding the health plans can be found at the following website: www.eiia.org/bethany. Students and parents can visit the website to review the brochures, print insert cards as well as claim forms. The plan description is also available in our [downloads area](#) or by clicking on <http://www.eiia.org/bethany/StudentInternational.asp>.

QUESTIONS ABOUT HEALTH INSURANCE: What is a deductible? Many policies have what is called a deductible amount. This means that the person insured must pay the first part of any medical bills. For example, if a policy has a \$30 deductible, then the

insured must pay the first \$30 before the insurance company begins to pay the remainder. A deductible helps lower the cost of purchasing the policy. Some policies do not pay all the insured person's medical expenses even with a deductible. Certain kinds of expenses may only be covered up to 80% with the policy holder paying the rest. Carefully read through your insurance policy to become familiar with the specific limitations your policy may have.

What are exclusions? Exclusions are items that your insurance policy does not cover. Examples may include:

- Routine visits to see a doctor
- Dental problems (unless caused by an accident)
- Eye examinations and glasses
- Medical problems which began before the insurance was purchased

EMBASSIES AND CONSULATES: Go to www.usembassy.state.gov/ or www.embassyworld.com/ if you need to consult with an embassy.

LEAVING THE UNITED STATES

If you are planning to leave the US and return to your country for a short time, you need to bring your I-20 to the Office of International Studies in Presser Hall. A DESIGNATED SCHOOL OFFICIAL (DSO) WILL SIGN ON THE BACK OF THE I-20. This signature will allow you to re-enter the United States.

FINAL EXAMINATIONS AND TRAVEL PLANS: You must abide by Bethany College's schedule for final examinations. **DO NOT MAKE TRAVEL PLANS (AIRLINE TICKETS, ETC) FOR A TIME PRIOR TO FINALS.**

ARREST CONSEQUENCES: The consequences for being arrested in the US can be much more severe for an international student than an American student. Our best advice: Do not engage in behavior that would warrant your arrest. Consequences range from a monetary fine to jail time to deportation. The most common violations involve drugs and alcohol. These are very serious offenses. **DO NOT USE DRUGS OR ALCOHOL ILLEGALLY OR YOU MAY RISK JAIL TIME OR DEPORTATION.** Bethany College is not responsible for any involvement you may have with law officials. Along with US laws and regulations you must also follow the Bethany College Student Code of Conduct as listed in your Bethany College Planner.

REMEMBER: If you have any questions, be sure to contact the Office of International Studies. Help is available, but you need to ask. If we do not know the answer to your questions, qualified people are available for us to find the answer at SEVIS.

WEATHER INFORMATION: It is important that you understand the following two terms.

1. Tornado Watch: means tornados are to be expected to develop.
2. Tornado Warning: means a tornado has been sighted or indicated on radar.

When a Tornado Watch is announced: Keep your radio, TV or computer weather channel on and listen for the latest Weather Service warnings and advisories. If power fails, use a portable battery radio or your car radio; be prepared to move to shelter if necessary. Keep in mind most tornados come from a southwesterly direction.

When a Tornado Warning is announced: TAKE COVER IMMEDIATELY. If you do not have access to a basement, take cover under heavy furniture on the ground floor and in the center part of the building or in a small room on the ground floor that is away from outside walls and windows. Check the Student Handbook for additional information.

Tornados are frequent phenomenon during the spring and fall seasons. The geographical characteristics of the mid-western states, such as Kansas and Oklahoma, make them especially susceptible to tornados. Lindsborg has two warning sirens that sound when a tornado has been sighted. In addition, the city police will make announcements from a car going through the campus during the warning.

The tornado warning siren is a 5-minute (or until the danger is past), solid, continuous blast on the sirens. Further information will come from your residence hall meetings on exact procedures for your building.

Emergency Notification System

Bethany College has established *Swede Alerts* in order to inform students of emergencies. *Swede Alerts* are sent automatically to all college email accounts.

Students are encouraged to sign up for text messaging *Swede Alerts* and *Swede Alerts* to personal email accounts. Go to www.bethanylb.edu and click on "My Bethany." After you log in, click on the link under "Emergency Alerts" to sign up.

During an emergency, Bethany College also may communicate by sending voicemails and by posting information to the Bethany College Web site. Local television and radio stations may be notified.

Class cancellations will be listed on the class cancellation hotline, 785-227-3380, ext. 6361. College closing, early dismissal or event cancellations will be communicated to the campus community and to the public.

Kansas temperatures vary considerable and especially unpredictable in the fall and winter months. Rapid temperature changes occur due to sudden gushes of cold, arctic air from Canada and the Arctic regions. During this season, it is advisable to always have some form of warm clothing on hand.

Kansas winters also produce freezing rain, snow and icy roads. Thus, you should be especially careful if driving in these conditions. One of the most effective and basic precautionary measures is simply to drive more slowly.

DIVERSITY: The United States is a large, diverse country with people from a wide variety of religious, linguistic, racial, ethnic and socio-economic backgrounds. Many Americans typically refer to "politically correct" terms in addressing personal and cultural

differences and are careful to not use derogatory terms or say anything that may offend others. Students should always keep this in mind and be sensitive in their speech and actions to respect those people whose ideas or background do not coincide with their own. Disparaging remarks toward people of different races, religions or beliefs are not accepted in the American classroom or workplace. Students should also be aware that it is considered inappropriate to tell jokes or anecdotes about people who are different from them. Such jokes are offensive to many Americans, even if they are told in a spirit of “fun”.

PERSONAL CONTACT AND SEXUAL HARASSMENT: Many people in the United States have very different perceptions of what is considered appropriate physical contact than in other parts of the world. Americans maintain a much greater degree of “personal space” at all times. Students should not be surprised if Americans act uncomfortable or withdraw if a student stands very close to them while engaged in conversation. Also, Americans are often less likely to touch one another unless they are close friends and family and **IT IS NOT ACCEPTABLE FOR MEN TO MAKE PHYSICAL CONTACT WITH WOMEN WHO ARE NOT FAMILY OR CLOSE FRIENDS WITHOUT PERMISSION FROM THE WOMAN.** Contact between males in the United States is limited to a simple handshake. American males, generally speaking, avoid physical contact with other males but exceptions may exist in the case of sports and with close male friends.

STUDENTS SHOULD BE AWARE THAT WHAT MAY BE ACCEPTED AS FRIENDLY CAMARADERIE IN THEIR HOME COUNTRY MAY BE VIEWED AS UNWANTED SEXUAL ADVANCES OR EVEN SEXUAL HARASSMENT IN THE UNITED STATES AND WILL BE TAKEN SERIOUSLY. In order to avoid the consequences of strict US sexual harassment laws, students should talk with the Office of International Studies and the Student Life Office about what behavior is acceptable.

CHURCHES IN LINDSBORG

Baptist

First Baptist Church
Ph: (785) 227-2360
1101 East Swensson

Smoky Valley Baptist Church
Ph: (785) 227-4451
780 North Kansas St.

Catholic

**Saint Bridget of Sweden
Catholic Church**
Ph: (785) 227-3588
206 West Swensson

Covenant

Evangelical Covenant Church of Lindsborg
Ph: (785) 227-2447
102 South Washington St.

Lutheran

Bethany Lutheran Church
Ph: (913) 227-2167
320 North Main St.

Freemount Lutheran Church
Ph: (785) 227-4305
2511 8th Ave.
The original building from 1869 is still used today
for special services.
Tours are available, please call in advance.

**Messiah Evangelical Lutheran
Church**
Ph: (785) 227-3977
402 North First

Salemsborg Lutheran Church
Ph: (785) 668-2522
3831 West Salemsborg Rd, Smolan, KS 67456
Pastor Ethan Feistner

Methodist

Trinity United Methodist Church
Ph: (785) 227-3553
224 South Main St.

ADAPTED EXCERPTS FROM “THIRTEEN VALUES AMERICANS LIVE BY: GENERALIZATIONS ABOUT THE AMERICAN CULTURE”

BY

Dr. Robert Kohls

1) Personal control over the environment/responsibility

Americans do not believe in the power of fate. In the United States, it is believed that controlling nature is normal and right. People also believe every individual has control over her/his life. A person’s problems are not generally blamed on external circumstances. Rather, they are said to result from a person’s failure to pursue a better life.

2) Change seen as natural and positive

In the American mind, change is seen as a good condition. Americans, as a people, are usually not satisfied with preserving the old. They want the new and improved version, believing it is better. Many products found in American stores are made to be easily discarded such as disposable pencil/pens and shaving razors.

3) Time and its control

Time is extremely important to Americans. To outsiders it may appear that they are completely ruled by time. To understand how Americans view and value time, simply look at their language. Time is something to be on, kept, filled, saved, used, spent, wasted, lost, gained, planned, given, made the most of, and even killed. In business, time is seen as a precious commodity, hence the phrase, “Time is money.” **Showing up late for appointments is seen as rude and inconsiderate to the other person(s), and apologies are expected.**

4) Equality and fairness

Equality is one of the United States’ most important values. Its’ Constitution guarantees equality, and pursuing it is a civic and social goal. Americans tend not to care who someone is, and believe that they should be treated just “like everybody else.” The preponderance of movies and television programs centered on the average person or “little guy” having his day in court is a common indication of the affinity Americans have towards concepts of equality under the law and the judicial system. Because of their views on equality and fairness, Americans constantly challenge authority. They feel that anyone is entitled to a position of authority and that a person’s authority is dependent upon his or her ability to maintain an environment that fosters equality and fairness.

5) Individualism/independence

While Americans value equality, they also treasure individuality. In the United States, each individual is seen as completely unique. Academically, individual expression is encouraged and rewarded. Socially, the need for independence and individuality is important, and is often expressed through a person’s style of dress.

Americans feel strongly that each person should make his/her own decisions and do what is best for himself. The individual is often placed above anyone or anything else. This is quite different from group-oriented cultures where the individual sacrifices for the group. This rather peculiar American phenomenon can be observed in American children, who often argue openly with their parents. While people from other cultures may find this behavior unsettling, it is not intended as a sign of general disrespect or lack of affection towards parents. Instead, it reflects the value that Americans place on individuality, thinking for one's self, and viewing authority with a degree of skepticism. Privacy, the ultimate result of individualism, is extremely important to Americans. They view it as a necessary part of life and even have laws to guard against its violation.

6) Self-help/initiative

The story of a person who was able to “pull herself up by the bootstraps” is celebrated as the ultimate expression of the American dream, which emphasizes the importance of achieving success on one's own, rather than relying on the past successes of one's family. “Self-made people” and rags-to-riches success stories are highly ingrained in the American psyche and such people are treated with a certain amount of respect and awe.

There are plenty of examples of American's regard for self-help in everyday life. When a person asks an American for directions to get to a particular address, she will most likely get a detailed explanation of how to get there on her own. Rarely would an American consider walking someone to the place in question. Some international visitors/students initially consider this to be extremely rude. They may feel that this is the “American unfriendliness” they heard about in their home country. In fact, this behavior illustrates how strongly Americans value self-help. Americans believe that no adult would want to be dependent on another, even temporarily. Americans prefer to give someone the tools to help himself rather than intervening directly.

7) Competition

Americans believe competition brings out the best in an individual. They feel that it challenges and forces each person to produce his or her best work. Competition is practiced at school starting at a very young age. Students are encouraged to answer questions even if no one knows the right answer. In this situation the student is praised by the teacher for speaking up and sharing his knowledge with the rest of the class. Competition is also important to a culture that views change as good and new as better. The importance placed on the availability of choices is a natural outgrowth of competition and is synonymous among Americans with capitalism.

8) Future orientation

Americans may acknowledge a happy existence in the present, but they are always looking to the future. They desire to make the future a better and brighter place. “When I finish this final...” When I graduate...” American children are typically asked questions such as, “What do you want to be when you grow up?” while teenagers and young adults may hear questions like, “What are your plans for the future?” The present condition is seen as a preparatory step to a later and greater event, which will eventually develop into something even more worthwhile.

Americans' orientation to the future also creates a mentality that it is good to prepare children for the future, when they will be forced to do things on their own. "If I do this for you now, how will you ever learn?" is a phrase often heard in an American child's life.

9) Action/work orientation

Americans are a nation of "doers" in a culture where change is regarded as good and fate is dismissed as unimportant. Americans like to "see things happen." They often become annoyed if there appears to be a problem that no one is "doing" anything about. Many Americans will avoid talking about problems if they can't discuss active solutions to the problems and tire quickly of people who complain about situations but refuse to become directly involved in "fixing" them.

This devotion to action is also reflected in Americans' regard for hard work. Americans will often proclaim that they live to work, rather than work to live, reflecting a strong affinity for developing and maintaining a strong work ethic. Many Americans find their self-identity in their work. The question "what do you do for a living?" is often the first thing they ask when meeting someone new.

10) Informality

Americans are very informal people. First names are commonly used, even among acquaintances. In a college atmosphere, students may be encouraged to call professors by their first names. Students often eat or drink in class and the professor may sit on the corner of the desk or swing his/her feet. Some professors who encourage discussion may not mind if a student interjects or "jumps in" during a lecture.

Please Note: Informality may not always be the case, Please follow the directions asked for by the professor.

11) Directness/openness/honesty

Many cultures have subtle ways of informing each other of certain kinds of information. Americans, for the most part, are very direct. Disagreements are often resolved in a face-to-face manner. Americans look for honesty and usually do not trust those who are evasive.

12) Practicality/efficiency

When discussing potential solutions to a problem, Americans will usually try to pick the most practical approach. Their concept of practicality and efficiency is associated with the value they place on time and money. What is considered practical and efficient is generally what will save the most time and/or money. Americans are often easily frustrated by perceived inefficiencies in a given system.

13) Materialism

Americans feel that possessions are the "natural benefits" of hard work. In the United States, material acquisitions and wealth are seen as evidence of hard work and self-determination—two values that Americans live by. The use of economic measurements, such as televisions and computers per household reflects the emphasis Americans place on linking materialism to prosperity. With this perspective, they often assume that other people in the world also want to possess many things and measure standard of living in materialistic ways.

Despite Americans' tendency to value material possessions, they usually avoid talking directly about money. In the United States it is considered very rude to talk about one's salary or reveal how much a certain item cost. Questions about money are not well received except when people are negotiating an agreement or splitting a bill.

In general, there are aspects of American culture that students may find surprising and unexpected. The most important thing to do is to approach the entire acculturation process as a learning experience.

BETHANY COLLEGE INTERNATIONAL STUDENT POLICIES

1. Students are allowed to work ten (10) hours per week at a work study job.
2. Students are paid at the rate of \$7.25 per hour for their work study job.
3. Students are required to pay state and federal income taxes on money earned.
4. Students are required to live on campus unless they have made special arrangements with and have permission from the Student Life Office.
5. Students will receive academic and/or participation scholarships as determined by the financial aid officer.
6. Students are required to work with the accounting office to make arrangements to pay the balance of their yearly costs.
7. ALL BETHANY INTERNATIONAL STUDENTS ARE REQUIRED TO HAVE HEALTH INSURANCE COVERAGE.

Health insurance coverage is mandatory for all international students enrolled at Bethany College. Health insurance coverage will be automatically included in international student tuition bills and will be listed on the I-20.

Health Insurance Coverage

Health insurance coverage is mandatory for all international students enrolled at Bethany College. Health insurance coverage will be automatically included in international student tuition bills and will be listed on the 1-20.

An international health insurance plan has been created for all international students at Bethany College.

A description of the plan, plan coverage and design may be found on the [EIIA website](#). Questions of concerns about the coverage should be directed to EIIA's Student Team at 1(888)-260-7415. Additional information regarding the health plans can be found at the following website: www.eiia.org/bethany. Students and parents can visit the website to review the brochures, print insert cards as well as claim forms. The plan description is also available in our [downloads area](#) or by clicking on <http://www.eiia.org/bethany/StudentInternational.asp>.

Signature

Date