International Student Orientation
Schedule and Various Resources
Spring 2016
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Immigration Responsibilities for F-1 and J-1 Students

Maintain Current Visa Documents

1. **Passport**: Maintain a valid passport, know the expiration date of your passport, renew your passport in a timely manner, and present your new passport to the International Programs Center (IPC) for copying.

2. **Student Visa**: Know the expiration date of your current visa and provide the International Programs Center with a copy of any visa renewal during your visa studies.

3. **I-20 or DS-2019**: Note the program completion date on your I-20 or DS-2019. In the event of needed extension, provide the International Programs Center with a memorandum from your academic advisor requesting an extension six month prior to the expiration date. For information regarding reporting changes of biographical and academic information, please visit the following website: Report Changes of Biographical and Academic Information

   **Failure to maintain a current I-20 or DS-2019 will result in the student falling "out of status" with the U.S. government, losing the benefits associated with the F-1 or J-1 visa.**

   For other Immigration Responsibilities for F-1 and J-1 Students, please visit the following website.

   http://www.uncg.edu/ipg/immigrationresponsibilities.html

Maintain Historical and Current Visa Documents

Always maintain all visa documentation in a safe area and have them readily available for the U.S. government’s request. Some of the documents include all current and historical I-20/DS-2019 forms and visas including F1 and J1 visas, I-94 record(s), employment authorization documents, and change of status documents.

Please note even if these documents are not current, you must to keep them. The U.S. government may request that you produce your complete personal archive of immigration documents for many reasons. It is your responsibility to maintain your records and documents so keep them together in a safe place for life.

Report a Change of U.S. Address
Rep Report a change of U.S. address to the International Programs Center within ten days from the day you move to that address. (This address is listed as “current” in the University database UNCGENIE).

To update your address follows these instructions:

- Access the “UNCGENIE” (University database) [https://banweb.uncg.edu/prod/twbkwbis.P_WWWLogin]
  - Enter your ID and Password
  - Select Personal Information
  - Select “Update Address (es) and Phone (es)”
  - Select “Current” and update your U.S. address
  *Please leave the field “Until This Date” blank, this will prevent your address from becoming inactive.

Please note the “permanent” address represents the address in your home country. To update this address, please select “permanent” and update accordingly.

- Send an email confirming your current U.S. address tonivelazq@uncg.edu for F-1 students and J-1 degree-seeking students, we will update your student SEVIS record with this information.

For questions regarding this information, please contact International Student & Scholar Services.

**Report Changes of Biographical and Academic information**

**Report changes in biographical information (name and/or country of citizenship) in the following manner:**

1. Contact the University Registrar’s Office for changes of name.

2. Contact the International Programs Center, as soon as your updated name appears in UNCGENIE, to update your name on the I-20 or DS-2019 form and present documentation, for record-keeping purposes, listed in the following website: [Personal Information Change](#)

Report changes of major to the International Programs Center in the following manner:

1. Update a major with the University

A) Undergraduate students must contact the University Registrar’s Office;
B) Graduate students must contact the Graduate School.

2. Provide the International Programs Center with a copy of your academic transcript from UNCGENIE containing the confirmation of your new major.

**Report changes of academic level (from bachelor’s degree to master’s degree) to the International Programs Center in the following manner:**

1. Present the letter of admission to the new academic level
2. Provide confirmation of completion of previous academic level (diploma)

   Present current proof of financial solvency for the new academic level. To obtain information on the current financial requirements, please visit the Financial Requirements page.

**Regulations Regarding Employment**

- All international students may work on campus up to 20 hours per week (40 hours per week during vacations or inter-sessions), without the U.S. government approval. This includes Research and Teaching Assistantships.

- All forms of off-campus employment must be approved by the U.S. government. If a student is identified as working without U.S. government authorization, the student will be considered to be "out of status" and will not be eligible for further benefits associated with the F-1 or J-1 visa.

For further information regarding student employment, please visit the following website: Student Employment
Reporting Changes in your life while on F1/J1 status

1. Report a Change of U.S. Address
   
   http://www.uncg.edu/ipg/changeusaddress.html

2. Report a Changes in Biographical & Academic Information
   
   http://www.uncg.edu/ipg/bioacademicinfo.html

3. Regulations Regarding Employment
   
   http://www.uncg.edu/ipg/employmentregulations.html
New International students are expected to participate in the New International Student Orientation program provided by the International Programs Center (IPC). A complete orientation schedule will be available on the website (http://www.uncg.edu/ipg/) approximately one month prior to the orientation program and will also be given to you upon arrival.

**New International Student Orientation**

**for all International Students**

New international students need only register for ONE of the three sessions (A-C) below.* Please register for one of the options below (Sessions A-C) by emailing your choice to isssga@uncg.edu and use subject heading “Spring 2016 Orientation Registration”. Lunch will be provided.

Choose and register for one option below (sessions A-C):

**Session A:** Wednesday, January 06; 9:00 am – 12:30 pm (Lunch) and 1:30 pm – 4:30 pm; SUL 103*

**Session B:** Thursday, January 07; 9:00 am – 12:30 pm (Lunch) and 1:30 pm – 4:30 pm; SUL 103*

**Session C:** Friday, January 08; 9:00 am – 12:30 pm (Lunch) and 1:30 pm – 4:30 pm; SUL 103*

Please bring your Personal Data Sheet already completed. You must participate in International Student Orientation in order to complete the SEVIS registration process.

**UNCG SOAR (Spartan Orientation, Advising & Registration)**

**for Undergraduate International Students**

SOAR orientation takes place in addition to the New International Student Orientation and is required for all undergraduate freshman and transfer students during week of January 4. Our office will register you in SOAR based on New International Student Orientation registration. While there is a website for SOAR, please do not attempt to register yourself. Registration to SOAR is handled through our office (International Programs Center) as part of your international orientation registration. SOAR for transfer/adult students will be held on Thursday, January 7 and SOAR for freshman will be held on January 8.

Please note that both New International Student Orientation and SOAR are mandatory, thus undergraduate students are required to attend each orientation. To avoid time conflicts between International Programs Center Orientation and SOAR orientation, please arrange your schedule carefully.

**Graduate Student**

If you are a graduate student, please consider the schedule of your department orientation. Also, please visit the following website for related orientation information [http://grs.uncg.edu/](http://grs.uncg.edu/).

**You must participate in the orientation program (at least the sessions requiring registration) in order to complete the class and SEVIS registration process.** While you may have attended an orientation program at another U.S. institution, policies and procedures vary so please plan to attend the UNCG New International Student Orientation.
INTERNATIONAL STUDENT ORIENTATION SCHEDULE – Fall 2015

January 6-8, 2016

INTERNATIONAL DEGREE SEEKING STUDENTS

<table>
<thead>
<tr>
<th>International Programs Center (IPC)</th>
<th>Staff:</th>
</tr>
</thead>
<tbody>
<tr>
<td>E-mail: <a href="mailto:ipc_iss@uncg.edu">ipc_iss@uncg.edu</a></td>
<td>Penelope Pynes, Associate Provost, International Programs</td>
</tr>
<tr>
<td>Web Site: <a href="http://www.uncg.edu/ipg">www.uncg.edu/ipg</a></td>
<td>Denise Bellamy, Director, Study Abroad &amp; Exchanges</td>
</tr>
<tr>
<td>International Programs Center</td>
<td>Blair Brown, Director, International Recruitment and Retention</td>
</tr>
<tr>
<td>The University of North Carolina at Greensboro</td>
<td>Norma Velazquez, International Student Advisor</td>
</tr>
<tr>
<td>207 Foust Building</td>
<td>Jennifer Kelley, International Admissions Coordinator</td>
</tr>
<tr>
<td>Greensboro, NC 27402-6170</td>
<td>Susan Gandy, International Admissions Coordinator</td>
</tr>
<tr>
<td>Phone: 336-334-5404</td>
<td>LaToya Winslow, Financial Coordinator</td>
</tr>
<tr>
<td>Fax: 336-334-5406</td>
<td>Greta Smith, International Services Coordinator</td>
</tr>
</tbody>
</table>

Key References:
IPC:    International Programs Center
SCIE:   Science Building
I-House: International House (Phillips-Hawkins Residence Hall)
SOAR:   Spartan Orientation, Advising, and Registration Events
EUC:    Elliott University Center
SHC:    Student Health Center

WELCOME TO UNCG – ARRIVAL INFORMATION

Transportation
As per instructions, IF you have confirmed your arrival information with IPC, we will coordinate transportation from the Greensboro Airport. Please note that the cost for this transportation will range from $20 - $30 depending on your destination and number of passengers. If you have not done so yet, please confirm your arrival information with IPC at isssga@uncg.edu so that we may assist you.

ISI Airport Pickup
International Students Incorporated (ISI), a Greensboro Christian friendship community organization has a free airport pick up program. Registration is required and you will be met at the airport by an ISI American family and transported to your destination, whether a new apartment or room, or hotel. For more information and to register please visit http://greensborofriends.net/pages/airport-pickup-request.php. If you have questions about this program, please contact Jesse Wesselink of ISI at jesse@greensborofriends.net.

Housing

Off-Campus
There are many off-campus housing options close to UNCG. Most are within walking distance to campus. Monthly rental fees for off-campus housing are reasonable but vary depending upon distance to campus and the types of amenities provided. Apartments may offer 6 or 12 month lease options and do not require relocation during summer and winter breaks. For more information, please refer to the Housing Information Section of the Orientation Material.
**On-Campus**

We have provided the information about housing located at HRL website: [http://hrl.uncg.edu/](http://hrl.uncg.edu/)

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**Tuesday, January 5**

**11:00AM-2:00PM**  **Residence Halls Open for Move-In.** Stop by the International House in Phillips-Hawkins to pick up your room key. This will allow you time to move your belongings and meet others who will be living near you. If you arrive after 2pm but before 5pm of January 6 or thereafter and between regular business hours, please check in at the Housing and Residence Life Office in Ragsdale-Mendenhall near the International House. If arriving after hours, please contact [isssga@uncg.edu](mailto:isssga@uncg.edu) to coordinate for alternate key pick up.

**Note:** Pizza will be provided starting at 6:00 PM in the Phillips-Hawkins Residence Hall Lobby. Come by for a “slice” and a chance to meet other new students.

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**ORIENTATION SCHEDULES**

**New International Student Orientation Schedule**

New International students are expected to participate in the New International Student Orientation program provided by the International Programs Center (IPC). A complete orientation schedule will be available on the website ([http://www.uncg.edu/ipg/](http://www.uncg.edu/ipg/)) approximately one month prior to the orientation program and will also be given to you upon arrival.

**New International Student Orientation Dates for Spring Semester 2016**

New international students need only register for ONE of the three sessions (A-C) below.* Please register for one of the options below (Sessions A-C) by emailing your choice to isssga@uncg.edu and use subject heading “Spring 2016 Orientation Registration”.

Choose and register for one option below (sessions A-C):

- **Session A:** Wednesday, January 06; 9:00 am – 12:30 pm (Lunch) and 1:30 pm – 4:30 pm; SUL 103*
- **Session B:** Thursday, January 07; 9:00 am – 12:30 pm (Lunch) and 1:30 pm – 4:30 pm; SUL 103*
- **Session C:** Friday, January 08; 9:00 am – 12:30 pm (Lunch) and 1:30 pm – 4:30 pm; SUL 103*

YOU MUST PARTICIPATE IN THE ORIENTATION PROGRAM (at least the sessions requiring registration) TO COMPLETE THE CLASS AND SEVIS REGISTRATION PROCESS. While you may have attended an orientation program at another U.S. institution, policies and procedures vary so you will also need to attend the UNCG International Student Orientation.

Please bring your Personal Data Sheet already completed. You must participate in International Student Orientation in order to complete the SEVIS registration process.
SOAR Orientation Schedule (Transfer and New Undergraduate Students Only)

Transfer Undergraduate Students

Thursday, January 7, 2016

8:00am  
*SOAR: Check-in, Advising and Registration (Transfer degree seeking undergraduates only)*

Location: EUC Auditorium Lobby

*Detailed SOAR information and schedule will be provided*

Freshman Undergraduate Students

Friday, January 8, 2016

8:00am  
*SOAR: Check-in, Advising and Registration (Freshman degree-seeking undergraduates only)*

Location: EUC Auditorium Lobby

*Detailed SOAR information and schedule will be provided*

**For all other SOAR related activities kindly visit the following link http://soar.uncg.edu/**

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OTHER RESOURCES AND ACTIVITIES

Monday, January 4-Friday, January 8

8:00AM-5:00PM  
*SHC: Immunizations*

Location: Student Health Center

Fulfill UNCG mandatory immunization requirements, including submission of forms and receiving of necessary shots. Failure to meet immunization requirements may result in cancellation of courses.

Wednesday, January 6

12:00PM-4:00PM  
Open a Wells Fargo Bank Account ($50 cash deposit required) – 2nd floor of Sullivan (Have your immigration documents with you!)

Friday, January 8

10:00AM-11:15AM  
*IPC: Co-curricular Opportunities/Activities*

Location: I-House

*Student Groups* – ISA offers a wide range of activities and programs throughout the year, including weekly “Friday Fest” which features a different country/culture each week, and International Festival This session will describe events and programs planned for this year.
Community Groups - International Students Inc. and Piedmont International Fellowship. Greensboro Community groups offer programs and hospitality to UNCG's International Students, including U.S. host families, weekend trips, and holiday events. These programs will be described and key contacts introduced.

UNCG Programs – Various departments and programs will be available to inform you about their services and activities.

Monday, January 11
FIRST DAY OF CLASSES!

Tuesday, January 12

4:30PM-5:30PM  IPC:  ********Chancellor’s Welcome Reception********
Location: Alumni House, Virginia Dare Room
The UNCG Chancellor invites you to this special event hosted in YOUR HONOR. Individuals from throughout the University community will be present to meet and welcome you to campus. An invitation is included in your orientation folder. Light refreshments provided. Special surprise gift for all new international students!
*IMPORTANT HOUSING INFORMATION AND RESOURCES*

Please Read

IMPORTANT NOTE: UNCG provides information about apartments located near UNCG. However, UNCG is not involved with reservations, contracts, co-signers, security deposits, furnishing of apartments, etc. and does not inspect these apartments or vouch for their condition. On or before your arrival, we can provide contact information, directions and general information but it is best for you to see apartments before signing a contract/lease agreement. Some apartment management companies allow you to apply for an apartment prior to your arrival (usually requires a fee) although an application does not necessarily ensure reservation or guarantee of a space. When leasing an apartment, a six-month or one year lease is usually required.

**Short-Term Home Stay Opportunity (9 days; upon arrival)**

Short-term host family program sponsored by International Students Incorporated (a Christian friendship organization), beginning 9 days prior to the New International Student Orientation

1) Initial adjustment and assistance including help with understanding culture, communication, resources, and long-term housing. Airport pick up included.

2) Program begins on August 1 and participants must remain all 9 days.

3) If interested, sign up early as space is limited. Visit [http://greensborofriends.net/pages/1-week-homestay.php](http://greensborofriends.net/pages/1-week-homestay.php) and [www.ptiairporttransportation.com](http://www.ptiairporttransportation.com) for more details and registration procedures.

4) Contact Jesse Wesselink of ISI at [jesse@greensborofriends.net](mailto:jesse@greensborofriends.net) or [jegalink@gmail.com](mailto:jegalink@gmail.com) for more information.

**Longer-Term Home Stay Opportunities**

Comfort Homestay Service provides quality American home place experiences for international and domestic students, teachers and parents. Homes are convenient to public transportation and educational institution. Homestay host charge is based on your host family accommodations and can range between $600 and $1050 a month. Contact information: Martha Sullivan phone: (678) 744-6459 or for further information, please visit [http://www.comforthomestayservice.com/](http://www.comforthomestayservice.com/)

**On-Campus Housing Options**

UNCG offers on campus residence halls and meal plans to meet the needs of mainly undergraduate students. Housing and Residence Life staffs provide additional resources, programs and support within the residence hall environment. On-campus housing move-in begins on Monday, August 10, 2015 at 11:00 am in the Phillips Hawkins Residence Hal (PHRH). For more information about on-campus housing, please visit [http://hrl.uncg.edu](http://hrl.uncg.edu).

**Off-Campus Housing Options**

There are many off-campus housing options close to UNCG. Most are within walking distance to campus. Monthly rental fees for off-campus housing are reasonable but vary depending upon distance to campus and the types of amenities provided. Apartments may offer 6 or 12 month lease options and do not require relocation during summer and winter breaks.
**Off-Campus Student Housing Apartments Located Near Campus:**

**Fulton Place Apartments:**  [http://fultonplacestudentapts.com/](http://fultonplacestudentapts.com/)  
- 2 and 3 bedroom apartments available  
- Roommate placement assistance provided  
- Within walking distance to campus  
- Furniture rental available or you can provide your own furnishings  
- Rent starts at $465 per month and is all inclusive (utilities/cable/internet)  
  - Telephone: 336.545.5697  
  - 12 month leases  
  - Private bedrooms and private baths  
  - Renter’s insurance required, available for $10 per month

**The Province:**  [http://greensboro.livetheprovince.com/](http://greensboro.livetheprovince.com/)  
- 1, 2, 3, and 4 bedroom apartments available  
- Roommate placement assistance provided  
- Fully furnished  
- Within walking distance to campus  
- Rent starts at $555 per month and is all inclusive (utilities/cable/internet)  
- Renter’s insurance required, available for $10 per month  
  - Telephone: 336.617.7292  
  - 12 month leases  
  - Private bedrooms with private baths

**Spring Place:**  [http://www.springplaceapts.info/](http://www.springplaceapts.info/)  
- 2 and 4 bedroom apartments available  
- Roommate placement assistance provided  
- Fully furnished  
- Complimentary shuttle transportation to campus  
- Rent starts at $495 per month and includes a $25 utility allowance, cable, and internet  
- Renter’s insurance is required, and available for an additional $10 per month:  [http://www.collegestudentinsurance.com/](http://www.collegestudentinsurance.com/)  
  - Telephone: 336.617.3411  
  - 12 month leases  
  - Private bedrooms with private baths

**Spartan Crossing:**  [http://spartancrossing.com/](http://spartancrossing.com/)  
- 2 and 3 bedroom apartments available  
- Roommate placement assistance provided  
- Within walking distance to campus  
- Furniture rental available for a fee or you may provide your own furniture  
- Rent starts at $499 per month and includes all utilities (power/water/cable/internet)  
  - Telephone: 336.273.0554  
  - 12 month leases  
  - Private bedrooms with private baths  
  - Renter’s insurance not required

**Additional Off-campus Housing Providers:**

**Houses and Apartments for Rent:**  
[www.boards2go.com/boards/board.cgi?user=offcampushousing](http://www.boards2go.com/boards/board.cgi?user=offcampushousing)

**Shared Apartments/Houses and Rooms for Rent:**  
[www.boards2go.com/boards/board.cgi?user=offcampushousing2](http://www.boards2go.com/boards/board.cgi?user=offcampushousing2)
**International Student Friendly Long-Term Housing** – Several property owners/managers seek out international students and have actively worked with the International Student and Scholar Services (ISSS) office to offer more streamlined and friendly service to international students. Certainly other housing programs and organizations listed on the off campus housing website are safe, helpful and may be considered.

Wallace and Associates: [http://studenthousinggreensboro.com](http://studenthousinggreensboro.com)  
- Rent $350-$500 a month  
- Walking distance from campus  
- Furnished apartment option  
- Telephone: 336.273.5000  
- 12 month leases  
- Sublease option

The Park: [http://www.theparkgreensboro.com](http://www.theparkgreensboro.com)  
- 2 and 3 bedroom apartments available  
- HEAT Bus Stop  
- Within walking distance to campus  
- Rent starts at $379 per month and includes some utilities and furnished interiors  
- Telephone: 336. 273.1357  
- 12 month leases

Westborough Apartments: [http://www.westboroughapts.com](http://www.westboroughapts.com)  
- Rent $550-$600 a month  
- 10 minute ride on HEAT Bus  
- Telephone: 336.294.1582  
- 12 month leases  
- Unfurnished apartments

**Housing/Renting Legal Resources**

Listed below are some helpful resources that outline your rights as a renter, as well as, the protocol to take if issues arise with your lease or landlord.

**Legal Aid of North Carolina:** [http://www.legalaidnc.org](http://www.legalaidnc.org)  

**Greensboro Housing Coalition:** [http://greensborohousingcoalition.com](http://greensborohousingcoalition.com)

Three Rs for Renters

RIGHTS: You have the right to “safe, sanitary, and habitable housing” — a safe place to live.

- The owner must keep the plumbing, electrical, and heating systems operating safely and keep the floors, walls, stairs and roof safe.
- The owner must provide smoke detectors and a furnace or heating system to keep all rooms warm.
- If your home has these safety problems, write down exactly what needs to be repaired and keep a copy for yourself when you give the list to your landlord.
- If your landlord does not make repairs, call the City of Greensboro at 336-373-2111 to request an inspection—the inspector can order the landlord to make safety repairs.
- You cannot be evicted for asking for repairs and you can ask the court to reduce your rent if safety repairs are not made.

RESPONSIBILITIES: You have the responsibility to pay the rent and prevent damage to the home. These everyday habits can make the difference between a safe place to live and one that has more and more problems:

- Keep your house or apartment clean.
- Use the plumbing and equipment carefully.
- Keep the water, gas and electricity on by paying the bills on time.
- Keep batteries in your smoke detector.
- Keep your family and guests from damaging the place.

The lease you signed before you moved in may also describe other things you must do.

- Keep a copy of your lease to remember what it says.
- You also have the responsibility to pay the rent — *even if the landlord has not made repairs!*
- Keep your receipts for paying your rent!

RESOURCES: You can find resources in the community for keeping your house or apartment safe.

- The city housing inspectors (336-373-2111) can order your landlord to make safety repairs if he or she does not pay attention to your written request.
- Attorneys at Legal Aid of North Carolina (336-272-0148) can help you with legal questions about housing if you have very little income.
- The Greensboro Housing Coalition (336-691-9521) can help you know which way to turn when you have a housing problem and can check your home for safety problems, such as lead paint.
HOW TO: Request that the judge reduce your rent because the house needs repairs.

- Fill out a request for rent abatement at the small claims court to set up a court hearing.
- Show the judge pictures, the copy of your request to the landlord for repairs, the city housing inspector’s report, or other ways to show how bad the conditions are in your house or apartment.
- Tell how long it has been in this shape and what the rent is.
- The judge may decide to reduce the rent and may make the landlord refund part of your back rent.
- Talk to the Greensboro Housing Coalition (336-691-9521) or Legal Aid of North Carolina (336-272-0148) about this.

HOW TO: Protect your family from lead poisoning in your home.

Houses built before 1978 often used lead paint, so in older homes paint chips and dust can make children and even adults sick.

- Landlords MUST give you information about lead paint when you sign a lease.
- Greensboro Housing Coalition (336-691-9521) can check your home to see if there are indications of lead paint.
- Guilford County Health Department (336-641-3925) can help you reduce the dangers of lead in your home through special cleaning.
- You can get your children tested FREE for lead poisoning at the Health Department (336-641-3771) or ask your doctor.
- If the test shows your child was exposed to lead and your landlord did not give you information about possible lead exposure, call Greensboro Housing Coalition (336-691-9521).

HOW TO: Understand the eviction process.

- If you have a lease (written or verbal), only the judge can put you out of your house.
- Your landlord can file papers at the small claims court saying why you should be evicted and you will get a notice of when the hearing will be.
- The court hearing is your chance to tell the judge your side of the story.
- If you are not present at the eviction hearing, and the landlord is, you will most likely lose the case.
- While you cannot be evicted for asking for repairs, the judge can put you out for not paying the rent, causing damages, or not going by the lease, so make sure you follow your lease.
- You will have about 10 days from the notice to a court hearing.
- If the judge says you must move, you will have about 10 days before padlocking and 10 days after padlocking to move your things—but you must make arrangements with your landlord to get in one time to get your belongings.

HOW TO: Protect yourself from discrimination.
The N.C. Fair Housing Act makes it illegal to discriminate in housing because of families with children, race, sex, handicaps, color, religion, or national origin.

If you feel that you have been discriminated against:

- You can file a complaint with the City of Greensboro Human Relations Department (336-373-2505, NAACP (336-275-0851) or call Greensboro Housing Coalition (336-691-9521) to help you file a complaint.
- You may also write to N.C. Human Relations Commission, 121 W. Jones St. Raleigh, N.C. 27603-1336 or call the Commission at 919-733-7996.

HOW TO: Understand your lease.

- Your lease is a legal agreement between you and your landlord.
- Your lease says that you have the right to sole possession of the property you rent for the length of time that you agree on.
- If you are on a year (12 month) lease, you or your landlord must give you 30 days notice to move out.
- If your lease is month to month even after your lease expires after a year, your landlord can legally give you seven (7) days to vacate the property. That’s not very long!
- Your landlord and you will agree as to the amount of people allowed to live in the property. If you allow more than your agreement, the landlord can evict you.

HOW TO: Get your security deposit back.

- Within 30 days after you move out and turn in your key, the landlord must either refund your security deposit back to you or give you an itemized statement of damages and the amounts plus any remainder of your deposit.
- Make sure you give your landlord a forwarding address.
- The landlord may keep the deposit to the extent necessary to cover his losses. It is very important that you take good care of the property so that it is in good condition when you move out.
- If you do not agree with your landlord as to the reasons behind keeping the security deposit, you may sue in small claims court.

HOW TO: Be a good neighbor.

- Introduce yourself to your neighbors and get their name and number.
- Look out for each other. You don’t have to be friends, but you may be able to help each other if you get to know each other. Especially if your neighbors are different from you, you will get an opportunity to learn how to understand diverse cultures and ways of living.
- It is also important to be on the lookout for dangerous activity in your neighborhood. A safe area is a happy area. Report all illegal activity to the police (911).
- If someone is in need of help, dial 911 to get police, fire, or ambulance help immediately.

Web & Phone Directory:

• **Emergency** (Fire, Ambulance & Police): **911**
• Information and referral: **211**
• **Duke Power** (connect / disconnect): 1-800-777-9898
• **Piedmont Natural Gas** (connect / disconnect): 1-800-752-7504
• **Water, City of Greensboro** (connect / disconnect): 336-373-2344
• **Guilford County Department of Public Health**: 336-641-7777
• **Housing Hotline**: 336-691-9521
Renting

Renting may seem less complicated than buying a home, but finding the right place and managing your relationship with a landlord requires skill and preparation. Before you rent, be sure you know your rights and responsibilities as a tenant. GHC’s Ready to Rent and our Managing Your Money classes can help.

To find decent affordable rentals:

- Go online to NC Housing Search, a free listing of affordable rentals. Click on North Carolina, click on Greensboro, then enter the number of bedrooms needed and the maximum rent you can pay and the zip code if you are limited in location. A list of rentals will come up; you can click on the address for more information and on the map to find the exact location. It is wise to look for rentals with rents less than one third of your available income.
- When you have found addresses in your rent range with Rental Certificates, contact the landlord or property manager to see each unit for yourself, fill out an application, and discuss a lease. If the rental unit was built before 1978, the owner or manager must give you a copy of any lead paint reports, a booklet called Protect Your Family From Lead Paint in the Home, and a copy of the statement you sign saying that you received this disclosure.
- If you have special circumstances, such as very limited income, serious credit problems, or criminal records, it is wise to contact a housing counselor for assistance in getting approved for suitable housing.
- Pay your deposits and deposits for any utilities not supplied by the landlord (water, electricity, gas).
- Understand your rights and responsibilities as a tenant. Both tenants and landlords have rights and responsibilities. Knowing them is important for a successful renting experience. See Three Rs for Renters about rights, responsibilities, and resources for renters. Also see this site for legal information from the North Carolina Bar Association about the rights of tenants.
- The lease is a legal document. Read it carefully and keep it in a safe place for future reference. The lease usually includes information about when rent is due, who is allowed to live in the unit, and the length of the lease.
- To preserve your rights as a tenant, pay rent on time and abide by the lease. If you are unable to pay on time, at least communicate with your landlord. Pay utilities on time, as well, to avoid disconnection; housing units can be condemned for not having utilities in service.
- If your rental unit needs repairs, list these in writing and give to your landlord. Keep a copy for your records. State in the letter what you consider a reasonable time frame for repairs (immediately for no heat in the winter, several weeks for a torn screen, for example). If the landlord does not respond to the request for safety repairs, call the City of Greensboro inspectors at 336-373-2111 to see if there are violations that they can order the landlord to correct.
- City inspectors may also inspect as part of the Rental Certificate program if your unit does not yet have a certificate. You will be asked to sign authorization for this; while you are not required to allow inspectors in, this inspection will help determine if repairs are needed.
- Renting is a mutual responsibility between landlord and tenant giving you use of the property, so both you and the landlord must keep the lease, as well as state and local ordinances about the condition of the property even if these are not written in the lease. Your landlord cannot take back possession of the unit unless either you turn in the key or he takes you to court for the magistrate to order that you move out. The court hearing is your opportunity to tell your side of any disputes; if the magistrate does order you to move, you will have 10 days before padlocking and then another 10 days to move your belongings.
- Ready to Rent tenant education classes help you learn the basics of signing a lease, managing rent and utility bills, and how to handle repairs and other concerns with your landlord. Call for current schedule.

Further questions? Need a housing counselor? Contact us at 336-691-9521 and ask to speak to a HUD certified housing counselor. This is a free service.
Learn what you need to know to make sure you and your belongings are covered after a fire, accident or disaster.

Are you living in a residence hall, an apartment, or other rental property? If so, it is important to make sure you and your property are properly insured. Insurance is something you need to get before something happens. Consider obtaining insurance or confirming you coverage BEFORE moving into your new residence.

Why do I need insurance and how does it help me?

Imagine you come back to your room one day and a water pipe has busted. Your room is now flooded with water, and all of your clothing, books, computer and other belongings are now destroyed. Or, imagine that the neighbor above you in your apartment complex has a fire. The fire did not reach your apartment, but all of your clothing and belongings have been ruined because of smoke and water damage.

If you do not have the proper insurance, you may be responsible for replacing all of your items. This could cost you hundreds of dollars, if not more. Each year, students lose hundreds, even thousands of dollars in property because they are not properly insured. Do not let this be you.

Key considerations:

Living in a Residence Hall? – Make sure your parent’s homeowners insurance policy will cover residence halls/dormitories. Many homeowners polices will, however not all plans are created equal and some do not. Check your parent’s policy to see if additional coverage will be required.

Living in a Rental Property? (Houses, apartments, etc…) – If you are looking to live off-campus in an apartment, rental house, or similar rental dwelling, you will need to obtain renter’s insurance. This is something that you will need independent of your parent’s homeowners insurance. Make sure you are prepared and covered.

Coverage – Make sure you know what your policy covers. Many policies cover damage from fires, lightning, smoke, accidental discharge from a plumbing system (ie: sprinkler system), wind, hail, and several other hazards (reference: http://www.ncdoi.com). Remember that these types of policies typically only cover the contents of the residence, and not the structure itself.

It is important know what your policy covers. For example, if you live in a flood prone area, you may need additional protection to cover flood damages. Most policies do not cover against flood damage, and require additional flood insurance. Information on flood prone areas in North Carolina can be found at: http://floodmaps.nc.gov/fmis/. It is also recommended to contact your local governmental agency (Guilford County) to confirm if your property is prone to flooding.
Additional Resources:

- **A Consumer’s Guide to Renter’s Insurance**, published by the North Carolina Department of Insurance:
  [http://www.ncdoi.com/consumer/consumer_publications/homeowners%20insurance/cons
er%20guide%20to%20renters%20insurance.pdf](http://www.ncdoi.com/consumer/consumer_publications/homeowners%20insurance/cons
er%20guide%20to%20renters%20insurance.pdf).

- **A Consumer’s Guide to Homeowners Insurance**, published by the North Carolina Department of Insurance:
  [http://www.ncdoi.com/consumer/consumer_publications/homeowners%20insurance/cons
er%20guide%20to%20homeowners%20insurance.pdf](http://www.ncdoi.com/consumer/consumer_publications/homeowners%20insurance/cons
er%20guide%20to%20homeowners%20insurance.pdf).

- **After the Fire, A guide to assist homeowners after a fire**, published by the North Carolina Department of Insurance:

- **A Consumer’s Guide to What to do in the Event of a Disaster**, published by the North Carolina Department of Insurance:

- **National Flood Insurance Program, Top Ten Facts for Consumers**, published by FEMA:

Questions, Comments, Concerns?

Contact the UNCG Office of Emergency Management:
**Phone**: 256-8639
**Email**: BeReady@uncg.edu
Social Security Number and Driver’s License/State ID in North Carolina

Social Security Number (SSN)
If you are an international degree seeking student holding an F-1 or J-1 visa, you are generally eligible to work on campus. J-1 exchange students must consult the office of Study Abroad and Exchange Programs for eligibility requirements. In order to qualify for a SSN, you must have or have been offered an employment position on the UNCG campus (e.g. graduate assistant, teaching assistant or a part-time job). If you are eligible for a SSN, please follow the general requirements below:

1. Submit your letter of employment/job offer to the International Student and Scholar Services (ISSS) in the IPC (Foust 207). ISSS will prepare a SSN Request Letter for you and activate your SEVIS record.
2. Wait at least 10 business days after arriving into the U.S. as a first time student before visiting the Social Security Administration to apply for your SSN.
3. Take the following original documents when you visit the Social Security Administration Office, located at 6005 landmark Center Boulevard, Greensboro, NC 27407; Ph: (877)319-3075 (Office hours: Mon, Tues, Thurs & Fri: 9:00-3:00pm; Wed 9:00am-12:00pm).
   a) Completed and signed SSN application, which you may also complete at the Social Security Administration: http://www.ssa.gov/ssnumber/ss5.htm;
   b) Valid passport with F-1 or J-1 visa and attached I-94 admission/departure document;
   c) I-20 or DS-2019 visa document. If you are for instance a transfer student from another U.S. educational institution, also take with you all past original I-20 or DS-2019 forms;
   d) Letter of employment/job offer letter; and
   e) SSN Request Letter from ISSS.
4. Following your SSN application document, you will be given a letter from the Social Security Administration indicating that you have met all verification requirements OR that you must wait additional time for your documents to be verified. For information and a checklist on what to do next regarding on-campus employment, please visit http://uncg.edu/ipg/oncampusemployment.html

NOTE: International F-1 and J-1 degree seeking students are permitted to work on campus up to 20 hour a week while the University is in session.

Driver’s License and State ID in North Carolina
As an F-1 or J-1 degree seeking international student residing in North Carolina, you may wish to apply for a North Carolina driver’s license or State ID (either is recommended). For more information about state regulations and policies regarding driver’s licenses and a copy of the NC Driver’s Handbook, please visit [http://ncdot.org/dmv/driver/](http://ncdot.org/dmv/driver/). For more details about obtaining a NC State ID, visit [http://www.ncdot.gov/dmv/driver/id/default.html](http://www.ncdot.gov/dmv/driver/id/default.html).

Application for a new NC driver’s license generally requires the following:

1. Wait at least 10 days after arriving to the U.S. as a first time student before visiting the Department of Motor Vehicles office to apply for a driver’s license;
2. Request activation of your SEVIS record from ISSS in the IPC (Foust 207);
3. Proof of residency in North Carolina (e.g. apartment lease or utility bill);
4. Valid passport with F-1 or J-1 visa and attached I-94 admission/departure document;
5. I-20 or DS-2019 visa document. If you are for instance a transfer student from another U.S. educational institution, also take with you all past original I-20 or DS-2019 forms;
6. Proof of automobile insurance if you will have a car;
7. Completion of written computer test (administered at the Department of Motor Vehicles office); and
8. Completion of a driving test, unless you have an acceptable valid license from another U.S. state.

NC Driver’s License Renewal: for renewal of an NC driver’s license, follow steps 1-6 above.

Application for an NC State ID generally requires the following:

1. Wait at least 10 days after arriving into the U.S. as a first time student before visiting the Department of Motor Vehicles office to apply for an NC State ID;
2. Request activation of your SEVIS record from ISSS in the IPC (Foust 207);
3. Proof of residency in North Carolina (e.g. apartment lease or utility bill);
4. Valid passport with F-1 or J-1 visa and attached I-94 admission/departure document; and
5. I-20 or DS-2019 visa document. If you are for instance a transfer student from another U.S. educational institution, also take with you all past original I-20 or DS-2019 forms.

There are two Department of Motor Vehicle offices in close proximity to UNCG:

1. 2527 E. Market Street
   Greensboro, NC 27401
   Phone: 336.334.5745
   Hours: Monday-Friday 8:00am-4:30pm
2. 2391 Coliseum Boulevard
   Greensboro, NC 27403
   Phone: 336.334.5438
   Hours: Monday-Friday 8:00am-4:30pm

Note: NC vehicle registration is required.
A healthy plan for a successful future

The UNC System has selected Student Blue to provide you with quality health insurance coverage from Blue Cross and Blue Shield of North Carolina (BCBSNC). With Student Blue, you have low out-of-pocket costs and worldwide coverage.

2015-2016 Medical Plans
Medical Plan Rates
Billed on a semester basis

<table>
<thead>
<tr>
<th></th>
<th>Fall Semester Effective Dates</th>
<th>Spring Semester Effective Dates</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>8/1/15-12/31/15</td>
<td>1/1/16-7/31/16</td>
</tr>
<tr>
<td>Student</td>
<td>$863.50</td>
<td>$863.50</td>
</tr>
</tbody>
</table>

All eligible students enrolled in the UNC System Colleges and Universities are required to have health insurance coverage. The UNC System endorses a cost-effective Student Health Insurance Plan (SHIP) that covers additional health care expenses not included in the Student Health Fee. This plan is administered by Blue Cross and Blue Shield of North Carolina. Each semester the Student Health Insurance Premium is added to all eligible students’ University accounts. Eligible students must pay the premium and enroll, or complete the online waiver process with their own creditable insurance coverage before the deadline each semester. Once the waiver is verified and approved, the premium will be credited to the student’s account.

DEADLINES for WAIVE/ENROLL/RENEW

FALL SEMESTER                     | September 10
SPRING SEMESTER                   | January 30
<table>
<thead>
<tr>
<th>Benefit highlights</th>
<th>If you visit your Student Health Center or doctor in the Student Blue network: (In-network provider)</th>
<th>If you visit a doctor NOT in the Student Blue network: (Out-of-network provider)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Policy year deductible</strong></td>
<td>$0 at Student Health Center $500 per insured member in-network</td>
<td>$500 per insured member</td>
</tr>
<tr>
<td><strong>Policy year out of pocket maximum</strong></td>
<td>$0 at Student Health Center $4,000 Individual/$8,000 Family</td>
<td>$8,000 Individual/$16,000 Family</td>
</tr>
<tr>
<td><strong>Office visits</strong> Includes office surgery, X-rays and lab</td>
<td>Student Health Center: 100%, no deductible Primary care provider and/or Specialist: $25 copayment, then 80% after deductible</td>
<td>Primary care provider and/or Specialist: $25 copayment, then 70% after deductible</td>
</tr>
<tr>
<td><strong>Preventive care</strong> Routine Examinations, Well-Child Care, Immunizations, Gynecological exams, cervical cancer screening, ovarian cancer screening, screening mammograms, colorectal screening, bone mass measurement, newborn hearing screening and prostate specific antigen tests (PSAs).</td>
<td>100%, no deductible at both Student Health Center and in-network</td>
<td>70% after deductible</td>
</tr>
<tr>
<td><strong>Urgent care centers and emergency room</strong> Urgent care centers (Copayment waived if referred to ER) Emergency room visit (Inpatient hospital benefits apply if admitted; If held for observation, outpatient benefits apply. See “Inpatient and Outpatient Hospital Services.”) Ambulance service</td>
<td>Urgent care centers: $75 copayment, then 80% after deductible Emergency room: $400 copayment, then 80% after deductible Ambulance service: 80% after deductible</td>
<td>Urgent care centers: $75 copayment, then 80% after deductible Emergency room: $400 copayment, then 80% after deductible Ambulance service: 80% after deductible</td>
</tr>
<tr>
<td><strong>Inpatient and outpatient hospital services</strong></td>
<td>80% after deductible</td>
<td>70% after deductible</td>
</tr>
<tr>
<td><strong>Prescription drugs</strong> Up to 30 day supply. 31-60 day supply is two copayments and 61-90 day supply is three copayments</td>
<td>$35 for all 30-day prescriptions at Student Health Center regardless of Tier Tier 1 (generic): $30 copayment Tier 2 (preferred brand): $60 copayment Tier 3 (brand and specialty): $120 copayment</td>
<td>Copayment + charge over in-network allowed amount</td>
</tr>
<tr>
<td><strong>Mental health and substance abuse services</strong> Office visits Inpatient/outpatient</td>
<td>Office visits: $25 copayment, then 80% after deductible Inpatient/outpatient: 80% after deductible</td>
<td>Office visits: $25 copayment, then 70% after deductible Inpatient/outpatient: 70% after deductible</td>
</tr>
<tr>
<td><strong>Vision care (Insureds age 19 and older)</strong> Preventive eye exam Diagnostic eye exam Lens and Frame Coverage. (Reimbursement up to the benefit period maximum of $200 for prescribed glasses—lenses and frames—and hard, soft or disposable contact lenses.)</td>
<td>Preventive eye exam: 100%, no deductible Diagnostic eye exam: $25 copayment, 80% after deductible</td>
<td>Diagnostic eye exam: $25 copayment, 70% after deductible</td>
</tr>
<tr>
<td><strong>Other services</strong> Skilled Nursing Facility (60 days per Benefit Period), Home Health Care, Durable Medical Equipment and Hospice, Maternity (Maternity Delivery includes Prenatal and Post-delivery care), Transplants.</td>
<td>80% after deductible</td>
<td>70% after deductible</td>
</tr>
</tbody>
</table>
Enroll or waive coverage today!

Open enrollment period: ends 9/10/15

All students eligible for the UNC System Hard Waiver Plan MUST enroll or waive coverage during the open enrollment period. Students who are enrolled by default will receive a policy with limited abortion benefits. In order to select additional benefits, you must actively enroll or call the number on your ID to change policies prior to receiving services. No applications posted after September 10 will be accepted without a qualifying event. Please refer to the online Student Blue benefit booklet for a complete list of qualifying events, as well as eligibility requirements and benefits.

Go online now!

Go to bcbsnc.com/uncg to enroll in Student Blue™ or waive coverage.¹

Deadlines for Waive/Enroll/Renew:
Fall Semester – September 10
Spring Semester – January 30

Connect with us

BCBSNC StudentBlue
@BCBSNCStudent
1-888-351-8283

To enroll in or waive the Student Blue plan:
Visit bcbsnc.com/uncg
Scan the code for complete info.

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Blue Cross and Blue Shield of North Carolina is an independent licensee of the Blue Cross and Blue Shield Association.
Printed in USA 10/13/13

Visit us at bcbsnc.com/uncg
Request a Health Insurance Waiver
(Web location: http://www.uncg.edu/ipg/healthinsurance.html)

If you have existing health insurance that meets the above requirements and would like to request a verification of your current policy and waiver of the BCBS Student Blue health insurance, follow the steps below:

1. Visit http://shs.uncg.edu/about/policies/insurance to view the deadline for submitting a request for waiver (However, you will not follow the same steps for verification and waiver as domestic students. Please read on for submitting a request for insurance verification and waiver).

2. Print the Student Blue Waiver Request Form and Instructions. Follow instructions and then complete and sign the form (don’t forget to include all required documents requested on the form, including a copy of your current health insurance membership card/letter and policy, including full details of the benefits and exclusions of your policy).

3. Send all of the forms and documents described in the Waiver Request Form to BCBS. The mailing address, fax number and email address are located at the bottom of the Student Blue Waiver Denial Appeal Form.

4. Now, you must wait to receive a notification by email informing you whether BCBS has approved, denied or assigned you a pending status regarding the waiver. You should receive correspondence by email.

HAVE QUESTIONS OR NEED HELP?

You may contact Shelley Queen, Insurance Coordinator at the UNCG Student Health Center. Her phone number is 336-334-5340 and email address is slqueen@uncg.edu.

Or you may contact Rashad Martin of BCBS at email@studentbluenc.com (subject line: “Attention Rashad Martin)

NOTE: If you have a pending or denied notification, please call 1-800-351-8283 or email email@studentbluenc.com for further instructions.
Student Insurance

The UNC System has chosen Blue Cross Blue Shield of North Carolina as the student health insurance carrier for the 2015-2016 academic year.

THE ON-LINE ENROLLMENT AND WAIVER PERIOD FOR THE UPCOMING FALL 2015 SEMESTER IS OPEN.

<table>
<thead>
<tr>
<th>Deductible</th>
<th>Coinsurance</th>
<th>Out-of-Pocket Max.</th>
<th>ER (Co-pay then Co-insurance)</th>
<th>Office visit (Co-pay then Co-insurance)</th>
<th>Student Health Office visit</th>
<th>Drug Copays</th>
<th>Student Health Drug Copays</th>
</tr>
</thead>
<tbody>
<tr>
<td>$500.00</td>
<td>80%</td>
<td>$4,000.00</td>
<td>$400.00</td>
<td>$25.00</td>
<td>100%</td>
<td>$30/$60/$120</td>
<td>$15/$15/$15</td>
</tr>
</tbody>
</table>

The voluntary and dependent plans have been eliminated as of 8/1/2015, but students and their dependents can go to the National Health Insurance Exchange to find coverage:  [https://www.healthcare.gov](https://www.healthcare.gov)

Verify your insurance online.

- Student Blue, Blue Cross Blue Shield of North Carolina, is the student health insurance carrier for the 2015-2016 academic year.
- Students are required to have health insurance to attend a UNC system school. Students with existing health insurance coverage can waive out of the school insurance plan. Visit [www.bcbsnc.com/uncg](http://www.bcbsnc.com/uncg).
- Students registered in 6 or more main campus credit hours must either “enroll in” or “waive out” of student health insurance each semester by submitting information on-line to [www.bcbsnc.com/uncg](http://www.bcbsnc.com/uncg) prior to the semester deadline.
- Students that do not submit an on-line waiver for verification of outside health insurance or students that do not enroll themselves in the StudentBlue Insurance plan will automatically be enrolled and the insurance premium WILL remain on your student account.

To prevent delays in coverage for those students that will be participating in the StudentBlue plan, please enroll as soon as you decide to accept the University’s coverage.

NOTE: Rates for the 2015-2016 Academic Year are not known at this time. Please go to [www.bcbsnc.com/uncg](http://www.bcbsnc.com/uncg) for updates.

*If you select WAIVE, then you are required to submit proof of insurance online. Please do not fax or mail copies of insurance cards to the Student Insurance Office. We do not accept electronic copies of insurance cards.

*If you select ENROLL, then you are purchasing the campus endorsed student insurance plan through StudentBlue.

Some services may require Prior Approval

The UNC student insurance plan with Student Blue requires reviews for certain medical services and medications against healthcare management guidelines BEFORE services can be provided, such as:

- Inpatient Admissions
- Outpatient services and procedures in a doctor's office
- Some prescription medications

For more information about which services require prior plan approval and instructions on how to request prior review, please go to [Prior Approval Services](http://www.bcbsnc.com/uncg).
WHAT TO DO IF YOU’RE STOPPED BY
POLICE, IMMIGRATION AGENTS OR THE FBI

YOUR RIGHTS
• You have the right to remain silent. If you wish to exercise that right, say so out loud.
• You have the right to refuse to consent to a search of yourself, your car or your home.
• If you are not under arrest, you have the right to calmly leave.
• You have the right to a lawyer if you are arrested. Ask for one immediately.

Regardless of your immigration or citizenship status, you have constitutional rights.

YOUR RESPONSIBILITIES
• Do stay calm and be polite.
• Do not interfere with or obstruct the police.
• Do not lie or give false documents.
• Do prepare yourself and your family in case you are arrested.
• Do remember the details of the encounter.
• Do file a written complaint or call your local ACLU if you feel your rights have been violated.

We rely on the police to keep us safe and treat us all fairly, regardless of race, ethnicity, national origin or religion. This card provides tips for interacting with police and understanding your rights. Note: some state laws may vary. Separate rules apply at checkpoints and when entering the U.S. (including at airports).

IF YOU ARE STOPPED FOR QUESTIONING

Stay calm. Don’t run. Don’t argue, resist or obstruct the police, even if you are innocent or police are violating your rights. Keep your hands where police can see them.

Ask if you are free to leave. If the officer says yes, calmly and silently walk away. If you are under arrest, you have a right to know why.

You have the right to remain silent and cannot be punished for refusing to answer questions. If you wish to remain silent, tell the officer out loud. In some states, you must give your name if asked to identify yourself.

You do not have to consent to a search of yourself or your belongings, but police may “pat down” your clothing if they suspect a weapon. You should not physically resist, but you have the right to refuse consent for any further search. If you do consent, it can affect you later in court.

IF YOU ARE CALLED INTO IMMIGRATION (OR “ICE”) CUSTODY

You have the right to a lawyer. Ask for one. You do not have to agree to a search warrant of removal/deportation. You do not have to provide information that could later be used against you in court.

IF YOU ARE ARRESTED

Upon request, show police your driver’s license, registration and proof of insurance.

If an officer or immigration agent asks to look inside your car, you can refuse to consent to the search. But if police believe your car contains evidence of a crime, your car can be searched without your consent.

Both drivers and passengers have the right to remain silent. If you are a passenger, you can ask if you are free to leave. If the officer says yes, sit silently or calmly leave. Even if the officer says no, you have the right to remain silent.

IF YOU ARE QUESTIONED ABOUT YOUR IMMIGRATION STATUS

You have the right to remain silent and do not have to discuss your immigration or citizenship status with police, immigration agents or any other officials. You do not have to answer questions about where you were born, whether you are a U.S. citizen, or how you entered the country. (Separate rules apply at international borders and airports, and for individuals on certain nonimmigrant visas, including tourists and business travelers.)

If you are not a U.S. citizen and an immigration agent requests your immigration papers, you must show them if you have them with you. If you are over 18, carry your immigration documents with you at all times. If you do not have immigration papers, say you want to remain silent.

Do not lie about your citizenship status or provide false documents.
WHAT IS IDENTITY THEFT?
Identity theft involves acquiring key pieces of someone’s identifying information, such as name, address, date of birth, social security number and mother’s maiden name, in order to impersonate them. This information enables the identity thief to commit numerous forms of fraud which include, but are not limited to, taking over the victim’s financial accounts, opening new bank accounts, purchasing automobiles, applying for loans or credit cards.

WHAT TO DO IF IT HAPPENS TO YOU
Once you discover you are a victim of identity theft you should notify the following agencies:

Division of Motor Vehicles, License and Theft Bureau
Call the Division of Motor Vehicle (DMV) to see if another license was issued in your name. If so, contact your nearest License & Theft Bureau office to file a complaint form to begin the fraud investigation process. Bring as many identification supporting documents with you as possible, including the police report. Contact information for the License & Theft Bureau district offices can be found at www.ncdot.org/dmv/officelocations.

Law Enforcement
Report the crime to all police and sheriff’s departments with jurisdiction in your case. Give them as much documented evidence as possible. Get a copy of your police report, or at least the officer’s name, badge number, date, time of report, and the case number. Keep the phone number of the officer or fraud investigator, and give it to creditors and others who require verification of your case. Credit card companies and banks may require you to show the report to verify the crime. Be persistent in getting the documentation you need for verification of this crime.

Credit Bureaus
Immediately call the fraud units of one of the three credit reporting companies and report the theft of your credit cards or numbers. Ask that your account be flagged. Also add a victim’s statement to your report, up to 100 words (example: “My ID has been used to apply for credit fraudulently. Contact me at 888-888-8888 to verify all applications”). Be sure to ask how long the fraud alert is posted on your account, and how you can extend it if necessary.

Creditors
Contact all creditors immediately with whom your name has been used fraudulently - by phone and in writing. Get replacement cards with new account numbers for your accounts that have been used fraudulently. Ask that old accounts be processed as “account closed at consumer’s request”. Carefully monitor your mail and credit card bills for evidence of new fraudulent activity. Report it immediately to credit grantors.

Stolen Checks
If you have had checks stolen or bank accounts set up fraudulently, report it to the check verification companies. Put stop payments on any outstanding checks that you are unsure of. Cancel your checking and savings accounts and obtain new account numbers. Give the bank a secret password for your account (not your mother’s maiden name).

ATM Cards
If your ATM card has been stolen or compromised, get a new card, account number and password. Do not use your old password. When creating a password, don’t use common numbers like the last four digits of your social security number or your birthday.

Fraudulent Change of Address
Notify the local Postal Inspector if you suspect an identity thief has filed a change of address with the post office or has used the mail to commit credit or bank fraud. Find out where fraudulent credit cards were sent. Notify the local Postmaster for that address to forward all mail in your name to your own address. You may also need to talk with the mail carrier.

Social Security Number Misuse
Call the Social Security Administration to report fraudulent use of your social security number. As a last resort, you might want to change your number. The SSA will only change your number if you fit their fraud victim criteria. Also order a copy of your Earnings and Benefits Statement and check it for accuracy.

Passports
If you have a passport, notify the passport office in writing to be on the lookout for anyone ordering a new passport fraudulently.

Phone Service
If your long distance calling card has been stolen or you discover fraudulent charges on your bill, cancel the account and open a new one. Provide a password that must be used any time the account is changed.

For additional information, please refer to the following resources:

- Federal Laws
  Identity Theft and Assumption Deterrence Act
- State Laws
  Financial Identity Fraud
  NC G.S. 14-113.20
  Violations of Driver License Provisions
  NC G.S. 20-30(5)(6)(7)
  Fraudulent Use of Special Identification Card
  NC G.S. 20-37.8
  Altering or Forging Title
  NC G.S. 20-71
  Damage for Identity Fraud
  NC G.S. 1-539.2C
On-Campus and Off-Campus Employment at UNCG

F-1 and J-1 degree seeking international students (and in some cases non-degree seeking international students) who are in good immigration standing are permitted to work on-campus at the University of North Carolina Greensboro. Federal immigration regulations limit the number of hours international students may work on-campus. While the University is in session and an international student is enrolled in a full course of study, he or she may only work 20 hours or less per week (part-time), cumulative for one or multiple positions, unless in rare cases special approval is given through another type of work authorization. During vacation periods-normally fall break, winter break, spring break and summer vacation-international students may work on-campus more than 20 hours per week (full-time).

**Definition of Employment:** Employment means the rendering of services on either a part-time or full-time basis for compensation, financial or otherwise, including self-employment (uncompensated activity is referred to as volunteering)

**Important Information About On-Campus Employment:**

- **General Eligibility** – International students are eligible to work on-campus in University of North Carolina Greensboro divisions and departments or with “on-location commercial firms” such as Aramark dining services. Individual tutoring is considered self-employment and is not allowed.
- **J-1 Students** – J-1 degree seeking international students must have a letter of approval from International Student and Scholar Services or the J-1 program sponsor prior to starting on-campus employment. J-1 exchange students at the University of North Carolina Greensboro need to consult the Study Abroad and Exchange Programs Office on campus.
- **Vacation Periods** – To be eligible to work during vacation periods-normally fall, winter break, spring break and summer vacation-international students must be registered full-time for the next academic term. Full-time employment is allowed if the international student is not enrolled in a full course study, including graduating in the summer term.
- **TA/RA Positions and Service Scholarships as On-campus Employment** – TA/RA (teaching assistant and research assistant) positions and service scholarships are considered on-campus employment. Please ensure hours are distributed appropriately and other on-campus positions are considered so no more than 20 hours per week cumulative is worked and reported while the University is in session.
- **Multiple Positions On-campus** – Total hours of on-campus employment in multiple positions can not exceed 20 hours/week while the University is in session.
- **End of On-campus Employment Eligibility** – On-campus employment eligibility ends after completion of academic program, but may continue if the student has been issued an I-20 visa document (F-1 student) to begin a new program at the University of North Carolina at
Greensboro. Qualifying employment on the University of North Carolina at Greensboro campus may also continue under Optional Practical Training (OPT) for eligible students.

- **Optional Practical Training (OPT)** – OPT, an F-1 international student employment benefit which is generally utilized after completing academic program (or after completion of coursework for those with a thesis or dissertation), needs to be conducted in the field of study as determined by the academic advisor, student and employer.

**Important Information About Off-Campus Employment**

- **General Eligibility** – International students who wish to work off-campus must always have written employment authorization. In most cases, F-1 students must have been in full-time student status for a min
- **J-1 Students** – J-1 international students must have a letter of approval from International Student and Scholar Services or the J-1 program sponsor prior to starting on-campus employment. J-1 students exchange students at the University of North Carolina Greensboro need to consult the Study Abroad and Exchange Programs Office on campus.
- **Optional Practical Training (OPT)** – OPT is an employment benefit which allows eligible F-1 international students to gain valuable work experience in their field, usually following the completion of their program or coursework for their program in the case of graduate students in a dissertation or thesis period. To qualify, international students need to have been enrolled full-time for a minimum period of one academic year.
- **Curricular Practical Training (CPT)** – CPT is an employment/internship benefit which allows eligible F-1 international students to gain valuable work experience while enrolled at UNCG. To qualify, international students need to have been enrolled full-time for a minimum period of one academic year and in most cases register for academic credit to be dedicated toward the CPT experience.

**Potential Effects for International Students Contravening On-Campus or Off-Campus Employment Restrictions**

An eligible on-campus employed international student who works beyond 20 hours/week while the University is in session OR an off-campus employed international student who does not have written employment authorization risk violating his or her immigration status. Potential effects of violating international student immigration status include but are not limited to termination of SEVIS record and the need to regain immigration status through costly and sometimes lengthy procedures.

Please direct questions about the above outlined on-campus employment restrictions to International Student and Scholar Services (ISSS) at 336-334-5404 or nivelazq@uncg.edu. We wish you good luck with both your academic and employment pursuits.
Employment Checklist for International & Exchange Students

... Search for a job:
1) Look on Spartan Trak for current on-campus positions available at www.uncg.edu/csc
2) Stop by the Student Employment Office to review positions available in notebooks
3) Contact a department you would like to work in to inquire about openings

... Secure a job offer:
1) Contact the department where you are interested in working
2) Complete an application and/or interview
3) Obtain a letter of hire from that employer (must be on the office letterhead and signed)

... Obtain Social Security Information:
1) If you are a degree-seeking student, present the letter of job offer to Norma Velazquez, Assistant Director of International Student & Scholar Services for International Programs Center located at 207 Foust.
2) If you are an exchange student, present the letter of job offer to Denise Bellamy, Director of Study Abroad & Exchanges in the International Programs Center located at 207B Foust Building.
3) Obtain a letter either from Norma Velazquez or Denise Bellamy to take to the Social Security Office and instructions for obtaining a social security card.

... Complete an INS I-9 form (Employment Verification Eligibility)
1) Take identification, immigration documents, and copy of Social Security receipt to the Student Employment Office (SEO) to complete an I-9 form. (Contact SEO for a list of acceptable documents).
2) Receive an I-9 Verification Card from the SEO
3) Present this card to your employer

... Complete appropriate tax information:
1) Make an appointment with the Tax Compliance Officer in the Payroll Office located in the Mossman Building
2) Complete any necessary paperwork

... Report to your employer:
1) Set up a schedule with your employer
2) Begin working; remember no more than 20 hours per week

HAVE A GREAT YEAR!

CONTACT INFORMATION:
International Programs Center: Norma Velazquez 334-5404
International Programs Center: Denise Bellamy 334-5404
Student Employment Office: Chad Collins 256-0388
Payroll Tax Office: John Kirkman 334-5180
Social Security Office: 6005 Landmark Bld. 854-1809
Student Policy Handbook: Code of Conduct

Please access your UNCG Student Code of Conduct HERE:
http://sa.uncg.edu/handbook/student-code-of-conduct/

The policies contained in this publication are a necessary and important part of this institution. They are written rules by the UNCG community. However, there are also other rules for this community that are important to the quality of life here at UNCG.

The formal policies contained in this publication do not exhaust the formal rules and policies of the University. The rules contained herein do represent those most pertinent to the daily life of students. The policies contained in this publication pertain specifically to UNCG students. Other University policies can be found in The Policy Manual available in the Office of Administration and Planning. The informal rules of the community have to be learned largely through your experience here as a student. Many individual faculty, staff and other students will assist in understanding the appropriate behaviors for this community. Ideally, and whenever possible, your behavior as a member of this community will be governed by the informal, unwritten rules. A summary of those rules might suggest simply that you take care of yourself, accept responsibility for your actions, and avoid behavior that will harm you or anyone else. Of course, the understanding of such simple rules involves a great deal of thought and care, which is also a part of your experience here at UNCG.

Much of your interaction with your University will come in the form of written or verbal directions. It is important that you read and listen carefully to information that is provided. Often there will be deadlines for certain actions on your part. Failure to attend to directions or to respond to deadlines can jeopardize your college career.

We therefore urge you to review these policies with the understanding that you are personally responsible for your own well-being as well as the protection of the community. We welcome you as a member of our community with all of the rights, freedoms, and responsibilities implied in the formal and informal rules of this community. Welcome to your University – welcome to UNCG!
Look up the Academic Integrity Policy and the recommended sanctions for a violation. Sanctions range from a resolution program to expulsion.

Educate yourself on the resources available to you at UNCG, such as the Jackson Library, the Writing Center, the Student Success Center, and your professors.

Ask your professors any clarifying questions you may have regarding the expectations outlined in your syllabus.

Remember to include the Academic Integrity Pledge on the work you turn in to your professor.

Never cheat, plagiarize, misuse academic resources, falsify documents, or facilitate academic dishonesty. Uphold the Five Core Values!

academicintegrity.uncg.edu
Dean of Students Office
336.334.5514
deanofstudents@uncg.edu
The University’s Five Core Values:

Honesty
An academic community of integrity advances the quest for truth and knowledge by requiring intellectual and personal honesty in learning, teaching, research, activities, and service. Cultivating honesty lays the foundation for lifelong integrity, developing the courage and insight to make difficult choices and accept responsibility for actions and their consequences, even at personal cost.

Trust
An academic community of integrity fosters a climate of mutual trust, encourages the free exchange of ideas, and enables all to reach their highest potential. Only with trust can members of the University community believe in and rely on others and move forward as a community. Only with trust can the community believe in the social value and meaning of an institution’s scholarship and degrees.

Fairness
An academic community of integrity establishes clear standards, practices, and procedures and expects fairness in the interactions of students, groups/organizations, faculty, and staff. For students and groups/organizations, important components of fairness are predictability, clear expectations, and a consistent and just response to dishonesty. Faculty and staff also have a right to expect fair treatment from students and from colleagues.

Respect
An academic community of integrity recognizes the participatory nature of the learning process and honors and respects a wide range of opinions, ideas, and cultures.

Responsibility
An academic community of integrity upholds accountability and depends upon action in the face of wrongdoing. Every member of an academic community—student, group/organization, faculty member, and staff—is responsible for upholding the integrity of the community.

http://sa.uncc.edu/handbook/student-code-of-conduct/
Registering on the Web

A. Log In to UNCGenie
1. Go to the UNCG home page: www.uncg.edu
2. Click on the text link ‘UNCGenie’ in the top right corner of the page.
3. Click on the text link ‘Enter Secure Area’ on the “Entry” screen.
4. On the “User Login” screen, key in your nine-digit User ID number and your six-digit PINumber and then click on the LOGIN button.

B. Register Using UNCGenie

B.1. Navigate to the Add/Drop Classes Screen
1. On the “Welcome” screen, click on the text link ‘Student Services and Financial Aid.’
2. On the “Student Services & Financial Aid” screen, click on the text link ‘Registration.’
3. On the “Registration” screen click on the text link ‘Add/Drop Classes.’
4. On the “Select a Term” screen, select a Term from the pull-down menu and then click on the SUBMIT button.
5. On the “Advising Code Verification” screen, key in your six-digit Advising Code and then click on the SUBMIT button.

B.2. Complete the Add/Drop Classes Screen
1. Type the Course Reference Numbers (CRNs) for the courses you wish to take. [You may submit up to ten CRNs at once.]

   ![Add/Drop Classes:](image)

2. Click on the SUBMIT CHANGES button.

   [When the result of your CRN submission is displayed, the application will also display a pop-up window of your estimated final bill with adjustments for any charges due to your change in registration (e.g., moving in to or out of full-time status). Click on the button in the top left corner of the window to close the pop-up.]
B. Register Using UNCGenie

B.2. Complete the Add/Drop Classes Screen, continued...

3. If all of the requirements are met, the text ‘Web Registered’ and the date of registration will display in the Status column of the Current Schedule section.

4. To remove a course from the schedule, click on the pull-down menu under the Action column, select Web Drop, and click on the Submit Changes button.

5. Errors that prevent registration (e.g., failure to meet a major requirement, closed section, level restriction) are displayed in the Registration Add Errors section. [This section does not appear unless errors are encountered.]

B.2.A. Sign up for a Course Waitlist

[If a course has reached its maximum enrollment, but has been enabled for UNCGenie waitlisting, it will appear in the Registration Add Errors section of the “Add/Drop Classes” screen.]

1. Either the message ‘Closed - Waitlisted’ or ‘Open - Reserved for Waitlist’ will display in the Status column of the Registration Add Errors section. [‘Closed - Waitlisted’ means that all seats are taken. ‘Open - Reserved for Waitlist’ means there is a seat available and the current waitlist has priority registration for the seat.]

2. To request addition to the waitlist for the course, click on the pull-down menu under the Action column, select Waitlist through UNCGenie, and click on the Submit Changes button.

B.2.B. Add a Waitlisted Course

[If the course becomes eligible for registration through UNCGenie waitlisting, the student will receive a notification e-mail and will be granted a 24-hour window to register for the course. The course will appear in the Current Schedule section of the “Add/Drop Classess” screen.]

1. The message ‘Waitlisted through UNCGenie’ will display in the Status column of the Current Schedule section.

2. To register for the course, click on the pull-down menu under the Action column, select **Web Registered**, and click on the Submit Changes button. [If this message does not appear, call the University Registrar’s Office (334-5646). Do not drop the course!]

[If the waitlisted course has a corequisite, the corequisite course must be added simultaneously with the waitlisted course.]
B.3. Enter Variable Credit Details

[If you are not taking any variable credit courses, skip ahead to section C (View Your Schedule Using UNCGenie).]

1. Variable credit courses are listed in the Current Schedule section of the “Add/Drop Classes” screen along with normal credit hour courses. The text in the Credit field for variable credit courses has a hyperlink. Click on the hyperlink to view the “Change Class Options” screen.

2. Enter the appropriate credit hours in the Credit Hours field cell.

3. Click on the Submit Changes button.

C. View Your Schedule Using UNCGenie

1. Click on the text link ‘Return to Menu’ in the top right corner of the screen.

2. On the “Registration” screen, click on the text link ‘Student Schedule by Day & Time.’

3. Examine the bottom of the “Student Schedule by Day and Time” screen for a possible time conflict between courses. [This section displays only if there is a conflict.]

4. (Optional) Select a different date range. The “Student Schedule by Day and Time” screen defaults to the schedule for the first week of the registration term.

To view a different week:

a. Enter the date for the first day of the week to view in the Go To field cell. [Use the format MM/DD/YYYY—e.g., 01/18/2010.]

b. Click on the Submit button.

[Text link navigation for the previous week and next week is also available at the top of the calendar section.]

5. Print a copy of the schedule for your reference.

6. Exit the system by clicking on the text link ‘Exit’ in the top right corner of the screen.
Your Student Success Center (SSC) emphasizes critical thinking and the application of knowledge through a diverse range of tutoring services and academic skills instruction. The SSC is dedicated to serving you in a supportive manner while challenging you to improve your academic performance. By doing so, the SSC gives you the tools to take a more active role in your own learning, which ultimately impacts your ability to succeed at UNCG and in your future career.

WELCOME

ALL OUR SERVICES ARE FREE!

To learn more about or apply to SSC services, visit us at success.uncg.edu

OUTREACH WORKSHOPS FOR LEARNING SKILLS (OWLS)

The Learning Assistance Center will bring the workshop to you. The LAC offers faculty, staff, and student groups the opportunity to request any of 11 standard workshop topics including: time management, note taking, textbook reading, test taking, general study skills, organizational skills, concentration, listening, and learning styles. Requests for special topics can be made as well. Each workshop is 40 minutes of instruction, plus 10 minutes for the distribution and collection of materials.

To learn more about or request a Workshop, please visit the Student Success Center website at:
http://success.uncg.edu/lac/skills/owls.php

"2012/13 Student Support Services from the U.S. Department of Education = $301,381 and the 2012/13 SSS funding from The University of North Carolina at Greensboro = $122,378. The contents of this publication were developed under a grant from the U.S. Department of Education. However, these contents do not necessarily represent the policy of the U.S. Department of Education, and, you should not assume endorsement by the federal government.

1000 copies of this public document were printed at a cost of $.71 per copy.
LEARNING ASSISTANCE CENTER (LAC)

Working hard in a course but having trouble putting it all together? Would you like to work with a skilled tutor, to get a little extra help outside of the class? Tutoring is available for you individually or in small groups, for many 100-200 level courses (up to 600 for Nursing) and only requires a weekly commitment of 1 hour per course (up to 2 courses per semester).

Looking to re-evaluate your study habits and meet your full potential as a learner? The LAC also offers academic skills instruction that allows you to assess your current study skills and discover methods to improve them. Help is offered in skill areas such as time management, textbook reading, note taking, and test taking.

As a program participant, you will also be provided with access to the LAC’s Resource Lab, where a variety of computer software is made free and available along with instructive handouts about various study skills.

SPECIAL SUPPORT SERVICES (SSS)

Are you looking for a holistic set of academic support services to enhance your college experience? If so, Special Support Services is a TRiO federally funded program for students who are first generation, from modest income backgrounds, and/or have a disability, and also demonstrate an academic need for services.

As a program participant, you will also be provided exclusive access to academic support services such as individualized tutoring, academic skills assistance, personal and career counseling, writing and research writing instruction, graduate/professional school guidance, and financial literacy instruction. Additionally, the SSS program maintains a Learning Lab equipped with computers, various software programs, and free printing.

SUCCESS IS GREATER WHEN YOU HAVE THE RIGHT TOOLS FOR LEARNING.

SUPPLEMENTAL INSTRUCTION PROGRAM (SIP)

Are you looking for a support network to develop a better understanding of course material? Would you like to develop active learning strategies and sharpen your critical thinking skills with your UNCG peers? Supplemental Instruction Program discussion and review sessions provide a place for you to ask questions about the topics you’re studying in your courses alongside your fellow classmates.

SIP sessions are specifically tailored for several challenging course sections and meet three times per week, providing numerous opportunities to stop in and work with your SIP leader or other students and assist each other in learning the material.

STUDENT SUCCESS CENTER OUTCOMES

Students who participate:

- Earn higher course grades and grade point averages
- Have stronger retention rates
- Attain higher good academic standing rates
- Demonstrate higher graduation rates
Let’s eat for the health of it

ChooseMyPlate.gov

Start by choosing one or more tips to help you...

Build a healthy plate
Cut back on foods high in solid fats, added sugars, and salt
Eat the right amount of calories for you
Be physically active your way
Build a healthy plate

Before you eat, think about what goes on your plate or in your cup or bowl. Foods like vegetables, fruits, whole grains, low-fat dairy products, and lean protein foods contain the nutrients you need without too many calories. Try some of these options.

Make half your plate fruits and vegetables.
• Eat red, orange, and dark-green vegetables, such as tomatoes, sweet potatoes, and broccoli, in main and side dishes.
• Eat fruit, vegetables, or unsalted nuts as snacks—they are nature’s original fast foods.

Switch to skim or 1% milk.
• They have the same amount of calcium and other essential nutrients as whole milk, but less fat and calories.
• Try calcium-fortified soy products as an alternative to dairy foods.

Vary your protein food choices.
• Twice a week, make seafood the protein on your plate.
• Eat beans, which are a natural source of fiber and protein.
• Keep meat and poultry portions small and lean.

Keep your food safe to eat—learn more at www.FoodSafety.gov.

Cut back on foods high in solid fats, added sugars, and salt

Many people eat foods with too much solid fats, added sugars, and salt (sodium). Added sugars and fats load foods with extra calories you don’t need. Too much sodium may increase your blood pressure.

Choose foods and drinks with little or no added sugars.
• Drink water instead of sugary drinks. There are about 10 packets of sugar in a 12-ounce can of soda.
• Select fruit for dessert. Eat sugary desserts less often.
• Choose 100% fruit juice instead of fruit-flavored drinks.

Look out for salt (sodium) in foods you buy—it all adds up.
• Compare sodium in foods like soup, bread, and frozen meals—and choose the foods with lower numbers.
• Add spices or herbs to season food without adding salt.

Eat fewer foods that are high in solid fats.
• Make major sources of saturated fats—such as cakes, cookies, ice cream, pizza, cheese, sausages, and hot dogs—occasional choices, not everyday foods.
• Select lean cuts of meats or poultry and fat-free or low-fat milk, yogurt, and cheese.
• Switch from solid fats to oils when preparing food.

*Examples of solid fats and oils

<table>
<thead>
<tr>
<th>Solid Fats</th>
<th>Oils</th>
</tr>
</thead>
<tbody>
<tr>
<td>Beef, pork, and chicken fat</td>
<td>Canola oil</td>
</tr>
<tr>
<td>Butter, cream, and milk fat</td>
<td>Corn oil</td>
</tr>
<tr>
<td>Coconut, palm, and palm kernel oils</td>
<td>Cottonseed oil</td>
</tr>
<tr>
<td>Hydrogenated oil</td>
<td>Olive oil</td>
</tr>
<tr>
<td>Partially hydrogenated oil</td>
<td>Peanut oil</td>
</tr>
<tr>
<td>Shortening</td>
<td>Safflower oil</td>
</tr>
<tr>
<td>Stick margarine</td>
<td>Sunflower oil</td>
</tr>
<tr>
<td></td>
<td>Tub (soft) margarine</td>
</tr>
<tr>
<td></td>
<td>Vegetable oil</td>
</tr>
</tbody>
</table>
Eat the right amount of calories for you

Everyone has a personal calorie limit. Staying within yours can help you get to or maintain a healthy weight. People who are successful at managing their weight have found ways to keep track of how much they eat in a day, even if they don’t count every calorie.

Cook more often at home, where you are in control of what’s in your food.

When eating out, choose lower calorie menu options.
- Check posted calorie amounts.
- Choose dishes that include vegetables, fruits, and/or whole grains.
- Order a smaller portion or share when eating out.

Write down what you eat to keep track of how much you eat.

If you drink alcoholic beverages, do so sensibly—limit to 1 drink a day for women or to 2 drinks a day for men.

Enjoy your food, but eat less.
- Get your personal daily calorie limit at www.ChooseMyPlate.gov and keep that number in mind when deciding what to eat.
- Think before you eat...is it worth the calories?
- Avoid oversized portions.
- Use a smaller plate, bowl, and glass.
- Stop eating when you are satisfied, not full.

Be physically active your way

Pick activities that you like and start by doing what you can, at least 10 minutes at a time. Every bit adds up, and the health benefits increase as you spend more time being active.

Note to parents

What you eat and drink and your level of physical activity are important for your own health, and also for your children’s health.

You are your children’s most important role model. Your children pay attention to what you do more than what you say.

You can do a lot to help your children develop healthy habits for life by providing and eating healthy meals and snacks. For example, don’t just tell your children to eat their vegetables—show them that you eat and enjoy vegetables every day.
Use food labels to help you make better choices

Most packaged foods have a Nutrition Facts label and an ingredients list. For a healthier you, use this tool to make smart food choices quickly and easily.

Check for calories. Be sure to look at the serving size and how many servings you are actually consuming. If you double the servings you eat, you double the calories.

Choose foods with lower calories, saturated fat, trans fat, and sodium.

Check for added sugars using the ingredients list. When a sugar is close to first on the ingredients list, the food is high in added sugars. Some names for added sugars include sucrose, glucose, high fructose corn syrup, corn syrup, maple syrup, and fructose.

Dietary Guidelines for Americans

The *Dietary Guidelines for Americans, 2010* are the best science-based advice on how to eat for health. The Guidelines encourage all Americans to eat a healthy diet and be physically active.

Improving what you eat and being active will help to reduce your risk of chronic diseases such as diabetes, heart disease, some cancers, and obesity. Taking the steps in this brochure will help you follow the Guidelines.

For more information, go to:

- www.ChooseMyPlate.gov
- www.Health.gov/paguidelines
- www.HealthFinder.gov

USDA Publication number: Home and Garden Bulletin No. 232-CP
HHS Publication number: HHS-ODPHP-2010-01-DGA-B
June 2011
Food & Shopping in Greensboro

**Tate Street Area**

- **Don Ishiyaki & Ramen**
  - Japanese restaurant and sushi bar. 423 Tate St.

- **Boba House**
  - Vegetarian restaurant and tea house with an Asian flair. 332 Tate Street

- **Tate St. Coffee**
  - Coffee, tea, sodas, and an assortment of freshly-baked pastries. 334 Tate St. *Wi-Fi*

- **Sushi Republic**
  - Modern Japanese Cuisine. 423 Tate St.

- **New York Pizza**
  - Authentic New York City style pizza, pasta, salads, and hot subs. Open late. 337 Tate St.

- **Coffeeology**
  - Coffee, tea, sandwiches, and pastries. 423A Tate St. *Wi-Fi*

- **Thai Garden**
  - Thai food, vegetarian options, lunch specials. 427 Tate St.

- **Los Cabos Mexican Grill**
  - Mexican restaurant, lunch specials. 948 Walker Ave.

- **China Wok**
  - Chinese cuisine, lunch specials. 948 Walker Ave.

**Downtown Area**

- **Liberty Oak**
  - Contemporary American Dining. 100-D West Washington St.

- **McCoul’s Public House**
  - Friendly pub atmosphere, traditional Irish fare, sandwiches, burgers, salads. 110 W. McGee St.

- **Natty Greene’s**
  - Pub, great selection of sandwiches, salads, entrees. Corner of Elm and McGee Streets.

- **The Green Burro**
  - Sports bar, burritos, and Mexican-inspired appetizers. 106 McGee St.

- **The Green Bean**
  - Coffee house, tea, smoothies, live music, open nights. 341 S. Elm St. *Wi-Fi*

- **Grey’s Tavern**
  - Sports bar and restaurant. 343 S Elm St

**Spring Garden Area**

- **Carolina Deli**
  - Delicatessen and eat-in sandwich shop. 1635 Spring Garden St.

- **Jack’s Corner**
  - Mediterranean Deli right next to campus. 1602 Spring Garden St.

- **It’s Your Roll Sushi**
  - On-the-go sushi rolls and bowls 1901 Spring Garden St.

- **Spring Garden Bakery**
  - Coffee, tea, pastries and desserts. 1820 Spring Garden St. *Wi-Fi*

**Walker/Elam Area**

- **Lindley Filling Station**
  - Gourmet pub food 2201 Walker Ave

- **Sticks and Stones Clay Oven Pizza**
  - Pizza, salads, burgers and appetizers 2200 Walker Ave
Emma Keys
Flat-top grill burgers, fries, and milkshakes 2206 Walker Ave
Fishbones
Fresh seafood and tacos 2119 Walker Ave

Shopping in the UNCG Area

FantaciCity International Mall
Greensboro’s first international shopping mall, with stores and restaurants offering unique items and foods, including Super G International Grocery Store. 4925 West Market St.

Four Seasons Town Centre Mall
Indoor shopping center including JC penny, Dillards, and Belk and Restuarants. 410 Four Seasons Town Centre http://www.shopfourseasons.com

The Shops at Friendly Center
Outdoor Shopping Center featuring clothing boutiques, DSW shoes, REI, Harris Teeter Grocery Store, and restaurants. Friendly Ave. at Hobbs Rd. www.theshopsatfriendlycenter.com

Movie Theaters in Greensboro

Carousel Grande Cinema 15
1305 Battleground Ave. – a little over 2 miles away from I-House

Grande—Greensboro
3205 Northline Ave. – in Friendly Center

Geeksboro Coffeehouse Cinema
2134 Lawndale Dr, Greensboro, NC 27408

The Grand Theater – Four Seasons 18
2700 Vanstory St. – Next to Four Seasons Mall, just off High Point Road

Grocery Stores in the UNCG-G area

Harris Teeter
Located in Friendly Center, about 2 miles from I-House. A chain grocery store, large variety of goods, great meat, cheese, and bread selection. Has a section of international products.

Bestway
Located near the corner of Elam and Walker, less than a mile down Walker from the Rec Center. Small, privately owned grocery store.

Indu Convenient Store
Indian grocery store located in the Fanta City International Mall. Suite 1104, 4927 W Market St

Mahima Indo-Pak Grocery
Located on High Point Rd. in the Kelly Plaza Shopping Center, 4 miles from I-House. Good place to find Indian foods, spices, etc. 3808 B High Point Road.

Dynasty International Food and Gift
Located down Spring Garden St., just before the intersection with Market St., just under 4 miles away from UNCG. Asian grocery store. 4103 Spring Garden Street.

Super G
Located in the FantaCity mall, large selection of international foods. 4925 West Market St.
44 International Programs Center (Foust Building)
**TRAVEL TIPS**

- **Know where you are going and where to catch the bus throughout your travels.** The UNCG transit hub is located behind the library tower near the Walker Avenue circle. Spartan Chariot, HEAT and PART buses stop at the Walker Avenue transit hub. A few GTA bus stops are located nearby:
  - GTA 1 - West Wendover Ave
  - GTA 2 - Four Seasons
  - GTA 1 serves Spring Place and Sterling Cottages. Fare free with a UNCG ID. [www.rideheat.com](http://www.rideheat.com) and [www.ridegta.com](http://www.ridegta.com)

**Off Campus Housing**

From the Walker Avenue circle, take HEAT 73 to apartment communities on Walker Avenue, Chapman Street, and Spring Garden Street.

**GTA 1** serves Spring Place and Sterling Cottages. **Fare free with a UNCG ID.** [www.rideheat.com](http://www.rideheat.com) and [www.ridegta.com](http://www.ridegta.com)

**GTA 2** stops at Four Seasons Town Center Mall.

**HEAT 71** stops at the Pyramids Village Walmart and Four Seasons Town Center Mall.

**HEAT 72** stops at Friendly Center. **Fare free with a UNCG ID.** [www.rideheat.com](http://www.rideheat.com) and [www.ridegta.com](http://www.ridegta.com)

**Greensboro Coliseum Complex**

Park & Ride buses serve the Coliseum area during business hours and home basketball games. For weekend and evening concerts and special events, board GTA 2 at Tate & Lee and ride to Florida & Coliseum. Return stop at Spring Garden & Tate. **Fare free with a UNCG ID.** [www.rideheat.com](http://www.rideheat.com) and [www.ridegta.com](http://www.ridegta.com)

**Late Nights and Weekends**

HEAT 71 operates until 3am Thursday through Saturday nights. **Fare free with a UNCG ID.** [www.rideheat.com](http://www.rideheat.com)

**Who rides the bus?**

Last year 6,500+ UNCG students, staff and faculty rode more than 500,000 local bus trips!

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**The Beach**

Reserve a Zipcar or Enterprise Rent-A-Car for your trip! Or take HEAT 71 or 72 to the Depot downtown, then board a Greyhound bus to Wilmington, NC or other coastal locations. [www.greyhound.com](http://www.greyhound.com)

**The Mountains**

Take HEAT 71 or 72 to the Depot downtown, then board the Coach America Mountaineer to Boone. $20 round trip for students; $28 non-students. [http://www.coachamericannc.com](http://www.coachamericannc.com)

**New York to New Orleans**

Take HEAT 71 or 72 to the Depot downtown, then board an Amtrak train. One-way $5.50 to Burlington, $12.50 to Raleigh, $17.50 to Charlotte, $75 to DC, $82 to Atlanta, $127 to NYC, $165 to New Orleans. [www.bytrain.org](http://www.bytrain.org) or [www.amtrak.com](http://www.amtrak.com)

**And Beyond...**

To reach the Piedmont Triad Airport (GSO) from campus, take HEAT 71 or 72 to the Depot downtown, board a PART bus going to the PART hub ($2.40), then transfer to a complimentary airport shuttle Monday-Friday 6am-9am or 3pm-7pm. Please call ahead to request a pick up, (336) 883-7278 (PART). [http://partnc.org/shuttle-PTI.html](http://partnc.org/shuttle-PTI.html) [www.flyfrompti.com](http://www.flyfrompti.com)

For faster direct service from campus to the GSO (Greensboro), CLT (Charlotte), or RDU (Raleigh) airports, please contact a local transportation provider. Email uncg@gfwshuttle.com or call toll free 866-429-2525 for a 10% discount on door-to-door shuttle service to any location in North Carolina. [www.gfwshuttle.com](http://www.gfwshuttle.com)

**Car Sharing vs. Car Rental**

The Zipcar car sharing network is ideal for most short trips up to 4 days. Annual membership is $25 and reservations start at $8 per hour / $69 per day including gas, insurance, and 180 miles per day. Enterprise Rent-A-Car is recommended for trips lasting more than 4 days and/or for drivers with less than ideal driving records. Minimum driver age is 18. [zipcar.com/uncg](http://zipcar.com/uncg) [www.enterprise.com](http://www.enterprise.com)

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**UNCG’s Sustainable Transportation Programs Receive National Awards**

UNCG was the 1st Bicycle Friendly University in NC recognized by the League of American Cyclists. Bike registration is free and benefits include discounts at local bike shops. Spartan Cycles bikes rent for $25 per semester. [parking.uncg.edu/bike](http://parking.uncg.edu/bike)

UNCG was the 1st in the Triad named a Best Workplace for Commuters by the National Center for Transit Research, and the top university program in the nation in the 2012 Race to Excellence.

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**Who rides the bus?**

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**TRAVEL TIPS**

- **Know where you are going and where to catch the bus throughout your travels.** The UNCG transit hub is located behind the library tower near the Walker Avenue circle. Spartan Chariot, HEAT and PART buses stop at the Walker Avenue transit hub.
- **A few GTA bus stops are located nearby:**
  - GTA 1 - West Wendover Ave
  - GTA 2 - Four Seasons
  - GTA 1 serves Spring Place and Sterling Cottages. **Fare free with a UNCG ID.** [www.rideheat.com](http://www.rideheat.com) and [www.ridegta.com](http://www.ridegta.com)

- **Know when you need to get there and plan your time carefully.**
- **Have your UNCG ID, fare card, and/or money ready when you board the bus.**
- **Ask if you need help.** Don’t be shy or nervous about asking questions. Other riders, the bus drivers, and the UNCG Parking Operations & Campus Access Management staff are great resources for assistance.
SPARTAN CHARIOT
Yellow buses operate a complimentary campus loop shuttle service so there is no need to move your car between classes or meetings throughout the day.

WEEKDAY SERVICE
Monday-Friday, 7:30am-5:30pm (30 minute loop)
Stop 1: Spartan Village - Union Street behind Lofts on Lee
Stop 2: Lot 1 near Tower Village and Jefferson Suites
Stop 3: Walker Avenue Circle Transit Hub
Stop 4: Student Recreation Center
Stop 5: Gray Drive near Moore-Strong
Stop 6: Gray Drive at West Drive
Stop 7: Gray Drive near the Quad and fountain plaza
Stop 8: North Drive at College Avenue
Stop 9: North Drive near Sullivan Science
Stop 10: McIver Street near the School of Music
Stop 11: Tate Street near Brown and Taylor Theatre
Stop 12: Lot 7 near Gatewood Studio Arts

EVENING SAFETY SHUTTLE
Monday-Wednesday, 5:30pm-1:30am
Thursday-Friday, 5:30pm-2:30am
Saturday 5:30pm-2:30am, Sunday 3:30pm-1:30am
Stop 1: Spartan Village - Union Street behind Lofts on Lee
Stop 2: Lot 1 near Tower Village and Jefferson Suites
Stop 3: Lot 8 North and Lot 8 South
Stop 4: Forest Street — reopens January 2014
Stop 5: Jefferson Street near Spring Garden Apartments
Stop 6: Lot 9 near the Baseball Stadium
Stop 7: Walker Avenue Circle Transit Hub
Stop 8: Student Recreation Center
Stop 9: Gray Drive near Moore-Strong
Stop 10: Gray Drive at West Drive
Stop 11: Gray Drive near the Quad and fountain plaza
Stop 12: North Drive at College Avenue
Stop 13: North Drive near Sullivan Science
Stop 14: McIver Street near the School of Music
Stop 15: Tate Street near Brown and Taylor Theatre
Stop 16: Lot 7 near Gatewood Studio Arts

SPARTAN VILLAGE EXPRESS
Monday-Thursday 7:30am-10:30pm; Friday 7:30am-5:30pm
Saturday-Sunday, 11am-6pm
Stop 1: Spartan Village - Union Street near Haywood Hall
Stop 2: Administration Drive at College Avenue
Stop 3: Spring Garden Street near Visitor Center
Saturday-Sunday, 11am-6pm
Stop 1: Spartan Village - Union Street near Haywood Hall
Stop 2: Walker Avenue Circle Transit Hub

FARE-FREE WITH A UNCG ID!
Use your UNCG ID to ride green Greensboro Transit Authority (GTA) and orange/red Higher Education Area Transit (HEAT) buses fare-free. Without a valid ID, one-way fare is $1.50. Routes are ideal for traveling between local college and university campuses, getting downtown, to Friendly Center, or to Four Seasons Town Centre for dining, movies, shopping, and more. For details, visit www.ridegta.com and www.rideheat.com. Google Transit is the fastest, easiest way to plan your GTA and HEAT trips — transit.google.com.

From the Depot downtown, connect to Amtrak trains, Greyhound buses, or the PART hub. Visit www.bytrain.org or www.greyhound.com, for additional bus and train information.

The Piedmont Authority for Regional Transportation (PART) offers a variety of transportation services including an emergency ride home program, vanpools, direct bus routes from Davidson and Randolph counties to UNCG, plus additional regional bus routes. Student fares are half price. For details, visit www.partnc.org.

SHARING YOUR RIDE
Share the ride via Zimride and Facebook for daily commutes, road trips, special events, and visits home to see family and friends. If you have a car, split costs by offering rides. If you don’t have a car, find rides where you need to go.

SPARTAN VILLAGE EXPRESS
Monday-Thursday 7:30am-10:30pm; Friday 7:30am-5:30pm
Stop 1: Spartan Village - Union Street near Haywood Hall
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Stop 2: Walker Avenue Circle Transit Hub

GPS BUS LOCATOR
http://parking.uncg.edu

UNCG Parking Operations & Campus Access Management
Walker Avenue Parking Deck
506 Stirling Street
PO Box 26170
Greensboro, NC 27402-6170
parking.uncg.edu
(336) 334-5681

OH, THE PLACES YOU CAN GO...
Using Sustainable Transportation

Wheels when you want them
$25 annual membership fee
Mon-Thu $8/hour $69/day
Fri-Sun $9/hour $77/day
rates include gas, insurance, plus 180 miles per day
Join. Reserve. Unlock. Drive!

CAR SHARING
zipcar.com/uncg

RIDE SHARING
zimride.uncg.edu

ZIMRIDE
share the ride

CARPOOL

BIKE
WALK
TRAIN

UNCG Parking Operations & Campus Access Management
Walker Avenue Parking Deck
506 Stirling Street
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Greensboro, NC 27402-6170
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