Welcome to the University of Southern California!

Congratulations on joining one of the most diverse and talented communities of scholars and professionals in the United States. We are delighted to welcome you to the Trojan Family and guide you through all of the opportunities to explore, connect, and succeed at USC.

Your journey at USC starts now and we want to do everything we can to make your start with us as pleasant as it can be. The information in this handbook will be useful to you not only in the beginning of your time with us, but also throughout the semester.

Please take some time to read through each section. If you have any questions, please ask your teacher or stop by at the Academy office to schedule an appointment with an advisor. Remember, we are here to support YOU, so please let us know if anything is unclear or if you would like more information.

Good luck and Fight On!
USC welcomes students from all 50 states, and is home to more international students than any other university in the nation. This diversity enriches your educational experience and prepares you to make your way in our globally interconnected world.

-C.L. MAX NIKIAS, PRESIDENT
USC International Academy offers 4 programs. Below you will find a summary of what each program offers. For more detailed information, please visit the website: international.usc.edu

**INTENSIVE ENGLISH PROGRAM**
Full-time Intensive English Program students at the USC International Academy study in three different classes each week.

**Reading, Writing and Grammar**
Reading, Writing, and Grammar classes teach you academic literacy skills. In lower levels, you build reading skills. In intermediate levels, you read stories, articles and authentic texts, write about them, study vocabulary, and discuss the content. In higher levels, the focus is on academic reading and writing.

**Listening and Speaking**
Listening and Speaking classes teach students about speaking, listening and pronunciation. At the lower levels, you work on practical English skills. At the higher levels, you focus on listening, speaking, and note-taking in natural and academic contexts and practice public speaking and presentation skills.

**Elective Courses**
Students can choose one elective course from choices offered at each level. Typical elective course options include TOEFL/IELTS test preparation, Journalism, Vocabulary, Pronunciation, and Life in Los Angeles. *Elective course options are subject to change.*

**PRE-MASTER’S PROGRAM**
Pre-Master’s students have been admitted to select USC master’s programs and take courses to prepare their English and academic skills for the rigors of USC graduate coursework.

In the Pre-Master’s program, you will learn how to read and critically assess academic texts, communicate effectively in writing and speech, develop a graduate-level vocabulary, and improve your GRE/GMAT test-taking strategies to help you reach your required score for your degree program. Split into two tracks, courses are tailored to the reading and writing styles of your discipline and will introduce you to topics and content relevant to your field of study.

**Academic Tracks**
- Business, Social Science, and Arts
- Science, Technology, and Health

**Courses**
- Academic Writing for Graduate School I
- Academic Writing for Graduate School II
- GRE/GMAT Test Preparation
- Graduate Communication Skills
- Academic Listening and Speaking
- Academic Reading & Vocabulary Building
- Academic Reading & Vocabulary Building II
- Research Methods for Graduate Study
- Pursuing Your Graduate School Education

**Minimum Entry Requirements:**
- Bachelor's Degree
- Cumulative GPA 3.0
- High-intermediate English level (depending on your chosen master’s program, this is equivalent to: TOEFL iBT 75+/IELTS 6 OR TOEFL iBT 61+/IELTS 5.5 OR Academy Levels 4 or 5)

Meeting minimum requirements does not guarantee admission to any USC degree program. Please check the website for more details.

If you have any questions about the Pre-Master's Program, please contact JJ Lee: janettel@usc.edu
Program and Course Overview

UNDERGRADUATE PREPARATION PROGRAM
Undergraduate Preparation courses provide an integrated introduction to American college-level courses central to your advancement as a bachelor’s degree student. In 20 instructional hours of class each week, you will rapidly improve your English skills, increase your TOEFL/IELTS and SAT scores, and develop essential study skills. Students may also take up to 12 units of transferable USC course work.

Courses
- Academic Writing
- Academic Reading and Vocabulary
- Listening and Speaking
- Academic Study, Research and Communication Skills
- TOEFL/IELTS and SAT Test Preparation
- Academic Vocabulary Building
- Introduction to University Community/Comparative Cultures
- Creating a Standout College Application

Minimum Entry Requirements:
- High school diploma or five semesters of high school coursework completed
- High-intermediate English level (this is equivalent to: TOEFL 61+ / IELTS 5.5+ OR Academy Level 4)

Meeting minimum requirements does not guarantee admission to any USC degree program.

If you have any questions about the Undergraduate Preparation Program please contact Whitney Sherman: whitney.sherman@usc.edu

MASTER’S PREPARATION PROGRAM
Master’s Preparation students have the opportunity to follow the same academic tracks and take the same courses as those offered in the Pre-Master’s Program plus TOEFL or IELTS test preparation and comprehensive academic advising.

You will learn how to read and critically assess academic texts, communicate effectively in writing and speech, develop a graduate-level vocabulary, and improve your GRE/GMAT test-taking strategies to help you reach your required score for your degree program. Split into two tracks, courses are tailored to the reading and writing styles of your discipline and will introduce you to topics and content relevant to your field of study. See page 3 for the list of courses.

Minimum entry requirements:
- Bachelor’s degree
- High-intermediate English level (depending on your desired academic track, this is equivalent to: TOEFL iBT 75+ / IELTS 6 OR TOEFL iBT 61+/IELTS 5.5 OR Academy Levels 4 or 5)

If you have any questions about this program please contact Whitney Sherman: whitney.sherman@usc.edu

Conversation Groups
(included in all Academy programs)
Each week, you can sign up to join a conversation group. This is a great option to practice your English language skills with USC students in an informal setting. Conversation topics include American culture, university life, current events and other topics of interest.

Sign up for conversation groups online by clicking “Language Labs” in the footer navigation of the Academy website.

One-on-One Conversation Partners are also available for $10/hour. For more information: http://dornsife.usc.edu/ali/one-on-one-conversation-partners/
As an International Academy student, you must complete course registration before you are able to access USC services. If you do not register, you will not have access to university services.

The sooner you complete these steps, the sooner you can use the gym, libraries, computer labs, your USC card, email, USC student clubs, sports events, and more!

**CLASS NUMBERS**
Each Academy program is assigned a specific class number (see chart on right). When you do your course registration, you must select the class number that corresponds to the program you are enrolled in.

**HOW TO REGISTER**
- Log in to MyUSC (my.usc.edu) using your USC NetID (username) and password. Scroll down and click Web Registration under Student Links.
- Select the current term you are enrolled in.
- Under Dornsife College of Letters, Arts, and Sciences, click Registrar’s Office (RNR).
- Locate the Class Number that corresponds to your program, and click the Add to myCourseBin button next to that class.
- Scroll up to the navigation and click myCourseBin. You should see that class has been scheduled in your myCourseBin Content.
- Click Add This Class.
- If you receive a message to confirm the registration of the course, click SUBMIT. If you do not receive a message, click myCourseBin again in the navigation. The class you selected should be listed with a green check mark next to the word, Registered.

**HAVING PROBLEMS?**
If you are having problems registering for the course, please email info-international@usc.edu and include your USC ID number in the body of the email.

**INSTRUCTIONS AVAILABLE ONLINE**
Course registration instructions are also available in Chinese and Arabic. You can access the full English, Chinese, and Arabic instructions by visiting: http://iastudents.usc.edu/academics/course-registration/

<table>
<thead>
<tr>
<th>CLASS NUMBERS</th>
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<tr>
<td>Intensive English Program, Session A</td>
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<td>00943</td>
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<td>Intensive English Program, Session B</td>
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<td>Undergraduate Preparation Program</td>
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Academy Policies

RULES ABOUT YOUR PROGRAM AND CLASSES

PROGRAM FEE LATE CHARGE
Students must pay all fees before the program begins. The deadline to pay program fees is the end of the business day on the first day of Orientation. Students who do not pay on time will not be able to attend classes. If you have questions about this policy, please contact Assistant Director Pamela Yamamoto Ireland: pyamamot@usc.edu

LEVEL PLACEMENT
All new students take the English Placement Exam to determine their English level of proficiency. The exam will test your writing, listening, and reading skills as well as your grammar and vocabulary. You will be placed in an academic level based on your performance on the exam.

During the first few days of class, your teacher will observe your class performance and English ability very carefully to be sure that your placement is correct.

CLASS CHANGES
If you think one of your classes is not the right level, you should talk to your teacher(s) first and then fill out the Class/Level Change Request Form. You can get this form at the front desk in JEF.

Level changes are made for language reasons only, not for other reasons. We do not make changes to class schedules because of classroom location, teacher preference, or class time. Level changes will be made based on your performance during the first few days of class and from teacher recommendations. No class changes will be permitted after you complete the first two weeks of the program.

Elective Class
Intensive English Program students who would like to change their elective class must attend their originally scheduled class at least one time, then check with Academic Director Deborah Detzel to see what other classes are available.

You may change to another elective class if A) the other class is available for students in your level, B) there are not too many students already in the class, and C) the new class meets your educational needs.

To change your elective class, please see the Academic Director. Students who arrive after the beginning of the session may have a limited choice of elective course options.

PROBLEMS IN CLASS
If you have a problem with your class, your homework assignments, your teacher, or your attendance, you should first talk to your teacher. Americans prefer that people be direct and honest with them. If you and your teacher are unable to agree on a solution, you should talk to the Academic Director.
ATTENDANCE
Students are expected to attend every class every day. Students who are absent too often will be warned in writing that they must attend class or risk being dismissed from the school and being out of status with SEVIS. Students who are absent more than 20% of Academy courses are not awarded a certificate of completion for the program and will not be eligible for transfer. Those absent more than 20% of any class do not receive a passing effort grade.

All absences are counted, even those for reasons caused by medical, legal or family emergencies (there are no excused absences). Students with serious medical illnesses should notify the Academic Director as soon as possible.

IF YOU ARE LATE TO CLASS OR ABSENT:
- By five to fifteen minutes = you will be marked absent for half an hour (30 minutes).
- More than fifteen minutes late up to 45 minutes = you will be marked absent for one hour.
- If later than that, you will be marked absent for the entire class.
- If the total hours of absence reach 20% of class time at any point in the semester, you will be placed on probation.
- If a student who is on probation continues to miss or be late for classes, the student will be dismissed from the language program and his/her student visa will be terminated in SEVIS.

PROBATION
Students who exceed a 20% absence rate during a semester (Master’s Preparation, Undergraduate Preparation, Pre-Master’s Programs) or session (Intensive English Program) are put on “probation.” Students on probation are in serious danger of losing their full-time student status.

In order to maintain full-time student status with the university, a student who is on probation must attend classes and improve attendance. Students on probation may not be able to transfer to another university unless they improve their attendance and complete the session in good standing.

Students who meet the requirements of their probation and who finish the session in good standing are allowed to register for the next session. Those who fail to improve their attendance are dismissed from the program without refund, lose their full-time status, must leave USC housing, and are not allowed to register for the next session.

Students who are absent more than 20% are automatically considered “out of status.” Students who are out of status will not be allowed to enroll again at the Academy. In rare cases, the Director may decide to allow that student to continue in the next term. Students who are permitted by the Director to re-enroll will be on probation starting at the beginning of the term. Students starting any term on probation will automatically be dropped from the program and terminated in SEVIS if they are absent more than 20% of the total class time.
Grades & Recognition

ACADEMIC STANDARDS FOR SUCCESS

GRADES
USC International Academy students are given two letter grades for each course: one for Performance, and one for Effort.

Performance Grade
Only the grade for performance is used to determine whether or not a student passes to the next level. The chart on the right describes the performance grade standards.

- Students who receive a grade of C- must repeat the level in that class.
- Students who receive a grade of D+ or below will not pass to the next level.

Students who have less than a C- grade point average at the end of the session may be discontinued from the International Academy at the discretion of the Director.

Effort Grade
A high effort grade is rewarded to students who regularly attend and participate in class, have a clear willingness to learn, and demonstrate strong effort and determination to succeed.

PRE-MASTER’S GRADE POLICY:
To successfully meet the conditional requirements of your USC admission offer, you must complete your Academy courses with an overall B average. You must also meet any other requirements set by your university department (e.g., GRE score).

ACADEMIC RECOGNITION
Full time students with a GPA of 3.95 or higher, achieve “Highest Honors” and will receive a gold seal and cardinal ribbon for Academic Excellence on their Certificate of Completion.

Students with perfect attendance (no absences) will receive a gold seal and gold ribbon for Perfect Attendance on their Certificate of Completion.

The Academy also chooses one or two full-time students each term to be awarded as the “Outstanding Student.” These are students chosen by Academy faculty and staff who show exemplary contribution to the program in academic performance, leadership and community life. The “Outstanding Student” receives a plaque displaying his or her special certificate.

PERFORMANCE GRADE STANDARDS

- **A = Excellent** (to be given to the excellent student whose performance always meets or exceeds the requirements of the course and the expectations of the instructor)
- **B = Good** (to be given to the student whose performance regularly satisfies the requirements of the course and the expectations of the instructor)
- **C = Borderline Pass** (to be given to student who attains passing proficiency while meeting the basic requirements of the course and reasonably satisfies the expectations of the instructor)
- **D = Poor** (to be given to the student whose performance seldom meets the requirements of the course and expectations of the instructor)
- **F = Fail** (to be given to student whose performance clearly fails to attain the minimum required proficiency needed to advance to the next higher level).
**Visa and Immigration**

**STAY INFORMED ABOUT YOUR LEGAL RESPONSIBILITIES**

**IMMIGRATION CHANGES / UPDATES**
At this time, immigration regulations and procedures are changing frequently. It will be your responsibility to stay informed regarding these changes and how they affect your student status. The Academy office will try to keep you well informed of the new changes in The Academy News and in mandatory immigration meetings. If you have any questions or concerns, please see an Admissions and Immigration Advisor at any time:

**TRANSFER STUDENTS**
If you have transferred to the International Academy from another school in the U.S. and you have not met with one of the Admissions and Immigration Advisors, you will need to make an appointment with an advisor before the second week of classes. Please bring your I-20 and passport to this meeting. Transfer students who have not seen an advisor by the end of the second week will be removed from class and counted absent until the necessary steps are completed.

To transfer to another school from the International Academy, a letter of admission and transfer form must be presented to an Admissions and Immigration Advisor.

All fees for the session in which a student is enrolled must be paid prior to transfer.

**I-20 DETAILS**
Your I-20 is issued to cover the program dates listed in Section 5 of your SEVIS I-20 and is renewable. If you are studying on a USC International Academy I-20, you are considered a full-time student and must maintain full-time status during your stay.

All students must provide the Academy with a copy of their passport, visa, and I-20. Once you arrive to the U.S., please email copies of these documents to:

i20-international@usc.edu

If you did not email copies of these documents to the International Academy, please bring your paperwork to be photocopied during Orientation.

**TRAVEL DETAILS**
Students on a USC International Academy I-20 who plan on traveling outside of the U.S. will need a travel signature from the Admissions and Immigration Advisor on the third page of their I-20. Please see the Admissions and Immigration Advisor to discuss any issues regarding your travel plans.

**LEGAL SERVICES**
If you have any questions as to your immigration status, make an appointment with an Admissions and Immigration Advisor. If you are away from school and experiencing some difficulties with U.S. Consulate officials over visa matters, please do not hesitate to call the Academy office and alert them to your problem.
Identify

CARRY OFFICIAL IDENTIFICATION WITH YOU AT ALL TIMES

**STUDENT IDENTIFICATION CARD**

Everyone who studies at USC receives a USC identification (ID) card, also known as a USCard. Your USCard will hold your student ID number, which is an important number that you will need during your study at USC, and which you will need to carry with you at all times.

If you did not get your card during Orientation, then visit the USCard office in Parking Structure X in the Auxiliary Services Office. Fill out an application and tell the person at the counter that you are a USC International Academy student. They will have a list with your name on it. If you have any problems, ask for the manager and they will either process your card or call the Academy office for clarification. They will then take your picture and put it on a plastic card with your name and ID number.

**Add Money to Your USCard**

You might want the convenience of using your USCard for campus purchases at the Bookstore, library, restaurants, concessions and vending machines. It is easy to load any value you would like to your USCard online at usc.edu/vipcardservices or at the USCard office. DO NOT add money to your card at the Leavey Library machines.

**ACCEPTED USCARD LOCATIONS:**

- All campus restaurants & cafés
- USC Pharmacy
- USC Bookstores
- USC Ticket Office
- USC Mail Office
- Engemann Student Health Center
- Lyon Recreation Center (Gym)
- Yellow Cab Co.
- & more!

**USCard Services**

Open Monday-Friday, 9:00am-5:00pm
Parking Structure X (PSX)
(213)740-8709 • usc.edu/uscard

**SOCIAL SECURITY NUMBER / CARD**

A Social Security number is only assigned to people who are authorized to work in the United States. International students studying English full-time at USC are NOT eligible to receive a Social Security Card. A USC ID card is enough for most purposes.

Legally, individuals are only required to give their social security number to governmental agencies. If a business or other enterprise asks you for a social security number, you can refuse to give it; this is voluntary (not required) information.

You can request a letter from the Social Security Office explaining your ineligibility to receive a Social Security Number. See the Admissions and Immigration Advisor for more information.

The nearest Social Security Office is at the following address:

**Social Security Office**

1115 West Adams Blvd
Los Angeles, CA 90007
As a USC International Academy student, you have many housing options. You may choose to reserve housing through the Academy or secure private housing on your own. The demand for USC International Academy housing is much greater than the number of available spaces, so students are encouraged to apply as early as possible. For prices and availability, please contact: housing-international@usc.edu

**UNIVERSITY DORMITORY**

**Parkside Apartments**
Students living at Parkside share a 2-person studio apartment. Apartments include:
- Private bathroom, full kitchen, basic furnishings
- Extra-long twin beds, desks, dressers
- Couch, armchair, dining room table and chairs
- Phone line and Ethernet for each student, wireless Internet, basic cable (phone and TV not included)
- Coin-operated laundry facilities
- Card-key entry system
- Electricity, gas, and water included in rent
- Customer Service Center, 24-hr maintenance
- Parking available for an additional fee
- Mandatory partial meal plan

Residents receive basic bedding and a small towel. Pots, pans, cutlery, and dishes may not be provided but can be purchased at a local supermarket.

**STUDENT APARTMENTS**

**Tuscany and University Gateway**
Shared apartments (2 students per bedroom and bathroom; up to 6 students in one apartment) are offered directly across the street from the USC campus. All student apartments are furnished, include rent and fees, and have 24-hour onsite security. Each apartment features a kitchen with basic cooking utensils, living area, cable TV, and wireless Internet access. The apartment complexes also have quiet study rooms and lounges, courtyards, and a sun deck.

Parking is available for an additional fee of $400/semester. Parking permits are sold on a first come, first serve basis to Gateway and Tuscany residents only. To reserve parking, please see the Student Services Team.

**HOMESTAY**

USC International Academy can help you arrange a homestay with a host family. The Housing Coordinator will select the home right for you and provide support throughout your experience.

**RENTING YOUR OWN ROOM OR APARTMENT**

Once you arrive in Los Angeles, it may take two weeks to one month to find housing off campus; families may need more time. If you choose to rent your own apartment or room, be prepared to pay a security deposit (usually the equivalent of one month’s rent) in addition to the first month’s rent. Many landlords require a 12-month rental agreement.

We advise that you rent within the patrol areas of the USC Department of Public Safety. In general, these patrol areas are to the north of USC and straight to the west but not to the south of campus. Those considering living farther from campus will have many choices, but transportation options should be taken into consideration.
Activities

**EXPLORE LOS ANGELES**

**ACTIVITIES**
All students have the opportunity to explore the diverse sights of Los Angeles through the Academy’s Weekly Activities. There are a limited number of spaces for each activity.

**HOW TO RESERVE A SPACE**
- Write your name on the sign-up sheet in the JEF building before the deadline (usually one week before the Friday activity unless otherwise posted)
- If the activity requires payment, pay the non-refundable fee in cash when you sign up

After all of the spaces are filled or the deadline passes, you may sign up on the waitlist, but spaces will only be available if someone does not show up or if we can arrange extra transportation/tickets. We will do everything we can to include everyone who wants to participate in each activity, but your help is needed. You should sign up and pay early.

**CANCELLING ACTIVITY RESERVATIONS**
All tickets for activities are non-transferable and non-refundable. If you know that you will not attend an activity after signing up, please notify the Student Services Team in the JEF building as soon as possible.

**TRANSPORTATION**
Transportation is arranged for most events. We usually travel by public transport, bus or van, but sometimes we carpool with other students. If you have a car and would like to volunteer to be a driver for some of the activities, see the Student Services Team.

When you attend Academy activities for which transportation is provided, you must make sure that you arrive back at the bus, van or car(s) on time. If you do not return on time, you will need to see the Student Services Team before you are allowed to attend future Academy activities. If you are late returning to the location you were told more than one time, you will not be allowed to attend any more activities. If the Academy incurs late fees because you were late, you will be responsible for paying the late fees. These late fees can be more than $100.

**Alternative Transportation Form**
If you choose to attend an activity but will not take the transportation provided by the Academy, you must fill out an Alternate Transportation Waiver form before the date of the activity.

All students must fill out and sign a Liability Release Form during the first week of each session they attend. This is a form which states that you have health insurance and that you will not hold USC legally responsible if there is an accident. We do everything we can to make all activities safe for all students, and we have never had a serious accident on any of our events in the past. However, we want to take every precaution and make sure that everyone who participates in an activity has health insurance and can be properly treated should the need arise.

**EMERGENCIES DURING ACTIVITIES**
While all Academy activities are very safe, sometimes an emergency may occur. If you or someone in your group is hurt, lost, or experiencing any other emergency situation in which they need assistance, please seek help from any of the chaperones on the trip. To contact an on-site chaperone, you can call the Emergency Activities Phone. Do not use this phone for any reason that is not an emergency during an International Academy activity.

**Emergency Activities Phone:**
(213) 400-8098

**LIABILITY RELEASE FORMS**
Exploring Los Angeles

FAMOUS SIGHTS OF LA

NEIGHBORHOODS
There are many different ethnic neighborhoods in LA. Perhaps the best known is Chinatown, which is a short drive north from USC. There are many stores, restaurants, and Chinese-related events that take place in Chinatown every day. Little Tokyo is also not far from USC and features the culture and cuisine of Japan. The area northwest of USC is known as Koreatown—with delicious Korean Barbeque. The historic Pueblo de Los Angeles is our city’s very birthplace and features an authentic Mexican marketplace. There is also a large Jewish community in the Fairfax District and many Latino neighborhoods in East LA.

MUSEUMS
From neon art to classic cars, there are museums for everyone in LA! The most famous is the Getty Museum in west LA. This museum has a beautiful garden area, sculptures, famous pictures, furniture, photographs and one of the best views of LA! This museum is free along with many others including the California Science Center and the Afro-American Museum (both are across the street from USC!), LA Maritime Museum and Cabrillo Marine Aquarium. There are other museums that are well known in LA such as the Museum of Contemporary Art (MOCA), the LA County Museum of Art (LACMA), the Pacific-Asian Museum, and the Natural History Museum (that is also across from USC!) that have reasonable admission prices and offer student discounts with your USCard. One museum that you will never find anywhere else is the La Brea Tar Pits and Museum. This museum and park will take you back to prehistoric times when animals were the life of LA!

BEACHES
LA has a magnificent coastline, stretching 72 miles from one famous beach to another. A 22 mile bike path, the longest bicycle path in the world, is a vital part of the LA beach scene. LA’s beaches start at the southern-most tip of Long Beach. Venice Beach is known for its unique shops and vendors as well as its gym. Manhattan and Redondo Beaches are pleasant and do not have as many tourists as Venice Beach and Malibu. Malibu has many beaches, and is known as “Hollywood-By-the-Sea”. It is particularly beautiful. Santa Monica is a trendy beach that has a lot of fun things nearby. Other beaches that may be of interest include Playa del Rey, Hermosa Beach, Marina del Rey, and Rancho Palos Verdes. >> Travel Tip: For a beautiful and scenic trip, drive along the Pacific Coast Highway. The PCH winds all the way up the coast of the Pacific Ocean. There are beaches, mountains, surfers, wildlife, flowers, and much more to see as you ride along this famous highway.

MOUNTAINS
There are plenty of places to go hiking and sightseeing in and around LA The Santa Monica and Los Angeles Mountains are good places for hiking, camping and picnics. There are many trails above Pasadena where people hike or mountain bike. San Bernardino, Lake Arrowhead, and Big Bear Lake also have spectacular mountains, but are farther away.

SHOPPING
The Beverly Center is the mall that many USC students visit. There are many stores to suit the needs of pretty much every shopper. Westside Pavilion is located in West LA,
Exploring Los Angeles continued

a short drive from USC, and has many great stores and restaurants. **Century City** is an enormous outdoor mall west of USC with a large movie theater, department stores and fun boutiques. The garment and jewelry districts downtown have great deals during the day. **Hollywood and Highland** is a large outdoor mall with restaurants, clubs, shops and star sightings!

Not too far from campus is the popular **Grove**, a luxurious extension of LA’s Farmer’s Market at Fairfax and Third Street. It has many shops and restaurants, a beautiful movie theater and a tram that runs through the center and past the fountain.

And no one’s shopping experience is ever complete without visiting the famous **Rodeo Drive**, where all of the stars do their shopping. This expensive strip of shops is the destination of many tourists who want to take a look at the fancy stores, or even to take a look at the famous people who might be shopping in them!

**Other great shopping options:**
- **Old Town Pasadena, the Americana at Brand** (Glendale), **Third Street Promenade** (Santa Monica), **Westwood** (most frequented by UCLA students), **Melrose** (hip street with shops and cafes), and outlet malls such as **Camarillo Shopping Outlet, Ontario Mills, and Citadel Outlet.**

**PARKS**
- **Griffith Park** is one of the largest parks in the world. It contains 28 tennis courts, picnic and sport areas, and also horseback and hiking trails. Within the park there is an **observatory** with a planetarium theater boasting some of the best views of the city and night sky; the **Greek Theatre**, which hosts summer events and concerts; a transportation museum; and the **Los Angeles Zoo**, which is on the north side of the park. The park also contains a bird sanctuary, an equestrian center, golf courses, a merry-go-round, and a science center.

There is also **Exposition Park**, across the street from USC! This park is the home of many museums, including the California Science Center and the Natural History Museum. It also contains the world’s largest rose garden. The Olympics were held here in 1932 and 1984, using the Coliseum and the LA Sports Arena.

**AMUSEMENT PARKS**
Everyone knows that **Disneyland** is in California, but did you know it is only one hour away from campus? Another park has opened at Disney, Disney’s **California Adventure**, along with a great shopping area, called Downtown Disney. There are many amusement parks within LA as well. **Six Flags Magic Mountain** and **Knott's Berry Farm** are both packed with thrilling rollercoasters, fun shows and rides.

**SPORTS GAMES**
LA is a great city for sports lovers—with USC having the best teams of all! LA’s professional baseball team is the **Dodgers** who play at Dodger Stadium (not far from USC).

LA is lucky enough to have two professional basketball teams: the **Clippers** and the **Lakers**. Both teams play at the Staples Center, which is directly north of campus on Figueroa Street. The **LA Kings** are the official hockey team, and they also play at the Staples Center. LA also has professional soccer, arena football, extreme football and many other sports teams.

**TV TAPINGS**
Have you ever wanted to sit in on the making of a television show? There are hundreds of tapings each week, from comedies to talk shows like “Jimmy Kimmel.” For more information, you can check the websites of Paramount Television Audience Shows, NBC Television Network, CBS, ABC, or [www.tvtickets.com](http://www.tvtickets.com).

**LA TOURS**
There are many tour companies offering trips to all of LA’s sights. Drive by stars’ homes, take train tours of Southern California’s wine country, boat tours of the coastline, or a walking tour of historic downtown!
Exploring Los Angeles continued

MANN’S CHINESE THEATRE & HOLLYWOOD WALK OF FAME
This is the most famous theatre in LA it is well known throughout the world. Here lie the immortalized handprints and footprints of America’s favorite stars. Although you can still see movies in the Theatre, most people stop by to gaze at the signatures and prints in the cement. Hollywood Boulevard is known for its unique shops and the sidewalk paved with the names of famous stars. This is definitely unique to LA.

SUNSET BOULEVARD
One of LA’s most famous streets, Sunset Boulevard winds through the city past some of LA’s most well known sights. Along the drive known as the Sunset Strip, in the shadow of the Hollywood sign, you’ll pass familiar buildings (Capital Records, Paramount Studios) and clubs (the Viper Room, the Rainbow Room). Some of today’s hottest clubs and bars in this area are still loaded with stars. As you head further west, Sunset winds through some of LA’s most elegant areas (Beverly Hills, Bel Air) with multi-million dollar homes. You will begin to head into a lush green valley and then down, straight to the ocean. This is one of the best drives in LA.

UNIVERSAL STUDIOS AND UNIVERSAL CITY WALK
On the back-lot tour of Universal Studios you can see the sets of famous movies like Jaws and Back to the Future, see new sets and even see the stars themselves! This movie-themed park offers rides, shows and games that are packed with fun. Universal City Walk is the place where people hang out at night—right outside of Universal Studios. It has shops, restaurants, movie theaters and clubs. Parking is the only cost to visit CityWalk (no admission fee).

OUT ON THE TOWN...
Movies - Visit moviefone.com for a list of the movies you want to see, the times, and the locations of the closest theaters.

Music - In the 1960’s, LA’s music scene became world-famous. Some of the popular clubs from those days remain popular today. (The Whiskey A Go Go and The Roxy are two suggestions.) For information about LA’s live music, visit ticketmaster.com or pollstar.com

Night Clubs - In Los Angeles, there are clubs for just about every type of person or event. Whether you want to go dancing, hear live jazz music, mingle with the stars or just relax, LA has many “hot spots” just for you!

Restaurants - Few places in the world can compare with the dining selection in LA. Find great places to dine by checking out the Zagat’s Guide (a popular dining resource book). There is so much to choose from in LA, you can find food from just about every corner of the Earth!
Exploring Los Angeles

WHERE CAN I GO TO...?

...purchase school supplies?
CVS or Target are great off-campus places to go to purchase school supplies.

...buy groceries?
Groceries may be purchased at Ralphs, located just north of campus on Vermont and Adams, Fresh & Easy on Figueroa and Jefferson, or at Smart and Final located on Vermont and 36th St.

...buy cheap clothes?
There is a secondhand clothing at Goodwill located north of Figueroa. Target is located on Figueroa and 7th Street in Downtown Los Angeles. Shopping can also be found at Macy’s on 7th and Figueroa, the basement of the Trojan Bookstore, the Beverly Center, or at the Grove for a more expensive shopping experience.

...buy pots and pans?
Pots and pans may be purchased at Fresh & Easy on Jefferson and Figueroa, at Ralph’s on Adams and Vermont or at Smart and Final located in the shopping plaza on Vermont and 36th. IKEA and Target are also great options if you want to go away from campus.

...get cleaning supplies?
Cleaning supplies may be purchased at Fresh & Easy, CVS, Smart and Final, Ralph’s. Target is another place to go for supplies.

...open a bank account?
A bank account may be opened in person by visiting the bank and speaking to a representative. There is a Citibank located on Vermont and 36th next to the Smart and Final, and a Chase on Figueroa and Jefferson. You will need to bring money (for a deposit) and your passport in order to open the bank account.

...get a haircut?
There are various places around to get your haircut, including one next to Smart and Final, and one on Hoover and Adams. A quick search online will also pull up several options around the LA area.

OTHER FAQS

What are some fun things to do around USC?
You can visit the many museums just south of campus in Exposition Park (including Natural History Museum, Science Center, California African-American Museum). There is also the Rose Garden, Staples Center, L.A. Live (www.lalive.com) and Fig and 7th, a shopping center that includes Macy’s and California Pizza Kitchen among others.

Where can I get information about events happening in Los Angeles?
There are many websites that you can check to stay up to date on events happening in Los Angeles. These include: TimeOut Los Angeles (timeout.com/los-angeles), Discover LA (discoverlosangeles.com), LA Weekly (laweekly.com), Yelp (yelp.com), LAist (laist.com), and Eventful (losangeles.eventful.com).

Where can I go to rent a car?
Car rentals near USC include Enterprise Rent-A-Car (1944 S Figueroa St, www.enterprise.com) and Dollar Los Angeles Car Rentals (3515 Wilshire Blvd, www.dollar.com)
USC is committed to protecting students and educating them about how to protect themselves in Los Angeles’ urban environment. The USC Department of Public Safety (DPS), one of the largest campus public safety departments in the nation, works closely with the Los Angeles Police Department to ensure the university campus and surrounding neighborhoods remain as safe as possible.

Safety is a shared responsibility. Please review the information below to learn how to exercise caution in day-to-day situations, maximize personal safety and wellbeing, and make use of the extensive safety resources and services available at USC.

**FIRST STEPS TO SAFETY:**
- Save the USC Emergency number in your mobile phone: (213) 740 - 4321
- Sign up for TrojansAlert: trojansalert.usc.edu
  Through the TrojansAlert system, university officials contact registered members of the Trojan Family via text message, voicemail or email to let them know about situations that may present a risk to public safety in our campus community.
- Download the Trojan Mobile Safety App by searching "LiveSafe" in your Google Play or Apple App Store.

**CAMPUS-WIDE SAFETY**
USC has many security cameras, license plate recognition cameras, emergency phones, and security officers on and near campus. Additionally, using USC Campus Cruiser (see p. 20) means you don’t have to walk home alone.

**Emergency "Blue Light" Phones**
Over 400 Emergency Blue Light Phones are conveniently located across campus, which provides immediate access to a DPS communications officer and identifies the phone location if the caller is unable to talk. The phones can be used to request an escort, report suspicious activity, and to report crimes.

**After Hours Visitor Policy**
Anyone arriving on campus between 9 pm and 6 am, seven days a week, will be asked to show university identification to security guards stationed at the selected entrance points.

USC students, faculty and staff must register any guests arriving to campus after 9pm through the online system at [http://visitor.usc.edu](http://visitor.usc.edu). Each guest must present their identification to enter campus.

Students have to present their USC IDs at all on-campus dorms 24 hours a day and have to register guests with their USC ID and a fingerprint scan if living on campus.

**REMINDERS FOR STAYING SAFE**
There are many ways you can avoid being a victim of crime or getting hurt. Please review the Safety Handout you received for tips on staying safe at home, on the road, and in the event of an emergency.

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**IMPORTANT:**
To report a crime in progress, suspicious or threatening behavior, or other emergencies:

- **At USC:** Call the USC Department of Public Safety: (213) 740-4321
- **Outside of USC:** Call the Los Angeles Police Department or Fire Department: 911
- **If USC has a major emergency or power failure,** your family can receive updated information by going to [http://emergency.usc.edu](http://emergency.usc.edu)
Health Care and Insurance

USC HEALTH INSURANCE AND THE ENGEMANN STUDENT HEALTH CENTER
International Academy students are insured by a plan through the USC Student Health Center during the term that they are enrolled. Health care services include doctor visits, information on health problems, allergy shots, minor surgery and X-rays, all of which are available to insured students.

To use the services, students should go directly to the Student Health Center and show the receptionist the International Academy insurance card or your student ID card.

There are some small fees associated with seeing a doctor, such as fees for blood tests, x-rays, and other tests. Doctor visits can be on a walk-in basis, but appointments with specialists must be made a week in advance.

More detailed information about your health care will be given to you during the first few days of the program.

Please note that if you make an appointment for services at the Health Center and do not show up, you will be charged a $20 no show fee.

USC Engemann Student Health Center
1031 W. 34th Street, Los Angeles 90089
(213)740-9355 • engemannshc.usc.edu

MEASLES AND MUMPS IMMUNIZATION AND TUBERCULOSIS SKIN TEST
USC requires all students to receive two doses of the MMR (Measles, Mumps, and Rubella) vaccine, show proof of 2 Measles & 2 Mumps injections, or show proof of immunity to both. Acceptable forms of proof for the MMR are childhood immunization records or a blood test lab result.

If you are unable to provide proof, you must receive the MMR vaccine (at no cost) and then after 4 weeks, receive your second MMR.

All international students are also required to be screened for tuberculosis in the U.S. or Canada within 6 months prior to the first semester of enrollment at the Academy.

The MMR immunization and T-spot blood test will be administered by Student Health Center staff at a special Health Workshop. The schedule for these workshops will be announced after you arrive at the International Academy (usually after Orientation Week).

PLEASE NOTE: Women who are pregnant or plan to become pregnant within one month of the workshop date should not receive the MMR vaccination. If you have questions about this, please consult the Health Center staff.

OTHER HEALTH INSURANCE PLANS
The USC Insurance Plan is required for all students at the International Academy. Dependents not enrolled at the International Academy should all contact Aetna directly.

Plans purchased elsewhere will not waive you from your USC insurance requirement. As a result, we advise you not to purchase an insurance plan in your country or from other countries.
Money & Banking

MANAGE YOUR MONEY
We recommend you bring a minimum of $2,000 USD in traveler’s checks for immediate expenses. Do not carry large sums of cash with you when you travel. Your immediate costs include transportation and your first month’s living expenses.

OPENING A BANK ACCOUNT
If you are staying in the U.S. for longer than three months you may wish to open a bank account. Many students use Bank of America or Chase Bank since there are many branch offices all over California and they have many account options. They also have employees who can translate in several languages. The USC Credit Union offers a full range of banking and account options as well.

GENERALLY, TO OPEN A BANK ACCOUNT, YOU NEED:
1. Passport
2. Documents that prove you are currently enrolled at USC (I-20, Student ID, Admission Letter)
3. A minimum deposit of $200 or more
4. Address of where you live in the U.S.

These requirements may vary depending on the bank.

ACCESSING FUNDS IN THE U.S.
A good way to deposit money into your account is by bank wire transfer. First, you need to open an account with a minimum of $200 (cash, travelers check, bank check or charge card). Once the account is established, you can have funds wired directly to your account. It usually takes a few days for the money to be available. Bank fees apply to many transactions. Please check with the bank of your choice.

AUTOMATED TELLER MACHINES (ATM)
Debit and credit cards are common in the U.S. You can apply for a debit card (also known as an ATM card) when you open your bank account. A debit card allows you to withdraw or deposit money and check your account balance. ATM machines can be found at banks, shopping centers, supermarkets, and on the USC campus.

Some businesses now allow customers to use their ATM cards to pay for purchases (most often at gasoline stations and supermarkets). When using ATM machines, be sure to follow necessary security precautions to guard against theft.

Note: There is usually no fee for using your ATM card at your bank or its branches. However, there is a small charge when using it at other banks.

Nearby ATMs:
- USC Credit Union: a variety of locations on and off campus, including ATMs outside the Student Union building (in Campus Center)
- Chase: located at University Gateway on the corner of Figueroa Street and Jefferson Boulevard
- Citibank: located just west of campus at Vermont Avenue and 36th Street near Togo’s and Taco Bell
- Bank of America: several locations; outside of Student Union building on campus, on the corner of Jefferson Boulevard and Vermont, and at the corner of Figueroa and 27th Street
- Wells Fargo: on the corner of Figueroa Street and 28th Street; if going north on Figueroa (toward downtown), it is on the left side
TRANSPORTATION

GETTING TO AND FROM USC
Free bus transportation to the University Park Campus is available to students living in the nearby area (sometimes referred to as “USC trams”). A bus route connects the University Parking Center at Jefferson Boulevard and Grand Avenue with various University Park Campus locations. An intercampus bus runs between the University Park and Health Sciences campuses. The bus service links both campuses to Union Station—the major Los Angeles transportation hub, serviced by Amtrak, Metrolink, Metrorail and local transit bus lines. USC trams operate designated routes Monday through Friday; limited services are provided on weekends.

USC CAMPUS CRUISER
USC Campus Cruiser provides either a walking or vehicle escort to your destination within a one mile radius of campus. During the summer semester, this free service operates from 6pm to 12:45 am, seven days a week, except for university holidays. Usual wait time is around 10-15 minutes. To arrange a ride from the University Park campus, call (213) 740-4911; from the Health Sciences campus, call (323) 442-2100.

DRIVING IN CALIFORNIA
During your first three months in the U.S., you may use your driver’s license from your home country together with an International Driving Permit/License and your passport. If you stay in the United States longer than 3 months, you will need a California driver’s license to drive. Your I-20 needs to be valid for at least 2 months after the date you pass your driving test. For more information, check the Department of Motor Vehicles (DMV) website at www.dmv.ca.gov

METRO RAIL
Within walking distance from campus you will find a METRO train stop that you can take to Downtown Los Angeles, Hollywood, Universal Studios, Union Station (where you can find train connections to other U.S. cities and states), Long Beach, the airport and many local attractions.

RESOURCES FOR GETTING AROUND

Airport Shuttle
Super Shuttle • (800) 258-3826
PrimeTime Shuttle • (800) 733-8267
• USC Discount Link: http://primetimeshuttle.hudsonltd.net/res?USERIDENTRY=TROJAN07&LOGON=GO

Train
Union Station
800 N Alameda Street, Los Angeles 90012
(800) 872-7245 • www.amtrak.com

Metro Buses, Subway, and Light Rail
Main California Public Transport System
(323) 466-3876 • www.metro.net

Greyhound Bus Lines
1716 E 17th Street, Los Angeles 90021
(213) 629-8401 • www.greyhound.com

Taxi
Yellow Cab • (800) 200-1085
Bell Cab • (888) 235-5888

Car Rentals
Enterprise Rent-A-Car • 1944 S Figueroa St, Los Angeles 90007 • www.enterprise.com
Dollar Los Angeles Car Rentals • 3515 Wilshire Blvd, Los Angeles 90010 • www.dollar.com
EATING ON CAMPUS
Hungry? There are many places on campus to satisfy your appetite. USC Hospitality provides the following dining options on campus (hours may vary, please check the website):

- **TUTOR CAMPUS CENTER**
  Located between the USC Bookstore and Student Union, Tutor Campus Center offers a variety of quick service dining options, including: The Habit, California Pizza Kitchen, Lemonade, Coffee Bean & Tea Leaf, Panda Express, Verde, Seeds Marketplace, Moreton Fig, and Traditions (the local bar)

- **DINING HALLS (EVK, Parkside, Cafe 84)**
  These all you can eat, buffet-style cafeterias offer extensive hot and cold dining options. Meal swipes can be used here.

- **LITTLE GALEN**
  Open for lunch only, Little Galen offers healthy grill items, sandwiches, salad bar and special hot entrées. (Behind Heritage Hall)

- **COFFEE BEAN & TEA LEAF**
  Coffee, tea, and grab & go items (located at the School of Cinematic Arts)

- **GROUND ZERO COFFEEHOUSE**
  This student-run coffeehouse and performance venue is known for its creative milkshakes and relaxed atmosphere. (Behind Marks Tower)

- **LAW SCHOOL CAFE**
  Offers fresh panini sandwiches, salads, and snacks. (Ground floor of the Law School)

- **LITERATEA**
  Make your study hours more pleasant in this quiet teahouse behind Doheny Library.

- **POPOVICH CYBER CAFE**
  This Business School cafe serves sandwiches, salads, coffee, smoothies, and snacks. (1st floor of Popovich Hall)

- **TROJAN GROUNDS / STARBUCKS**
  Trojan Grounds is the only USC Hospitality venue that’s open 24/7. Serves coffee, pastries, and grab & go meals.

- **TUTOR HALL CAFE**
  Indian cuisine, Japanese noodle bowls, banh mi sandwiches plus grab & go items. (Near PSA at the Viterbi School of Engineering, outdoor seating available)

EATING OFF CAMPUS
From street food to 5-star restaurants, Downtown Los Angeles is home to a wide selection of dining options. The Grand Central Market, L.A. Live, Chinatown, and Little Tokyo are a short bus ride away. For home cooking, visit Fresh & Easy on Jefferson Blvd. or one of the specialty grocery stores along Vermont Ave.
USC General Student Services

USC Bookstore
(213) 740-0066 • uscbookstore.com
You can purchase textbooks, reference and technical books, stationery, computer supplies and merchandise with the USC logo at this location.

Campus Cruiser (Escort Service)
(213) 740-4911 • transnet.usc.edu/
If it is evening and you need to go out somewhere, it is safer to walk with a friend or call Campus Cruiser. The USC Campus Cruiser will transport students to and from locations within a one-mile radius of the center of campus at no charge between 6pm and 2:45am, Monday-Sunday. When you call, please be prepared to tell them your name, pick-up location and drop-off destination. You will be notified with a call or text message when your Cruiser has arrived.

Lyon Recreation Center (Fitness Center)
(213) 740-5127 • usc.edu/recsports
The Lyon Center offers opportunities to participate in sports, group exercise, and other recreational activities. You have full access to a variety of athletic facilities, including racquetball and squash courts, sauna and whirlpool, a weight room, gymnasiums, swimming pools and locker rooms.

IMPORTANT: If you want to use the Lyon Center, get a liability waiver from the Lyon Center front desk and turn it in. They will check for your name on a list generated by the International Academy and issue you a sticker for your USCard. This will give you access to the facilities there. Students only have access to the Lyon Center during the term they are enrolled in.

USC Pharmacy
USC Pharmacy, STU 101 • (213) 740-2738
Medical Plaza Pharmacy, PSD • (213) 821-6100
pharmacies.usc.edu/
If you have been injured or are suffering from an illness and your doctor has prescribed medicine for you, go to one of the two campus pharmacies to get your prescription filled. USC students receive a discount on prescription medicines here. Consult with certified pharmacists about any questions you may have regarding the medication.

Student Counseling Services
Engemann Student Health Center
(213) 740-7711 • engemannshc.usc.edu/counseling/
Student Counseling Services is committed to helping students achieve their academic and individual goals. Their professional staff is available for consultation in either a private one-on-one or group setting, where emphasis is on personal and cross-cultural issues.

If you are experiencing depression, stress, relationship difficulties, etc., and would like to talk to a counselor, call or walk-in to the Student Health Center to schedule an appointment.

Child Care
2716 Severance Street, Los Angeles 90089
(213) 743-2446 • usc.edu/childcare
If you have children, you must arrange your own day care services, usually for a monthly fee. There is often a waitlist for available spaces at USC childcare, so be prepared to arrange alternative child care if you are bringing dependent children with you when you come to study. Children are not allowed in USC classrooms at any time.

Student Information Center
Ronald Tutor Campus Center (TCC) • (213) 821-7822
If you have general questions about academic and social programs at USC, you can go to the Information Desk on the ground floor of the Campus Center and ask. The people there can give you literature which will help answer your questions. There is also a Lost and Found department where you can sometimes find belongings you may have lost.
Good Places to Study At USC

This list was compiled by USC students based on some of their favorite study spots. This is only a partial list; feel free to find your own “quiet space” on campus or nearby!

MUD HALL OF PHILOSOPHY (MHP)
There are many quiet places to study in this beautiful building including a lovely courtyard. It is on the far end of campus (next to Exposition Boulevard) so it is not busy. The best place in this building however is the Hoose Library on the top floor--take a walk up the stairs to see it for yourself. It is breathtaking, secluded and quiet!

RONALD TUTOR CAMPUS CENTER (RTCC) TROJAN FAMILY ROOM
Situated inside USC’s student hub, the Trojan Family Room is central to everything you need – a place to study, food nearby to replenish your tired mind, and fancy furniture to cushion your bum from all those hours of studying. You’ll appreciate that the space is also aesthetically appealing for when your eyes wander away from your textbook.

LEAVEY LIBRARY (LVL)
This large library is filled with floors of study space but it is always busy. There are computer labs in the basement and on the second floor with plenty of studying area in each. You can also reserve a study room for individual or groupwork.

TAPER HALL OF HUMANITIES (THH)
There are several great places to get some work done in this building. On the fourth floor there are several chairs and couches down the winding hallway. There’s lots of sunlight and it’s always quiet here as well. Another good spot is the Language Center located on the 3rd floor.

DOHENY LIBRARY (DML)
This is perhaps the best place on campus to study because there are floors of desks and tables hidden amongst the book stacks. If you like to be secluded and undisturbed, head down the elevator and sneak around to a quiet corner. If you like large open wood tables, try the first floor Cinema Library. Doheny Library is a great place to study if you love books because the entire place smells like old books! The only problem is that once you are underground, there are no windows, so keep an eye on your watch!

FOUNDERS PARK
Located directly beside Bovard Auditorium (ADM), this is a prime location for studying on sunny days. You can sit on the benches or sit in the grass. Usually this area is relatively quiet and empty.

QUEEN’S COURT
This is the area next to the Music School (MUS, RHM, BMH). This is one of the most lovely and tranquil places to study at USC. There are plots of flowers, grassy hills and sculptures. This is also a great place if you enjoy calming noise while you study--there are almost always music students practicing or, if not, you can hear the relaxing sound of the fountain.

GROUND ZERO
Tucked away behind Marks Tower (DMT), Pardee Tower (PDT) and the Dean’s Halls (DXM, TRO), Ground Zero can be a good place for studying. It opens at 7pm on weeknights. Known for its comfortable chairs and couches, it makes a great place for reading when there aren’t concerts or events going on. Since not many people know about Ground Zero, it is relatively quiet. While you’re there, try a Chai Milkshake!

Other small campus libraries:
• VKC Library (basement of VKC)
• Cinematic Arts, East Asian Libraries (in Doheny)
• Architecture and Fine Arts (basement of WAH)
• Law Library (2nd floor of Law School)
USC General Student Services continued

Office of International Services (OIS)
Grace Ford Salvatori Hall (GFS), Suite 120
(213) 740-2666 • usc.edu/ois
OIS provides advising services and support for international students and scholars at USC, including help with immigration regulations, financial problems, housing, and counseling on cross-cultural adjustment. Social and cultural activities are also hosted by OIS throughout the school year.

Daily Trojan
usc.edu/dt
To keep yourself well-informed of campus activities, read the Daily Trojan, USC’s student newspaper published every weekday during the school year. These newspapers are located all over campus and can usually be found in the entrance of THH, VKC, or many other places throughout campus.

The Mail Stop (Postal Services)
Parking Structure X (PSX), First floor • (213) 740-2467
If you need to purchase stamps, mail a package, or other mailing needs, this convenient stop is for you! There is also a U.S. Post Office located across from Gate #6 on Vermont Ave and several USPS and FedEx drop-off locations across campus.

Computer Access
itservices.usc.edu/spaces/computingcenters/
The following computing centers are open for student use:
- King Olympic Hall (KOH 206)
- Salvatori Computer Center (SAL 125)
- Waite Philips Hall (WPH B34)
- Leavey Library (LVL lower level, 2nd floor)

Libraries
(213) 740-2931 • usc.edu/libraries
USC has more than 20 libraries on its campus to facilitate your coursework, studying, and research. Its technology-enhanced spaces will support individual or group study as well as multimedia production and viewing. Leavey Library is open 24 hours a day beginning Sunday at 9:00am until Saturday at midnight during the fall and spring semesters. Check the website for library locations and hours.

USC Ticket Office
Student Union (STU), Suite 100
(213)740-7111 • usc.edu/tickets
In the mood to have some fun? You can purchase tickets to California amusement parks, concerts, games, festivals, carnivals, and on-campus events at discounted rates.

University Transportation Services
Parking Structure X (PSX), First floor
(213)740-3575 • usc.edu/transportation
If you need a USC Parking Permit or want to purchase discounted MTA bus passes, you must go to the Transportation Office. This office also provides the campus bus service which is very helpful if you need a ride between USC off-campus housing or parking structures and campus.
**FAQs**

**FREQUENTLY ASKED QUESTIONS**

**USCARD**

**Where do I go to set up my USCard?**
The USCard office is located in PSX (Parking Structure X) near Leavey Library and Pardee Tower. For more information go to: www.usc.edu/uscard

**What do I do if I am having problems with my USCard?**
Bring your ID card to the USCard office in PSX and tell them what your problem is. You can visit the USCard website given above or call (213) 740-8709.

**DINING**

**Where can I eat on Campus?**
The campus offers many dining options including the Ronald Tutor Campus Center, Tutor Hall Café, Popovich Café, The Law School Café, LiteraTea, Trojan Grounds, Ground Zero and The Coffee Bean. There is also McKay’s, The Lab and Rosso’s Pizzeria, all located next to the Radisson on Figueroa Review page 20 of this handbook or visit the hospitality website at: hospitality.usc.edu

**Where can I eat nearby campus?**
South on Figueroa at Tuscany, you will find Chick-fil-A, Cold Stone Ice Creamery, Quizno’s Subs, and Chipotle Mexican grill. If you travel a bit north of campus on Figueroa you will find many more restaurants and fast food joints including Viztango, Freebirds, Pasta Roma, McDonald’s, La Taquiza, Panda Express and more. Be sure to bring your Student ID as discounts are given to students at some locations.

**BOOKSTORE**

**Where can I buy books and school supplies?**
The campus bookstore is located in the center of campus near Tommy Trojan. The top floor (3rd floor) offers school books and supplies from pens to paper and anything your studies might require. On the second floor you can find all of your USC fanfare, hats, shirts, sweaters and more. The ground floor sells books and magazines while the basement floor offers electronics and retail clothes. Don't worry about buying your textbooks for class -- your teachers will provide them for you.

**Where can I check out a book?**
After you find the book you want from the bookshelves, just bring it to the front desk and give the assistant your USC ID card. He/she will let you know when the books are to be returned.
FAQs continued

Is there wireless internet in my USC apartment?
All USC housing facilities are equipped with high-speed wireless service. For more information visit www.usc.edu/wireless.

How do I set up my USC email?
Please follow the instructions listed on the International Academy Student Portal: http://iastudents.usc.edu/academics/email

RECREATION SPORTS / GYM
Can I use the gym?
Absolutely! The Lyon Center, located on the corner of McClintock and 34th St, across from Café 84, is available for all students. You will need to fill out an online waiver on the Lyon Center website before you can use the gym. After you submit the online waiver, just bring your USC ID to the front desk of the Lyon Center and you can use the weights and cardio equipment for free. Classes and personal trainers are available for a fee. Visit the website for more information, including intramural sports: www.usc.edu/recsports

TICKET OFFICE
Where can I purchase tickets for campus events or other events in the LA area?
Tickets may be purchased at the ticket office located in the student union next to Tommy Trojan. Tickets for non-athletic USC events and outside venues like Disneyland may be purchased here. Discounts are offered to students so be sure to bring you ID card! For a listing of all discount services offered visit www.usc.edu/tickets. For USC athletic events visit the USC Athletics website at www.usctrojans.com.

LAUNDRY
Where can I go to do laundry on-campus?
Laundry rooms are available in each housing area building and are operated by a laundry card that may be purchased at the customer service center.

MUSIC / EVENTS
Where is the closest laundromat off-campus?
The closest off-campus Laundromat is on Vermont, about half a block north of Jefferson, just south of 30th St and is located on the east side of the street. Machines are coin-operated so be sure to have quarters or bills to change over in the coin machines. Detergent may be purchased on-site, however it would be cheaper to buy your own before going.

CAMPUS EVENTS / ACTIVITIES
For a listing of Arts and Events on campus visit the Arts and Events calendar at www.usc.edu/calendar. There you can find descriptions of campus events from art to music and more.
MAIL

Where do I go if I need to mail a letter or package?
The campus Mail Stop is located in PSX next to the USCard office. Stamped letters can be deposited in any of the blue mailboxes on campus and there is a post office just off campus on the northwest corner of Vermont and 36th St. The Fedex office, located on the third floor of the Bookstore, can be used to mail packages as well.

How can I set up cell phone service?
You will have to go to a cell phone provider on your own to purchase a cell phone and service if you do not already have one. There are cell phone providers in the Fig & 7th complex, and a T-Mobile store on Figueroa and Adams.

Consider purchasing a pre-paid phone instead of signing a long-term contract, depending on how long you are staying in the US.

PARKING & TRANSPORTATION

Where can I park my car?
Public parking in the parking garages is $10 a day. The meters around campus are $1 per hour for up to 2 or 4 hours maximum, depending on where you park. Parking passes may be purchased from the transportation office located in PSX or online. Prices vary depending on the pass. Visit the website at www.usc.edu/parking.

How do I use the trams?
Trams operate roughly every thirty minutes leaving from behind Leavey Library and various other stops throughout campus. There are four routes that run around the USC area, one that runs to the parking center behind the 110 Freeway and the Radisson Hotel, one running to the Health Sciences campus and one running to Union Station. For routes and schedules visit www.usc.edu/transportation.

HEALTH & SAFETY

Where can I go to buy over-the-counter medication?
There are two campus pharmacies at USC: one is located in the Student Union across the hall from the Ticket Office, and the other is directly across from the Student Health Center. There you may purchase over-the-counter medication and have valid prescriptions filled.

Where do I go if I need to see the doctor?
For health services you can go to the Engemann Student Health Center located at 1031 W. 34th Street behind Fluor Tower and the Lyon Center. Appointments may be made or you can walk-in; if you do not have an appointment, be prepared to wait. You can call the health center at (213) 740-8742 or make an appointment by calling (213) 740-APPT.

What do I do if I have an emergency?
In the event of a public safety or medical emergency while on campus or in the USC area call (213) 740-4321. For police, fire, ambulance services, or emergencies while away from campus, call 911. It’s a good idea to save these important phone numbers in your cell phone.

How do I sign up for TrojansAlert?
When an emergency occurs, authorized senders can instantly notify you using TROJANS ALERT. TROJANS ALERT is your connection to real-time updates, instructions on where to go, what to do, or what not to do, who to contact and other important information. Visit trojansalert.usc.edu and follow the steps to sign up.
Meet the Team

USC International Academy employs full-time staff members to provide exceptional services to our students. If you have any questions, please feel free to contact the staff by email or in person during walk-in hours at the Jefferson Building.

Aga Paul
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Languages: Polish

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Languages: Indonesian

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Languages: French

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Student Services Manager
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Languages: Spanish

Liza Chavac
Student Services Coordinator
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Languages: Spanish
National Holidays

2015-2016

USC International Academy will be closed on the dates listed below:

LABOR DAY
Monday, September 7, 2015

THANKSGIVING
Wednesday, November 25, 2015 – Friday, November 27, 2015

WINTER HOLIDAYS
Thursday, December 17, 2015 – January 10, 2016

MARTIN LUTHER KING DAY
Monday, January 18, 2016

PRESIDENTS’ DAY
Monday, February 15, 2016

MEMORIAL DAY
Monday, May 30, 2016