



INTERNATIONAL
SCHOLAR
HANDBOOK

**Office of International Students and
Scholars**

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WELCOME

This handbook has been prepared by the Office of International Students and Scholars (OISS). All of us in OISS join the faculty, staff, and students in welcoming you to Wayne State University (WSU). We hope your stay here will be of lasting value to you intellectually, academically, and socially.

We believe that this handbook will be an excellent reference throughout your stay. You will find valuable information about the University and about living in Detroit.

OISS staff members are professionally trained to advise students and scholars on a wide range of topics that include immigration matters, social and cultural differences, financial matters, and personal concerns. We provide programs designed to help students, scholars, and their families adjust quickly to life in the United States and minimize the difficulties they may experience both initially and throughout their stay.

OISS is open all year (except University holidays): Monday through Thursday from 8:30 a.m. to 6:00 p.m. and Friday from 8:30 a.m. to 5:00 p.m. during fall and winter semesters and Monday through Friday 8:30 a.m. to 5:00 p.m. during the spring/summer semester. You can call or stop by to ask general questions. If our reception staff is not able to assist you with your concern immediately, you will be asked to see the advisor on call (AOC) or make an appointment at www.oiss.wayne.edu. A walk-in AOC is available Monday and Thursday from 9:00 a.m. to 11:00 a.m., and Tuesday, Wednesday, and Friday 1:30 p.m. to 2:15 p.m.

Again **WELCOME TO WAYNE STATE UNIVERSITY**, and best wishes for a successful academic, career and personal experience.

U.S. CULTURE AND EDUCATION

This section will give you an overview of expectations and behavior commonly viewed as “American.” Reviewing this section will decrease the confusion you may feel due to cultural differences.

U.S. CULTURAL VALUES

Time Orientation: To Americans, time is valuable and must be used carefully and productively. Americans expect promptness or “being on time” in both academic and social settings.

Work Orientation: Americans place a high value on hard work; they judge people by how hard they work and how task oriented they are. Some believe that people achieve results on the basis of how hard they work.

Achievement Orientation: A very high value is placed on a person’s accomplishments and productivity. Individuals evaluate themselves and are evaluated by others in terms of their achievements and accomplishments.

Individualism: Americans view themselves first and foremost as individuals with both freedom and responsibility to manage their own lives, make their own decisions and accomplish their own goals. Families and friends are important, but individuals are expected to first consider their own needs, desires, and values. In this culture, people are not comfortable being obligated to or dependent on others.

Direct Communication and Problem Solving: A strong value is placed on direct and straightforward communication. When problems arise between individuals, Americans prefer to discuss them openly and solve them. Americans will say “yes” or “no” to questions even if the answer might hurt someone’s feelings.

Pragmatism: Americans are very practical and like ideas that are seen as “useful.” This goes together with the orientation toward work and achievement. You must be able to relate “theory” to “practice.”

THE PROBLEMS OF FIRST NAMES AND TITLES

In general, people in the United States are very informal about titles and status. This can make addressing professors, Teaching Assistants (TAs), and staff very confusing for international students and scholars. Do you call a professor by a title such as “Dr. Brown,” or do you call him or her by first name such as “Judith,” as you may hear other students do? Sometimes it’s one way, and sometimes it’s another, so it is difficult to tell when each is appropriate. It is best when dealing with professors and TA’s, to use their titles - “Professor, Doctor, Mr., or Ms.” - unless they tell you otherwise. Often instructors will tell you on the first day of class what they would like to be called. You may also ask them how they would like to be addressed. Graduate students, especially graduate assistants and TAs, are more likely than undergraduates to be on a first-name basis with their professors. And most professors are on a first-name basis with each other. Office staff, receptionists, and secretaries are almost always on a first-name basis with students. It is most important to remember that informality is not an indication of disrespect. It is more an indication of mutual respect, equality, and a willingness to engage in open dialogue and intellectual exchange.

IMMIGRATION REGULATIONS

- J-1: EXCHANGE VISITOR
- H-1B: TEMPORARY WORKER
- TN: NAFSA PROFESSIONAL
- O-1: PERSON OF EXTRAORDINARY ABILITY

Note: This is a brief overview only. Because of the complexity of immigration regulations, it is advisable to consult with an OISS advisor for details.

J-1 VISITING SCHOLAR & PROFESSOR STATUS OVERVIEW

MAINTAINING LEGAL STATUS

To maintain legal J-1 status, Exchange Visitor (EV) must:

- Have a valid DS-2019 (unexpired, up-to-date) Extension can be completed with your J-1 sponsor.
- Have a valid passport. The passport must be valid for at least 6 months into the future on the day you return from your trip abroad.
- Conduct employment as indicated on the DS-2019 form. Please contact OISS if the department wishes an EV to engage in collaborative work outside of WSU or if the EV wishes to participate in occasional lectures at another institution.
- File timely and appropriate transfer and extension.
- Maintain required health insurance coverage.
- Report change of address/name within 10 days to OISS.
- Report departure date and reason to OISS.

TWO-YEAR HOME PHYSICAL PRESENCE REQUIREMENT (212(e))

Under specific circumstances, EV may incur a two-year home physical presence requirement. This means that when an EV completes his/her J-1 program, he/she may not change immigration status to H-1 or Permanent Residency without first returning to his/her country for 2 years, or obtaining a waiver of this requirement. The J-2 dependents are subject to the 212(e) if the J-1 principal participant is subject to that requirement. If 212(e) applies, change status to another non-immigrant classification such as F-1 in the United States is prohibited.

*** Please work closely with your department administrator to ensure the timely filing of extensions.**

DEPENDENTS J-2

Dependent spouses and children of J-1 students enter on J-2 visas. Having J-2 status does not inherently give the J-2 the permission to work, but it gives the person the right to apply for work authorization from U.S. Citizenship and Immigration Services (USCIS). USCIS will grant the permission to work if the earnings of the J-2 will not be used to support the J-1. International Center has the instructions and forms needed for the application. The application processing time may take 1 - 4 months or longer. The J-2 does not have legal permission to work until the approval is given in the form of Employment Authorization Document (Form I-765).

***It is Mandatory to Notify the OISS office prior to traveling abroad.**

***It is Mandatory to Notify the OISS office when resigning from your position.**

*** J-1's must complete a notice of absence form prior to departing the U.S. every time you leave the U.S.**

H-1B TEMPORARY WORKER

MAINTAINING LEGAL STATUS

To maintain legal H-1B1 status, he/she must:

- Have a valid I-94 card.
- Have a valid passport. The passport must be valid for at least 6 months into the future on the day you return from your trip abroad.
- Conduct employment as indicated on the H-1B1 petition filed with USCIS.
- Report change of address/name to DHS within 10 days and provide a copy to OISS.

ADDITIONAL EMPLOYMENT

H-1B1's are approved for a specific job at a specific employer at a specific location (city and state). If the employee wishes to accept another/additional employment, or to receive an honorarium from another institution, the other employer must file a petition with USCIS. This includes consulting or free-lance work performed as an independent contractor. Any changes require consultation with OISS and prior approval by USCIS.

TRAVEL

Please inform the OISS Scholar Advisor working with your case of any travel plans for latest updates.

DEPENDENTS

Only spouses, and children under 21, may accompany the foreign national in the dependent H-4 status. H-4 dependents may not work under any circumstances.

*** Please work closely with your department administrator to ensure the timely filing of extensions.**

***It is Mandatory to Notify the OISS office prior to traveling abroad.**

***It is Mandatory to Notify the OISS office when resigning from your position.**

TN: NAFTA PROFESSIONAL

MAINTAINING LEGAL STATUS

To maintain legal TN status, he/she must:

- Have a valid TN I-94 card.
- Conduct employment as indicated on WSU's TN application letter submitted to the Department of Homeland Security.
- Report change of address/name to DHS within 10 days and provide a copy to OISS.

ADDITIONAL EMPLOYMENT

TNs are approved for a specific job for a specific employer if the employee wishes to accept another/additional employment, or to receive an honorarium from another institution; separate TN status must be obtained. This includes consulting or free-lance work performed as an independent contractor. Any changes require consultation with OISS.

DEPENDENTS

Only spouses, and children under 21, may accompany the foreign national in the dependent TD status. TD dependents may not work under any circumstances.

*** Please work closely with your department administrator to ensure the timely filing of extensions.**

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***It is Mandatory to Notify the OISS office when resigning from your position.**

O-1 PERSON OF EXTRAORDINARY ABILITY

MAINTAINING LEGAL STATUS

To maintain legal O-1 status, he/she must:

- Have a valid I-94 card.
- Have a valid passport. The passport must be valid for at least 6 months into the future on the day you return from your trip abroad.
- Conduct employment as indicated on the O-1 petition filed with USCIS.
- Report change of address/name to DHS within 10 days and provide a copy to OISS.

ADDITIONAL EMPLOYMENT

O-1s are approved for a specific job at a specific employer. If the employee wishes to accept another/additional employment, or to receive an honorarium from another institution, the other employer must file a petition with USCIS. This includes consulting or free-lance work performed as an independent contractor. Any changes require consultation with OISS and prior approval by USCIS.

TRAVEL

Please inform the OISS Scholar Advisor working with your case of any travel plans for latest updates.

DEPENDENTS

Only spouses, and children under 21, may accompany the foreign national in the dependent O-3 status. O-3 dependents may not work under any circumstances.

*** Please work closely with your department administrator to ensure the timely filing of extensions.**

***It is Mandatory to Notify the OISS office prior to traveling abroad.**

***It is Mandatory to Notify the OISS office when resigning from your position.**

OBTAINING A SOCIAL SECURITY NUMBER

If you have an assistantship, other on-campus employment, or authorized off-campus employment, you must obtain a Social Security card/number. The Social Security office nearest to Wayne State University is located at the corner of Cass and Michigan Ave., across from AT&T, downtown Detroit with the following address:

The McNamara Federal Building
477 Michigan Avenue, Room 1550
Tel: (313) 226-6872

Office Hours:
Monday through Friday
9:00 am to 3:30 pm

For general Social Security information call: 1-800-772-1213 during normal business hours or visit <http://www.ssa.gov>

To apply for a Social Security card:

You must go in person and take with you your **passport, I-20 or DS-2019 Form, I-94**, and a letter from the Office of International Students and Scholars.

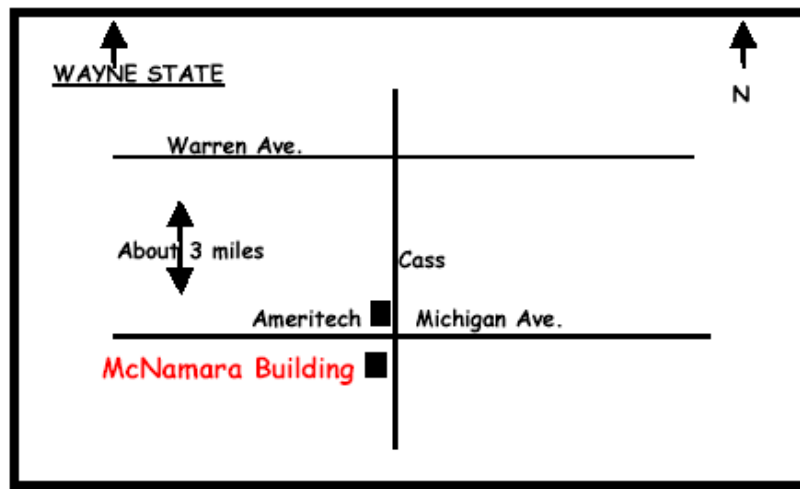
Canadian citizens without a passport:

You should take your birth certificate, driver's license, and/or other photo identification.

Please Note:

A Social Security card/number has nothing to do with your eligibility for employment. Its basic purpose in the United States is to monitor earnings for income tax purposes. If you do not plan to work, you do not need a Social Security Number. Always check with the Office of International Students and Scholars before accepting any employment.

Directions to the Social Security Office from WSU



IMPORTANT!!

**If you will be working at Wayne State, your Social Security number
MUST BE IMMEDIATELY reported to:
Employment Service Center
1900 AAB
(313) 577-2010**

TAX INFORMATION

TAX FILING REQUIREMENTS

Everyone in the U.S. is required to file U.S. income tax forms, including non-immigrants and their dependents. All non-resident scholars who received US-source income are required to file Form 1040, 1040EZ, 1040NR or 1040NR-EZ, etc. and/or Form 8843 by April 15 each year. Non-resident scholars (and their dependents) who received no US-source income do not need to file the above-mentioned forms, but are required to file Form 8843 by June 15 (or 16) each year. Non-resident scholars MAY also be required to file Michigan (or other state) tax returns, depending on their income.

OISS offers tax workshops for non-immigrants who are also non-resident for tax purposes. We do offer free tax software to determine your residency status (only for tax purposes) from January to April every year. Please visit our website (www.oiss.wayne.edu) for more information.

TAX TREATIES

If you are a resident of a country with which the U.S. has a tax treaty you may be exempt from payment of U.S. federal income tax on income earned in the U.S. How do you find out whether your country has a tax treaty with the U.S. that allows such a deduction and additional details regarding the deduction? Consult IRS Publication 901 (U.S. Tax Treaties) available at www.irs.gov.

If you are employed by WSU, qualify for, and choose to claim a tax treaty exemption, you must obtain Form 8233 from the payroll department. The Payroll Office will use the information you provide in Form 8233 and "Attachment to Form 8233" to record your tax treaty exemption. When your period or amount of exemption has expired, the Payroll Office will automatically begin to withhold taxes. A new form 8233 and attachment must be completed annually in January.

DEPENDENTS

Depending on the situation, you may be able to claim your spouse and/or children as dependents for tax purposes. Please consult with U.S. Internal Revenue Service (IRS) or professional tax preparers for further assistance.

HOUSING INFORMATION

Finding a place to live is obviously one of the most important and immediate concerns you will have in beginning your stay at WSU. The following section is provided to give you some guidelines to follow and an overview of the options available to you.

FINDING VACANCIES

Wayne State Housing Authority

5221 Gullen Mall, Room # 598,
Detroit, MI 48202
(inside the Student Center Building on the fifth floor)
Phone: 577-2116
Fax: 577-6644
Website: www.housing.wayne.edu

Although WSU housing may not be available when you first arrive, it is a good idea to get on the waiting list as soon as possible. Applications are available on the website and can be faxed or dropped off at the housing office. Rates and other information about Wayne State University housing can also be found on the website or in the *Discover City Living* book, which is available at OISS and University Housing.

Student Resource and Assistance Center (Information Center)

Room # 50 Student Center Building
Phone: 577-3568

Housing Board:

Cards are posted for people looking for a roommate, rooms for rent, etc...

Discover City Living Books:

Your Guide to Living in Detroit's Midtown and Adjacent Areas:
(Also available at OISS and University Housing)

Listings of residential options in the Art Center, Medical Center, Brush Park, Woodward and Cass Corridors, New Center and Woodbridge neighborhoods.

Housing options for students, faculty/staff and others affiliated with Wayne State University are listed in the Wayne State Housing section.

Rental rates may vary, please call the listed number of each building to verify rate. If you have additional questions or would like to have a book mailed to you, please call:

University Cultural Center Association (UCCA)

David Mackenzie House
4735 Cass Avenue, Detroit 48202
Phone: 577-5088

The Union At Midtown

4710 Second Avenue, Detroit 48201
Phone: 888-481-7397
Website: www.unionmidtown.com

Apartment Finders

4100 Woodward
Phone: 832-5665
Fax: 832-5659
Website: www.apartmentfindersdetroit.com

Apartment Finders provides a **FREE** apartment locator service and could be helpful in finding an available apartment. Apartment Finders' staff will pick you up and drive you around town to look at available apartments

as part of their free service. Call ahead to discuss with the staff what you are looking for and be prepared to pay one month's rent to hold an apartment plus a \$45.00 application fee. If an international student decides to rent an apartment through Apartment Finders, rent may need to be paid a couple of months in advance instead of one month at a time since a credit history check is not possible.

Internet

Many leading online apartment search sites give renters from coast to coast a simpler and more efficient way to look for a place to live. Their virtual showrooms let apartment hunters review available properties in different communities from the comfort of their own homes. Some common sites include:

www.apartmentguide.com

www.move.com

www.apartmentlinks.net

www.apartments.com

Newspapers

Advertisements for houses and apartments are listed in the classified section of the Newspaper. Rent is listed from low to high in terms of the location and the quality of the houses and apartments. If the rental rate is not listed in the Ad, please call the landlord to check the rate first.

Major Detroit and Campus papers include:

Detroit News and Free Press

South End

Metro Times

HOUSING OPTIONS

Apartments

Most apartments require either a one-semester or a nine-month lease. Security deposits of either a set fee or one month's rent are standard, although some will vary. Some apartments are furnished; however, dishes, linens, pots, pans and silverware are usually not included. Some complexes offer such amenities as swimming pools, game rooms, cable TV, color TVs, dishwashers, and washers and dryers.

WHAT TO LOOK FOR

The list below suggests various items to consider when comparing apartments.

Space

- Does the apartment feel big enough for you, plus regular visitors?
- What are each room's dimensions? Will all your furniture fit?

Condition

- Is the apartment clean and freshly painted? When was it repainted?
- Is painting allowed for changing the color scheme of a room?
- Are there holes and cracks in the walls and ceilings, bulging plaster, rotting wood?
- How do the floors look?
- Are there roaches, ants and other pests scurrying around? Does the landlord exterminate? When does the exterminator come?

Windows

- Do the windows open easily? Are the panes in good condition?
- Does the landlord provide window cleaning?
- Blinds or shades? Do you like the view? Does anything block the sunlight?

Kitchen and Bath

- Is the kitchen equipped with stove and refrigerator? Are the appliances gas or electric? Can you operate them?
- Does the water run clear or rusty? Really hot? Is it hard or soft?

- Do the toilets flush? Does the shower spray - does it need a new showerhead?
- Are the fixtures in good condition - or cracked and pitted?
- Any special care instructions for the floors? Are they linoleum, tile, no wax vinyl?

Storage

- Is there enough closet space for clothes, linens, and sports gear? What about cupboards for table and cookware? Can you add shelves?
- Can you keep large items in the apartment house basement?

Noise

- Can you hear people in the next apartment, up and downstairs, on the street below?
- Are you required to put down carpeting or a rug to reduce noise?

Heat/Air Conditioning

- Are there heat vents in every room? Who controls the heat, you or the landlord?
- If there are no air conditioning units, can you install your own?

Wiring

- Are there enough outlets? (Two per room is the general rule).
- Does the light switch work?
- Is there a fuse box (circuit breaker) in the apartment? Where is it?

Service

- Is there a full-time maintenance staff? What hours are they on duty? Can they let you in if you lose your key?
- How do you dispose of garbage and trash?
- Is there a laundry room? How many machines? Do they all work? How much do they cost?
- Is there a parking lot available?
- How are mail deliveries handled? Large parcel deliveries? What happens if you're not home when something is delivered?

Building

- Are the lobbies, halls, laundry room, and other public areas clean, well-kept, and well-lit? What about the grounds?
- How many locks do you see? Are they all secure?
- Is there an active tenants' association?
- Any rumors that the building is up for sale or might go co-op?
- **Is the building licensed as a rental unit by the City of Detroit?**

Location

- Where's the nearest supermarket, dry cleaner, druggist, etc.?
- Is there a bus stop you can walk to? How far do you have to commute to your classes?
- What about local crime rates? Do you feel safe?

Lease

- How long can you rent - academic year or 12 months? What happens if you break the lease - do you lose your security deposit? Can you sublet?
- Should you take out an insurance policy on your apartment for theft and damage? Or is your landlord responsible for this coverage?
- If you make any improvements, do they become the property of the landlord when you leave?

Cost

- How much is the rent? What day of the month is payment due? Where do you send the payment?
- Does the price of the rent include utilities, garbage pickup, use of parking, etc.?
- Under what conditions is the security deposit (often a month's rent) refundable?

LEASE AGREEMENTS

When you rent a room or an apartment, you will be required to sign a lease. A lease is a written contract between you (the tenant) and the landlord (the owner of the rental property). When you sign a lease, you agree to pay a certain amount of money each month over a specific period of time (usually 6, 9 or 12 months) and to follow certain rules in exchange for the right to occupy the rental property for a set period of time. Most lease agreements require that you pay a security deposit, which is usually equal to one month's rent. This security deposit will be returned to you if you fulfill all the terms of the lease. **Read the lease carefully and be sure you understand it before signing.**

The Standard Michigan Lease

Many landlords use a standard lease in which the following topics are discussed:

Repairs

The Standard Michigan Lease clearly states that the landlord is under no duty to make repairs except to underground pipes and the roof. The Michigan Supreme Court has ruled that a landlord is under no obligation to make repairs not specified in the lease. The tenant is responsible for the repair of above ground pipes. Aside from stopped up drains, the most serious problem arises when a unit is left unheated or the pipes are not drained during a long, cold weekend or over Christmas break—burst pipes could result and would be the tenant's responsibility. Also, the landlord is not responsible for any damages to your property caused by fire, rain, windstorm, defects in the building; or from his failure to repair the roof or underground pipes. Therefore, you would be wise to obtain renter's insurance to cover your personal belongings in the event of damage.

Subleasing

Subleasing is the practice of a tenant leasing to another tenant rather than fulfilling the lease. Landlord approval must be obtained before the tenant may sublease to another. The Michigan Supreme Court in 1977 held that the landlord cannot withhold consent to sublease without reason. If the landlord allows you to sublease, you still remain liable on the lease until the end of the term. You may be held responsible for unpaid rent or damages caused by the person to whom you have sublet.

Privacy

The landlord has the right to inspect the premises and the furniture furnished by him upon reasonable notice. A landlord will be trespassing if he enters the premises with a pass key without notice. Exceptions include a genuine emergency or when showing the apartment to a prospective renter or buyer. The landlord is permitted by terms of the lease to show the apartment at any time to a prospective renter within three months of the lease expiration date or at any time to a prospective buyer. Some leases give the landlord the right to inspect the premises at any time.

Extra Clauses

1. Rent increases during term of lease—some leases provide for rent increases during the term if insurance, property taxes, or certain city services are increased.
2. The landlord reserves the right to terminate lease for objectionable conduct. This clause is inserted to protect the quiet atmosphere of the complex. You may be evicted for objectionable conduct.

Co-Signer Liability

The law provides that each roommate is individually (as well as jointly) responsible for all monies owed to a landlord. A landlord, therefore, can hold any one of the co-signers responsible. To avoid potential problems, you and your roommate should have a clear understanding in advance of how financial obligations will be met. Also, the landlord has the right to confiscate your roommate's furniture or his/her personal property for the rent due. You are also responsible for getting roommates to pay for their portion of a utility bill if it is under your name.

Breaking the Lease

If you get into a situation where you need to break your lease term, tell the landlord that you want to move and ask for advice and help in subletting. The more cooperation you are likely to receive if you cooperate. Don't expect the landlord to sublease for you. You will be liable for the rent for the term of the lease if you walk out and you or your landlord finds no replacement.

Deposits

Most housing units require a security deposit to protect the property against damage and to keep tenants from leaving without paying rent. However, the specific purpose of the deposit and the conditions under which the landlord may keep or return the deposit are generally not stated. The result from this miscommunication is often unrefunded deposits. To minimize the possibility of this happening, you should have in writing the specific purpose of the deposit and what conditions must be met in order to get it back. The landlord must return your deposit, according to the lease, on time and itemize any deductions made from your deposit.

Law does permit the landlord to deduct any rent that is due or any cost of repairing damage inflicted during the tenant's term. You are not responsible for normal "wear and tear." You must leave the premises in the same condition as you found them. If your visitors break or damage your landlord's property, you are responsible for having those items repaired or replaced. To assure compliance with the Security Deposit Act and to protect yourself, be sure to fill out and return your inventory checklist as soon as you move in. If something is broken when you move in but not noted on your inventory checklist, you will probably pay to have it fixed when you move out. You may want to document gross deficiencies with photographs.

UTILITIES

Utilities are often not covered with your rent. Be sure to check your lease. You will need to contact the companies below to start your service and check on approximate cost.

Electricity

DTE Energy
1-800-477-4747 (free call)

Gas

Consumer's Energy
1-800-477-5050 (free call)

Telephone

AT&T 1-800-244-4444 (free call)

HOUSING PROBLEMS

If you have a problem with your landlord or owner concerning rent, deposit, refund, repairs, etc., try the following:

1. Talk with your landlord first. He or she may not be aware of the problem. Be sure that the landlord has an opportunity to respond to your complaint before going elsewhere for help.
2. An important consumer protection service of the state is the Small Claims Court. This court gives persons over the age of 19 the right to file a claim when a disagreement involves money or property valued at \$15,000 or less. If you feel you have a valid case, you should file a claim in the county where, the defendant, the person you wish to make your claim against, lives or has an office. The clerk will file your claim and assign your case a number. You may be contacted by the defendant to attempt to settle out of court. If your case does reach court, be sure to have your case well organized with all receipts and documents at hand.

General Information

Denial by a landlord to rent is against the law under certain conditions. A landlord may not discriminate on the basis of race, sex, color, religion or national origin according to the Federal Fair Housing Law (Title VIII of the 1968 Civil Rights Act) and the Supreme Court decision in Jones vs. Mayer. Not only does this include initial refusal to rent, but also discriminatory practices as to terms, conditions, privileges, or the provision of services or facilities by the landlord.

Renter's Insurance

You should consider purchasing renter's insurance while in the United States.

Insurance agencies are listed in the yellow pages in the phone book, or on-line. You may wish to contact an insurance agent for price quotes.

POSTAL INFORMATION

The United States postal service is quite reliable and consistent for sending letters and packages. Below is some general information regarding the post office in town and the delivery schedule. Postage stamps are also available at many grocery and convenience stores.

Wayne State's Post Office

The Wayne State's Post Office is located in the University Pharmacy. The Address is: 5254 Anthony Wayne Drive. It is next to Salon X and Fed X. Hours of operation are: Monday-Thursday, 9am to 7pm, and Friday's from 9am to 5pm. Daily mail pick up is at 4pm. The phone number is: 313-831-2008. All Post Offices are closed on Sundays and holidays. To telephone United States Postal Services, call: 1-800-275-8777

Mail Delivery Schedule

Mail is delivered once a day Monday through Saturday. There is no delivery on Sunday or on holidays, with the exception of Express Mail and Special Delivery letters which are delivered every day of the year.

U.S. Holidays/Observances

<u>Holiday / Observance</u>	<u>Month</u>	<u>Day</u>
New Years Day	January	1 st
Martin Luther King Jr. Day	January	15 th
Presidents Day	February	3 rd Monday
Valentine's Day	February	14 th
Mother's Day	May	2 nd Sunday
Memorial Day	May	4 th Monday
Father's Day	June	3 rd Sunday
Independence Day	July	4 th
Labor Day	September	1 st Monday
Sweetest Day	October	3 rd Saturday
Halloween	October	31 st
Veteran's Day	November	11 th
Thanksgiving	November	4 th Thursday
Hanukkah Begins	December	4 th
Christmas Day	December	25 th
Kwanzaa	December	26 th

BANK INFORMATION, TERMS & EXPLANATIONS

Americans don't usually carry a lot of cash. They prefer to pay by check, even for small purchases, or by credit card. To function efficiently in the U.S. economy, you will need to open a checking account at a local bank. This section introduces you to a few of the basic banking options available.

When selecting a bank, you should compare services and choose one whose offices are conveniently located.

When you open an account with a bank, most require two pieces of identification. These can be your passport and driver license or WSU OneCard. You do not need a Social Security number to open a bank account. Use your passport.

The major banks and credit unions located near Wayne State are inside the Detroit Public School Building. They include:

Chase Bank

(313) 833-1900
Cultural Center Office
5057 Woodward

Michigan First Credit Union

(313) 345-7200
5057 Woodward

TYPES OF ACCOUNTS

Checking Accounts

Banks offer different types of checking accounts designed to fit individual needs. The cost of having a checking account varies from bank to bank. Some banks charge per transaction, some have a basic monthly fee, and others offer free services if you maintain a certain minimum balance in your account at all times. Your canceled checks and a list of all the account activity of the preceding month will be sent to you in a monthly statement. Be careful to keep an accurate record of every check you write in order to avoid having checks returned and incurring additional charges. "Bouncing" a check (writing a check for more money than you actually have in the account) can cause a major expense and a great deal of trouble.

Savings Accounts

A savings account enables you to save money and accumulate interest on your money. Interest is paid either monthly or quarterly. Although you can withdraw money from your savings account, this service is limited. Ask your bank for the number of monthly withdrawals permitted without penalty. The difference between a savings and a checking account is that you receive higher interest in a savings account, and fewer transactions take place since the purpose is to "save your money."

Interest Checking Account

Interest checking accounts provide the services of both a checking and a savings account. This means that you can write checks and also collect interest on the money in your account.

Credit Unions: Credit Unions are different from banks because they may have lower fees and higher interest rates for checking and savings accounts. They may also offer car loans and credit cards with lower interest rates than other banks.

Automated Teller Machine (ATM): You can complete many transactions at an ATM—cash withdrawals, deposits, and transfers between checking and savings accounts. You can also view your account balance. This is free at your own bank and its branches, but you will incur a \$1.50 - \$2.50 charge from your bank AND the other bank when you use another bank's ATM. You will need an ATM card or a debit card to use the ATM machine. See below for Safety Tips when using ATMs.

Debit Card (also called Check Card): A debit card is connected to your checking account and is used almost like a regular credit card (such as MasterCard or Visa), except that the charges made are deducted from your checking account immediately upon purchase. Your debit card can also be used in the ATM machine. There is no charge for this service, but there may be a limit on the number of transactions that can be done per month for free. Check with your bank.

Certificate of Deposit (CD): If you will be depositing large sums of money in the bank, CDs have higher interest rates than regular checking or savings accounts. However, if you withdraw money before the CD matures, a penalty is assessed.

Credit Card: A credit card allows you to charge items without having to pay the costs immediately. A monthly statement will show the charges made on the card and the amount the cardholder has to pay the credit card company. If the full amount is not paid by the due date, fees and high interest rates might apply.

Online Banking & Bill Paying: Online banking allows you to visit a secure website to check your bank balance, transfer funds, etc. All campus area banks offer online banking, which is usually free. Many companies offer free bill pay thru their individual websites, please contact them for further information.

Direct Deposit: Direct Deposit can be used to have your salary directly deposited into your bank from your employer. There is no charge, but there may be a limit to the number of free direct deposit transactions per month.

You don't need a Social Security number to open a bank account, but: if your bank asks for a Social Security Number and you do not have one, fill out Internal Revenue Service (IRS) W-8 BEN Form, which will prove to the bank that you are exempt from this requirement. The W-8 BEN Form (<http://www.irs.gov/pub/irs-pdf/fw8ben.pdf>) is available at banks or on the web in pdf form. There is no charge for the form.

24 Hour Teller Machine Safety Tips

Automated Teller Machines (ATM) are conveniently located all around Detroit and in some areas of the WSU campus. They are convenient, but you must be cautious when using one. Thefts do occur, usually at night and in poorly lit areas. You can protect yourself and your property by following these easy tips:

- Choose a well-lit ATM and have someone with you when using the machine at night.
- Be aware of your surroundings.
- Stand directly in front of the ATM so no one can see you enter your personal identification number (PIN).
- Do not keep your PIN in your wallet or with your ATM card. It should be memorized upon receiving it and then destroyed.

GETTING A DRIVER'S LICENSE

State of Michigan Driver's License

Michigan Law requires all drivers to have a Michigan driver's license to operate a motor vehicle. Thus, the international driver license is not valid. Driving without a valid Michigan driver's license could result in a fine or revocation of all privileges to drive.

In order to get a Michigan driver's license, you must pass a written test, a road sign test, a vision test, and a road test. The first step is to prepare for the written test and road sign test by studying the booklet *What Every Driver Must Know*. If you are younger than 18, be sure to read the section of *What Every Driver Must Know* that describes the special regulations that pertain to you.

A Michigan driver's license can be obtained at any Secretary of State office. For more information, please visit www.michigan.gov/sos.

Special Reciprocity Agreements with France and Germany

Pursuant to MCL 257.302a(2) of the Michigan Vehicle Code, the Secretary of State has determined that the standards for licensing operators in France and Germany correspond substantially to those of the State of Michigan. Persons holding valid driver licenses issued by France and Germany may operate passenger vehicles in Michigan on such licenses, if they are not receiving compensation for such operation.

***Driver License acquisition or renewal now requires documentation to confirm current immigration status, please see the State of Michigan website for locations and additional details.**

State of Michigan Personal Identification Card

If you do not need a driver's license, but do need extra identification, you can get a State of Michigan identification (ID) card at any Michigan Secretary of State office for \$10. The identification requirements are the same as the identification requirements for a driver's license. However, the Secretary of State office **will not** issue you an ID card if you have a Michigan driver's license, a driver's license from another state, or a driver's license from another country.

DRIVING IN THE U.S.A. AND PUBLIC TRANSPORTATION

Driving an automobile in the United States is both a convenient and an expensive means of travel. Below you will find a breakdown of the estimated costs of operating an automobile.

- New Car - depending on the make and model of the car, prices start from approximately \$17,000.
- Used Car - depending on the make and model, year, and condition of the car, prices start from approximately \$2,000.
- Insurance (required by the state of Michigan) - depending on the insurance company, your status, condition of the car, and kind of insurance premium you choose can cost from \$800 - \$1,400 per year.
- License Plates (per year) - approximately \$50. Check with a Secretary of State Branch Office or website www.michigan.gov/sos
- Student Parking Sticker - approximately \$100. Contact WSU Parking at (313) 577-3704
- Driver's License - The Secretary of State's Office is where you need to go to obtain a driver's license and/or vehicle registration. Call before you go to find out what you need to bring and the fees involved. www.michigan.gov/sos

Ask a friend who is familiar with automobiles to go with you when purchasing a car.

Detroit has a fairly convenient and simple public transportation system available which is relatively inexpensive. You may contact SMART Bus (Detroit City Buses) at (313) 962-5515 for route information. Bus fare is \$1.75 and \$0.50 for a transfer.

FAMILY ISSUES

Although a lot of the topics covered in this section may seem universal, they vary greatly across cultures. Simple every day activities in your country may turn out to be unnecessarily more difficult and time consuming in this country. Living in a foreign country can be both rewarding and frustrating. OISS hopes that this section will help you and your family be better prepared for family life in the United States.

HEALTH

Health Insurance

Medical insurance is an absolute necessity in the U.S. Be sure to include all your family members on your health insurance plan. See the section on health insurance in this handbook regarding the importance of health insurance.

CHILDREN'S SAFETY

Car Seats: According to Michigan law, children under the age of four are required to sit in an approved child safety seat while riding in a motor vehicle. For children less than 20 pounds, the child or infant seat must face the rear of the vehicle, according to the standard in the code of Federal Regulations. Children ages 4-15 are required to be in a seat belt if seated in the front or back seat. When buying a car seat, check carefully to see that it meets approved safety requirements. You may want to look in the paper or at resale shops to find a less expensive, used car seat. You can be fined by the police if your child is not in a car seat. When using the car seat, be sure to carefully follow the manufacturer's instructions every time your child travels.

Domestic Abuse: Domestic abuse occurs when one person in an intimate relationship or marriage tries to dominate and control the other person. This can be in the form of sexual abuse, emotional abuse, financial abuse, physical abuse, psychological or verbal abuse. Sexual abuse can happen to a man or woman of any age. Sexual abuse by a partner can include name calling, refusal to use contraception, deliberately causing unwanted physical pain during intercourse, deliberately passing on a sexual disease or infection. If you find yourself in a situation where you feel threatened, or violated, there are resources available for you to seek help.

Common Ground Sanctuary
248-456-0909
1-800-231-1127
<http://www.commongroundhelps.org>

First Step
734-459-5900
888-453-5900
<http://www.firststep-mi.org/>

LaVida Inc.
313-849-3104
<http://www.chasscenter.org/>

Haven
248-334-1274
1-877-922-1274
<http://www.haven-oakland.org/>

Arab Community Center for Economic
And Social Services (ACCESS)
313-216-2200
313-842-7010
<http://www.accesscommunity.org>

Domestic Project Inc.
313-973-0242
330-453-SAFE
<http://www.Domesticviolencproj.org>

Wayne County Domestic Violence Project
313-833-3629

Women's Center of Southeastern Michigan
734-973-6779
<http://www.womenscenteremi.org/>

Wayne County Family Violence Council
313-833-3629

Child Abuse and Neglect: Michigan law forbids child abuse (beating or excessive punishment inflicted by the parents or other family members). Teachers and childcare providers are required by law to report any suspected child abuse to the county children services agency. They may conduct an investigation. Children must never be left alone in the home at any time. Police will investigate if children are found alone, or if they are reported to be alone. If the police investigate and find that child neglect exists, they may file child endangerment charges against the parents and take the children to the county children services agency temporarily. Police may also take children away if the parents are arrested for a crime, such as shoplifting.

Cleaning Agents: Keep all cleaning products such as soaps and sprays out of the reach of children. Many of these products contain poisons. Never mix one cleaning agent with another.

Plastic Bags: Keep all plastic bags away from children. They are a hazard for choking or suffocating.

Strangers/Kidnapping: Teach your children about safety in public places. They should stay away from people they do not know. Make sure they understand they should never go with anyone they do not know for any reason. Although the incidents are not high, there has been an increase in the number of children kidnapped and physically hurt.

CHILD CARE

Babysitters

People who stay with children when the parent is absent are known as babysitters. When both parents leave the house for even a short time, children must have a babysitter. For reliable babysitters, ask other mothers in your neighborhood.

Day Care Centers

Day care centers provide care for children whose parents have to be away all day. A hot lunch and two snacks are usually included. Various programs and activities are provided. Ask for a description of the center's program (some centers also have a half-day option). For a list of centers, look in the yellow pages under childcare.

SCHOOLS

Preschools and Nursery Schools

In these schools (ages 3, 4, and young 5's), the main goal is not academic learning, but reading readiness, socialization and a broad range of other learning experiences. Usually no lunch is served as the program runs only in the morning or afternoon. Check the yellow pages for preschool programs in the area.

Kindergarten

At most public and some private schools, children 5 years old by September 30, attend kindergarten. Children are required by Michigan law to attend kindergarten. Children learn reading readiness, social skills and basic elementary education. A child cannot enter first grade without completing kindergarten.

School System

There are three school levels: elementary (ages 5-11), middle school (ages 11-14), and high school (ages 14-18).

Parent's Responsibilities

- You will need to register your child for school at their designated registration times. Contact the school your child be attending for scheduling. If your child will be beginning the school year is in progress, go to the school and ask how you should register your child. Your child may need a TB test, proof of vaccinations, and doctor's physical check up to register.
- Bring up any concern about your child's social, cultural, and education adjustment. Call the school and ask for an appointment to discuss your concerns. You do not need to wait for the regular parent/teacher conferences to meet with someone from your child's school.
- Make sure that your child is at school on time. Promptness in arriving at school is required. If your child misses the school bus, you are responsible for transportation.
- Write excuses for your child's absence. Acceptable reasons for absence are: sickness, death in the family and religious holidays.

- Schedule appointments with doctors or dentists after school hours when possible so the child will not miss school.
- Dress your child for the weather. The weather in Detroit changes rapidly. Play times are usually outside so your child will need an extra jacket or sweater to put on or take off as needed. Label all clothing and personal items with your child's name.
- Withdraw your child from school when you leave Detroit. Send a letter to the child's teacher or principal giving the exact date of withdrawal. Report cards, certificates of attendance, etc., will be given to you by the school upon request.
- Volunteer as a parent aide in your child's class. If you would enjoy helping with school activities or want to share information about your culture, let your child's principal or teacher know at the beginning of the year.

TYPES OF SCHOOLS

Public Conventional Schools

In all public schools, education including textbooks and bus service is free. Boys and girls attend classes together, Monday through Friday, seven hours a day. Hot lunches are available for purchase or your child may bring a lunch from home. You may enroll your child in the English as a Second Language program if he/she has shown a need on the English Enrollment Test.

Parochial Schools

These schools are church affiliated and partially subsidized by the church and partially by the family. Children learn the same basic subjects as in conventional public schools but may also study religion. Usually children are required to wear uniforms and may be subject to more rigid guidelines. Some parochial schools separate the girls from the boys, but this is no longer the norm. Hot lunches are provided at the school and you may be asked to volunteer with various school activities. In order to enroll and/or learn more information about the schools available to you, look under schools in the yellow pages.

Private Schools

These schools are fully funded by families and outside donations. The philosophy of the schools varies greatly so parents should visit the school and read about its philosophy before enrolling children.

Public Libraries

Libraries are open to the public to use or check out books to use at home for a designated period of time. You must obtain a library card to check out books. There will be a fine if the book is returned late. Call for information to Detroit Public Library at (313) 833-1000.

Safety Tips

- Be observant
- Be aware of your environment
- Stay in populated areas
- After dark, walk in well lighted areas
- Walk in groups
- Keep outside doors locked
- Keep valuables out of sight
- Do not leave coats, books, or other valuable items in common areas.
- If you hear or see something suspicious call the police immediately.
- Don't leave your purse/wallet in the open.
- Carry all belongings in one bag
- DO NOT carry your passport, I-94, visa, or other immigration documents unless you need to use them that day. If they are stolen or lost it will be hard to replace and can be very costly!
- Walk with purpose and attitude
- Keep your head up and don't be afraid to make eye contact with people.
- NEVER leave your property unattended.

- Park your car in a well lighted area with high traffic volume. NEVER leave anything of value in your car.
- While driving pick routes that are well lit and well traveled.
- The quickest route is not always the safest.
- If you are stranded, DO NOT leave your car. You are safer waiting for help then you are going to look for it.
- If someone stops to help you, ask them to go and call the police for you. DO NOT GO WITH THEM!!!
- Consider carrying your cell phone and make sure it is charged.
- Make sure you have plenty of gas.
- NEVER pick up hitchhikers or troubled motorists
- Your personal information can be used by criminals to gain services, create fraudulent credit accounts, and to obtain false identification
- Never give out the following items to strangers:
 - Your credit card number
 - Your checking account number
 - ATM PIN number
 - Social Security number
 - Drivers License number
 - Health insurance information
- ATM Safety:
 - Try to use the ATM during daylight hours.
 - When entering your PIN number use your body as a shield.
 - Always take your transaction receipts and statements.
 - Do not count or display money at the ATM.
 - Do not except help from anyone you don't know.
 - When you use a drive up ATM make sure your passenger windows are closed and all doors are locked.
 - Do not give your security code to anyone.
- Always lock your windows and doors when you are away from your residence.
- Do not leave spare keys hidden on your property
- All exterior doors should be equipped with dead bolt locks.
- If you have a sliding glass door, use a wooden dowel as a means of bolstering the door lock. Lay the dowel in the track near the bottom of the sliding section.
- Install a peep hole viewer in all our doors.
- Use timers on lights and be sure to stagger the pattern of lighting
- Make sure that no bushes or trees obscure windows and doors.

Social Networking/InternetSafety

A social network allows members to post information to the Internet in order to share photos, videos, and personal messages with others. This information can be about the member, their family, friends, job or business. Such sites may be available to only a few selected individuals or open to anyone surfing the Internet. The top five social networks by monthly visit, as of January 2009 are:

Facebook
Myspace
Twitter
Flixster
Linkedin

Use caution when you click links that you receive in messages from your friends on social Websites. Know what you're posting about yourself. There is no guarantee that a message is really from who it says it is from. To avoid giving away e-mail addresses of your friends, do not allow social networking services to scan your e-mail address book. Type the address of your social networking site directly into your browser or use your personal bookmarks. Choose your social network carefully. Be selective about who you accept as a friend on a social network. Assume that everything you put on a social networking site is going to be there FOREVER. Be careful about installing extras on your site. Think twice before you use social networking at work. Set your profile to 'Private' to screen outsiders. Talk to your kids about social networking safety. Understand that people are not always who they claim they are. **Don't agree to meet anyone you meet online unless you specifically know that person.** If you do plan to meet someone, make sure you go to a safe location like a large mall, mainly because it is public, indoors, and provides either of you the option of "running an errand" if you wish not to meet. Bring a friend with you just to be safe. It's okay to have fun and connect with others, but be alert and cautious!

TAKE PRECAUTIONS TO PREVENT A NEGATIVE OUTCOME

Shopping Online

Shopping on line can be fun. Please remember to also protect yourself and your privacy. Some popular sights are : Ebay, Craigslist, Amazon, just to name a few.

Remember these tips when shopping on line:

- Where possible use a secure online payment service like Paypal or WorldPay
- Use credit cards rather than debit cards
- Don't keep your personal or financial information (including account passwords) on your computer.
- Try to make all your online transactions with one credit card.
- Keep a record of what you pay for and always check your online purchases off against your statement.
- When submitting information on line, make sure there is a "lock" icon on the browser's status bar and that it is "locked".
- Always check the privacy policy of any Web site that requests personal details.
- Read the fine print
- Under law a company must ship your order within the time stated on the web site. If no time is promised, the company must ship your order within 30 days. If they are unable to ship within the promised time, they must inform you and give you an option to cancel the order for a prompt refund.
- Compare prices. Check shipping fees. Order early to allow plenty of time for the shipment to arrive.
- If meeting someone to make a purchase or if you place an ad, make sure you have a friends or family with you. **Never go alone to do a personal sale or go to purchase items based on personal ads.**

SHOPPING IN DETROIT

Becoming familiar with the best places to shop for your particular needs is important. Below is some general information regarding shopping in the United States?

Most importantly, compare prices: the same items are often sold at different prices in different stores. Ask your friends where to buy at bargain prices. Watch for sales advertised in the newspapers and for items “on special.” “Want ads” in the newspapers list sales of used household goods and furnishings.

Prices in stores are normally fixed, and the customer does not bargain with the sales clerk. You should, however, bargain when you buy from a private individual, or in the case of purchasing a home or a car.

To find shops that carry the merchandise you are looking for; consult the Yellow Pages of the telephone directory or on line at: www.yellowpages.com.

For general needs such as clothing, shoes, bedding, and household appliances, you may want to go to one of the large shopping centers not too far from campus. Some nearby stores that carry a variety of items are:

- Oakland Mall
14 Mile Road and John R
Exit 14 Mile Road from I-75
- Wal-Mart
13507 Middlebelt Road
Livonia, MI 48150
(734) 524-0577
- Target
15901 Ford Road
Dearborn, MI 48126
(313) 336-5000
Or
32001 John R Road
Madison Heights, MI 48071
(248) 585-9000
- Meijer
37201 Warren Road
Westland, MI 48185
(734) 728-1800
Or
1005 Thirteen Mile Rd.
Madison Heights, MI 48071
(248) 307-4900

Sales Tax - In Michigan, there is a 6% sales tax on all non-food goods, except for prescription medicines and periodical publications such as newspapers and magazines. Usually the tax is not included in the quoted price but is added to the bill when you pay.

The Classified Section in the Back of Newspapers lists other sources for buying used furniture, used electrical appliances, used cars and used clothing. The section also lists “garage, yard, and rummage” sales. A garage sale is a sale of household items and clothing in someone’s garage or on the street in front of their house. A rummage sale is a collection of goods from many people who belong to a specific organization; the profits from the sale go toward operating the organization or toward civic projects which the organization supports.

INTERNATIONAL FOOD MARKETS

Near Eastern, Greek, Indian, & Pakistani

- Big Market, 341 E. Huron, 662-4445 - carries a wide variety of Near Eastern and Greek foods.
- Foods of India, 1168 Broadway, 332-0500 - carries a wide variety of Indian foods.
- Golfside Market, 2642 Golfside, 434-4433 - carries a lot of food from the Middle East.

East Asian

- Manna International Market, 1156 Broadway, 663-6868 - carries a wide variety of food from all over the world, especially Korean products
- Tsai Grocery, 3115 Oak Valley Drive, 995-0422 - carries a wide variety of Chinese and Japanese food.
- Dong-Yu China Market, 2765 Plymouth Road, 669-8821.
- Asian Market, 345 Maynard St., 668-2348 - carries a wide variety of Asian food
- Great Land Supermarket, 4177 Carpenter Road, 677-8288 - carries a variety of Asian (especially Chinese) food.

European

- Zingerman's Deli, 422 Detroit Street, 663-3354 - A deli has everything from corned beef to imported cheeses to gourmet mustard, teas and olive oils (the prices are on the expensive side).

WARNING: You may find that shopping is very different from what you are used to at home. Generally, merchandise is sold "self-service." When shopping in U.S. stores use a shopping cart or basket provided at the front of the store. Do not place items in a purse or pocket. This may be interpreted as stealing or shoplifting.

SHOPPING NEAR WAYNE STATE

CASS CORRIDOR FOOD CO-OP

456 Charlotte
831-7452

Jimmy Johns

5110 Anthony Wayne Drive
(313)832-7614

Starbucks (Coffee)

3670 Woodward Ave.
(313) 832-1458

Einstein Bro. Bagels

695 Williams Mall (On Wayne State Campus)
(313) 577-4848

A. K. Groceries (Indian -Pakistani Groceries)

51 W. Hancock
(313) 832-3033

WSU University Pharmacy

5254 Anthony Wayne Drive
(313) 831-2008

CVS Pharmacy

350 E. Warren
(313) 833-0201

Radio Shack

4825 Woodward
(313) 831-7561

Third Avenue Hardware

3645 Third
Between Selden & Brainard
(313) 832-7241

Detroit Hardware Co.

6432 Woodward at Milwaukee
(313) 875-0838

University Foods

1131 W. Warren
(313) 833-0815

Wayne State Party Store

5482 Cass
Across from Cohn Building

Woodward-Palmer Market

5730 Woodward

Salon X (Hair Salon)

5272 Anthony Wayne Dr.
(313) 833-5000

FedEx Kinko's

5266 Anthony Wayne Drive
(313) 833-3876

Other Shopping Areas (Take bus from Woodward):

Oakland Mall--	Bus # 495
Somerset Mall --	Bus #460
Great Lakes Crossing	Bus #450 to Pontiac,
--	then transfer to #753
Fairlane Mall--	go to downtown,
	then transfer to Bus #200
Birmingham --	Bus #440, 450, or 460
Royal Oak --	Bus #440, 450, or 460

CLEANERS/LAUNDROMATS

CLEANERS

Meeks Cleaners

8239 E. Forest

University Cleaners

4704 Cass

(313) 831-9799

LAUNDROMATS

Coin-O-Matic

3613 Michigan

(313) 898-7395

Village Tub

7154 Michigan

(313) 843-6920

RESTAURANTS

NAME	ADDRESS	PHONE
Café' DIA	5200 Woodward	(313) 833 - 7966
Blimpies' on Hancock	108 W. Hancock	(313) 831 - 0711
Bronx Bar	4476 Second Ave	(313) 832 - 8464
Campus Coney Island	5480 Cass	(313) 831 - 3738
Campus Restaurant	5470 Cass	(313) 832 - 4817
China One Buffet	3750 Woodward	(313) 832 - 1111
Church's Fried Chicken	4662 Forest	(313) 833 - 8036
Circa 1890 Saloon	5474 Cass	(313) 831 - 1122
Dominoes	4823 Woodward	(313) 831 - 2100
Dynasty	1115 W. Warren	(313) 832 - 8999
Epicurus Place	111 W. Warren	(313) 832 - 0133
Friar Tuck's (1st floor)	Student Center Bldg.	(313) 832 - 4760
Hannon House Coffee Shop	4750 Woodward	(313) 833 - 1840
Harmonie Garden Cafe	87 W. Palmer	(313) 831 - 4420
Ice Cream Co.	107 W. Warren	(313) 833 - 8948
Cuisine's	670 Lothrop	(313) 872 - 5110
Kresge Court Coffee Stop	5200 Woodward	(313) 833 - 1857
Majestic Cafe	4124 Woodward	(313) 833 - 0120
Mr. Mike's	6064 Woodward	(313) 871 - 6722
Subway	39 W. Warren	(313) 831 - 3600

NAME	ADDRESS	PHONE
Salad 101	301 Anthony Wayne	(313) 833-000
Taco Bell Express (1st floor)	Student Center Bldg.	(313) 832 - 4760
The Stand (Halaal Meat items)	51 W. Hancock (behind A.K. Groceries)	(313) 832-3033
Traffic Jam & Snug	511 W. Canfield	(313) 831 - 9470
Shangria	4710 Cass	(313) 832 - 2959
Union Street	4145 Woodward	(313) 831 - 3965

Cultural Organizations

Multicultural Council of America
1787 West Big Beaver Road
Troy, MI 48084-3548
Phone: 248- 614-5200
Email: info@mutliculturalcouncil.org
Website: <http://www.multiculturalcouncil.org/>

Nigerian Foundation of Michigan
15800 West McNichols, Suite 210
Detroit, Michigan 48325
Phone: 313 270 2954
Email: secretary@nigerianfoundation.com
Website: <http://www.nigerianfoundation.com/>

Phillippine American Community Center of Michigan
17356 Northland Park Court
Southfield, MI 48075-4303
Phone: 248-443-7037
Email: paccm@comcast.net
Website: <http://www.paccm.org/>

Polish American Congress
11333 Joseph Campau Ave. Hamtramck, MI 48212
Phone: 313- 365-9400
Email: polishtimes@comcast.net
Email: office@pacmi.org
Website: <http://www.pacmi.org/>

Prezens
25062 Code Road
Southfield, MI 48033-2707 Phone: 313-971-5756
Email: dservicesl@yahoo.com

Senegalese Association of Michigan
P.O. Box 871046
Canton, MI 48187
Phone: 734-502-7007
Email: allhousesyhoy@saom.org
Website: <http://www.saom.org/>

Thai American Association of Michigan
441 W. Fairmont Ave.
Pontiac, MI 48340
Phone: 419-464-9757
Email: thai2michigan@aol.com

Yemeni American Association
10415 Dix Ave.
Dearborn, MI 48210
Phone: 313-841-4200
Email: daifall_a@aol.com

ACCESS- Arab Community Center for Economic and Social Services
2651 Saulino Ct.
Dearborn, MI 48120
Phone: 313-842-7010
Email: banouti@accesscommunity.org

Cultural Organizations
African Student Association
9911 Forrer St.
Detroit, MI 48120
Phone: 313-842-7010
Email: asamichigan@yahoo.com

ACC-Arab Chaldean Council
28551 Southfield Road # 204
Lathrup Village, MI 48076 Phone: 248-559-1990
Email: radwank@myacc.org
Website: <http://www.myacc.org/>

Association of Chinese Americans
32585 Concord Drive
Madison Heights, MI 48071
Phone: 313-831-1790
Email: info@acadetroit.org
Website: <http://www.acadetroit.org/>

Belize Association of Michigan
1440 Knightsbridge
Shelby Twp., MI 48315
Phone: 586-419-1231
Email: la-luz@juno.com

Bharatiya Temple: SEVA Committee
3680 Adams Rd.
Rochester, MI 48098
Phone: 248-879-2552
Email: admin@bharatiya-temple.org
Website: <http://www.bharatiya-temple.org/>

Centro Multicultural La Familia
35 West Huron, Suite 500
Pontiac, MI 48342
Phone: 248-858-7800
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Email: wojciech517@yahoo.com
Website: <http://www.iimd.org/>

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15310 W. McNichols Rd. Detroit, MI 48235
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Website: <http://www.jam1.org/>

LASED-Latin American for Social and Economic Development
4138 W. Vernor Hwy.
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Lebanese American Heritage Club
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Email: yokpo@hotmail.com
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Website: <http://www.michigankoreans.com/>

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Haitian Network of Michigan
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2015 E. Seven Mile Road
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Bahamian Association of Michigan
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Contact: Les Burnett

Belize Association of Michigan
(248) 761-1432
Contact: Roland Bood

Cavaliers Football Club (Caribbean Soccer Club)
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<http://www.cavaliersfc.com/>
Contact: Kevin H. Smith

Guyana Association
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Contact: Thomas Sertima

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Gambia Association of Michigan
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(248) 890-2047
<http://michigambia.com/>
dusc@michigambia.com
Contact: Modou Jatta

Southwest Solutions
1700 Waterman
Detroit, Michigan 48209
(313) 841-8905
<http://www.swsol.org>

Latino Family Services
3815 West Fort Street, Detroit MI 48216
<http://www.latinofamilyservices.org/>

The Detroit Hispanic Development Corporation's
1211 Trumbull
Detroit, MI 48216
Phone: (313) 967-4880
Fax: (313) 967-4884
<http://www.dhdc1.org/>
Contact: Angela G. Reyes

USEFUL WSU WEBSITES

WSU has many useful websites. Here we have listed some of the most useful sites.

WSU Directories

<http://www.ucomm.wayne.edu/~fsd/index.html>

General directory for departments, faculty, staff, and students. Good way to find e-mail addresses.

Office of International Students and Scholars

www.wsuoiss.wayne.edu

An essential website for international students, scholars, and hiring departments.

Pipeline

<http://lumprod1.wayne.edu/cp/home/loginf>

You can update your directory information, register for classes, and among other services

University Housing

<http://www.housing.wayne.edu/>

Information about on- and off-campus housing.

OneCard

<http://www.busop.wayne.edu/ONECARD.HTM>

WSU One Card is a multi-purpose identification and debit card all in one. It is a convenient, easy-to-use card designed to provide students, faculty, and staff with access to a wide variety of campus services.

Human Resources

<http://www.hr.wayne.edu/>

Information about benefits, compensation, training, etc.

Fitness Center

<http://rfc.wayne.edu/>

A state-of-the-art facility located in the heart of the campus for convenience.

Computing and Information Technology

<http://www.wayne.edu/cit/>

Information about WSU e-mail accounts, etc.

OISS STAFF

OISS professional and administrative staffs are committed to meeting the needs of international students and scholars. You can reach us at (313) 577-3422.

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OISS Mission

“Support, and enhance the educational, cultural and social experiences of international students and scholars at Wayne State University and collaborate and partner with colleges, departments and community to create and maintain an inclusive, global campus.”