



# SCHOLARS WHO INSPIRE

OFFICE OF INTERNATIONAL SERVICES

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## OFFICE OF **INTERNATIONAL SERVICES**



Dear International Scholar.

Welcome to Indiana University! I am the Associate Vice President of International Services, and on behalf of our entire staff, I would like to congratulate you on your decision to become a Hoosier. We know how much time and effort goes into working abroad and are honored to have you here.

As an international scholar at IU, you are a valued member of this vibrant academic environment. Your unique scholarly contributions, coupled with active involvement in campus life, help enrich the educational experience for all members of our community.

We are pleased to provide you with the latest edition of the International Scholar Guidebook. This important resource provides a comprehensive overview of matters of interest during your time at Indiana University. Our hope is that you will review the information carefully as you begin your work in Bloomington and refer back to it as often as necessary.

The Office of International Services is ready to provide additional information and assistance in the achievement of your goals and objectives for scholarly exchange at IU. If you have questions or concerns during your stay, please feel free to contact me or a member of my staff for assistance.

Again, welcome to Indiana University and best of luck on this exciting new journey!

Sincerely,

A handwritten signature in blue ink, reading "John Wilkerson".

John Wilkerson, Ed.D.  
Associate Vice President  
International Services

# OIS SERVICES

## Meet our Scholar Advising Team

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Joanna Snyder  
[snyder1@iu.edu](mailto:snyder1@iu.edu)



Teresa Witcher  
[terwitch@iu.edu](mailto:terwitch@iu.edu)



Marina Guba  
[mguba@iu.edu](mailto:mguba@iu.edu)

**We are your primary resource for all matters relating to visa regulations.**

Our scholar advisors and front desk staff are here to help with all of your immigration issues, questions, and more, including:

- Visa regulations and immigration documents for you and your dependents
- Mandatory J-1 health insurance enrollment
- Travel signatures, financial issues, university resources, etc.

We also provide events and ongoing programs to support your transition to Bloomington and American culture. Find details at [ois.iu.edu/events](https://ois.iu.edu/events).

### **IU World's Fare**

The university's premier international event celebrates the many diverse cultures on campus with dance performances, cultural displays, art, and food from around the globe!

### **International Education Week**

This week of festivities honors our thousands of international students, scholars, and workers - and the richness and diversity of our campus.

### **Noon Concert Series**

Talented musicians from the Jacobs School perform music from around the globe.

### **OIS Photo Contest**

We want to see what your life is like, here at IU and back home. Enter the OIS photo contest to win prizes and share your photos with people at IU and all over the world.

### **Conversation Clubs**

Immerse yourself in a new language and meet other IU students and scholars.

### **Practical English Tutorial (PET)**

Improve your English-speaking skills and learn from native speakers who are eager to share their knowledge of the language. Sessions focus on topics that you learn about and discuss, such as slang, holidays, and American culture in general.

### **Conversation Partner Program**

Practice speaking and writing, one-on-one with a native English speaker. We will match you with an American student at IU who wants to learn your native language and you will help each other become more proficient and comfortable in daily conversation.

### **Grad-Scholar Connect**

GSCConnect gives graduate students, scholars, and their families a place to gather each month. Meet new people and foster relationships in the international community at IU.

# QUICK REFERENCE

**Simon Skjodt Assembly Hall:** IU basketball arena

**Crimson Card/IU ID:** official university identification card

**Canvas:** online component for courses, create your class syllabus, assignments, grades – [canvas.iu.edu](https://canvas.iu.edu)

**Dunn Meadow:** grassy lawn just northwest of the Indiana Memorial Union

**Hoosier:** resident of the state of Indiana and IU students

**IDS:** Indiana Daily Student, the campus newspaper – [idsnews.com](https://idsnews.com)

**IUB:** Indiana University Bloomington

**IMU:** Indiana Memorial Union – [imu.indiana.edu](https://imu.indiana.edu)

**Atlas:** online services for international students and scholars – [atlas.iu.edu](https://atlas.iu.edu)

**One.IU:** app containing Oncourse, bus schedules, and more

**IUPD:** Indiana University Police Department – [iupd.indiana.edu](https://iupd.indiana.edu)

**Campus River:** stream flowing through the center of campus

**OIS:** Office of International Services – [ois.iu.edu](https://ois.iu.edu)

**One.IU:** access IU systems classified ads, employee information, taxes, payroll, etc. – [one.iu.edu](https://one.iu.edu)

**Sample Gates:** limestone gate located at the intersection of Kirkwood and Indiana Avenues

**SRSC:** Student Recreational Sports Center, the fitness center on campus – [recsports.indiana.edu](https://recsports.indiana.edu)

**SSN:** Social Security number, a nine-digit U.S. identification number

**UID:** University ID, 10-digit ID number, this will be used frequently and should be memorized

**UITS:** University Information Technology Services, provides internet and technology services – [uits.iu.edu](https://uits.iu.edu)

**Woodlawn Field:** field located at Woodlawn and 10th Street

## Get in touch with OIS

Open Monday-Friday  
8:30 AM-12 PM & 1-4:30 PM

**Email:** [ois@iu.edu](mailto:ois@iu.edu)  
**Web:** [ois.iu.edu](https://ois.iu.edu)  
**Atlas:** [atlas.iu.edu](https://atlas.iu.edu)

**Phone:** (812) 855-9086  
**Fax:** (812) 855-9086

Ferguson International Center  
330 N. Eagleson Avenue

# ARRIVAL CHECKLIST

## Your first week at IU

### ☐ Check in with your department

Meet your site supervisor or the faculty member who invited you to IU. Someone should be available to introduce you to members of your department and help you acclimate to your new work environment.

Your academic department will need to submit an Add New Person EDoc on your behalf before you can set up your university ID card or an IU computing account.

### ☐ Apply for a Crimson Card

CrimsonCard is the official photo ID card for all IU campuses. It provides access to essential services like printing, meal plans, libraries, secure entry to campus buildings, and payment on campus and at participating local retailers. Learn more at [crimsoncard.iu.edu](https://crimsoncard.iu.edu).

You can get your card at the Information Commons in the IMU or at Wells Library (detailed campus map at [map.indiana.edu](https://map.indiana.edu)). You'll need your University ID number and passport. The first card is free, but there is a fee for replacement cards.

### ☐ Set up your IU computer and email account

Your network ID and password are the key to your electronic identity at IU. New scholars should register for a network ID at [kb.iu.edu/d/achn](https://kb.iu.edu/d/achn). You'll use your network ID and password to log in to campus computers, connect to WiFi, and access One.IU, Canvas, IU email, and other IU systems and services.

### ☐ Retrieve and print your I-94

After you arrive, and after each trip abroad, you need to obtain a copy of your I-94 for your records ([go.iu.edu/47KY](https://go.iu.edu/47KY)). Upload a copy of your I-94 to Atlas using the **I-94 Upload for Scholars and Dependents** e-form.



## □ Apply for a Social Security Number (SSN)

If you will be paid by IU, you will need a Social Security Number (SSN). There is no fee to apply. Contact OIS for information on how to apply for an SSN, as procedures below may change. The Social Security Office is located at 515 W Patterson Drive. Their phone number is 877-819-2594, and their website is [ssa.gov](https://ssa.gov). Your name will need to be on your mailbox in order for the SSN to be delivered to your home. Make sure to bring the appropriate documentation based on your immigration status, listed below.

### H-1B, E-3, O-1 and TN Employees

We recommend going to the Social Security Administration (SSA) 10 to 14 days after arriving in the U.S.

- Passport with admission stamp
- Printed Admission (I-94) Number Retrieval page from [go.iu.edu/47KY](https://go.iu.edu/47KY)
- Approval Notice (Form I-797)
- Second form of photo ID (like Crimson Card)

### J-1 Exchange Visitors

Your SEVIS record will need to be validated by OIS before applying for the SSN, which will be done when you have completed all OIS orientation and check-in requirements. Unpaid J1 Exchange Visitors can also obtain an SSN. If you are a J student intern, you will need a letter from OIS before applying for the SSN. Contact a scholar advisor for more information.

- Passport
- J-1 visa
- I-94
- DS-2019
- Second form of photo ID (like Crimson Card)

### J-2 Dependents

If you would like to work but have not yet applied for or received your EAD, see J-2 work authorization for details at [go.iu.edu/47KZ](https://go.iu.edu/47KZ).

- Passport
- J-2 visa
- I-94
- DS-2019
- Employment Authorization Document (EAD)
- Spouse's letter of invitation from your IU host department
- Second form of photo ID (like Crimson Card)

### F-1 Students on OPT and J-1 Students on Academic Training

- Passport
- Visa stamp
- I-94, DS-2019, or I-20
- Employment Authorization Document (EAD), if you have one
- Second form of photo ID (like Crimson Card)

## □ Open a bank account

You will need a bank account if you will be paid by IU. If you will not be paid by IU, you do not have to set up an account, although you may still find it useful depending on the length of your stay. See [go.iu.edu/47L2](https://go.iu.edu/47L2) for details. You do not need an SSN to set up a bank account.

## □ Get health insurance

It is vitally important that all scholars review their health insurance coverage and be adequately protected during their time at IU. J-1 Exchange Visitors are required to maintain a minimum coverage level.

# J-1 EXCHANGE VISITORS

## Maintaining your immigration status

The **J-1 Exchange Visitor Program** provides opportunities for around 300,000 foreign visitors from 200 countries and territories to experience U.S. society and culture every year.

### Abide by employment regulations

As a J-1 Exchange Visitor, you are only permitted to work (research or teach) at Indiana University as described on your DS-2019 form. Occasional lectures or consultations at other institutions or locations may be permitted if you obtain authorization from OIS ahead of time. Engaging in any employment for which you are not authorized can affect your immigration status.

### Maintain adequate health insurance

As a J-1 Exchange Visitor, the U.S. Department of State requires that you maintain adequate health insurance for yourself and any J-2 dependents for the length of your program (from arrival to departure). You must present evidence of health insurance to OIS within 7 calendar days of arrival. Your health insurance policy must provide the minimum coverage required by Department of State regulations. If you do not already have insurance that meets these requirements, you may purchase health insurance through IU or from another company.

### Report contact information-changes to OIS

If your address, phone, or email changes, U.S. federal regulations require you to update OIS within 10 days. Report the change by logging into [atlas.iu.edu](https://atlas.iu.edu) and completing the **Update Contact Information** form.

### University enrollment

J-1 Exchange Visitors are permitted to enroll in classes, but classes should not interfere with your program objectives or delay your program. Consult Student Central for fee information before deciding to enroll. If you wish to become a full-time student or enroll in a degree program, please contact an advisor in OIS to discuss the impact of study on your immigration status.

### J-1 Exchange Visitors sponsored by another institution

Check the program sponsor listed in box 2 of your DS-2019 to see if this applies to you. Fulbright is a common sponsor, for example. If your DS-2019 is sponsored by an institution other than IU, check in with your contact at that institution as they are responsible for registering your arrival in the U.S. and advising regarding health insurance requirements. They may have an electronic process similar to ours, in which they will ask for copies of your immigration documents, local address, etc. They will inform you of your next steps after you contact them.

### J-2 Dependents: Check in with OIS

If you are arriving after your J-1 family member, be sure to stop by OIS within one week of arriving in the U.S. with your passport, J-2 visa, DS-2019, and I-94. You will need to secure health insurance per the requirements listed in the next section.

### Transfer authorization prior to leaving Indiana University

If you plan to leave IU in order to pursue your program at another institution, you must receive transfer authorization from OIS prior to leaving. You may request a transfer using [atlas.iu.edu](https://atlas.iu.edu).

### Travel during your program

Scholars and dependents should obtain a signature from an OIS advisor on the DS-2019 form(s) prior to traveling outside the U.S. Request a travel signature through [atlas.iu.edu](https://atlas.iu.edu). Please note: when you travel abroad, your J-2 dependents may need to travel with you. You should speak with an advisor at OIS prior to travel. Your J-2 dependent status is dependent on the J-1 status.





## J-1 EXCHANGE VISITORS

### Depart the U.S. within 30 day grace period

Scholars have a 30-day grace period at the end of the program to depart the U.S. or to apply for a change of immigration status.

### Rights and protections for temporary workers

Know that you have rights and can get help if you ever encounter problems. The U.S. government created the Wilberforce Pamphlet to inform you of your rights as a nonimmigrant visa holder in certain employment- and education-based categories. Review it in detail at [go.iu.edu/27Lc](https://go.iu.edu/27Lc).



### U.S. Department of State

**Office of Designation**  
Academic and Government  
Programs Division

ECA/EC/AG, SA-5,  
Floor C2 2220 C Street, NEW  
Washington, DC  
20522-0582

View the EV Welcome Brochure at  
[go.iu.edu/4ASn](https://go.iu.edu/4ASn)

**Email:** [jvisas@state.gov](mailto:jvisas@state.gov)  
**Telephone:** 202-203-7131  
**Fax:** 202-203-7779  
**Web:** [j1visa.state.gov](https://j1visa.state.gov)

### Apply for an extension prior to DS-2019 expiration

If you wish to extend your program beyond the dates of your current DS-2019, your host department must agree to the extension and request a program extension before your DS-2019 expires. Research scholars or professors may request an extension up to a maximum of five years of program participation. Short-Term Scholars may stay up to six months, and specialists may stay up to one year.

### Report early departure to OIS

If you will leave the U.S. prior to the end date of your current program (Box 3 of your DS-2019), you need to inform OIS of your new departure date and the reason for ending your program. You also need to contact [ois@iu.edu](mailto:ois@iu.edu) if your J-2 dependent(s) departs the U.S. prior to your program end date.



# J-1 EXCHANGE VISITORS

## Health insurance requirements

**J-1 Exchange Visitors are required to have health insurance while in the United States.**

Please see the information below and contact our office with any questions.

### **J-1 Exchange Visitors and J-2 dependents**

U.S. federal law requires that J-1 Exchange Visitors and their J-2 dependents have health insurance during their stay in the U.S. Proof of insurance must be demonstrated within seven (7) days of your arrival to IU. The following are the minimum coverage requirements:

- \$100,000 for each sickness or illness (women must have maternity/pregnancy care)
- \$100,000 for each accident or injury
- \$50,000 for medical evacuation
- \$25,000 for repatriation
- Additionally, your health insurance policy cannot have a deductible that exceeds \$500 per accident or illness

If you do not already have health insurance that meets these minimum requirements, you may purchase the IU International Plan. Find details about the plan at [ois.iu.edu/insurance](https://ois.iu.edu/insurance). If you are unsure whether your employment at IU will include university benefits, including health insurance, please contact your host department. You may also purchase insurance from another company, provided it meets the minimum coverage requirements outlined above. Please email an OIS advisor when you need to provide new or updated insurance information to our office.







# H-1B, E-3, O-1, TN EMPLOYEES

## Maintaining H-1B, E-3, O-1, or TN status

**To maintain your status, you are required to follow the federal regulations governing your stay. Refer to the cover letter that you received from OIS with your approval notice for more details about maintaining your status.**

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**While in the United States, in most cases your passport must remain valid for at least six months into the future.** Contact your embassy or consulate within the United States to extend your passport.

**Your approval notice (if applicable) and I-94 must also remain valid while you are in the United States.** To apply for an extension of status within the U.S., OIS must file a new petition with the government. Because processing a petition can take several months, please contact OIS six months prior to the expiration of your current I-94. In most cases, you can continue working while USCIS processes the petition.

**Persons in H-1B, E-3, O-1, and TN status may only work in the position for which they have been sponsored.** Any changes to your IU position including new job duties, a new job title, new working location (working remotely/telecommuting) or a transfer to another IU department may require filing a new petition with the government. Contact OIS if any details of your position will change.

**Remote work and telecommuting must be reported to and approved by OIS.** If you will work remotely or telecommute, fill out the Remote Work/Telecommuting form in Atlas.

**Update your local address within 10 days of moving.** If the address you reported on your last I-94 has changed, file USCIS Form AR-11 within 10 days. Form AR-11 is available at [uscis.gov/ar-11](https://uscis.gov/ar-11).



# GETTING CONNECTED

## Phone, internet, news, mail and more

### Mobile phones

Mobile service providers in Bloomington include AT&T, Sprint, T-Mobile, and Verizon. In the United States, mobile phone plans can be contract-based or pay-as-you-go.

### U.S. phone numbers

Phone numbers in the U.S. consist of 10 digits in three blocks: xxx-xxx-xxxx. The first three digits represent the area code. Bloomington's area codes are 812 and 930.

### Internet

IU offers a secure Wi-Fi network as well as Ethernet connections in some offices and on-campus housing. Your IU login and password are required to connect. University Information Technology Services (UITS) provides assistance with establishing an internet connection on campus.

Bloomington also has several options for off-campus internet services. Search online for "internet service providers near Bloomington, Indiana."

### Email

As a member of the IU community, you are expected to check your email on a frequent and consistent basis. The university will send official communications to you by email with the full expectation that you will receive and read these emails in a timely fashion.

If you forward your official IU email to another account, you do so at your own risk. Problems with forwarding your email do not absolve you of your responsibility to respond to university email.

### U.S. mail

Mail and packages are delivered to your home once a day. Make sure that your name is printed clearly on your mailbox. If you move, be sure to inform the university, OIS, and the post office.

First class stamps for domestic letters and international letters can be purchased at the post office, [USPS.com](https://usps.com), and in some grocery stores (domestic only). International postage is also available, but pricing varies based on destination, weight, and other factors.

Bloomington has two USPS locations:

#### Downtown Post Office

520 S. Walnut Street  
Monday-Friday, 8 AM - 7 PM  
Saturday, 8 AM - 2 PM

#### Woodbridge Post Office

3210 E. Tenth Street  
Monday-Friday, 8:30 AM - 7 PM  
Saturday, 9 AM - 3 PM

The post office won't take larger packages but shipping companies like DHL, UPS, and FedEx can help with these items.





## Music

You have many options to stream music in the United States. Pandora, Spotify, and iHeartRadio are all popular programs that offer free service. Bloomington also has several local radio stations. Most play music with short hourly news and sports updates. IU is affiliated with these stations:

99.1 WIUX: Pure Student Radio  
[wiux.org](http://wiux.org)

103.7 WFIU: Public Radio  
[indianapublicmedia.org/radio](http://indianapublicmedia.org/radio)

## Television

University apartments are wired for access to the IU Cable TV system. If you have problems with the cable TV reception in your apartment, contact IU Cable Repair at 812-855-2111.

If you live off-campus, television options vary based on your service provider. Reception without satellite or cable service is limited. Popular service providers in the area are AT&T, Comcast, Dish, and DirecTV.

Providers often “bundle” cable, internet, and landline phone services. Some plans require a contract for a certain length of time. Review all your options and ask questions to get the option that is best for you.

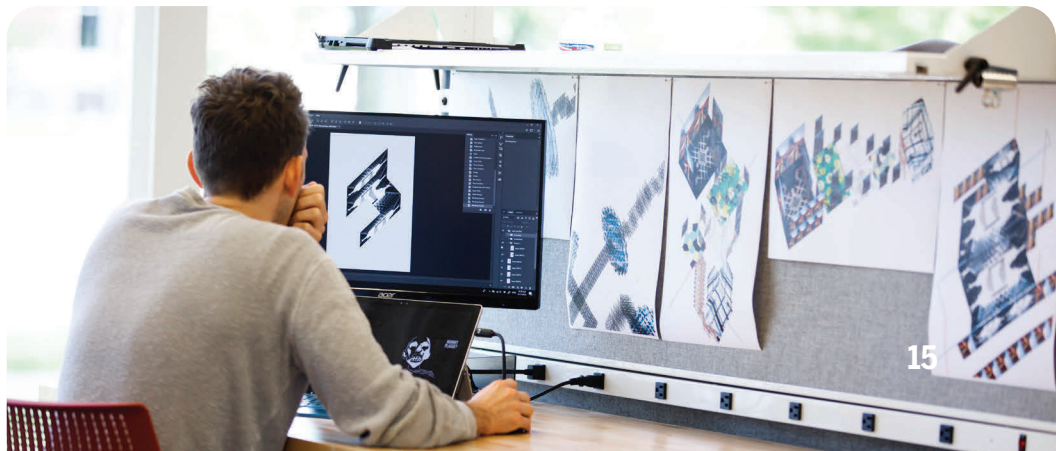


## Newspapers

The Indiana Daily Student (IDS) is an award-winning student newspaper provided for free throughout campus and online.

IU provides free online subscriptions to the New York Times. Learn more at [go.iu.edu/registerNYT](http://go.iu.edu/registerNYT). The IU Student Association also provides free copies of The New York Times and USA Today around campus, including the IMU, Ballantine Hall, and Wells Library.

Bloomington’s local paper is The Herald Times. You can have it delivered to your home, or read it online. You can also find a number of national and international newspapers online and at IU libraries.



# IU BLOOMINGTON

Your new home

## **We love our city and campus, and are sure you will too.**

Indiana is known for the Indy 500, raising corn, and our friendly, laid-back demeanor. Both citizens of the state of Indiana and students at IU are called “Hoosiers”—no one knows where the name came from, but we all love being a part of the tradition.

Bloomington is located in Southern Indiana and is 760 feet (232 meters) above sea level. The average daytime temperature is 37° F (2.7° C) during winter and 88° F (31.1° C) in the summer. We experience all four seasons and get an average of 40 inches (101.6 cm) of precipitation each year. The spring brings beautiful flowers, fall is known for colorful leaves, and you’ll likely see plenty of snow in the winter. Indiana University is the heart of Bloomington, Indiana. The town’s 80,000 citizens welcome international students and scholars and celebrate the diversity of the community with many cultural, musical, recreational, and sporting events. The Little 500 is the largest collegiate bicycle race in the United States, and our students have fun participating in the excitement of many Little 500 events. IU football and basketball are very popular, and at times they virtually take over the city.

During the warmer months of the year, Bloomington hosts several farmers markets on Saturdays with fresh local food, art, and live music. Each fall, the Lotus World Music and Arts Festival honors the beauty and joy of music and art from cultures around the world. There are always interesting and fun activities going on around town, so get out and explore your new home!

IU’s Bloomington campus has been ranked in the top fifteen most beautiful campuses in the country. Its 46,000 students and more than 7,500 faculty and staff make it a community in its own right. And all of them welcome you!



# FINANCES

## Currency, banks, credit cards, and taxes

### IU CrimsonCard

CrimsonCard is the official photo ID card for all IU campuses. It provides access to essential services like printing, meal plans, libraries, secure entry to campus buildings, and payment on campus and at participating local retailers. More details at [crimsoncard.iu.edu](http://crimsoncard.iu.edu).

### Scams

Scammers occasionally target international scholars at IU. If you receive a phone call from someone who claims to be from a government agency or another party demanding money, be extremely skeptical.

Scammers often falsely identify themselves as part of a government agency, like the IRS, USCIS, ICE, or the FBI. However, the U.S. government rarely makes phone calls and will never ask for payment over the phone. You are always able to end the phone call and contact the agency directly to see if you are truly being contacted.

### Wire transfers

All financial institutions accept wire transfers. To send money directly to your Bloomington account, just ask your financial institution for its wire transfer routing number and address.

### U.S. currency

Paper money is all the same size and similar in color. These bills come in \$1, \$2, \$5, \$10, \$20, \$50, and \$100 denominations. One hundred cents (¢) are equal to one dollar, and most coins are either 1¢ pennies, 5¢ nickels, 10¢ dimes, or 25¢ quarters. A few silver and gold half-dollar coins and one dollar coins are also in circulation.

### Credit cards

Some overseas credit cards are not widely accepted in the U.S., so you may wish to contact your credit card company to see if there is anything they can do to facilitate U.S. acceptance. Some common U.S. credit card companies are American Express, Discover, MasterCard, and Visa. Please review interest rates and annual fees carefully if you do not intend to pay off your balance every month.

### Local banking

The banks listed below are located near the IU campus. All offer checking and savings accounts, but some charge annual fees or require a minimum deposit. Ask about special deals for IU students and employees. Some banks offer cash incentives for opening a new account.

### Bank accounts

All financial institutions offer similar services, with slight differences. To open an account at most banks, you will need your passport and at least one other form of photo identification. At a bank, you can deposit cash, a bank draft, a cashier's check, or traveler's checks payable in U.S. dollars. Checks from foreign banks may be deposited, but it can take two to six weeks before money is available.

When opening a bank account, you generally have two options:

- **Checking:** withdraw money or use debit card or checks in place of currency
- **Savings:** store money safely, earn interest over time, and withdraw cash less frequently

It is not advisable to carry or casually store large amounts of cash. All banks will provide you with an ATM (Automated Teller Machine) or debit card, which will allow you to deposit or withdraw money directly into or out of your bank account.



Local bank	Phone	Website	Recommended documents
Chase	812-331-6229	chase.com	Passport and DS-2019
Fifth Third	812-339-1131	53.com	Passport
IU Credit Union	812-855-7823	iucu.org	Passport and IU ID
Old National	812-330-2600	oldnational.com	Passport and document with your address
People's State Bank	812-333-2228	peoples-bank.com	Passport and ITIN/W8

## Taxes

Everyone in the U.S. is responsible for filing a tax form with the Internal Revenue Service (IRS) before April 15 each year, regardless of immigration status. We will share some basic information, but OIS does not advise on tax issues. If you have questions about your U.S. taxes, the Office of the University Controller can help. Contact them at 812-855-0375 or [taxpayer@indiana.edu](mailto:taxpayer@indiana.edu).

- **Local, state, and federal taxes:** the U.S. tax system is complex and has three basic layers of taxation, including local (city/country), state, and federal.
- **Non-resident alien (NRA):** persons who reside temporarily in the U.S. in non-immigrant status are known as non-resident aliens or NRAs. The most common statuses include F-1, J-1, and J2.
- **Form W-2:** everyone with taxable income from employment in the U.S. will receive a Form W-2, which is a statement of earnings. You can request electronic delivery at [One.IU](#).
- **Tax treaty:** the U.S. has income tax treaties with a number of foreign countries. Under these treaties, residents (not necessarily citizens) of foreign countries are taxed at a reduced rate, or are exempt from U.S. income taxes. These policies vary widely; for more information, visit the [IU Controller website](#).



# TRANSPORTATION

## Cars, taxis, buses, and shuttles

### Bicycles

Bloomington has safe bike trails like the **B-Line**. Bikes can be purchased or rented from many locations in town. We also recommend that you use a good lock to keep your bike secure at all times.

Register your bike with **IU Parking Operations** and buy a parking permit before parking on campus.

### Campus and city buses

IU's bus service travels around campus, linking on-campus housing to many facilities. Bloomington Transit is the city's public bus service. The city has nine routes that go to popular destinations and supermarkets. Both services are free with your Crimson Card, and can be tracked with the **Double Map App**. Find more information at [go.iu.edu/1DFc](https://go.iu.edu/1DFc).

### Driver's license

To drive legally in America, you will need a license. You may use an International Driver's License for one year, or a license from another state for 60 days. Find info at [go.iu.edu/488U](https://go.iu.edu/488U).

To get an Indiana driver's license, you will need to bring the following items to the Bureau of Motor Vehicles (BMV):

- Valid passport with visa information and a printed copy of your I-94 card
- Your social security card OR a letter of ineligibility from the Social Security Office
- Two documents showing proof of a mailing address in Bloomington
- If you have a driver's license from your home country, bring a certified translation of it
- More details at [go.iu.edu/1DFf](https://go.iu.edu/1DFf)

The BMV will give you a written test that you will need to pass in order to get your license. You can study for the test and learn the rules of driving in Indiana at [in.gov/bmv](https://in.gov/bmv).

### Car ownership

Carefully review all of the rules and regulations for international scholars before purchasing or leasing a car. There are specific requirements to obtain your driver's license, auto insurance, vehicle title and registration, and parking permits.

### Car rental

Several car rental agencies are available. They all have different rates and rules. They require a valid driver's license and a major credit card to rent a vehicle. Many agencies only rent to people age 25 years and older.

### Mopeds, scooters, and motorcycles

If you are operating any vehicle on public streets, you need to be a licensed driver. Make sure you register your moped, scooter, or motorcycle with the state of Indiana and buy an IU parking permit in order to park on campus.



### Taxi and sharing services

There are several options for taxi services. You can also rent cars, scooters, and bikes for short-term use.

- **Red Tire Taxi** 812-269-2690
- **White Cab** 812-334-9744
- **Yellow Cab** 812-339-9744
- **Uber** app-based ride share
- **Lyft** app-based ride share
- **Zipcar** app-based car share
- **Bird** app-based scooter share
- **Lime** app-based scooter share
- **Pace** app-based bicycle share

### Airport shuttle

The nearest international airport is in Indianapolis. GO Express Travel offers convenient and inexpensive shuttles between Bloomington and the airport.

### Long-distance bus and train services

Train travel in the Midwestern U.S. is less common than in other parts of the world, so you should anticipate challenging routes and schedules. Amtrak is the most common passenger train option and operates out of Indianapolis. Greyhound and Megabus also operate out of Indianapolis and are the most common long-distance bus services.



**Next section**  
Social life

# SOCIAL LIFE

Friendship, life, environment, and experience



**We want you to make the most of your time in the United States. Here is some basic information to help you understand American culture.**

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## Friendship

The concept of friendship differs from one culture to another. In some cultures it is a deep relationship that is experienced with a few people because it is based on love and respect and it demands unlimited obligations. In other cultures, friendship is understood to be more casual and means just doing things with people whose company you enjoy.

Americans are sometimes described as friendly and approachable, but difficult to really get to know. Americans often use expressions like “I’ll call you” or “see you later” as pleasantries and may not necessarily follow through with them. Americans tend to expect details such as dates, times, and locations to be discussed before they feel they have committed to plans. If you want to make plans with a new American friend, consider asking them to meet for coffee, a movie, or a campus event—but be specific about the what, when, and where of your plans.

## Social values

Americans generally believe that people should be self-reliant and see themselves primarily as individuals rather than members of a nation, family, or community. They dislike being dependent on other people. Social and cultural factors may be viewed simply as barriers that need to be overcome to get ahead. A result of this attitude is the competitive nature of American life. Achievement is a dominant motivation in American culture. Tradition is emphasized less than innovation or success.

## Punctuality

People tend to schedule events in advance and will often check watches or phones so they know what time it is. Being on time is regarded as important in the United States, and most people make an effort to arrive on time or early. You should arrive at the specified time for meals and appointments with colleagues, doctors, and other professionals. If you are unable to keep an appointment, you should inform the other party that you will be late or unable to attend. Some social gatherings, like parties, are more casual and will not have an expectation that everyone will show up at the same time. When in doubt, ask your host.



**Be curious**

To gain a full understanding of a new culture, you should be open to new experiences, try new things, and be curious about the way things are done in a new place. The more you explore, the more you will learn.

**Listen and observe**

There may be rules, norms, or social cues that are unfamiliar to you. Listening to verbal communication and carefully observing can help you learn these behaviors and begin to understand their underlying meaning.

**Be empathetic**

It's important to listen and consider the perspectives of others. There may be more than one cultural perspective on the same situation. When you experience these perspectives, try to find common ground. Ask questions, listen, and seek to learn. This can often lead to mutual understanding.

**Have a sense of humor**

You might make mistakes as you explore a new culture, and if you can laugh at them yourself it will help ease some pressure. Hopefully, people will respond with friendliness.

**Advice for making friends**

Americans will be curious about you, too. Many have not had the opportunity to travel abroad or meet people from other countries. Americans and other international scholars will want to learn more about you, your home country, and your culture. Some will enjoy listening to a foreign language or accent, while others may have trouble understanding you. Be patient, and don't be afraid to ask others to be patient with you.

**Manage expectations**

Learning to function in a new culture isn't easy. Recognizing that anxiety and frustration are a normal part of the experience may help you deal with it more effectively. Talking to other international scholars can help relieve frustration and they may have good advice about overcoming anxieties.

**Have fun**

There are here as a scholar at a world-class institution, but don't forget to enjoy yourself. Having fun and making friends from many cultures is an important part of your experience here at IU.

**Get involved**

There more time and energy you invest in new experiences, the more you'll learn and grow. Make effort to meet new people, form friendships, get involved in activities, and learn about the people and culture of your new home.

**Stay open-minded**

Some things in the U.S. will be considerably different from what you are accustomed to at home. It's important not to label things as good or bad in comparison with your own culture. Some habits and ideas may simply be different from what you are used to. Expressing strong negative opinions about another person's culture could ruin a new friendship.

**Ask questions**

Try not to assume that you always know what's going on or that you understand every type of communication. Most Americans (and other international students and scholars) will help you if you need an explanation of something. Asking questions is especially useful if someone uses a phrase that does not make sense in literal English. If that person does not understand your question, try repeating or rephrasing what you have said.

# CULTURE SHOCK

## Adjusting to life in the United States



### Life in Bloomington may be different from your hometown.

It may be a minor difference in expression and dress, or you may find major differences in language, culture, and behavior. Adjusting to IU and the United States can be challenging at times, but there are a variety of support services to help you make a smooth transition.

Successful international students and scholars often advise that you take initiative and be proactive. Seek additional information or help if you are unsure of yourself. Don't be afraid to ask questions; students, staff, and faculty at IU are hospitable and usually willing to respond. Social media and email can also be used to ask questions, if asking in person makes you nervous.

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### Stages of culture shock

People often experience disorientation, confusion, and a cycle of emotions when they move to a different culture. There is no definite timetable for this cycle; sometimes the emotions occur simultaneously, or recur throughout a person's experience. Researchers have identified three distinct emotional phases that individuals living abroad commonly experience:

#### Excitement

Everything is new and there are few problems or identified challenges. The predominant feeling is one of exhilaration at being overseas after a long period of anticipation. Be sure to involve yourself in the IU community and develop a network of new friends. Joining organizations and clubs can give you access to like-minded people who may become your friends. This support network will help you through negative emotions you might experience during your transition.

#### Frustration

Time has passed for you to familiarize yourself with the new culture, and disillusionment may begin to set in. The problems and difficulties that are an inevitable part of adjusting may seem to outweigh any potential sense of achievement. This is a normal reaction that most people operating in a new culture will experience. Being immersed in a new culture can be frustrating and difficult to cope with, but it usually becomes easier as your cultural comfort level increases with time.

#### Acceptance and fulfillment

Fulfillment stems from a personal realization that your environment, in all aspects, is unlikely to change much. If your experience is to be satisfying, you need to adapt to your new environment and learn to operate within its cultural confines. This may result in some cultural compromises, but it will also help you understand that conflicts can be worked out and there is great potential for success and happiness during your time abroad.

### Coping strategies for culture shock

You are living in a new country and some degree of culture shock is bound to occur, but there are ways to minimize its impact.

#### Practice awareness

Try to practice self-awareness. This might mean identifying and recognizing which emotions you are experiencing. This may help you avoid feelings of isolation and allow you to use some of your own coping strategies to overcome the adjustment challenges you may face.

#### Seek help

If you are having a hard time (or if you just want some extra support), IU has resources to help.

Speaking with a counselor can be very helpful. The Employee Assistance Program (EAP) offers free counseling and is a great place to start. For more information, visit [hr.iu.edu/benefits/eap.html](http://hr.iu.edu/benefits/eap.html).

#### Stay active

If it is an option for you, physical exercise can help keep your mood up, so try to stay active. Bloomington has many public parks and trails, and campus offers beautiful scenery for a walk or jog.

#### Share experiences

Talk with your peers about your experiences and ask successful colleagues who have been here for a while if they have any advice for adapting to a new culture.

#### Stay social

Socialize and make new friends in Bloomington. Establishing a new social network is important. However, it's also important to stay in touch with your friends and family back home.



# CLASSROOM CULTURE

## American academic culture in the classroom

If you will be teaching or attending courses, it is helpful to have an understanding of American university classroom and academic culture. It is important to discuss academic culture with someone in your department to understand the characteristics and policies specific to that department. The Code of Academic Ethics also has guidelines for instructors and can be found at [studentcode.iu.edu](http://studentcode.iu.edu).

### **Student–instructor interaction is encouraged**

Students are expected to participate in class (e.g. ask the instructor questions, even during a lecture). When a student speaks in class they are not expected to stand up while speaking. Often a student's grade is partially dependent on class participation.

Instructors are expected to hold office hours during which students may come to them to discuss assignments, ask questions on course material, etc.

Some instructors invite the students to address them by their first name. While this is not uncommon, it is not required, and is determined by the instructor's preference.

At the first class session, instructors should provide a syllabus which outlines course policies (e.g. number of absences allowed), schedule of assignments, instructor office hours and contact information, and how the final grade is calculated (e.g. 25% participation, 25% tests, 20% oral presentation, 30% final project).

Instructors should not publicly criticize students or their work. This is not common in American academic culture and students will find it offensive.

Romantic relationships between students and instructors who have influence over their grades are in violation of the Code of Academic Conduct.

### **Student behavior**

Students are expected to attend class regularly and arrive to class on time. Some instructors take attendance and will allow a certain number of absences without a grade penalty (e.g. 3 per semester). This is particularly true for undergraduate courses. Such policies should be clearly explained in the beginning of the semester and outlined in the course syllabus.

Smoking is never permitted in the classroom; however, instructors may allow food and/or drink.

Traditionally, student dress is casual. Shorts, t-shirts, jeans, even pajama-like clothes (especially for undergraduates) are common and not meant as an insult to the instructor. The expression of dissenting viewpoints is encouraged at IU. Both students and instructors are free to express their viewpoints; however, mutual respect between students and instructors must be maintained regardless of differences of opinion. Additionally, topics discussed should be related to the course material.



### Many small assignments vs. one large final assignment

Traditionally, instructors assign numerous small assignments throughout the semester with one medium to large assignment due at the end of the semester. This is especially true for undergraduate courses. Consequently, the student's grade is based on the collective quality of all the assignments and not just one assignment.

Students will expect clear instructions for their assignments, as well as feedback (comments, etc.) on the quality of their assignments.

Undergraduates particularly may ask for opportunities to improve their grade by revising and correcting assignments (this is often the case with papers and essays) or asking for extra-credit possibilities. Extra-credit means offering optional, extra assignments that students can do to improve their grade.

### The Student Code of Conduct and academic dishonesty

When students come to IU, they are given a copy of the Code of Student Rights, Responsibilities, and Conduct. The Code clearly states that academic dishonesty is a violation punishable by the university. Penalties may range from a warning to expulsion. The Code is available online at [studentcode.iu.edu](http://studentcode.iu.edu).

Academic dishonesty includes cheating on a test or assignment, helping another student cheat on a test or assignment, plagiarism (claiming another's work as one's own), and trying to use one assignment for credit in two courses. Incidents of suspected academic dishonesty are serious matters and should be discussed with the student and brought to the attention of the department chair. The Office of Student Ethics should also be notified.

### Plagiarism

Plagiarism is an act taken very seriously at most American institutions, including IU. To ensure consistency and fairness in discipline, as well as to secure the academic integrity of the classroom, it is very important that all instructors evenly apply the department's policy on plagiarism. Please be sure to review your department's policy and understand the steps that must be taken if you find a student plagiarizing.

Specifically, the definition of plagiarism includes quoting or paraphrasing (expressing in different words) another's words, ideas, statistics, or illustrations (graphs, charts, etc.) without giving credit to the original source. Just as with printed material, information gained from speeches and electronic sources such as the Internet must be credited to its original source.

Find good resources to understand plagiarism at [go.iu.edu/27KX](http://go.iu.edu/27KX), as well as in the aforementioned Code of Student Rights, Responsibilities and Ethics and the Code of Academic Conduct.



# CAMPUS SERVICES

**IU is a large campus and we're proud to offer many resources to our students and scholars.**

There are a variety of support services available to help you. Learn more at [indiana.edu/faculty-staff](https://indiana.edu/faculty-staff).

## Academic resources

**The Center for Innovative Teaching and Learning (CITL)** provides comprehensive services supporting excellent teaching and learning at IU.

CITL provides leadership and expertise to enable innovation in curricula, implementation of powerful technologies and pedagogies in and beyond the classroom, and student engagement with learning resources and materials to promote critical analytic and research skills.

CITL's comprehensive approach comes through its unique fusion of programs and personnel, providing services in instructional and curricular consulting, instructional technologies, service-learning, writing instruction, and the scholarship of teaching and learning.

CITL's location on the second floor of Wells Library's east tower encourages close collaboration with librarians specializing in information literacy. This blend of specialties offers a collaborative and dynamic way of addressing complex teaching issues. Learn more online at [citl.indiana.edu](https://citl.indiana.edu).

**University Information Technology Services (UITS)** provides technology support 24 hours a day via chat, phone, and email. In-person support is offered at Wells Library and the IMU.

**The Learning Commons** in Wells Library during business hours. UITS can help you learn software programs used in your classes, and also provides many popular software programs for free at [iuware.iu.edu](https://iuware.iu.edu).

**Scholar's Commons** at Wells Library offers a dedicated space to assist staff and faculty with research and other academic pursuits on campus. Learn more at [libraries.indiana.edu/scholars-commons](https://libraries.indiana.edu/scholars-commons).

## Gay Lesbian Bisexual Transgender (GLBT) Support

IU is rated one of the friendliest campuses in the nation for gay, lesbian, bisexual, transgender, queer, intersex students, and their friends. The GLBT Support Services Office is a resource and information center for individuals, campus and community groups, events, and activities. They provide a welcoming and safe environment for individuals seeking to grow in their understanding of LGBTQIA issues.

## Healthy IU

IU is committed to a workplace culture that is appreciative of employees' diverse needs for individual and family well-being. This resource, provided by IU Human Resources, offers information regarding support services available at the University and in surrounding communities at [healthy.iu.edu](https://healthy.iu.edu).

## Sports and fitness

You can purchase a membership to the largest sports and fitness center in town. Stay fit with high-quality, safe, enjoyable, and diverse sports/fitness programs. There are two on-campus locations: Bill Garrett Fieldhouse and Student Recreational Sports Center (SRSC). Learn more at [recsports.indiana.edu/faculty-and-staff](https://recsports.indiana.edu/faculty-and-staff).

## Cultural centers

IU offers many programs and services to support multiculturalism and diversity on campus. IU's cultural centers promote cross-cultural understanding on campus. They support students who identify with a specific culture, and provide information to others interested in that culture.

**Asian Culture Center**  
807 E 10th Street

**Jewish Cultural Center**  
730 E 3rd Street

**First Nations**  
712 E 8th Street

**La Casa**  
715 E 7th Street

**Neal-Marshall Black Culture Center**  
275 N Jordan Avenue

**Next section**  
Activities



# ACTIVITIES

Organizations, sports, entertainment, shopping



## Get involved in campus life!

Bloomington and IU offer all sorts of clubs, sports, art, music, and social events.

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## Organizations

Bloomington is a great place to start getting involved on campus. Think of us as your connection to the university and to each other. You can find a list of international organizations at [beinvolved.indiana.edu](http://beinvolved.indiana.edu).

Scholars are encouraged to participate in any of the student groups on campus, whether they have an international focus or not. Most are free to join and only require an interest in the group's theme. You literally have hundreds of different options.

## Sports

IU offers a wide variety of club sports, intramural games, fitness programs, exercise classes, and events to keep you moving. Hoosiers are also proud of our collegiate teams and many people enjoy cheering them on by attending games in person or watching on TV.

## Bloomington Worldwide Friendships (BWF)

Experience life outside of campus and become a part of BWF! Make friends with local families and learn about American culture, food, and customs. Visit [bwfbloomington.org](http://bwfbloomington.org) for more information.

## Fun and Entertainment

IU offers endless options for art, music, and theater. The Jacobs School of Music presents over a thousand student performances each year.

The **IU Auditorium** hosts Broadway performances, concerts, and more. **Opera and Ballet Theater** offers amazing performances in these classical traditions at the Musical Arts Center (MAC).

The **IU Cinema** shows a variety of films in a state-of-the-art movie theater.

The **Indiana Memorial Union (IMU)** offers a weekly film series featuring new movies, a bowling alley, and other activities throughout the year.

**IU Outdoor Adventures** offers a bouldering wall, adventure trips, and camping and hiking gear rentals so you can plan your own outdoor fun.

## Religion

People at IU come from a wide variety of diverse religious backgrounds and most are able to find a faith-based community in Bloomington. You can also find groups who focus on spirituality at [belNvolved](http://belNvolved), [idsnews.com/religious](http://idsnews.com/religious), and [CaRLA.org](http://CaRLA.org).



## Monroe County Public Library (MCPL)

MCPL provides services at no charge to all people living in Monroe County. All are welcome to visit the Library to browse books, magazines, and newspapers, use public computers, and enjoy the library's spaces. Learn more at [mcpl.info](http://mcpl.info).

## Supermarkets

Most Americans buy food for a week or more at a time in supermarkets or grocery stores. These are large, comprehensive stores that carry all kinds of food, laundry, cleaning supplies, paper products, and nonprescription drugs. There are also a few stores like Target and Walmart that sell food, clothing, home supplies, furniture, and other personal items you may need.

## Specialty foods

Bloomington has a number of stores that specialize in international cuisines. You can find many ingredients that are close to what you can get from home. Supermarkets also have an international section, but specialty stores will have more variety. Some local favorites are Crosstown Oriental Foods, Euro Deli, 4th Street International Market, World Foods Market, Saraga Oriental Market, and Tenth Street Market.

## Alcohol

The legal drinking age in Indiana is 21. You cannot purchase any form of alcohol or consume it until your twenty-first birthday. Public intoxication by anyone is considered a very serious offense. Alcohol sales are limited on Sundays.

## Restaurants off campus

Bloomington has many restaurants close to campus. Kirkwood Avenue and 4th Street are near the Sample Gates and offer a wide variety of options. 4th Street is known for its global cuisines and may be able to give you a little taste of home. Many restaurants will even deliver food to your home. See the [Indiana Daily Student dining guide](#) for more.

## Tipping

Though tipping for services is not always mandatory, it is expected in many circumstances. If a restaurant seats you and offers table service, you are expected to tip. Fast food restaurants don't require a tip because a server is not providing table service.

Servers in Indiana earn a very low base wage of \$2.13 per hour. Both the restaurant owner and the server are counting on customers to supplement this low pay with tips.

Think of your tips as merit pay, and make a distinction between the quality of service you receive. A good rule of thumb is 15% for average service, 20% for good service, and over 20% for excellent service.

If you are part of a large group, tips may be included automatically on the bill. Look for it near the tax at the bottom of the bill. It may say "Gratuity" or "Tip" followed by a percent. In that case, you don't have to give additional money, though you may do so if you wish. You should also tip taxi drivers, hair stylists, and movers.

## Shopping

Prices in U.S. stores are fixed, and bargaining is usually not an option. Vehicles are the major exception to this rule; when buying a car, negotiation and bargaining are expected.

Bloomington has unique local shops as well as larger shopping centers, with a number of stores and ample parking. The largest shopping areas in town are College Mall, Eastland Plaza, Whitehall Crossing, and Whitehall Plaza.

You may want to save money and shop for used items at a second-hand store. Items at these stores will be significantly less expensive but may be slightly used or have a small repairable defect. Many of these stores use their sales revenues to assist local charities. Items will range from clothing to household articles and furniture. Find them online by searching for "thrift shops."

## Sales tax

Prices listed for retail items in the U.S. do not include state sales tax, so keep in mind that a 7% additional tax will be added to the price when you check out. For instance, if you are buying an item that is listed as \$10, sales tax will be added at checkout and your total amount due will be \$10.70.

**Next section**  
Housing

# HOUSING

## On- and off-campus living

The department sponsoring your program should assist you with locating housing.

### On-campus housing

On-campus housing for both married and single visitors may be available through IU's Residential Programs and Services. Visit [go.iu.edu/4C3N](http://go.iu.edu/4C3N) to learn more and request a reservation.

### Off-campus housing

Many scholars choose to live off campus. These are a few resources to start your housing search:

The **Bloomington Visitors Center** maintains a list of short-term rentals. Visit [visitbloomington.com/about-us/moving](http://visitbloomington.com/about-us/moving) for more info.

**IU Office of the Vice Provost for Faculty & Academic Affairs** can connect you with faculty and staff who have housing available. A list of these housing opportunities can be found at [go.iu.edu/4C3M](http://go.iu.edu/4C3M).

**Bloomington's Housing and Neighborhood Development (HAND)** can help you obtain property owner information and answer many questions about rentals in town. They can also provide assistance if your landlord fails to make requested repairs that are code related. Learn more at [bloomington.in.gov/hand](http://bloomington.in.gov/hand).

The **One.IU Buy Sell Trade** app can help you find apartments for lease, furniture, and other items.

There are also many **national websites** to help you find housing, like:

- [rent.com](http://rent.com)
- [apartments.com](http://apartments.com)
- [apartmentguide.com](http://apartmentguide.com)
- [apartmentfinder.com](http://apartmentfinder.com)
- [bloomington.craigslist.org](http://bloomington.craigslist.org)

### Be a good tenant

If you are renting a property, adhere to the contract you signed. Pay your rent on time and avoid causing damage.

And remember to be a considerate neighbor—try not to disturb others who live around you by being noisy or messy.



### Questions to ask before you rent

How much is the rent?

Is there a damage deposit?

Who mows the lawn?

Does the rent include gas, electricity, telephone, water, trash removal, and air conditioning?

If you own a vehicle, where will you park?

Is there easy access to public transportation?

How long will you be at IU? Most landlords require a 12 month lease.

Take pictures of your rental before you move in, and document the current condition, especially any pre-existing damage.

Get everything that you and the landlord agree to in writing.

If you do not agree with all lease terms, negotiate the terms of the lease **before** you sign it.

Read the lease carefully before you sign. If you have questions, ask for an explanation from the landlord. If you still do not understand, please call Student Legal Services for advice at 812-855-7867.

### Renter's insurance

It is a good idea to purchase renters or personal property insurance to protect your belongings in the case of theft, fire, storm damage, etc. Your landlord is not usually responsible for replacing your personal property. Buy a policy that will cover your belongings and any liability you might have. A good policy should help replace the cost of your belongings if they are destroyed or stolen.

Get help if you need it! Please contact the OIS if you have questions or need advice.

### Housing Abbreviations

**AC:** air conditioning

**Avail:** available

**BA:** bathroom

**BD:** bedroom

**Blks:** blocks

**DR:** dining room

**DW:** dishwasher

**Frplc:** fireplace

**Furn:** furnished

**Gar:** garage

**Incl:** included

**Kit:** kitchen

**Lg:** large

**/mo:** per month

**Pd:** paid

**Unfurn:** unfurnished

**Util:** utilities (gas, electric)

**w/:** with

**W/D:** washer/dryer

Next section  
Childcare

# CHILD CARE

## Schools and education in Bloomington

**IU offers programs to meet the various child care needs of students and scholars.**

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Child care in the U.S. is not subsidized by the government. The cost of child care is the responsibility of the parents.

For more information about IU child care programs, a comprehensive chart (listing hours, ages served, and fees) is available at [childcare.indiana.edu](http://childcare.indiana.edu).

### U.S. education

All children in Indiana between the ages of 6 and 16 must attend school. There is no cost to attend public school, but parents will be asked to pay for supplies. There are typically three levels of public school education:

#### Elementary School

Kindergarten through Grade 5 or 6 (ages 5-10)

#### Middle School

Grade 6 or 7 through Grade 8 (ages 11-13)

#### High School

Grades 9-12 (ages 14-18)

Dependent children status may enroll in Bloomington's public schools. Private schools are also available.

### Public schools

If you have school-aged children, your first point of contact should be the Monroe County Community School Corporation (MCCSC) [mccsc.edu](http://mccsc.edu). They will likely ask the ages of your children and where you live, so that your children can be placed in the appropriate school.

Parents are required to fill out information on vaccinations and other medical details for each child. By law, the school must have a record in English of your child's immunizations. If such a record does not exist or is inadequate, you will be asked to have your child immunized in order to be allowed to attend school.

The schools will ask for a birth certificate or legal proof of birth and may ask that the child have a physical exam. Take any records of your children's school work, in addition to their passports, when you enroll them.

Each school district is required by law to provide free and appropriate education for all children.

If you have a child who has a disability or needs special assistance, other than lack of English proficiency, that makes it difficult for him/her to be in a standard classroom without help, contact the Special Education section of the MCCSC at (812) 330-7700. This office will find the right program for your child and provide whatever help he/she needs. Education is the right of every child.

### Private schools

The city of Bloomington also has several private schools, but keep in mind that there will be more expenses involved. These are a few options:

**Bloomington Montessori School**  
[bloomingtonmontessori.org](http://bloomingtonmontessori.org)

**Harmony School**  
[harmonyschool.org](http://harmonyschool.org)

**Lighthouse Christian Academy**  
[mylca.info](http://mylca.info)

**Project School**  
[theprojectschool.org](http://theprojectschool.org)

**St. Charles Catholic School**  
[school.stcharlesbloomington.org](http://school.stcharlesbloomington.org)

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**Next section**  
Health and Safety



# HEALTH AND SAFETY

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## Health insurance

While insurance is required only for J-1 Exchange Visitors and their dependents, all other scholars/families should maintain coverage while in the U.S. due to the high cost of U.S. health care. **Anthem Student Health** administers IU's international health insurance plan, which can also be used by scholars. Contact an insurance specialist at 812-856-4650 or visit the **OIS website** for more information about the plan.

## Health center on campus

J-1 Exchange Visitors who purchase the IU Visiting Scholar insurance plan can access a wide range of health services on campus, including checkups, office visits, counseling services, and addiction treatment for a minimal fee.

## Urgent care centers

Urgent care centers are designed to treat medical conditions that are not life-threatening. If you are unable to book an appointment with a physician, Bloomington has several urgent care centers that take walk-in patients. These centers are generally open daily until 8:00 P.M. Call in advance to make sure your insurance is accepted.

## Medical providers

Bloomington has many medical providers. Before or during your first visit to a provider, be sure to clarify whether or not they will accept your insurance and how their billing works. Some specialists will require a referral from a primary care provider before they will see you.

Each insurance plan and doctor's office handles billing differently. You can find a list of physicians and specialists on your insurance provider's website. This is the best way to ensure that the doctor you select will accept your insurance. You can also see whether the doctor is considered "in-network" or "out of network" for insurance billing purposes. It is typically less expensive to visit doctors who are in-network.

## Bloomington hospitals

Hospital emergency rooms are designed to treat medical conditions that could be life-threatening or could result in permanent disability.

There are two hospitals in town that are open 24 hours a day. Bloomington Hospital provides the most comprehensive service.

**Bloomington Hospital**  
2641 E. Discovery Pkwy

**Monroe Hospital**  
4011 S. Monroe Medical Park Blvd

## Eye care

The **IU School of Optometry** has an eyecare center on campus that offers a full range of services. They also sell contacts, lenses, and frames.

## Safety

IU offers programs promoting campus safety throughout the year. We provide well-lit campus streets and pathways. If you feel unsafe at night, the **IU Safety Escort Service**, run by students, can even pick you up on campus and give you a ride home.

IU's **Sexual Assault Crisis Service** focuses on education, prevention, crisis intervention, and counseling related to sexual assault. Any sexual contact without consent is considered sexual assault; this includes rape, sexual battery, and sexual coercion. A person may be incapable of giving consent due to use of drugs or alcohol, or due to an intellectual or other disability. If you or someone you know has been assaulted you can call the sexual assault crisis service line any time day or night at 812-855-8900.

## Mental health

You can find help by reaching out to an OIS advisor, the **IU Employee Assistance Program**, or visiting a counselor at **Let's Talk**.

# EMERGENCIES

**Indiana University strives to maintain a safe environment for its students, faculty, staff, and visitors.**

However, creating and maintaining a safe and secure campus is everyone's responsibility. Simple habits like locking your doors and windows, securing your bike, and keeping your vehicle locked at all times can help.

**Immediately report safety concerns, suspicious persons, or suspected criminal activity to the Indiana University Police Department at 812-855-4111.** To report a fire, medical emergency, or crime in progress, call **911** from any phone.

An emergency could strike at any time, without warning, and it is up to you to be prepared. We will cover the basics here, but encourage you to visit [protect.iu.edu](https://protect.iu.edu) for more detailed information.

**For more emergency preparedness, visit [protect.iu.edu](https://protect.iu.edu) or call 812-855-2004**

## Fire

- When a fire alarm is activated, a loud alarm signal sounds.
- Immediately evacuate the building.
- If you see a fire and the alarm has not sounded, pull the alarm box as you leave.
- Do not use elevators.
- Move away from the building.
- Once you're outside, call 911 to report the fire.
- Obey all emergency personnel.
- Alert emergency personnel if someone is in the building.
- Do not re-enter the building until the all clear is given by emergency personnel.

## Tornadoes and storms

- Tornadoes are most common during spring and summer,
- Outdoor sirens and weather radio alerts will sound,
- Go to an interior room on the lowest level of the building,
- Stay away from windows,
- Crouch down and cover your head with your arms,
- Take your phone, laptop, or weather radio with you.
- If you are outside, take shelter in the nearest building.
- Do not leave your shelter until the tornado warning has expired, or the all-clear is given.

## Warning systems

- **IU Notify:** alert system that sends out campus-related emergency notifications via phone call, text, or email.
- **Tornado sirens:** loud outdoor sirens with a steady wail.
- **Radio and TV** will promptly report all emergency situations.

## Earthquakes

- While uncommon in Indiana, earthquakes are possible.
- If inside, take shelter under a sturdy piece of furniture, or stand in a doorway or corner.
- Stay away from windows, hanging objects, and heavy furniture that could fall on you.
- Stay where you are until the shaking stops.
- Do not use elevators.
- After the shaking stops, evacuate the building.
- If you are outside, move to an open area away from trees, poles, electrical wires, and buildings.

# CONVERSIONS

## Temperature

In all areas of life other than scientific laboratories, the U.S. uses degrees Fahrenheit (F) rather than Centigrade (C) to measure temperature. To convert Centigrade to Fahrenheit, multiply C by 1.8 and add 32. To convert Fahrenheit to Centigrade, subtract 32 from F and divide by 1.8.

### Temperature conversions

Celsius	Fahrenheit
-17.8	0
0	32
10	50
15.6	60
21.2	70
26.7	80
32.3	90
100	212

## Measurements

The United States uses a system of feet and inches to measure distance, pounds and ounces to measure weight, and quarts and gallons to measure volume. You will most likely be asked for your height and weight on numerous occasions while in the United States. You may want to calculate and memorize these two measurements so you can provide them when asked.

You can find many online conversion calculators that are quick and easy resources to use.

### Weight (pounds, ounces)

U.S.	Metric
1 ounce	28.35 gram
1 pound	0.45 kilograms
2.2 pounds	1 kilogram

## Volume (quarts, gallons)

U.S.	Metric
1 quart (2 pints)	1.1 liters
1 quart	0.95 liters
1 gallon, dry	4.4 liters
1 gallon, liquid	3.8 liters
0.91 quarts, dry	1 liter dry
1.06 quarts, liquid	1 liter liquid

## Distance (feet, inches)

U.S.	Metric
1 foot (12 inches)	2.54 centimeters
1 yard (3 feet)	0.91 meters
1 mile (5280 feet)	1.6 kilometers
1 centimeter	0.39 inches
1 meter	39.37 inches
1 kilometer	0.62 mile

## Time

The United State mainland is divided into four time zones. Bloomington is in the Eastern Time zone (ET). The U.S. uses a 12-hour clock, referring to A.M. for morning and P.M. for afternoon and evening. 12 A.M. is referred to as midnight and 12 P.M. as noon.

In March and November each year, most states in the United States observe daylight saving time. In March we "spring forward," setting clocks forward an hour. In November we "fall back," setting clocks back an hour. It is highly publicized and if your phone is set to EST, it will automatically adjust to daylight saving time.

## Clothing

Clothing sizes are different in the U.S. than other countries.

Custom-made clothing is not common; however, most dry cleaners offer tailoring and alteration services. Sizes vary widely based on brand, department, or store.







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