Welcome to Mount Olive College (MOC)!

We look forward to showing you the many possibilities awaiting you here in Mount Olive, North Carolina and in the United States of America.

Preparing for your first semester in college here at Mount Olive College and in the United States of America can be a fun and exciting experience, but like most students, you probably have many questions and concerns. New International Student Orientation (August 9-10) – and this handbook – are designed to give you the answers you need to effectively prepare. This handbook covers essential topics every new international student should know, and it supplements information you will receive from officials here at Mount Olive College during New International Student Orientation. Please read this information thoroughly and do not hesitate to contact us with any questions or concerns you may have.

Success in your first academic year at Mount Olive College lays the foundation for future accomplishments and we want to help you get off to a tremendous start. Take advantage of the many services and opportunities described in this handbook and throughout New International Student Orientation. Meet people, find the assistance you need to succeed, get involved in student life, and utilize everything Mount Olive College offers to help you achieve your goals.

Sincerely,

Mount Olive College Staff
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We are here to help answer any questions or concerns you may have before your arrival and during your time here at Mount Olive College. Please do not hesitate to contact us.

Office of Admissions
Admissions Representative
Crystal Yau
cyau@moc.edu
919-658-7708 or 1-800-653-0854

Office of Student Affairs
DSO (Designated School Official) for SEVIS/Administrative Assistant
Annette Harper
aharper@moc.edu
919-658-7838 or 1-800-653-0854

Office of Student Affairs
Director of Campus Life/International Student Advisor
Meg Dutnell
mdutnell@moc.edu
919-658-7880 or 1-800-653-0854
International Student Application Process

Incoming International Freshmen

Step 1: Submit Required Documents

1. Official Transcripts from ALL secondary institutions attended (US equivalent to High School 9, 10, 11 and 12 Grades), showing all grades up to this point, with the institutions’ Official Stamp/Seal AND Administrative Signatures
   a. If the official language of instruction in your country is NOT English, you MUST provide transcripts in your official language of instruction AND Official English translated transcripts. Certified English Translators can provide this translation service. It is recommended to submit credentials of the translator with the English translation.
2. Submit Official TOEFL (Test of English as a Foreign Language: (http://www.etc.org/toefl) Score Report; if the official language of instruction in your country is NOT English. Priority deadline August 1.
   a. A minimum TOEFL score of 513 (Paper Test), 183 (Computer Test), or 65 (Internet-Based Test) is required for acceptance.
3. Submit Official SAT (Scholastic Assessment Test) or ACT (American College Test) Score Report UNLESS you are 21 years of age or older. Priority deadline August 1.
   a. Find a SAT Test Center: http://www.collegeboard.org (MOC School Code=5435)
   b. Find an ACT Test Center: http://www.act.org (MOC School Code=3131)
   c. Students in countries where neither the SAT nor ACT is offered may contact the Office of Admissions AFTER beginning their application to request a test score waiver.
   d. Any International student wishing to compete in NCAA athletics MUST submit an Official SAT/ACT Score Report regardless of age.
   a. WES ICAP Course-by-Course Evaluation Report is ONLY to be ordered through WES AFTER you have graduated and received final grades from your current secondary institution.
5. Submit Official FINAL Transcripts of ALL secondary institutions attended (US equivalent to 9, 10, 11, and 12 grades) showing all grades with the institutions’ Official Stamp/Seal AND Administrative Signatures. Priority deadline August 1.
   a. If the official language of instruction in your country is NOT English, you MUST provide transcripts in your official language of instruction AND Official English translated transcripts. Certified English Translators can provide this translation service. It is recommended to submit credentials of the translator with the English translation.
   b. Submit the following documents AFTER you have graduated and received final grades from your current secondary institution.

Upon receipt of all documents stated in 1-3 above, the Office of Admissions will review your file and determine if you are prepared for success at Mount Olive College.
Incoming International Transfer Students

Step 1: Submit Required Documents

6. Official Mid-Term Transcripts from ALL post-secondary institutions attended with the institutions’ Official Stamp/Seal AND Administrative Signatures
   a. If the official language of instruction in your country is NOT English, you MUST provide transcripts in your official language of instruction AND Official English translated transcripts. Certified English Translators can provide this translation service. It is recommended to submit credentials of the translator with the English translation.

7. Submit Official TOEFL (Test of English as a Foreign Language: (http://www.etc.org/toefl) Score Report if the official language of instruction in your country is NOT English. Priority deadline August 1.
   a. A minimum TOEFL score of 513 (Paper Test), 183 (Computer Test), or 65 (Internet-Based Test) is required for acceptance.

8. Submit Official SAT (Scholastic Assessment Test) or ACT (American College Test) Score Report UNLESS you are 21 years of age or older. Priority deadline August 1.
   a. Find a SAT Test Center: http://www.collegeboard.org (MOC School Code=5435)
   b. Find an ACT Test Center:  http://www.act.org (MOC School Code=3131)
   c. Students in countries where neither the SAT nor ACT is offered may contact the Office of Admissions AFTER beginning their application to request a test score waiver.

   a. WES ICAP Course-by-Course Evaluation Report is ONLY to be ordered through WES AFTER you have completed your last semester/term and received final grades from your current post-secondary institution.

10. Submit Official FINAL Transcripts of ALL secondary institutions (US equivalent to College/University level) attended with the institutions’ Official Stamp/Seal AND Administrative Signatures. Priority deadline August 1.
   a. If the official language of instruction in your country is NOT English, you MUST provide transcripts in your official language of instruction AND Official English translated transcripts. Certified English Translators can provide this translation service. It is recommended to submit credentials of the translator with the English translation.
   b. Submit the following documents AFTER you have completed your last semester/term and received final grades from your current post-secondary institution.

Upon receipt of all documents stated in 1-3 above, the Office of Admissions will review your file and determine if you are prepared for success at Mount Olive College.

Mail all documents to:

Mount Olive College, Office of Admissions, Attn: Crystal G. Yau,
634 Henderson Street, Mount Olive, NC 28365
Financial Aid for International Students

Qualified international students wishing to study at Mount Olive College will be considered for one of two Financial Aid packages:

- Financial Aid Package One: 50% International Student Scholarship
- Financial Aid Package Two: Combination of Scholarships/Grants

The 50% International Student Scholarship discounts the total cost of tuition, student fees, room, and board by 50%. The Combination of Scholarships/Grants includes: academic scholarships based on merit and academic ability, athletic scholarships (available to qualified athletes), and special talent scholarships in music and art. However, an audition or review of your portfolio is required. International students are not eligible to be considered for any federal or state financial aid programs.

Which Financial Aid Package is Right for You?

Go to www.moc.edu/intfapackage to see the specific details regarding the two Financial Aid packages. Please contact the Office of Admissions at cyau@moc.edu for any questions regarding the two Financial Aid Packages.

If you are considering financial aid options for your studies in the United States, you may consider an alternative loan through a variety of lenders. Lenders offering loans to international students require that the student have a co-signer that is a citizen or permanent resident of the United States. Please contact the Office of Financial Aid at klee@moc.edu for information on lenders that offer loan options for international students.

Private Campus Visits

Your private campus visit may be arranged at Mount Olive College upon request. It will include a campus tour, an interview with your admission’s representative, and the opportunity to speak with a financial aid counselor, athletic coach, or faculty member. Campus tours are given Monday through Friday between the hours of 8:00am and 4:00pm.

Complete the Campus Visitation Request Form at http://survey.moc.edu/TakeSurvey.aspx?SurveyID=82KJ372 to request your visit today or call MOC Admissions at 1-800-653-0854.

International Students Who Wish To Participate In Athletics

NCAA Eligibility Center

In order for your son/daughter to practice and/or compete during their first year in college, he/she must register with the NCAA Eligibility Center. This should be done as soon as possible to avoid delays. Please visit the website at www.eligibilitycenter.org.
It is very important that your son/daughter’s SAT or ACT scores are sent directly to the NCAA Eligibility Center from the testing center. If your son/daughter has already taken their test, you will need to contact the testing center to let them know you need the scores sent to the NCAA Eligibility Center. You also need to make sure that an official copy of your son/daughter’s final high school transcript is sent to the NCAA Eligibility Center. Should you have any questions regarding the NCAA Eligibility Center process, please contact LaToya Lindsey at 919-658-4928 or llindsey@moc.edu.

Required Forms for Student-Athletes

1. **Physical Exam Form** - All student-athletes must have a complete physical examination each year before they are eligible to participate in intercollegiate athletics.

2. **Health History Form** – To be filled out by the student-athlete and signed by your doctor.

3. **Assumption of Risk Form and Medical Consent Form**

4. **Insurance Form**

All of these forms can be found on our website by visiting [www.moc.edu/athletics](http://www.moc.edu/athletics). Once there click on Athletic Training. Should you have questions regarding the forms to be filled out, please contact Tina Parks at 919-658-7759 or cparks@moc.edu.

Insurance for International Students

Before any student-athlete may practice or participate in an athletic department sponsored activity, he/she must prove that they have primary insurance coverage through personal or family health insurance that covers athletic injuries. The insurance must have a limit of at least $25,000 per injury.

The primary insurance coverage must be continuous and cover the student-athlete from August 1, 2012 through May 31, 2013. It is your responsibility to provide written notice to the Athletic Department of any changes in your policy. Failure to do so will result in you being 100% responsible for any medical bills not covered by your insurance.

Mount Olive College has a secondary insurance policy which covers all student-athletes only against injuries sustained during official practices and competitions.

Parents should check with their insurance carrier to make sure the student-athlete is covered and can be treated by Mount Olive College team physicians. Our team physicians are as follows:

- Wilson Orthopedics
- Mount Olive Family Medicine
- Wayne Memorial Hospital

If you belong to an HMO (Health Maintenance Organization) or a PPO (Preferred Provider Organization), you must make sure that the student-athlete will be covered in this area. Should a student-athlete be injured and the claim denied due to a PPO or HMO non-provider agreement, you will be held responsible for 100% of the bills incurred. The parents should contact the insurance company to change their PCP to our doctors. If our doctors are not in network, you will have to request “Guesting Privileges”.
Insurance Companies

The following is a list of insurance companies that we do / do not accept. Please note that there is no way possible to name all insurance companies, therefore if you don’t see your company listed, please contact Tina Parks with your insurance information and she will check on coverage.

Accepted

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<tr>
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<tr>
<td>Aetna</td>
<td>BCBS</td>
<td>Champ VA</td>
<td>Cigna</td>
<td>Humana</td>
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<tr>
<td>M.V.P.</td>
<td>Medcost</td>
<td>PHCS</td>
<td>United Healthcare</td>
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</tbody>
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Not Accepted

<table>
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<tr>
<th>Not Accepted</th>
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<tr>
<td>First Care</td>
<td>Diplomat America</td>
<td>Health Choice</td>
<td>Kaiser Permanente</td>
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<tr>
<td>Medicaid</td>
<td>Short Term Policies</td>
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Travelers Insurance (any policy purchased for travel to the United States)

Tri-Care Insurance

Student-athletes who have Tri-Care insurance may participate in athletics, but since Tri-Care is not considered a primary policy and it does not accept our team physicians, these student-athletes will not be covered under the school’s insurance policy.

International Insurance

International student-athletes must purchase insurance coverage through the college unless they can provide evidence, in English, of a primary personal or family insurance policy which recognizes the college’s team physicians.

Purchasing Insurance

Student-athletes who do not have personal or family insurance that covers athletic injuries may purchase Student Blue Insurance offered through Blue Cross and Blue Shield, that will cover athletic injuries and illnesses and allow them to participate in athletics. The cost varies each year and is payable per semester. The cost will be charged to the student-athlete’s school account.

For more information on purchasing this policy, contact Tina Parks at 919-658-7759 or cparks@moc.edu.

Injuries and Claim Filing

All student-athletes are at risk for some injury during the scope of participation. When an injury or illness does occur, the athletic training staff should be notified immediately. Once evaluated by the athletic trainer(s), the student-athlete may either be treated in the training room or referred to one of the team physicians.
In the event that a student-athlete is referred to a physician(s), student-athletes are responsible for the cost of any co-pays and the deductible on their personal or family health insurance. These costs can’t be submitted to the college’s insurance policy for payment. All other medical bills will be filed first with your personal or family health insurance company. Your insurance company will review the claim and then send you an "Explanation of Benefits." When this is received, it is important that you promptly forward that sheet to Tina Parks so that we can submit the remainder of cost to the college’s insurance company for consideration of payment of any remaining bills.

All bills must be turned in within 15 months from the date of injury in order for them to be processed and sent to our insurance company for consideration of payment. A claim with the college’s insurance is filed only after your insurance has paid in full, or part, or denied the claim. Mount Olive College will not be responsible for any medical bills incurred for pre-existing or non-athletic related injuries and illnesses or for claims that its insurance company declines to pay.

**Required Forms**

- International Supplemental Form  [www.moc.edu/intsup](http://www.moc.edu/intsup)
- Housing Request Form  [www.moc.edu/housingrequest](http://www.moc.edu/housingrequest)
- Immunization Form  [www.moc.edu/immunization](http://www.moc.edu/immunization)
- Physical Examination Form (Health Form)  [www.moc.edu/healthexam](http://www.moc.edu/healthexam)
- Family/Parent Information Form (at the back of this handbook)
- New International Student Travel Itinerary Form (at the back of this handbook)
- Student Athlete Insurance  [www.moc.edu/athletics](http://www.moc.edu/athletics)

**Pre-Departure Checklist**

*Have you done the tasks below?*

- Notified the Office of Admissions and the Office of Student Affairs of your arrival schedule so you can check in when you arrive (required of ALL international students upon arrival)
- Notified the Office of Admissions and the Office of Student Affairs to make arrangements for ground transportation from the Raleigh-Durham International Airport (RDU) to the Mount Olive College campus – if needed.
- Sent your family contact information to the Office of Student Affairs
  **Family/Parent Information Form** (found at the back of this handbook)
- Reconfirmed your flight information 72 hours before your departure
- Completed and submitted the **New International Student Travel Itinerary Form**
Do you have the following items in your possession?

- Valid Passport and F-1 Student VISA
- Original I-20/DS-2019 Form (Certificate of Eligibility for Non-immigration Student Status)
- Receipt for the payment of SEVIS I-901 fee (required by SEVIS)
- All official letters mailed to you by the Office of Admissions, especially your acceptance letter
- Receipt of payment from Mount Olive College Student Account Statement (e-mailed to you from the Office of Admissions)
- Airplane Ticket(s)
- Mount Olive College’s address – needed to fill out I-94 Form on the airplane:
  
  Mount Olive College
  
  634 Henderson Street
  
  Mount Olive, NC  28365

- Travel/Luggage Insurance Policy (if you have one)
- Copy of Immunizations/Health Forms with English Translation
- Visa or MasterCard Prepaid Cards (pay as you go) or Traveler’s Checks/Cash in U.S. dollars is recommended. How much money should you bring? Every person comes from different circumstances, but you should have enough to purchase your books, buy any necessities once you arrive here, etc. Make sure not to pack all of your financial resources (in whatever form you choose) in your suitcase in case it is delayed or lost in transit.
- Copy of TOEFL (score report)

*Please read the entire handbook for more information about the above items.*

**Preparing to Leave Home**

**Buying your Airline Ticket**

When preparing to buy your airline ticket, remember the nearest airport to Mount Olive College is Raleigh-Durham International Airport (RDU).

We are more than happy to make arrangements for you to be picked up from the airport upon your arrival, but you MUST send us your completed *New International Student Travel Itinerary Form* four weeks before your arrival to allow us enough time to coordinate the logistics. Please send complete travel itinerary to: Crystal Yau at cyau@moc.edu

Remember: Raleigh-Durham International Airport, Raleigh, NC; Airport Code: RDU
Packing Luggage

International airline companies usually limit to two suitcases and one carry-on bag for each traveler. Check with the airline for bag and weight limitations. Make a checklist before you start packing. Remember that College staff and/or students take new international students to local shops during International Student Orientation and throughout the academic year; so pack light to save some money. List a few items from your country that you may not find in the U.S.A. or in order of priority, because you may not be able to fit everything you want to bring on your trip. Prepare your suitcase at an even weight and tag it with the following information:

Your Name
Your Flight Number and Date
New International Student at Mount Olive College
C/O Office of Student Affairs
Murphy Regional Center
630 Henderson Street
Mount Olive, NC 28365, USA

Items to Leave Behind

More than ever security has become a major concern for the travel industry and all governments in the world. Since the events of September 11, 2001, changes have been made to insure the safety of all passengers that catch new and current international students, as well as U.S.A. citizens by surprise.

Sometimes passengers innocently attempt to bring items that are illegal according to the U.S.A. Government. So, we strongly recommend that you do not bring any weapons, any fresh agricultural goods (which are not gamma radiated), illegal drugs, or prescribed medication (if you do not have a medical doctor’s prescription under your name). For further details and to avoid any confusion, we strongly encourage you to visit the website of Transportation Security Administration and the U.S.A. Department of Agriculture. To learn more visit the two websites below:

http://www.tsa.dhs.gov/who_we_are/index.shtm

http://www.cbp.gov/xp/cgov/travel/id_visa/

Clothing

Mount Olive, North Carolina has a mild climate. In the spring and summer it can be hot and humid, while in the fall and winter the weather can be a little bit cold, windy and below freezing, but snow is rare. We have some occasional rain and thunderstorms. Spring and fall offer mild seasons. Although there is no dress code on campus, it is a good idea to pack a few clothes for formal occasions. Also, consider bringing and specific clothes which might not be available in the U.S.A. Please consider bringing national clothes to celebrate your country and your culture on special occasions that will be held at Mount Olive College.
**Miscellaneous**

Bring several personal items such as family pictures and other decorations with you to make Mount Olive College as familiar a place as possible. It will be beneficial to bring a bilingual dictionary with you (if applicable). Most importantly, remember to bring an extra pair of glasses and/or contact lenses along with a copy of your prescription. If your electrical appliances such as shaver, hairdryer, curling iron, toothbrush, etc. are not dual-voltage (designed to operate on voltage between 100-250 volts without damage to the components) or do not run on 110 volts, you will need to purchase a U.S.A. transformer, as well as a plug adaptor, because voltage and electrical outlets in the U.S.A. may be different. Many overseas appliances are designed to operate only within the 220-250 volt range, which is above and beyond the U.S. electrical standards. In order to avoid dealing with this kind of inconvenience, we suggest you buy all your electrical appliance/equipment in the U.S.A. after you arrive. Quite a few students own computers that can be connected to Mount Olive College’s network on campus. However, there are computer labs on campus you are able to utilize should you not own a computer.

**Travel**

**Departure**

Arrive at the airport 3-4 hours before your scheduled departure time to fulfill the security formalities. At the airport of your departure, the airline agent checking you in will ask for your valid passport and F-1 Student VISA. Airlines are required to follow this protocol to make sure that passengers going to the U.S.A. have their proper documents. The U.S.A. Department of Homeland Security will not admit anyone who does not have a VISA, a valid passport, an original I-20 into the U.S.A. If that happens, the airline will be responsible for returning the passenger who does not have the required documents.

If you have a one-way ticket, inform the airline agent that you are an international student admitted to a college in the U.S.A. Request that your bags be checked through to your destination: Raleigh, North Carolina. Be polite to the officials, this can save you time and a lot of headaches. If you are not sure of something, try to contact an airline agent or someone in uniform.

**In-Flight**

During the flight, the flight attendants will ask you to fill out two forms for immigration purposes. You will need a U.S.A. address to complete the I-94 card. Please write down the same address you put on your luggage tag. You will be asked to fill out information regarding your length of stay in the U.S.A. - fill out a date not beyond your maximum stay date of your original I-20 form or F-1 Student VISA. The Customs Declaration Form will ask if you are carrying agricultural products. If you have any agricultural products in your luggage or on your person, make sure they meet the U.S.A. Transportation Security Administration requirements. Also, before purchasing duty-free items, ask about limitations.

For more information please visit the Transportation Security Administration website:

Time Change

Before landing (at each lay over on flight change) adjust your watch to local time. The U.S.A. uses a 12 hour clock. Information on time zones can be found at the following websites:

http://www.timeanddate.com/worldclock/


Mount Olive College is located in the state of North Carolina which is in the “Eastern Standard” time zone.

Arrival & Immigration and Customs

You will first have to go through the US-VISIT Program (www.dhs.gov/us-visit). The immigration officer has the final decision on your entry into the U.S.A. and your length of stay. The officer will ask you about the purpose of your visit and take your photo and fingerprints. Present the officer with all your documents to avoid confusion: valid passport, F-1 Student VISA, original I-20, acceptance letter, and the I-94 form (white card) and the Customs Declaration Form you received on the airplane. NOTE: Some U.S.A. embassies or consulates in your country would return your original I-20 in a sealed envelope; if that is the case, DO NOT OPEN IT. The Immigration Officer will open it, as it is stated on the envelope, after you have landed in the United States of America.

Sometimes immigration officers may want to see proof of your financial capability and/or your ability to speak English. You can demonstrate your financial support through either a statement from your bank or a statement from a sponsor (for example, your parents). To prove English proficiency, your TOEFL Score Report will suffice. If you do not have your TOEFL Score Report results, tell the officer that you have been accepted at Mount Olive College (show a copy of the acceptance letter).

The Immigration Officer will stamp your I-94 Form, validate your original I-20, and mark your maximum length of stay as D/S, which means Duration of Status. He or she may want to make a copy of page 1 of your original I-20, but he or she should NOT keep any pages. Make sure you store all these documents carefully when traveling. Pick up your luggage and go through customs. The officer will need to see your valid passport and Customs Declaration Form. The officer may also ask to look inside your luggage.

Connecting Flights

As soon as you finish with customs, find the terminal for your connecting flight, if you have one. Make sure to check in with an airline agent in uniform. A connecting ticket does not mean that you are already checked in.

If you miss your connecting flight, ask an airline agent for assistance in re-scheduling your flight. Then call us at 1-919-658-7838 during our office hours (8AM-5PM, MONDAY-FRIDAY, EASTERN STANDARD TIME). If it is after 5PM, call 1-828-230-4548 and leave a message. Pay phones are available in all airports. You may want to carry a calling card, which you can purchase in news stands at the airport.
Airport Transportation/Pick-Up

If you requested to be picked up from the airport, upon arrival at the Raleigh-Durham International Airport (RDU), please utilize a calling card and pay phone in the baggage claim area to contact the individual picking you up (you will be provided that information via email prior to your departure for the U.S.A.). If you are unable to speak with your driver by phone after attempting multiple calls, look for someone carrying a Mount Olive College sign in the baggage claim area. If you want to ask questions, contact the Information Desk or an official in uniform.

As you know, many new international students like yourself, will need transportation from the airport to Mount Olive College possibly around the same time you will be arriving to RDU. This is one of the busiest periods of the year. In order for us to accommodate your needs and those of other international students, we strongly recommend that you inform us no later than FOUR WEEKS before your scheduled arrival (if you will need a ride from the airport).

Email the New International Student Travel Itinerary Form to both of the following College officials: Meg Dutnell at mdutnell@moc.edu AND Crystal Yau at cyau@moc.edu no later than FOUR WEEKS before your scheduled arrival (if you need a ride from the airport). Email is the best way to communicate so we can reply to confirm receipt of your request. Remember, the more time we have, the better we are able to plan the logistics for your arrival.

Explanation of Student Transportation Arrangements & Billing

- The Office of Student Affairs (Meg Dutnell) makes transportation arrangements for students to RDU/Train Station/Bus Station via outside contractors if requested to do so (if transportation is available and the request is made within a reasonable amount of time).

- Students are billed directly through their student accounts for 100% of the total fair.

- Students are expected to tip the driver directly the day of their transportation.

- If the College makes formal transportation arrangements for a student they are required and expected to utilize these services. Should a student have a change in plans or something happens in regards to their travel, the student is required to contact the transportation company and/or Meg Dutnell to notify them of the changes/occurrences at least 24 hours in advance. If a student fails to do this they will be billed directly in full for 100% of the transportation arrangements that were made plus an additional $50 to cover lost fairs for the transportation company.

- If students contact the transportation companies on their own to make arrangements for their transportation, they are responsible for paying 100% of the transportation costs directly to the transportation company – the College will not be involved in the exchange of resources.
Adjusting to the United States of America

Culture and Society

American society is complex and diverse. We cannot attempt to fully explain American culture in this handbook, but the following comments may give you an idea about the people and the culture of your host country. Most Americans are very open-minded and welcoming people. They are often direct, inquisitive, and eager to learn. They are independent, patriotic, and proud. You may have heard or read many stories and stereotypes about Americans. We suggest you keep an open mind and get to know them better before forming your own opinions. You will quickly find out that Americans are warm and caring people. Approach any interaction as a two-way street that requires both parties to invest equal time and energy.

Culture Shock

The United States of America is a country with a rich and varied culture. You will enjoy its diversity of people and cultures. However, at the beginning, it may not be easy to adjust to your new culture and environment. Be patient and give yourself some time; adjusting is a natural and slow process. You will experience some degree of culture shock as you adjust to the different foods, people, mannerisms, climate, language, music, etc. This can cause some people to feel isolated and frustrated. These problems can cause anxiety, homesickness, nervousness, or tiredness. Some of you may become dependent on fellow international students and become reluctant to speak English.

Coping Technique

The best way to cope with culture shock is to put the problem in perspective. Try to understand why things are the way they are and re-evaluate your expectations. Sometimes your expectations are a little bit too high; sometimes it is a matter of looking at things differently to better understand them. Keep an open mind and do not withdraw. Talk to staff, faculty and other international students about their experiences. Remember, international students before you went through similar or same things at the College and they survived, so you will too!

Adjusting to Mount Olive College

Brief History of MOC

Read about the history of Mount Olive College at http://www.moc.edu/index.php/history

Virtual Tour

Take the virtual tour of Mount Olive College at http://www.moc.edu/virtualtour/vt.html

The College
Mission

Mount Olive College is a Christian faith-based, values-centered private institution rooted in the liberal arts tradition. We serve our students, our founding church, and our communities.

Vision

Mount Olive College will exemplify lifelong learning and engaged participation among our students, faculty, staff, and constituents. To serve our students, our founding church, and the communities in which we are located, we will:

- Provide our students – regardless of age, location, or learning style – a high quality education rooted in the liberal arts and strengthened by Christian values
- Enrich and support the ministries of our founding church
- Customized innovated and beneficial services to each community in which we are located

Values

The following core values are fundamental to achieving our mission and vision and are articulated in our College Covenant:

- Honesty and Trustworthiness
- Justice and Courage
- Responsibility and Gratitude
- Caring and Respect

College Covenant

Mount Olive College strives for higher learning, higher standards and higher values for its board of trustees, administration, faculty, staff, and students through its commitment to integrating a chosen set of virtues into all aspects of the College. These virtues illustrate what the College considers appropriate and necessary for fostering the development of a healthy, safe, and caring college community. The College community includes the board, administration, faculty, staff and students. Established by the Original Free Will Baptist Church, Mount Olive College calls for each person in this community to demonstrate the virtues modeled by Jesus Christ who taught that the demands of the gospel could be summarized in one word: love...love the Lord thy God with all thy heart...soul...mind and...strength love thy neighbor as thyself. There is none other commandment greater than these. (Mark 12:30-31) The New Testament word for love is agape which has been defined as sacrificial love and the desire for the highest well-being of other persons. This kind of love provides the conceptual framework for the discussion of the virtues that persons in this community are called to manifest. The virtues are described below:

Honesty & Trustworthiness: People who are honest tell the whole truth to people who have the right to know the truth, which includes telling the truth about issues that people may be unaware exist but which directly affect them. They do not shade the truth, withhold parts of the truth, or remain silent when others are misrepresenting the truth. People who are trustworthy keep promises, commitments, and confidences, and are steadfast in their honesty, support and loyalty.
**Justice & Courage:** People who are just are fair in their interaction with others, treating them in ways that they themselves expect to be treated and are advocates for those who are not being treated justly. They do not place others at a disadvantage by harassing, intimidating, cheating, stealing, damaging their reputations or property, or in any other way deprive others of their rights to free speech, privacy, equal opportunity, and due process. Courageous people have a moral compass which they carry with them in all situations and follow it even when it costs them dearly. They do not rationalize their lack of courage by assuring themselves they cannot correct the situation or it is not their responsibility to do so.

**Responsibility & Gratitude:** People who are responsible accept full accountability for all of their behavior, including mistakes and wrongdoing, and do all in their power to undo any harm their behaviors have caused. They do not shirk opportunities to admit their mistakes by making excuses, blaming others, or diminishing the gravity of their mistakes. People who have gratitude acknowledge the help and support they receive from others and demonstrate their thankfulness in clear and meaningful ways. They do not ignore the help they receive from others, forget to acknowledge it or feel that they somehow deserve the help, and hence experience no need to express gratitude.

**Caring & Respect:** Caring people are sensitive to the material, psychological, and spiritual needs of others, and are willing to make sacrifices to help others meet those needs, whether these individuals are friends or disenfranchised people. They do not assume a self-centered or permissive attitude, which frees them to concentrate on their own welfare and ignore that of everyone else. People who are respectful behave in a way that is appropriate for their environment including physical location, people and situation, and they are good stewards of our community. Respectable behavior mandates decent etiquette and quality of character.

In summary, the board of trustees, administration, faculty, staff, and students at Mount Olive College recognize the importance of Christian values and high standards of education. While people come to this college from many backgrounds, each person who chooses to be a part of this community is expected to strive for these high standards.

*Mt. Olive College does not discriminate on the basis of race, sex, color, national or ethnic origin, age, or handicap in the administration of its personnel and educational policies. It admits all qualified students of any race, color, national or ethnic origin to all the rights, privileges, programs, and activities generally accorded or made available to students.*

**Campus Life at Mount Olive College**

**Accommodations**

Residence Life at Mount Olive College strives to provide its students with a positive living and learning experience during their stay on campus. We encourage all students to experience living on-campus and to take advantage of the numerous social and educational opportunities provided to them. We feel that interactions with other students, staff, and faculty will promote decision making skills, personal responsibility, and develop other character traits to create a well-rounded contributor to the community. While we encourage all students to experience residential living, **we do require our freshmen and**
sophomores to reside on campus unless commuting from their family’s home. Our hope is that you make Mount Olive College your home away from home!

**Room Assignments**

Once you have been admitted to Mount Olive College, the Office of Admissions will have you complete a Housing Request Form to confirm your interest in living on-campus. Housing Request Forms are due to the Office of Student Affairs by mid-June and housing assignments will be emailed in early July (housing assignment, residence hall, room number, phone number to the room, and your roommate’s contact details). The College makes every effort to make assignments with individuals you prefer, as long as it is a mutual request on your Housing Request Form. If you do not know of an individual you want to room with, that is okay, as we will make every effort to match you with someone who is compatible with the lifestyle habits you mention on your Housing Request Form. Please note that room changes will not be permitted during the summer. There is a room change process and form that need to be completed in the Office of Student Affairs if a student wishes to pursue this option. The room change process will not begin until two weeks after the start of classes.

**Residence Hall Closings**

For safety and security reasons, the residence halls are closed during certain break periods. This is due to the limited access of campus resources such as Health Services, Dining Services, and limited staff in the residence halls. There is no access to residential areas when the residence halls are closed. The primary time period of closure is during Winter Break. You will receive information about closing details through the Office of Student Affairs and Residence Life Staff. Personal belongings may remain in the rooms during these breaks periods but they must be removed at the end of the academic year in May. Go to [http://www.moc.edu/index.php/calendars-and-schedules](http://www.moc.edu/index.php/calendars-and-schedules) to see the MOC academic calendar that includes breaks.

**Liability and Renter’s Insurance**

The College does not assume any legal obligation to pay for the loss of or damage to your property if it occurs in the buildings or on its grounds prior to, during or subsequent to signing the Room and Board Agreement. You should obtain appropriate insurance if you wish to protect yourself from the possibility of theft or damage while living on-campus. Go to [http://www.moc.edu/index.php/residence-life](http://www.moc.edu/index.php/residence-life) for more information.

**Mail Services**

Each residential student will receive access to a campus mailbox while they remain residents at Mount Olive College. Most mailboxes are located in the Lois K. Murphy Regional Center across the hall from the Office of Student Affairs. Students will receive a mailbox, key, and campus address upon arrival to campus on check-in day (held at the beginning of each semester). Students may also receive packages at their campus address and retrieve those items in the Office of Student Affairs. Students are able to mail letters and packages to family and friends at the Campus Bookstore (via UPS or local mail service) or the U.S. Postal Service in town.
Dining

Pioneer College Caterers is the food service vendor for Mount Olive College. Pioneer College Caterers is an organization committed to providing for the food service needs of Christian colleges and universities.

Some of Pioneer’s Services:

- Nutritional Awareness Program to heighten student understanding
- Registered dietitian available to students and staff through interactive website at [www.pconline.com](http://www.pconline.com)
- Food Committee provides feedback and improved service
- Takeout meals available
- Special diets accommodated (specific dietary needs must be provided)
- Sick trays available with prior approval.

Go to [http://moc.pcconline.net](http://moc.pcconline.net) for more information.

Meal Plans

Dining Services provides several meal plan options to accommodate students and their busy schedules. There are several options to choose from based on if you want to limit your meal usage by the week or by semester. Each residential student is required to have a meal plan while living on-campus. Commuter students have the option to choose whether or not they want to participate in a meal plan package. All charges are included in the room and board fees for residential students whereas commuter students will incur extra costs based on the meal plan they choose.

In addition to the dining hall, our Dining Services has additional **Green Bucks** money which is like having extra options on your meal plan. **Green Bucks** is a separate expense account on your Mount Olive College Student ID which can be used at the Deacon Jones Lounge in Raper Hall, Highway 55 of Mount Olive (formally Andy’s), and Subway in the Handy Mart convenience store. These extra options allow students more variety and the opportunity to eat outside of normal dining hall hours.

- **5-Meal Plan:** This plan for commuters only allows students to enjoy up to five meals each week in the dining hall for the duration of each semester.
- **10-Meal Plan:** This meal plan option is primarily for students residing in on-campus apartments because they have access to a full kitchen. Students with this meal plan are allowed up to 10 meals per week in the dining hall. With this plan, students also receive $50 in **Green Bucks**.
- **130 Block-Meal Plan:** Our 130 block plan is another option for students who reside in on-campus apartments. Students can choose to limit their meals by the semester instead of each week where the meal plan runs out after 130 meals within each given semester. Students can utilize up to five meals at one time and allow family or friends to eat in the dining hall with them on this option. With this plan, students receive $50 in **Green Bucks**.
● **20-Meal Plan:** With 20 meals per week, students in the residence halls have access to a full week of meals. This plan is standard for students who reside in the residence halls on-campus; however, all students can upgrade to have this meal plan. This meal plan offers students $100 in *Green Bucks*.

● **200 Block-Meal Plan:** The 200 block plan is a second option for students living in the residence halls. This plan is limited to use of five meals at any given time and will be available until all 200 meals are consumed. This meal plan also provides students with $100 in *Green Bucks*.

● Please note that commuters can choose any of the meal plans offered to residential students for an additional fee. Residential students will automatically be assigned a meal plan upon arrival, however if a student wants to upgrade their plan, they can do so by request. Additionally, meal plans and *Green Bucks* will zero out at the end of each semester.

**Outside the Classroom**

**Student Activities**

Mount Olive College is committed to providing its students gain valuable experiences outside of the classroom. You can find something to do every day, whether it be going to a Campus Activities Board (CAB) event or hanging out in the MOC Game Room! There are plenty of opportunities to get involved.

Every student enrolled at Mount Olive College pays a Student Activities Fee which allows the ranging from comedians to musicians, or speakers to carnivals, students have every opportunity to get involved. Notable campus events that occur at Mount Olive College include: Campus Trivia Night, Trojan Recreation Night, College-wide Paintball, Fall Fest, and Spring Fest! You can check out the Mount Olive College programming calendar by going to [http://www.moc.edu/index.php/cab-events](http://www.moc.edu/index.php/cab-events).

**Campus Activities Board**

The Campus Activities Board (CAB) is THE group to join if you are interested in getting involved on campus. CAB meets every Monday night at 8pm in the Best Meeting Room located in the Murphy Regional Center. CAB is a student run organization that determines what programs happen on campus. Members of CAB are responsible for running events on campus and help with setting up for events, cleaning up/tear down, and advertising. CAB is also comprised of 4 different committees that students can join. If you are interested in comedy & novelty programming, music & speaker programming, social media, or spring formal planning; CAB is the group for you! Make sure to follow CAB on Facebook and Twitter! Like our CAB fan page by going to [http://www.facebook.com/pages/Mount-Olive-Campus-Activities-Board/102324106539029](http://www.facebook.com/pages/Mount-Olive-Campus-Activities-Board/102324106539029). Add us as a friend on Facebook at [http://www.facebook.com/CABatMOC](http://www.facebook.com/CABatMOC). Tweet us on Twitter at [www.twitter.com/TrojansLoveCAB](http://www.twitter.com/TrojansLoveCAB).

**The Game Room**

Mount Olive College offers its student a place to relax and get away from the stressors of being a busy college student. The Game Room is open from 11am-11pm on weekdays, 5pm-11pm on weekends and is located in the Murphy Regional Center. It’s there that students will find 2 high definition LCD TVs, a PlayStation 3, Ping Pong Tables, Air Hockey, a Pool Table, Arcade Games, and a movie theater style
popcorn machine! Throughout the year, the Game Room will host many different game tournaments that all students can participate in FOR FREE! Stop by the Game Room to hang out with friends and have some fun when you’re not in class!

Campus Recreation
Intramurals include numerous activities like:

- 3 on 3 Basketball Leagues
- 5 on 5 Basketball Leagues
- Indoor Soccer Leagues
- Disc Golf Tournaments
- Racquetball Tournaments
- Bench Press Competitions
- Flag Football Leagues
- Regional Basketball Tournaments
- PS3 Madden Football Contest
- 3-point Shooting Contest
- Basketball Dunk Contests
- Corn Hole Tournaments
- Tennis Tournaments
- Beach Volleyball Tournaments

All Intramural Sport Activities are FREE for Mount Olive College Students!

Our Campus Recreation department offers some fun and exciting events. Outdoor Rec is quickly becoming very popular amongst our students with activities like:

- Sea Kayaking in Swansboro, North Carolina
- Zip Lining
- White Water Rafting
- Deep Sea Fishing at Hilton Head, South Carolina
- Rock Climbing
- On-Campus Paintballing

General Wellness Center Information:
- Group fitness classes:
- Free Body Fat Checks:
- Free Exercise Prescriptions:
- Pro Shop:
- Basketball court:
- Cardio and Weight Training:

Go to http://www.moc.edu/index.php/pope-wellness-center for more information.
**Student Clubs & Organizations**

Student organizations provide a valuable service to the Mount Olive College and greater Mount Olive community by providing leadership development, spirit, activism, community service, and social and cultural interaction. As a student at Mount Olive College, you have the unique opportunity to participate in a wide variety of activities. Involvement in student organizations is a great way to get connected to the campus, build leadership skills, meet people and have fun. Join one of the existing student organizations here at Mount Olive College or let Campus Life and the Student Government association (SGA) assist you in starting a new one; it’s that easy!

**Health and Counseling Services**

**Health Services**

Health Services is located in the Pope Wellness Center. Health Services is staffed by a health professional who serves as Director of Health Services. He/She works with local physicians and/or the student’s insurance company’s designated physicians to provide general health care and consultation. College health services include triage and limited treatment, administration of selected immunizations, consultation and referral services. Health and wellness education is provided as well.

- **Hospitalization**
  Hospitalization or other medical services received off campus by resident students should be reported to the Director of Health Services.

- **Class Absences for Health Reasons**
  A visit to Health Services is NOT considered an excused absence from class. It is the student’s responsibility to inform the professor of any absences due to illness and to adhere to the attendance policy of each class.

- **Required Medical Form**
  Mount Olive College requires that all students in the traditional program have a physical examination prior to attending the College. A Medical History and Physical Examination Form provided by the College must be completed by a health care provider of the student’s choice and be filed in the Health Services Office prior to enrollment (student athletes have different medical requirements – please contact your coach and athletics for specific requirements). Failure to do so will result in a student not being permitted to utilize Health Services. Students who are absent from the College for more than one academic semester are required to submit a new Medical History and Physical Examination Form.

- **Immunization Requirements**
  All resident students and those students taking more than 4 hours (internet courses are excluded from this count) must submit compliant immunization records to the Registrar’s Office by August 1st. The form is provided by the College. The student must provide evidence of immunization against specific diseases as required by North Carolina Immunization Law G.S. 130 A-155.1(a). Students found to be non-compliant will be removed from classes. Students registering for night or weekend classes or for classes at locations other than Mount Olive are exempt.
The following immunizations are required:

- **3 DPT** (Diptheria/Pertussis/Tetanus) childhood series doses and either **1 tDap** (Tetanus/Diptheria/Pertussis) or **1 TD** (Tetanus/Diptheria) dose within the last 10 years
- **3 OPV** (Polio) childhood series
- **2 Measles**, on or after the first birthday (not required if born prior to 1957)
- **1 Rubella** on or after the first birthday, or serologic proof of immunity (not required if 50 years of age or older)
- **2 Mumps** on or after the first birthday, or serologic proof of immunity (not required if 50 years of age or older)
- **3 Hepatitis** (if born after June 1st of 1994)

The following immunizations are strongly recommended:

- Hib
- Hepatitis B - especially if residential student
- Meningococcal
- Flu-annually

Go to [http://www.moc.edu/index.php/health-services](http://www.moc.edu/index.php/health-services) for more information on health services.

**Counseling Services**

Counseling Services provides assessments, evaluations and referrals for any students with any emotional and/or personal problems that interfere with their educational success while attending Mount Olive College. Counseling services also promotes wellness, which is communicated through educational programming and activities. Counseling Services is a support service provided for current Mount Olive College students only.

- Each student is allowed three free sessions.
- **Please note:** Counseling Services is not a substitute for any current professional service or resources already established for a student.
- Please call (919) 658-7500 to make an appointment during the academic calendar year. If necessary, you may leave your name and contact information for the counselor to return the call. It is a confidential voice line.
- Walk-in appointments are also welcome. All sessions are considered confidential, unless otherwise specified. On-campus hours will be posted at the start of each semester.

Go to [http://www.moc.edu/index.php/counseling-services](http://www.moc.edu/index.php/counseling-services) for more information on counseling services.

**Health Services/Hours**

Health Services and Counseling Services are located in the Pope Wellness Building. Health Services is open Monday through Friday from 7:00am - 4:00pm during the traditional academic calendar year. We do
take an hour for lunch, but it may vary daily due to the demand for services during that time. Therefore, in
the event that Health Services is not open, please contact Campus Safety or the Residence Life
Coordinator that is on call for assistance. In the case of an emergency, please contact 911 or a local
emergency professional.

Transportation: In case of medical emergency, local EMS (911) will be called. In non-emergency
situations, students are encouraged to arrange transportation with a roommate or friend.

Safety

Emergency

If you have any problems or an emergency, your Resident Assistant (or RA) will help you. You will meet
your RA when you move into your room. She/he lives on campus in the residence hall; therefore you
should be able to contact him/her easily.

In the United States of America you can dial 911 on any phone to get immediate access to the police, fire
department, ambulance service or any other emergency service through a trained dispatcher (call 9-911 from on-campus phone).

On campus, Campus Safety is available 24 hours 7 days a week to help you. From your cell/mobile
phone dial 919-658-7520 if you need assistance. Campus Safety is located at 512 Henderson Street,
Mount Olive, NC 2836. Services they provide include:

- 24-hour coverage
- Patrolling the entire campus and grounds
- Securing buildings and property
- Parking enforcement
- Campus Safety Escort Service
- Lost and Found
- Laptop & Bike Registrations
- Crime Alerts
- Emergency Blue Lights

Personal Safety

A part of being in a different country is being aware of safety issues that many or may not be a part of
your everyday life at home. Although Mount Olive College is a very safe place, it is always good to be
careful, especially at night. Campus Safety 919-658-7520 is available to escort you at night. Do not
hesitate to contact Campus Safety whenever necessary. Here are basic ways to better ensure your safety
on the Mount Olive College campus and in the United States of America:
• **Stay Alert!** Be aware of your surroundings. Look to see who is in front and behind of you. If you are concerned about crime ask a friend to accompany you.

• **Appear calm and confident** and communicate the message that you know where you are going. Stand up straight and walk with purpose. You do not want people to know if you are unsure of your surroundings.

• **Trust your instincts.** Leave immediately if you feel uncomfortable with a person, place, or situation.

• **Avoid walking alone at night.** Always walk with at least one other person. If you have to walk alone at night, walk in well lighted areas. If it is late or you do not feel comfortable walking back to your room alone, please call Campus Safety at 919-658-7520.

• **Keep your room locked at all times.** Locking your door, wherever you reside is an effective way to reduce theft and enhance personal safety. The vast majority of thefts occur from unlocked rooms when the occupant is gone if only briefly. Do not prop open exterior doors and close any doors you find propped open. Propped doors are a high risk and greatly increase chances of your victimization. *Do not open your door to someone you are not expecting and/or do not know.*

**Orientation**

**New International Student Orientation**

You should arrive on campus by Wednesday, August 8, 2012 to move into your residence hall room. Upon your arrival, come to the Lois K. Murphy Regional Center to check in, pick up your room key and campus mailbox assignment. *You are required to attend the New International Student Orientation on August 9 & 10.* This orientation will go over important issues regarding your VISA, cultural and academic adjustments, etc. The orientation program will familiarize you with academic and social life at Mount Olive College and in the United States of America. You will also be required to attend Phase II Orientation: Welcome Week (required of all new students) Saturday, August 11, 2012 through Monday, August 13, 2012. It is very important that you attend all of the orientation in order to be successful at Mount Olive College. You will receive a schedule of events when you check in on August 8, 2012.

**Student ID Card**

All full-time students in the traditional program at Mount Olive College will be issued one picture College Identification Card for admission to the cafeteria (for those on the meal plan), library and most College events. Student ID cards should be carried at all times and must be presented to a College official upon request. Lost IDs can be replaced for $10.00 in the Office of Student Affairs located in the Lois K. Murphy Regional Center. You will have this card made upon your arrival or during the New International Student Orientation.
Personal Banking

During the New International Student Orientation you will have the opportunity to set up a bank account with Bank of America (not required). While there are other banks located in town, Bank of America is the bank of choice for international students since it is located less than ten minutes from campus and it makes access to funds convenient while traveling. The bank representative will help you get a checking and/or savings account and an ATM card to get started. Not all banks let you open an account if you do not have a Social Security Number (SSN is a number issued by the U.S. Government to collect Social Security benefits and receive some other government services), which you will probably not be eligible for upon your arrival. You will need your I-20, passport, driver’s license (in your country), your Mount Olive College Student ID Card, and $100 in U.S. currency to open an account.

Banks offer different packages depending on your needs and the balance you are planning to maintain in your account. Most banks will charge fees for their services—usually $4 - $10 per month. The ATM card is free and gives you the opportunity to make purchases without cash and withdraw money after banking hours. If you would like to get checks with your account, they may cost up to $15. You can have money wired to your bank account from home.

Campus Mail

Each residential student will receive access to a campus mailbox while they remain on campus at Mount Olive College. Most mailboxes are located in the Murphy Regional Center across the hall from the Office of Student Affairs. Students will receive a mailbox and key upon arrival to campus on check-in day at the beginning of each semester. Students can also receive packages at their campus address and retrieve those items in the Office of Student Affairs. You will need to have friends and family members address mail/packages to you as follows:

Name of Student
Mount Olive College
Campus Mailbox Number (assigned when you arrive to campus)
634 Henderson Street
Mount Olive, NC 28365
USA

Email

You will receive your Mount Olive College email account information (username and password) once you have been accepted, paid in full, and submitted all required forms. Email is a free service provided by the College.

Setting Up Your Room

During the orientation program you will have the opportunity to purchase the necessities for your room. At this time you will need to purchase bed linens, a pillow, a blanket, bath towels, etc. Your roommate may have some items they will share with you, but you will be able to buy whatever you need on shopping trips organized during the New International Student Orientation program. However, if you
know your flight will arrive late at night at the RDU Airport we encourage you to bring sheets and/or a blanket for the first night. Mount Olive College does not provide bedding in the room you will be assigned.

**Cell/Mobile Phones**

More and more people choose cell/mobile over landlines because they are quick and easy to obtain and activate. However, we would like to point out a few things to pay attention to when subscribing to a service plan:

- Unlike in your home country, in the U.S.A. mobile phones are charged both for receiving (incoming) and for making (outgoing) calls. Keep in mind that incoming calls are deducted from your “anytime free minutes” when on a contract plan or your prepaid minutes when you are not.
- You will need to have a Social Security Number or pay a deposit in order to open an account with most cell/mobile phone companies. In the U.S.A., the phone service is tied to one particular service provider. Few carriers can unlock your phone to use with any SIM card like you would do abroad.
- Most phone providers will charge you an early termination fee if you cancel your service before the end of the contract, because it is considered to be a breach of a contractual agreement. Ask the customer service representative (salesperson) to explain the terms of your contract before signing any document or agreement.
- For every contract you sign you have 30 days to return the phone and cancel the service without paying the early termination fee. However, you will pay for all long distance calls you made as well as the activation fee.
- You could benefit more from the “pay as you go” option because it does not require any contract. The phones for this type of service are available for purchase at stores such as Walmart in Mount Olive once you arrive.
- All students can use SKYPE (which is cheaper too)

Cell Phone Service Providers (via contract) located in Mount Olive, NC are U.S. Cellular and Verizon Wireless.

**Calling Cards**

Many international students use calling cards. Like any other goods and services, calling cards have their pros and cons. On one hand, they will offer low rates, the flexibility of calling from any phone in the U.S.A., and they are handy especially when traveling (they are sold in grocery stores, at gas stations, in convenient stores, and online). On the other hand, their costs are not always clear (surcharges, connection fees, etc.), discount rates are often dependent on the price of the card, some of them have expiration dates, the connection quality varies, and they require a credit/check card with a U.S.A. billing address.
If you make arrangements with the college to be picked up at the airport (RDU) you must have a way to call the person picking you up once your plane lands. The use of a calling card and pay phone in the airport is the easiest method.

Preparing for Classes

Mount Olive College is a comprehensive college. In addition to a major and perhaps a minor field of study you will also engage in a variety of subjects called General Studies. We will explain this system and make sure you have a complete schedule for the fall or spring semester (whichever applies) during the New International Student Orientation.

Get more information on the degrees offered at MOC by going to: http://www.moc.edu/index.php/degree-sheets

Location of Classes

You will find the location of your classes when you check your final schedule via Self-Service (we will cover this during New International Student Orientation). Every building has an abbreviation and every floor and room has a number. For example, RH 219 means Raper Hall, second floor, Room 219.

Professors

American professors may teach in a different way than what you are used to. It is good practice to introduce yourself to the professor after the first class and tell him/her that you are a new international student at Mount Olive College. This open dialogue with your professor and may make it easier for him/her to assist you.

In the United States of America, professors usually want a very high level of class participation. This means participating in class discussions, making student presentations, and sharing your ideas and opinions. For some of you this will be a big change from schools you have attended before. Just be open to this new type of class environment and ask your professors for help.

Books

The Mount Olive College Bookstore offers several different options for textbooks: new, used (save 25% on quality used books), rent (save over 50% - rent, learn and return), and eTextbooks (save up to 60% - instant download). You can place orders 24/7 through our website at http://MOC.bncollege.com. Expect to spend approximately $1200 on books per academic year.

Tutor Service

If you need help with any subject you are taking, tutoring services are available. Check with your professor first and see if he/she has any suggestions. If not, visit the professional staff in the Student Success Center in the Henderson Building and they will help you find a tutor (either in person or through an online service). This service is free for you.
Information for Students with Disabilities

Mount Olive College is committed to providing inclusive academic and campus programs for students with documented disabilities by providing reasonable accommodations. The Student Success Center assists the College in meeting the needs of students with disabilities through facilitating the coordination of service delivery for students with disabilities, maintaining records and documentation, and developing the program among students, faculty, and administration.

How to Register with the Student Success Center to Receive Accommodations:

STEP ONE: Contact the Student Success Center to disclose your circumstances and needs.

Disability Services Coordinator
Student Success Center (104 Henderson Building)
634 Henderson Street, Mt. Olive, NC 28365
(919) 658-7685 (919) 658-7674 (fax)

STEP TWO: Provide written documentation regarding your disability from a medical doctor or other health care/service provider, and complete the forms available on the Student Success Center website.

STEP THREE: Documentation will be reviewed by the Disability Services Coordinator to determine reasonable and appropriate accommodations.

STEP FOUR: You will meet with the Disability Services Coordinator to arrange communication with other parties (instructors, administrators, etc.) as appropriate. It is YOUR responsibility as a student to request accommodations each term (or, if enrolled in a modular program, each course).

Never, ever hesitate to ask for help!!!

Legal Issues – VISA/Employment

Maintaining F-1 Student VISA

When you arrive on campus, you will meet with the international student advisors and DSO (Designated School Official). It is the responsibility of the DSO to keep a file on all students with F-1 Student VISAs. The DSO will verify that each student has the necessary documentation and will keep copies of all official documentation. The DSO and advisors are available to provide assistance with all the matters related to immigration.

Students with F-1 Student VISAs are required to be enrolled full-time in school, which is a minimum of 12 credit hours each semester. F-1 Student VISA students are also required to maintain a valid passport, a valid I-20/DS-2019, and an I-94 card while in the United States of America. It is essential that you read all important information listed on your I-20 and documents associated with you F-1 Student VISA.

Students with F-1 Student VISAs will be required to complete U.S.A. tax forms in the spring, even if they are not working and not earning any money. Each spring the international advisors and Student Affairs
will provide information on various resources available to help you meet your tax obligations. Always remember that unauthorized work is illegal and puts you out of status.

**Traveling Outside of the United States**

F-1 Student VISA students must obtain the signature of the DSO on the I-20/DA-2019 form before leaving the U.S.A. Without this signature you will not be approved for re-entry into the U.S.A. Consult with the Office of Student Affairs about the specific regulations regarding traveling outside the United States of America while on a student VISA.

**Employment Opportunities**

Employment opportunities for F-1 Student VISA students are limited by regulations of the US-CIS. Employment is available only to students who are in good academic standing and are maintaining their non-immigrant status. F-1 Student VISA students need approval from the DSO and the US-CIS, depending on the circumstances, before they may accept employment. It is very important that you do not work without authorization. You may not be self-employed as an F-1 Student VISA student. See policies on employment listed on your I-20/DA-2019 form.

**Working on Campus**

F-1 Student VISA students who are maintaining status **may work part-time on campus (only)** while school is in session for **no more than 20 hours per week**. F-1 Student VISA students do not need special authorization by the US-CIS to work **on campus**; however, you need to notify the DSO in the Office of Student Affairs before accepting any job offer. At Mount Olive College, all students who work on campus must obtain a work agreement from the Financial Aid Office. F-1 Student VISA students who receive a work agreement should see the DSO about obtaining a Social Security Card. During vacation periods and academic breaks, you may work full-time on campus for more than 40 hours per week, if you are returning to classes the following term. You will also need to complete W-4 and NC-4 tax forms.

**Working off Campus**

Off campus employment is very limited for F-1 Student VISA students in colleges and universities who are pursuing academic studies. **Working off campus requires special authorization by US-CIS and can only be authorized in certain situations.** Consult your international advisors and DSO for advice. Many students take part in internships in their field of study while enrolled in classes or during a vacation period. This type of work experience qualifies as Curricular Practical Training (CPT), or Academic Training. The DSO can authorize the CPT on the I-20, while a Responsible Officer (RO) will authorize the academic training based on the offer letter from the employer and a letter from the academic advisor.

Students who have completed their course of study may be employed full-time in their field of study through Optional Practical Training (OPT). One year of full-time OPT authorization is usually available for graduating students who apply for it. The students who are interested should consult with their academic advisor and work with the DSO to apply for the work authorization to the US-CIS 90 days prior to or 60 days after completion of their program of study at Mount Olive College.
Frequently Asked Questions

Q: How do I get around the town of Mount Olive?
A: A cheap way is asking someone you know for a ride. However, if you want to be independent, you may choose to buy a bicycle. If you are considering buying a car, ask for help. You should realize that if you are buying a car, you will need to purchase car insurance and pass an examination for a valid State of North Carolina driver’s license.

Q: Can I drive with an international driver’s license?
A: No. Since you are going to live here for a certain period of time while you attending school, you are required to have the North Carolina driver’s license. Your international student advisors will have information available during New International Student Orientation about the regulations and process for obtaining a State of North Carolina driver’s license.

Q: What if I get sick or have an emergency?
A: Call Health Services on campus. If it is after hours and they are closed contact your Resident Assistant (RA) or Campus Safety. If the emergency is on campus near one of the clearly marked blue phones – use it. The nationwide emergency number for ambulance, police, and fire is 911.

Q: Where do I do my laundry?
A: Every residence hall has laundry machines that are free for students to use; however, laundry detergent and other supplies are not provided for you.

Q: Can I work and study?
A: This is a tricky subject. Generally speaking, you can work on campus (depending on availability) for twenty hours or less per week when school is in session. Off campus employment is illegal for international students on an F-1 Student VISA without legal authorization. There are different rules for different VISAs. If you would like to work on campus (and something is available), please check with the DSO in the Office of Student Affairs before accepting a job offer. You need to notify the DSO and international advisors if you need help obtaining a Social Security Card.

Q: How do I get information about campus events?
A: Check your email account, the student portal, the MOC website, Facebook, bulletin boards, or talk to your Resident Assistant (RA) for events each week.

Q: How does the grading system work?
A: In the United States and at Mount Olive College, alphabet letters are used to grade students’ papers. Grades are reported as letters of the alphabet:

A=Excellent
B=Good
C=Average
D=Passing
F=Failing
I=incomplete indicates that 80% of a course has been completed. The remainder must be successfully completed within seven weeks of grade receipt. Otherwise, a grade of I will be recorded as F. The student petitions in writing to their instructor to request this exception.
W=Withdrawal (passing or failing)
Grade Points

Grade points per credit hours earned are based upon the grade received in each course according to the following scale:

- **A** = Excellent, 4 grade points per semester hour
- **B** = Good, 3 grade points per semester hour
- **C** = Satisfactory, 2 grade points per semester hour
- **D** = Passing, 1 grade point per semester hour
- **F** = Failing, 0 grade points per semester hour
- **I** = Incomplete, 0 grade points per semester hour
- **W** = Withdrawal (passing or failing)

Each international student should be familiar with this system of grading and realize each grade is final unless there is an error.

*What does MOC offer specifically to international students?*
A: We have the DOS located in the Office of Student Affairs, international advisors in the Office of Admissions and in the Office of Student Affairs that help students with a variety of concerns and questions. The International Club is a group of students that meets twice a month to plan special programs and trips; it is a great way to meet new people and get involved on campus.

*Q: What if I do not know to whom to address the questions or concerns I have?*
A: Consult your Resident Assistant or the Office of Student Affairs. We will direct you to the right person that can answer your questions or concerns.

Conversions

Degrees

To convert between the two systems of Celsius and Fahrenheit, use the following formulas:

\[(9/5 C) + 32 = F\]
\[(F-32) \times 5/9 = C\]

Celsius to Fahrenheit Conversion Table:

Liquids

1 gallon = 3.78 liters
1 quart = 0.94 liters
1 pint = 0.47 liters
1 gallon = 4 quarts
1 quart = 2 pints

Liquid Measurement Conversions:
Length

- 1 yard = 0.914 meters
- 1 foot = 0.3048 meters (30.48 centimeters)
- 1 inch = 2.54 centimeters
- 1 mile = 1.60934 kilometers
- 0.62 miles = 1 kilometer

- 1 yard = 3 feet
- 1.09 yards = 1 meter
- 3.28 feet = 1 meter
- 0.39 inches = 1 centimeter

Length Conversion Table:
http://www.asknumbers.com/LengthConversionTable.aspx

Weight

- 1 pound (lb.) = 450 grams
- 1 ounce (oz.) = 28.35 grams

Conversion Tables/Unit Conversion:
http://www.convert-me.com/en/

Weight Converter:
http://www.metric-conversions.org/weight/

Countries Currently Represented at Mount Olive College

- Argentina
- Australia
- Brazil
- Canada
- Colombia
- El Salvador
- England (U.K)
- France
- Germany
- Israel
- Kazakhstan
- Madagascar
- Mexico
- Netherlands
- Norway
- Scotland
- South Africa
- Spain
- Sweden
- The Bahamas
- The Gambia
- Venezuela
- Zimbabwe
New International Student Travel Itinerary

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<tr>
<th>Last Name</th>
<th>First</th>
<th>Middle</th>
<th>Male / Female</th>
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<th>Postal Code</th>
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Email Address

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<th>Phone No. (Include country &amp; city codes)</th>
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Are you a Student Athlete? ______ Yes ______ No  
If yes, which sport? ______________________

What Sport: ____________________________________________

**Flight Itinerary Information**

Departure: ____________________________________________  
Date | Time | Airline Name | Flight No. |
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Arrival: ____________________________________________  
Date | Time | Location |
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Departure: ____________________________________________  
Date | Time | Location |
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Departure: ____________________________________________  
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**Final Arrival at RDU Airport:** ____________________________________________  
Date | Time |
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**Do you need Transportation from the Airport to MOC? ______ Yes ______ No**

*(If transportation is needed, please submit this form 4 weeks prior to arrival.)*

*Please be checking your email regarding confirmation of this form and further detailed instructions.*

Office of Student Affairs — 630 Henderson Rd., Mt. Olive, NC 28365  
http://www.moc.edu/index.php/splash/StudentLife • 1-800-653-0854 • Fax (919) 658-7505
Parent Information Sheet — Please return to Student Affairs

Student Information:

<table>
<thead>
<tr>
<th>Last Name</th>
<th>First</th>
<th>Middle</th>
<th>Preferred Name</th>
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Anticipated MOC Graduation Yr.  
Home Phone No.  
Emergency No.

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<thead>
<tr>
<th>Mother</th>
<th>Father</th>
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Spouse (if different from father info)  
Spouse (if different from mother info)

Family Information

Siblings: Names, Ages, Colleges Attend(ed): ________________________________________________

Relatives Who Have Attended Mount Olive College and Their Relationship to You:

<table>
<thead>
<tr>
<th>Name</th>
<th>City/State/Country</th>
<th>Relationship</th>
<th>Years at MOC</th>
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</thead>
<tbody>
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Office of Student Affairs — 630 Henderson Rd., Mt. Olive, NC 28365  
http://www.moc.edu/index.php/splash/StudentLife • 1-800-653-0854
International Student Personal Information Sheet

PLEASE PRINT ALL INFORMATION

Date: ___________________________________________
Name: ___________________________________________ Prefer to be called: _______________
Social Security No. _______________________________ Sex: ___ Male ____ Female
Home/Permanent Address: _________________________________________________________

(Street)

_____________________________________________________
(City) (Province) (Country) (Postal Code)

Home Phone No. (______)_______________________ Cell Phone No. (_____ )___________

Date of Birth: _____ / _____ / _______ (Month/Day/Year)

Semester & Year Started at MOC:  ____ Fall ____ Spring ____ Summer _____________ (Year)

Expected Date of Graduation: ____May ____December ____August ______________ (Year)

Major Field of Study:

Previous College(s) Attended:

Religious Preference/Affiliation:

<table>
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<tr>
<th>Mother/Guardian/Wife Information</th>
<th>Father/Guardian/Husband Information</th>
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<td>Address: _________________________</td>
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<td>Occupation: _____________________</td>
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<td>Employer: _______________________</td>
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<td>Work Phone: _____________________</td>
<td>Work Phone: ______________________</td>
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<tr>
<td>Email Address: __________________</td>
<td>Email Address: ____________________</td>
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Other Emergency Contact

Name: _________________________________________

Phone Number: (____)__________________________ Relationship to you: ___________________