

Post-Arrival Guide for International Students, Scholars and Visitors



Office of International Affairs



Dear New International Student, Scholar, Visitor:

Welcome to Thomas Jefferson University! We are committed to creating a diverse and inclusive environment at Jefferson. We know that the creative energy and innovative insights that result from diversity are vital for the university's intellectual rigor and social fabric. Our institution is richer because of our international community.

As a follow-up to the International Student Pre-arrival Guide, we have prepared this Post-Arrival Guide for your use. This guide provides important information to help you navigate Philadelphia and Thomas Jefferson University as you establish and settle into your life in Center City and throughout your degree program studies, employment or visit.

We hope you have an excellent experience. Please remember that we are happy to answer your regulatory questions about visa procurement and immigration status. All staff in the Office of International Affairs can be reached at oia@jefferson.edu.

Regards,

Janice Bogen

Janice M. Bogen
Assistant Vice President, International Affairs

Minsoo Yoo

Minsoo Yoo
International Scholar and Student Advisor,
International Affairs

Jessica Roberts

Jessica Roberts
Associate Director, International Affairs

Eden Hailu

Eden Hailu
Administrative Coordinator, International Affairs

Mia Song

Mia Song
Assistant Director, International Affairs

Contents

I. OIA SERVICES.....	6
A. Students	6
B. Scholars	6
II. STEPS TO TAKE UPON ARRIVAL.....	7
A. Students	7
B. J-1 Scholars.....	7
Scholars on Jefferson Payroll.....	7
Scholars not on Jefferson Payroll	8
Scholars at Jefferson Affiliated Institutions	8
III. SAFETY AND SECURITY	8
A. Personal Safety.....	8
B. Protecting Valuables	9
C. Homelessness.....	9
E. Know Your Rights.....	9
IV. GETTING AROUND	10
A. Navigating Around Philadelphia.....	10
B. Public Transportation.....	10
SEPTA	10
SEPTA Key Card.....	10
PATCO	10
Commuter Services at Jefferson	11
Train	11
C. Other Modes of Transportation	11
Ridesharing	11
Taxicabs	11
Bicycling	11
Private Car or Rental.....	11
Inter-city Bus.....	12
Hitchhiking	12
V. IDENTIFICATION DOCUMENTS.....	12
A. Jefferson ID Card	12
B. Driver’s License or State Photo ID Card	12
C. Pennsylvania Driver’s License	13

D. Social Security Number (SSN)	13
E. PHL City ID	13
VI. BANKS AND BANKING SERVICES	13
A. Opening a Bank Account	13
Debit Cards	14
Automatic Teller Machines (ATMs)	14
Credit Cards	14
VII. COMMUNICATION SERVICES	14
A. Using Telephones	14
B. Internet Access	15
VIII. MEDICAL CARE AND EXPENSES	15
A. General Nature of the U.S. Medical Care	15
B. Health Insurance and Insurance Terms	15
Copay	15
Deductible	15
In-network	16
IX. TAXES	16
A. ITIN Number	16
B. Internal Revenue Service (IRS)	16
X. CULTURAL ADJUSTMENT	17
XI. COUNSELING	17
A. Students	17
B. Jefferson Employees	17
C. Non-Jefferson Employees	18
D. Recommended Doctors and Counseling Centers	18
Psychotherapy	18
Psychiatry/Medication Management	18
XII. FITNESS	19
XIII. TOURISM	19
XIV. RESOURCES	20
A. Departments and Colleges	20
B. Jefferson Postdocs	20
English Language Resources	21
C. Cultural Community Resources in the Greater Philadelphia Region	21
Africa & The Caribbean	21

Asia	21
Europe.....	22
Islamic Resources.....	22
Latin America & Mexico.....	23
Middle East	23
XV. IMMIGRATION GLOSSARY	24
APPENDIX I. CAMPUS MAP	29
APPENDIX II. DRIVER’S LICENSE AND STATE ID	30
APPENDIX III. SOCIAL SECURITY NUMBER	32

I. OIA SERVICES

The Office of International Affairs handles status inquiries and programming for F-1 and J-1 Jefferson students, J-1 Scholars, international visitors and Jefferson sponsored non-immigrant employees (H1B, TN, O-1). Visit our website [here](#) for more in-depth information or contact us at oia@jefferson.edu.

Regulations state that the following are instances where you are required to contact our office:

A. Students

- Reporting instances of on-campus employment
- Address and phone number changes (within 10 days of the change)
- If you are failing the semester
- Before you travel internationally
- Before changes to the length of your program
- Before a change in education level
- Before dropping below full-time status
- Before any other changes to your program
- Changes to your I-20 information
- Applying and reporting for Optional Practical Training or STEM OPT
- Applying and reporting for Academic Training
- Adding a dependent to your I-20
- Any other issue that may potentially affect your status

B. Scholars

- Address, phone number, email address changes (within 10 days of the change)
- Before you travel internationally
- Before changes to employment information, such as position, department, salary changes
- If you are facing funding issues
- Requesting a program extension
- Notifying plans after the program before the program end date
- Before leaving Jefferson permanently before the program end date
- Adding a dependent to your DS-2019
- Any other issue that may potentially affect your status

OIA will mainly contact you by email; make sure that you check your email regularly and respond to emails from OIA to ensure that your status is maintained.

Our office can assist you with issues as they pertain to your status. However, there are instances where you will need to seek the advice of an immigration attorney. This includes getting a marriage-based green card, non-Jefferson change of status, individual tax situations and if you are charged with a crime.

II. STEPS TO TAKE UPON ARRIVAL

A. Students

- Secure housing
- Get a US phone number
- Open a bank account. More information [here](#)
- Visit Commuter Services for information on public transportation discounts
- Make sure you have your Campus ID and Campus Key
- Make sure you can access your Jefferson email
- Make sure you can access all platforms required for your program (ex. Banner, Canvas etc)
- Make sure you are registered full-time for in-person classes
- Complete university orientation
- Make sure you have provided all medical records required to JOHN
- Make sure you have University health insurance or have formally waived out
- Reach out to your International Student Liaison if needed
- Attend mandatory F-1 Check-in/New International Student Orientation

B. J-1 Scholars

Scholars on Jefferson Payroll

- Secure housing
- Get a US phone number
- Open a bank account. More information [here](#)
- Complete all necessary steps on HR Destination Jefferson
- Complete the health screening at Jefferson Occupational Health Network. Learn more [here](#)
 - Note that employment start can be delayed if the screening is not completed
 - Tobacco-Free Environment: All new hires are required to take a drug test including nicotine and attest they have not used tobacco for the previous ninety (90) days and will not use tobacco during their employment. Learn more [here](#)
 - Drug test: All new hires are required to take a drug test. Prohibited drug is any drug made illegal as a matter of federal, state, or local law, which is not legally obtainable as a matter of federal, state, or local law; or one which is legally obtainable but has not been legally obtained. Note that some medications that are legal outside of the US may be made illegal in the US. Any positive drug test results can lead to delays in starting employment
- If wet bench research, complete the training at Environmental Health & Safety
- Make sure you have a Jefferson ID badge. More information [here](#)
- Make sure you have a campus key. A campus key is given by the department/supervisor
 - Contact IS&T at 215-955-7975 for password if necessary
- Apply for Social Security Number. More information [here](#)
- If preferred, set up a direct deposit on PeopleSoft [here](#)
- Check myJeffHub [here](#) for Benefits, LiveWell@Jeff, and any more relevant information

Scholars not on Jefferson Payroll

- Secure housing
- Get a US phone number
- Complete the health screening at Jefferson Occupational Health Network. Learn more [here](#)
 - Note that employment start can be delayed if the screening is not completed
 - Tobacco-Free Environment: All visitors are required to take a drug test including nicotine and attest they have not used tobacco for the previous ninety (90) days and will not use tobacco during their employment. Learn more [here](#)
 - Drug test: All new hires are required to take a drug test. Prohibited drug is any drug made illegal as a matter of federal, state, or local law, which is not legally obtainable as a matter of federal, state, or local law; or one which is legally obtainable but has not been legally obtained. Beware that some medications that are legal outside of the US may be made illegal in the US. Any positive drug test results can lead to delays in starting employment
- If wet bench research, complete the training at Environmental Health & Safety
- Make sure you have a Jefferson ID badge. More information [here](#)
- Make sure you have a campus key. A campus key is given by the department/supervisor
 - Contact IS&T at 215-955-7975 for password if necessary

Scholars at Jefferson Affiliated Institutions

- Secure housing
- Get a US phone number
- If necessary, open a bank account. More information [here](#)
- If necessary, apply for Social Security Number. More information [here](#)
- Make sure to follow all the requirements provided by each institution

III. SAFETY AND SECURITY

People coming to Philadelphia from abroad bring with them many impressions of life in America. Though it is important to take certain safety precautions, you should not feel that you are always unsafe.

A. Personal Safety

- Keep your doors locked even when you are at home, and your car doors locked even while you are driving.
- Do not open the door to anyone you do not know. You are not required to open the door simply because someone knocks or rings the doorbell.
- Leave on an inside and outside light if you will be away from your apartment or home after dark.
- Bars are sometimes scenes of considerable disorderly conduct, especially on weekend nights. Use caution if you frequent them.
- *Women are advised to be particularly cautious.* Avoid walking alone at night, especially in areas that are not well lit. Walk with a companion or find a ride in a bus or car. If you must walk at night, be aware of your surroundings and stay alert.

- Consider taking a taxi or a ridesharing service, such as Uber or Lyft late at night. When using Uber or Lyft, verify the license plate number and driver's name before getting into the backseat of the car.

For emergencies, dial 911 from any phone to contact the police. For on-campus emergencies, call the Thomas Jefferson University Security Department by dialing 811 using a campus phone. You can also use the University Escort Service by dialing 215-955-8888, if you feel unsafe walking from one University building to another.

Emergency hands-free phones are provided throughout the campus area and are identified by a blue light atop a pole marked "Emergency." In case of emergency, push the red button to activate the automatic dialer to reach the security response center. You must say something about the problem and an officer will respond immediately.

B. Protecting Valuables

- Lock the doors to rooms, apartments, and cars.
- Never leave any items in view inside a car.
- Do not leave valuables unattended in public places such as libraries and cafes, even briefly. Take your bag, phone, coat, or other valuable possessions with you.
- Bicycles: If you park a bicycle outside, be sure you lock and chain it to a bicycle rack through both the frame and tire.
- Garments: Winter coats, hats, and scarves are sometimes stolen from coat racks in libraries or restaurants. If you own expensive winter clothing, you may wish to keep it with you.

C. Homelessness

Philadelphia has a large homeless population. It is not uncommon to see panhandling on the streets or on the subway. For more information on the homeless population and advice on how to handle interactions with the homeless, visit the website [here](#).

D. Scams

Scammers often try to impersonate government officials to intimidate you into giving them your personal information or money. If you receive a threatening call or message from someone claiming to be a government or law enforcement official, you should:

- Not give the person any personal or financial information
- Collect the caller's contact information
- End the conversation immediately if threats and intimidation persist
- Contact your designated school official and ICE's Homeland Security Investigations Tip Line [here](#)

E. Know Your Rights

Regardless of your immigration status, you have guaranteed rights under the Constitution. Learn more here about your rights as an immigrant, and how to express them. You can find more information on the ACLU website [here](#).

IV. GETTING AROUND

A. Navigating Around Philadelphia

If you are new to Philadelphia, you will notice that Center City Philadelphia is on a grid, which makes it easy to orient yourself. Streets going east and west are named while streets that run north and south are generally numbered. As you go west, you will notice the street numbers going higher.

A map of Center City can be downloaded [here](#).

You can also find out how to get from one place to another by using Google Maps. In Google Maps, you can select your mode of transportation whether it be by car, public transportation, walking or biking. Google Maps also allows you to search by category such as “hair salon” and will return the search results within the map. You can find the Google Maps website [here](#).

Yelp is a popular website that allows you to search by category and is reviewed by patrons at a particular venue. Find more information [here](#).

B. Public Transportation

SEPTA

SEPTA (Southeastern Pennsylvania Transportation Authority), Philadelphia’s local public transportation system, operates buses, subways, trolleys and regional rails throughout the Philadelphia area. You can acquire route maps at the train stations, in our office or on Septa’s website [here](#). The base fare for buses, subways, and trolleys is \$2.50 (subject to increase). The fare for regional rails differs depending on zone of destination stations. Find more information about SEPTA fares [here](#).



SEPTA Key Card

Septa Key Card is a reusable card that lets you load/reload money for your fare. The use of this card provides a discount. Find more information [here](#).

At a Fare Kiosk (self-serve fare purchase system), you can buy a Key Card, load/reload a fare as well as check the balance on your card. The Kiosks accept credit, debit, and cash. The Fare Kiosk also sells a Quick Trip for customers without a Key Card and those occasional riders who only want to purchase a single ride fare.

PATCO

The PATCO Hi-Speed Line links Philadelphia with Southern New Jersey. PATCO stations are located at 8th & Market Street., 9th & 10th & Locust Streets, 13th & 14th & Locust Streets, and 15th & 16th & Locust Streets. For more information, go to PATCO’s website [here](#).

Commuter Services at Jefferson

Anyone with a Jefferson ID badge may be eligible for discounts on public transportation and parking through the Commuter Services Office. The office is in the Jefferson Bookstore, at 1009 Chestnut Street. For information, go to the Commuter Services Office website [here](#).

Train

The national rail service in the United States is known as Amtrak. You can get an Amtrak train from 30th Street Station in Philadelphia. Find more information [here](#).

C. Other Modes of Transportation

Ridesharing

The two most common ridesharing apps that are used in Philadelphia are Lyft and Uber. You will need to have a U.S. debit and/or credit card along with a local U.S. number to book a ride. Both companies use individual contractors to pick up passengers and have options to rideshare or be the only passenger. It is a convenient way to get around the city if it is late at night or public transportation is not near and accessible to your destination. Check the license plate and the name of the driver before getting in the car. Note: Jefferson assumes no liability for nor endorses these companies.

Taxicabs

Taxi (or “cab”) service is generally more expensive here than it is in other countries. However, it is a good idea to take a taxi if you must travel late at night. Taxis have meters that show the fare. It is customary to pay an additional 15 percent of the fare as a “tip,” or gratuity.

Bicycling

Bicycles are a convenient way to get around the city. Bicycle Coalition of Greater Philadelphia is a resource (see website [here](#)) to look at maps and get information on getting around by bike. Google Maps also provides a feature which allows you to find a bicycle route to your destination. You can access Google Maps either by app or website [here](#).

Bicycle thefts are common in the city. For more information on how to avoid bike theft, see the website [here](#).

If you do not have your own bike, bike rentals are possible through various Indego locations. Check the Indego website [here](#).

Private Car or Rental

If you would like to rent a car, you must have a valid driver’s license.

Some rental car companies include:

Avis- website [here](#)

Budget- website [here](#)
Enterprise- website [here](#)
Hertz- website [here](#)
National- website [here](#)
Zip Car- website [here](#)

Check each website for rental prices and details.

Inter-city Bus

Megabus and BoltBus provide affordable ways to travel between cities such as New York, Baltimore, and Washington D.C. Tickets can only be booked online. Find more information on Megabus [here](#) and BoltBus [here](#). The Greyhound bus station is a short walk north of campus on Filbert Street, and has routes to New York and Washington, DC

Hitchhiking

Hitchhiking is standing beside the road and indicating with a thumb or sign that a person wants a ride in a passing car. Hitchhiking is illegal in many states and is **EXTREMELY DANGEROUS**. Do not pick up a hitchhiker or be a hitchhiker.

V. IDENTIFICATION DOCUMENTS

A. Jefferson ID Card

Thomas Jefferson University affiliated visitors, students and staff members receive a Jefferson ID card, **which is required for entry into buildings on campus.**

You can also load campus currency on your ID card for printing at the library and for on and off campus purchases. See more information [here](#).

If you have issues with your Jefferson ID card, go to the Photo ID Center at 1009 Chestnut Street.

B. Driver's License or State Photo ID Card

While a passport can be used as proof of identity, most Americans use a driver's license as identification. You can also apply for a Pennsylvania State ID card instead of a driver's license.

C. Pennsylvania Driver's License

Pennsylvania will only issue driver's licenses for international visitors who have I-20 and DS-2019 forms that are at least one year in duration.

If your I-20 or DS-2019 has been issued for at least one year, you can apply for a driver's license. Note that car insurance is required for car owners in Pennsylvania and can be expensive.



D. Social Security Number (SSN)

The Social Security Number is a tax identification number that is often used for many other purposes, such as applying for a driver's license or phone services. F-1 students are eligible for an SSN only if they are employed. Both F-1 Students and J-1 Exchange Visitors can contact OIA for a support letter. See the Appendix for more details.

If you obtain a Social Security Card, keep the number and card in a safe place. The Social security number can be used for identity theft so always be careful about sharing your number, even when you are asked for it. Ask why your number is needed, how it will be used and what will happen if you refuse. You can help the SSA keep your information safe by taking action [here](#).

E. PHL City ID

The PHL City ID provides a secure and affordable photo identification card for anyone living in Philadelphia, age 13 and older. It is especially beneficial for those who have a hard time obtaining other forms of identification. The PHL City ID displays the cardholder's name, address, date of birth, and self-identified gender. It assigns a unique identification number to each Philadelphian and displays an issue and expiration date on the card. More information is found [here](#).

VI. BANKS AND BANKING SERVICES

Banks offer services such as savings and checking accounts, safe-deposit boxes, international currency exchanges, and loans to qualified customers and varying interest rates. In choosing a banking service, make sure that the federal government, or "FDIC," insures it. You can look up any bank [here](#) to confirm it is FDIC insured.

A. Opening a Bank Account

To open a bank account, you will be required to show evidence of your legal immigration status and a local address in the United States. Some banks do not require a social security number to open an account, but you may need two forms of ID. . There are numerous banks near Jefferson. Many banks allow you to pay bills via the internet. Inquire at your bank if you are interested in this service. Check the banks near Jefferson [here](#).

Debit Cards

A debit card, also called a check card, is a payment card that deducts money directly from a checking account to pay for a purchase. Debit cards eliminate the need to carry cash or physical checks. They usually have a daily purchase limit, meaning it may not be possible to make an especially large purchase with a debit card and do not allow the user to go into debt. This card also lets the user withdraw cash from ATMs.

Automatic Teller Machines (ATMs)

The ATM is a device through which bank customers can make deposits or withdrawals at any time of the day, any day of the week, using a debit card and a secret PIN (personal identification number). Instructions for operating the automatic teller are given on the machine itself. If there is a fee, you will be notified and allowed to cancel the transaction. Fees range from \$1 to \$3 per transaction if you use an ATM from other banks. Debit cards may also be used to purchase items or pay for services.



ATMs are located at banks, supermarkets, shopping centers, and in Jefferson's campus buildings.

Credit Cards

In the United States, an individual's credit score is a number representing the probability that an individual will make payments on time. Having a high score can benefit you in many ways. It can make it easier for you to rent an apartment, lower your insurance rate, or get a loan.

Many new international students and scholars will not have any credit history in the United States and may find it difficult to obtain a credit card. Some banks and institutions will allow you to apply for a pre-paid credit card to build a credit history. Pre-paid credit cards function like debit cards. Ask your bank if there is the option to build credit history with these prepaid credit cards.

If you decide to pursue obtaining a credit card, please be sure you fully understand how they work. You can learn more about credit cards and credit score [here](#).

VII. COMMUNICATION SERVICES

A. Using Telephones

Telephone numbers in the U.S. are made up of ten digits: a three-digit "area code" followed by another seven-digits. Some common area codes around Philadelphia are 215, 610, and 267. In southern New Jersey, some common area codes are 609 and 856.

B. Internet Access

All Jefferson buildings have internet access, and some have wireless access. If you are employed at Jefferson, you will need to speak with your department to get a campus key. If you are a student, you should have already received a campus key during the admissions process. Visitors can go to Thomas Jefferson University's Library at the Scott building to get temporary guest access or go the following on-campus locations [here](#). Some coffee shops and bookstores (Starbucks, etc.) offer wireless services for little or no fee if you have a laptop computer or a smartphone.

VIII. MEDICAL CARE AND EXPENSES

A. General Nature of the U.S. Medical Care

The medical care delivery system in the U. S. has two characteristics that distinguish it from many others in the world. First, it devotes considerable resources to prolonging the lives of people with serious illness or unusual injuries. The cost of medical care reflects the enormous investments in research, medication, and technology required to make this type of care available.

Secondly, there is no federally supported system for paying individuals' medical costs.

The result of these and other factors is that *medical costs in the U. S. are extremely high and they must be paid by the individual incurring them*. Individuals can buy insurance that will pay some of their medical expenses, but no insurance plan covers *all* medical expenses.

B. Health Insurance and Insurance Terms

F-1 Students: All matriculated students are required by Jefferson to have health insurance and to complete the enrollment or waiver process for each academic year. If a provider other than Jefferson is obtained, it must meet the stated minimum requirement to qualify for a waiver. For more information, please see the Office of Student Life and Engagement's website [here](#).

J-1 Scholars: All J-1 Exchange Visitors and any family members accompanying in J-2 status must be covered by health insurance that meet the requirements of the U.S. Department of State. Willful failure to comply with this requirement will result in the termination of your J-1 program. Find health insurance options [here](#).

Copay

Once your deductible is paid, a copay is the standard amount you pay for a health service each visit. For example, a check-up with your doctor may have a \$25 copay, so you would pay \$25 each visit.

Deductible

A specific amount of money that one must pay for health services before your insurance will cover a claim. For example, if you have a deductible for \$1,000 you must pay that thousand out of pocket

before the insurance will begin covering costs. **Premium** A health insurance premium is a monthly fee paid to an insurance company or health plan to provide health coverage.

In-network

When a health care provider or facility is in-network it means it is a part of your health plan's network of providers that has negotiated a discount. You should check to see if the health care provider you are visiting is in-network because it is usually more affordable.

IX. TAXES

Taxes are normally filed every April 15 if you have income. If you don't have income, you are still required to file Form 8843 by June 15. Form 8843 is not an income tax return. Form 8843 is merely an informational statement required by the U.S. government for certain nonresident aliens (including the spouses or dependents of nonresident aliens).



Those that receive a paycheck from Jefferson should be contacted by the Payroll Office to open a Glacier international tax analysis account to determine your taxability status, either nonresident or resident. Contact Payroll Manager, Mike Lucey at michael.lucey@jefferson.edu if you have not already received your invitation to establish your account. In addition to Glacier, Jefferson will be offering non-resident taxpayers free access to the tax preparation service called Sprintax. As tax season approaches, information about how to access the free resources and complete the necessary forms will be provided. Note that OIA does not offer advice on specific tax situations. If you require specific tax advice, please contact a tax consultant.

A. ITIN Number

An Individual Taxpayer Identification Number (ITIN) is a tax processing number issued by the Internal Revenue Service. The IRS issues ITINs to individuals who are required to have a U.S. taxpayer identification number but who do not have, and are not eligible to obtain, a Social Security number (SSN) from the Social Security Administration (SSA). More information is found [here](#).

B. Internal Revenue Service (IRS)

The Internal Revenue Service (IRS) is part of the United States federal government and is the government agency responsible for the collection of taxes and enforcement of tax laws. If you need to visit the Internal Revenue Service (IRS) office, it is located at:

600 Arch St. #1507

(267) 941-6800, 1-800-829-1040

Website [here](#)

For Canadian International Students Only:

If you are a student and a Canadian resident that needs assistance on confirming tuition/enrollment, please contact Student Accounts [here](#).

X. CULTURAL ADJUSTMENT

It can be challenging at first to adapt to a new environment. The typical pattern of cultural adjustment consists of four phases: Honeymoon, Culture Shock, Recovery, and Adjustment.

The honeymoon phase is best described by feelings of excitement and optimism often experienced when one enters a new environment or culture. People are likely to focus on the positive aspects of the new environment.

The culture shock phase describes the anxiety and feelings of surprise or confusion one feels when experiencing a different environment. People experience difficulties in adjusting to the new culture and understanding what is appropriate and what is not. Some signs of culture shock include homesickness, sadness, depression, and complaining a lot about the host country.

Recovering from culture shock is handled differently by everyone because everyone has unique strengths and weaknesses that influence our experiences. During this period, people begin to accept the negative changes and find new ways to deal with the situation.

With time and patience, you will experience the positive effects of cultural adjustment. You will gradually begin to feel more comfortable in your new environment and expand your social networks. You will learn to accept and practice parts of the new culture.

Should you need support during the culture shock and recovery phase please refer to **X. COUNSELING** section.

XI. COUNSELING



A. Students

Current students can access the Student Counseling Center (SCC). The SCC offers individual counseling, brief treatment interventions, crisis assessments, and referral services to Jefferson students. The SCC also offers group psychotherapy and psychiatric/psychopharmacological services, when clinically appropriate. Counseling and support services are also available for the residents of Thomas Jefferson University Hospital (TJUH) through the Emotional Health and Wellness Program for House Staff. The SCC also sponsors a variety of wellness workshops and health educational seminars throughout the year for students and TJUH residents.

For more information, visit their site [here](#).

B. Jefferson Employees

Jefferson employees can check with their insurance provider for coverage and a listing of doctors.

Employees also have access to the following resources:
Mental Health Referrals:

- First CALL Employee Assistance Program for Center City, Methodist, Northeast, East Falls employees 1-800-382-2377
- CareerBridge Employee Assistance Program for Abington, New Jersey, Magee employees 1-800-437-0911
- Pastoral Care Hotline for Jefferson clinicians caring for patients 215-955-3303

Suicide Prevention Lifeline

- National Suicide Prevention Lifeline 1-800-273-TALK

C. Non-Jefferson Employees

Non-Jefferson employees can make appointments with a doctor within their insurance network. Check with your insurance provider for coverage and a listing of doctors.

D. Recommended Doctors and Counseling Centers

Below is a listing of counseling centers/doctors that are recommended by the Department of Psychiatry and Human Behavior at Jefferson if you are seeking care outside of Jefferson.

Psychotherapy

Hornstein, Platt and Associates
More information [here](#)

Philadelphia MFT
More information [here](#)

Springfield Psychological Group Practice, Philadelphia office
More information [here](#)

Jessica Russo, Psy.D.
dridrusso@gmail.com
More information [here](#).

Equilibria
More information [here](#)

Lisa Gottesman, LCSW
lisa@lgottesmantherapy.com
More information [here](#)

PsyCare Solutions
More information [here](#)

Bloomgarden, Ostroff & Associates
More information [here](#)

Life Counseling – Center City
More information [here](#)

Harmony Mental Health
More information [here](#)

Thriveworks Counseling
More information [here](#)

Psychiatry/Medication Management

Springfield Psychological Group Practice, Philadelphia office
More information [here](#)

Eileen Bazelon, M.D.
More information [here](#)

PsyCare Solutions at Thomas Jefferson University Hospital
More information [here](#)

Nick S. Garg, MD
More information [here](#)

Life Counseling – Center City

Tracy Jones, M.D.

More information [here](#)

Harmony Mental Health
More information [here](#)

Hornstein, Platt and Associates
More information [here](#)

Herbert Adler, MD
More information [here](#)

Tal Weinberger, M.D.
More information [here](#)

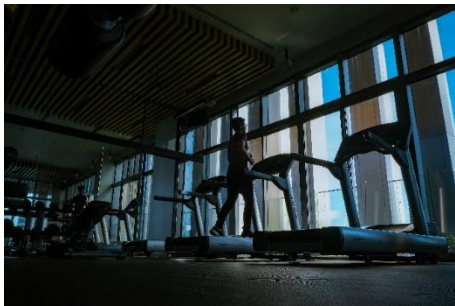
More information [here](#)

Jonathon Indik, M.D.
More information [here](#)

James Nelson, M.D.
More information [here](#)

Chris Pagnini, M.D.
More information [here](#)

XII. FITNESS



Jefferson Fitness and Recreation Center is accessible to students, employees, and visitors. Full-time and part-time employees as well as visitors can access the gym with a fee. You can find more details [here](#).

There are other local private fitness venues that provide discounts for Jefferson employees. Please refer to the HR Employee Discounts Guide [here](#).

XIII. TOURISM

Philadelphia is rich in its history and there are many sites to visit and things to do. Visit Philly is a website that provides you a full listing of tourist destinations in and around Philadelphia. Find more information visit the web page [here](#). To find updated information about weekly events in Philadelphia, you can visit [here](#). Thrillist is another site that keeps you updated on upcoming events, not just in Philadelphia, but across the country. Find more information visit the web page [here](#).



XIV. RESOURCES

A. Departments and Colleges

Office of International Affairs- offers regulation specific advising and workshops. For more information click [here](#).

Academic Programs- information regarding your program, courses, and curriculum

- For information regarding the College of Health Professions, click [here](#).
- For information regarding the College of Life Sciences, click [here](#).
- For information regarding the College of Pharmacy, click [here](#).
- For information regarding the College of Population Health, click [here](#).
- For information regarding the College of Nursing, click [here](#).
- For information regarding the College of Sidney Kimmel Medical College, click [here](#).
- For information regarding the College of Rehabilitation Sciences, click [here](#).

International Student Liaisons (ISLs)- peer contacts here to support you on all non-regulatory information such as their experience in the program, life in Philadelphia and their overall experience at Jefferson. OIA will provide you with contact information if there is an International Student Liaison at your College.

Information Services & Technology (IS&T)- For IS&T Solutions Center, click [here](#) or call 215-503-7975

Office of Student Life and Engagement (OSLE)- organizes student activities, student health insurance, and manages student organizations. For more information click [here](#).

Housing and Residential Life- For information regarding on-campus housing options and pricing click [here](#).

Registrar Office- for information regarding registration, course scheduling, and transcripts click [here](#).

Financial Aid- For information regarding tuition payments click [here](#).

Student Personal Counseling Center Student Counseling Center (SCC) offers a variety of counseling and support services to help students in times of need. For more information, click [here](#).

Career Development Center-For more information on job search strategies, interviews, resumes, click [here](#).

Office of Diversity and Inclusion- For more information on Jefferson's diversity and inclusion initiatives, click [here](#).

Scott Memorial Library- provides databases, full-text collections and almost all library services. For more information, click [here](#).

B. Jefferson Postdocs

Office of Postdoctoral Affairs- provides all postdocs at Jefferson with an opportunity to participate in the Postdoc Buddy Program. In the program, a postdoc is paired with another postdoc at Jefferson and gets

support related to settlement, navigating the city, and professional networking, etc. For more information click [here](#).

Jefferson Postdoctoral Association (JPA)- a liaison association for Jefferson postdocs. JPA can answer general information about settling in and provide social, professional events to all Jefferson postdocs. For more information click [here](#).

English Language Resources

The locations below provide English as Second Language courses for adults who wish to improve their English skills. Learn more about the classes offered by the Free Library of Philadelphia [here](#) and the Nationalities Service Center [here](#).

C. Cultural Community Resources in the Greater Philadelphia Region

Africa & The Caribbean

1. African Cultural Alliance of North America provides culturally sensitive social services, cultural programs, economic and workforce development programs, community engagement and development programs, and other services targeting mainly African and Caribbean immigrants in the United States. More information can be found [here](#).

Phone: (215) 729-8225

2. Philly Nigerian Professionals is a professional organization that aims to build and strengthen connections among Nigerian and Nigerian-American students and professionals through social, networking, professional development, and charitable events. But despite the name, you don't have to be Nigerian to be a part of PNP. PNP has members from all over the African Diaspora. More information can be found [here](#).

Phone: (267) 571-9849

E-mail: phillynaijaprofessionals@gmail.com

Asia

3. Asian Arts Initiative is a multi-disciplinary and community-based arts center in Philadelphia that advances racial equity and understanding, activating artists, youth, and their communities through creative practice and dialogue grounded in the diverse Asian American experience. More information can be found [here](#).

Phone: (215) 557-0455

E-mail: info@asianartsinitiative.org

4. Council of Indian Organizations in Greater Philadelphia is a non-profit organization formed primarily for cultural and educational purposes. They promote, coordinate, and support joint efforts in the social, cultural, educational, and charitable activities of the member organizations. They provide civic and political education to the people of Indian origin and foster friendship and understanding between people of ASIAN-Indian origin and others. More information can be found [here](#).

E-mail: president@indiacouncil.org

5. Japan America Society of Greater Philadelphia is a private non-profit organization that has inspired mutual curiosity, understanding, and collaboration between Japan and Philadelphia for more than 30

years through art, business, and culture. We operate: Shofuso Japanese House and Garden hosting over 38,000 visitors annually; produce the Subaru Cherry Blossom Festival with over 15,000 attendees; present a US-Japan Business and Public Policy Series; and provide Japanese arts, business, and cultural educational programming for all ages. More information can be found [here](#).

Phone: (267) 237-3550

6. Philadelphia Chinatown Development Corporation provides services focused on creating Chinatown as a regional destination, helping low-income families meet basic needs, empowering youth, preserving heritage, and promoting the businesses and residents of the Chinatown community and beyond. More information can be found [here](#).

Phone: (215) 922-2156

7. The Korean Cultural Foundation assists in fostering a better understanding of the Korean culture and to help reduce the gap between first, second, and third generations in the Korean community to preserve and promote Korean culture and heritage; develop Korean cultural activities that are appropriate for the local community. More information can be found [here](#).

Phone: (484) 213-4603

E-mail: info@kcultfoundation.org

8. The Mainline Indian Association aims to promote local intracultural and intercultural connections by providing a forum for the fostering and sharing of Indian culture through educational, cultural, and social programs and activities. More information can be found [here](#).

E-mail: mainlineindianassociation@gmail.com

9. The Philadelphia Korean Scholars Association is aimed at promoting networking among Korean scholars in the greater Philadelphia area. PKSA warmly welcomes new Korean scholars in the region regardless of research fields and affiliations. PKSA holds bi-weekly meetings on Friday at 6 pm. More information can be found [here](#).

E-mail: pksa.scholar@gmail.com

Europe

10. The America-Italy Society of Philadelphia promotes a broader understanding of the Italian cultural and artistic heritage through a series of lectures, films, concerts, and language studies. It has several hundred members in the Philadelphia area who share a love for Italy by regularly participating in this program. More information can be found [here](#).

Phone: (215) 735-3250

E-mail: info@aisphila.org

11. Turkish American Friendship Society of US is a non-profit organization devoted to promoting better understanding and friendship between Turkish and American communities through educational, cultural and social activities. Giving a true and honest image of Turkey is important to all of us, Americans and Turkish Americans and of major importance to our children. More information can be found [here](#).

E-mail: info@tafsus.net

Islamic Resources

12. Al-Aqsa Islamic Society has been established since 1989 to maintain the Islamic Identity and to protect and sustain the Islamic Community in Philadelphia. The task is fulfilled through many services this society

offers to the Muslims and Arab Communities in the Greater Philadelphia area. More information can be found [here](#).

Phone: (215) 765-2743

13. United Muslim Masjid was established on October 11, 1994. Our goal is to build a strong Islamic community on Qu'ran and Sunnah; devoted to serving the religious, social and educational needs of the Muslim community of Philadelphia. More information can be found [here](#).

E-mail: info@ummonline.org

Latin America & Mexico

14. Acción Colombia aims to develop leadership in the Colombian and Latin American communities by fostering art, culture and civic participation in the Tri-State area of Pennsylvania, Delaware and New Jersey. More information can be found [here](#).

Phone: (267) 338-6787

15. Centro Nueva Creación is a nonprofit with a mission to promote resilience in young people through educational enrichment and engagement with the arts and Latino cultures. More information can be found [here](#).

Phone: (215) 426-8762

E-mail: goodlands.director@gmail.com

16. The Mexican Cultural Center is a non-profit organization devoted to promoting understanding and awareness of the cultural and artistic diversity of Mexico and its influence in the Delaware Valley in the United States. More information can be found [here](#).

Phone: (215) 592-0410

E-mail: info@mexicanculturalcenter.org

Middle East

17. Al-Bustan Seeds of Culture is rooted in Arab arts and language and offers artistic and educational programming that enriches cross-cultural understanding and celebrates diversity. They serve youth and adults of all ethnic, religious, and socio-economic backgrounds while supporting the pursuit and affirmation of Arab American cultural identity and playing a constructive civic role within broader American society. More information can be found [here](#).

Phone: (267) 809-3668

18. Shabahang is a non-religious, non-political, non-profit organization. Since its establishment in 1990, Shabahang has served as a platform for cultural expression and intellectual discourse for Iranians and those interested in Iranian culture. Additionally, the organization fosters community engagement with its many events and scholarship opportunities. More information can be found [here](#).

E-mail: contact@shabahang.org

XV. IMMIGRATION GLOSSARY

General Immigration Terms		
Term	Definition	Related Visa Type
Academic Training (AT)	Only applicable to J-1 student visa holders; Employment training or practical experience up to 18 months related to the J-1 student's field of study. Students can participate in Academic Training part-time during the academic year or full-time after their program end date.	ALL
Alternate Responsible Officer (ARO)	Only applicable to J visa holders; A person recognized and authorized by the DOS to support the Responsible Officer to advise and assist J-1 exchange visitors in areas of federal laws and regulations, and to administer federal forms that are related to the status/activities of J-1 exchange visitors.	J
Designated School Official (DSO)	The person designated by a SEVP approved school to support the Principal Designated School Official and maintain SEVIS records.	F
Duration of Status (D/S)	Duration of Status or D/S is the length of time for which you may stay in your F or J status in the United States. D/S is based on the completion date on your I-20 or DS-2019, plus a 60 or 30-day grace period.	F, J
Employment Authorization Document (EAD)	Also known as Form I-766 or a work permit is a document issued by the United States Citizenship and Immigration Services (USCIS) that provides temporary employment authorization to noncitizens in the United States.	ALL
Exchange Visitor (EV)	A foreign national granted a J-1 visa status by the USCIS.	J
F-1	Foreign students pursuing a full course of study in a college, university, seminary, conservatory, academic high school, private elementary school, other academic institution, or accredited language training program in the United States that has been approved by SEVP to enroll foreign students.	F
F-2	An F-2 nonimmigrant is a foreign national who is the spouse or qualifying child (under the age of 21) of an F-1 nonimmigrant.	F
Grace Period	A period given to F and J nonimmigrants following the completion of their program. Those on F status have 60	F, J

	days and those on J status have 30 days after their confirmed program end date. Consult with the International Office for more details pertaining to your status and options during your grace period.	
Immigrant	A person who comes to live permanently in the U.S.	
In-Status	An individual is considered in valid status ("in status") if they are in complying with all terms and conditions of their visa classification.	ALL
J-1	Foreign national who has been selected by a sponsor, designated by the United States Department of State, to participate in an exchange visitor program and who is seeking to enter or has entered the United States temporarily as an exchange visitor on a J-1 visa. This term of exchange visitor does not include the visitor's immediate family.	J
J-2	The accompanying spouse and minor children of an exchange visitor (J-1) who are accompanying or following to join the exchange visitor and who are seeking to enter or have entered the United States temporarily on a J-2 visa. For clarifications, a minor is an unmarried person under the age of 21 years old.	J
Nonimmigrant	A person with permanent residence outside the U.S. but who wishes to be in the U.S. on a temporary basis – for example, for tourism, business, temporary work, study, or medical treatment.	F, J
Nonimmigrant Intent	Most foreign nationals applying for a US nonimmigrant visa are required to demonstrate that they plan to return home when they are done with their intended program or activity. This standard, known as Nonimmigrant Intent, requires the individual to have ties to home countries that he or she has no intention of abandoning.	F, J
Optional Practical Training (OPT)	F-1 Students are eligible for a maximum of 12 months of OPT work authorization. Positions must be related to the student's major. Pre-completion OPT is during the student's program which allows work part-time while still engaged in course work. Post-completion OPT takes place after the program. A job offer is not needed to apply for Post-completion OPT, but students are allowed only 90 days of "unemployed" time. Certain students may be eligible for an additional 24-month STEM extension of OPT. OPT for F-1 students at Jefferson is recommended by OIA and authorized by USCIS.	F
Passport	An official document issued by a government, certifying the holder's identity and citizenship and entitling them to travel under its protection to and from foreign countries. The expiration date of a passport should be a	ALL

	minimum of 6 months into the future while in the United States.	
Port-of-Entry (POE)	A place where one may lawfully enter a country.	ALL
RFE	Request for Evidence; a letter the USCIS uses to request additional information on a pending case.	ALL
Social Security Number (SSN)	Consists of nine numbers to identify and accurately record covered wages or self-employment earnings.	ALL
STEM	Science, Technology, Engineering, and Mathematics	F
Violation of Status/Out of Status	An individual is considered "out of status" or violating their "in status" designation when they are not fulfilling of the terms and conditions of their visa classification.	ALL
Visa	A document placed into the passport of a foreign national by a U.S. Consulate which authorized the individual to present him/herself at a USCIS Port of entry (POE) and request admission into the United States with a specific type of immigration status (e.g., F-1, J-1, M-1). The visa does not indicate how long a person may remain in the U.S. A visa is not required for Canadians to enter the U.S.	ALL
212(e)	Only applicable to J visa holders; A statutory reference to home country physical presence requirement and waivers	J
Government Organizations/Systems		
Term	Definition	Related Visa Type
Customs & Border Protection (CBP)	U.S. Customs & Border Protection, U.S. Department of Homeland Security, law enforcement organizations that are charged with keeping terrorists and their weapons out of the U.S. while facilitating lawful international travel and trade.	ALL
Department of Homeland Security (DHS)	U.S. Department of Homeland Security is responsible for counterterrorism, cybersecurity, aviation security, border security, port security, maritime security, administration and enforcement of our immigration laws, protection of our national leaders, protection of critical infrastructure, cybersecurity, detection of and protection against chemical, biological and nuclear threats to the homeland, and response to disasters.	ALL
Department of Labor (DOL)	U.S. Department of Labor fosters, promotes, and develops the welfare of the wage earners, job seekers, and retirees of the United States; improves working conditions; advances opportunities for profitable employment; and assures work-related benefits and rights.	ALL
Department of State (DOS)	U.S. Department of State's primary goal is to shape a freer, more secure, and more prosperous world through formulating and implementing the President's	ALL

	foreign policy, while supporting and protecting American interests abroad.	
Immigration and Customs Enforcement (ICE)	The U.S. Immigration and Customs Enforcement is a bureau within the U.S. Department of Homeland Security whose mission is to protect America from the cross-border crime and illegal immigration that threaten national security and public safety.	ALL
Social Security Administration (SSA)	The Social Security Administration assigns Social Security numbers, and administers the Social Security retirement, survivors, and disability insurance programs. They also administer the Supplemental Security Income program for the aged, blind, and disabled.	ALL
Student and Exchange Visitor and Information System (SEVIS)	A web-based system for maintaining information on international nonimmigrant students and exchange visitors in the United States. It is the core technology for the Department of Homeland Security which collects current information from nonimmigrant students and exchange visitors continually during their course of stay in the United States.	F, J
Systematic Alien Verification for Entitlements (SAVE)	DHS data system used by the Social Security Administration (SSA) to verify nonimmigrant status.	F, J
U.S. Citizenship and Immigration Services (USCIS)	U.S. Citizenship and Immigration Services, a bureau within the U.S. Department of Homeland Security and the federal agency that oversees lawful immigration to the United States. Some of the services provided include working in the U.S., and verifying an individual's right to work, and citizenship.	ALL
Forms		
Term	Definition	Related Visa Type
DS-160	Online Nonimmigrant Visa Application Form: A new online form issued by the DOS to streamline and combine several of the current DOS application forms (DS-156, DS-157, DS-158) into one form that can be submitted electronically.	F, J
DS-2019	Certificate of eligibility for J exchange visitor status, issued through SEVIS by an exchange visitor program designated by the Department of State.	J
I-901	Form used to pay the SEVIS fee.	F, J
I-94	Record of a nonimmigrant's admission through a U.S. port of entry or departure found here.	ALL
I-20	Certificate of eligibility for F or M student status, issued through SEVIS by a school designated by the Department of Homeland Security to indicate that a prospective student will study full-time or perform research for which academic credit will be awarded.	F

	This form is required to obtain a visa to enter the United States.	
I-765	The USCIS Application for Employment Authorization is used when applying for Optional Practical Training.	F
I-9	Employment Eligibility Verification form	ALL

APPENDIX I. CAMPUS MAP



Pennsylvania Department of Transportation, 801 Arch St. See the map [here](#).

Social Security Administration, 1500 John F Kennedy Blvd #2000A. See the map [here](#).

Find the **Interactive Campus Map** [here](#).

APPENDIX II. DRIVER'S LICENSE AND STATE ID

A. Basic Steps On How To Get a Driver's License in USA

Steps to get a driver's license and/or a state ID in the United States do not vary from other countries. You first take a knowledge test and then you take the road test. Depending on the state, you go to a DMV office (Department of Motor Vehicles), DPS office (Department of Public Safety), or DOT office (Department of Transportation). All F-1 and J-1 international students, scholars, and their dependents that need a driver's license or state ID from any state in the United States must provide the documents below.

B. Required Documents

First-time Licenses/State ID in the U.S.

For first-time Pennsylvania State ID requests, bring items #1-5 to the Pennsylvania Driver's License Center.

For first-time Pennsylvania Driver's License requests, bring items #1-6 to the Pennsylvania Driver's License Center.

1. **Documents:** Provide your passport, visa, and I-94 card/or admission number. (It does not matter if the visa in your passport has expired.)
2. **Valid I-20 or DS-2019:** Those in F status should bring their I-20 and those in J status should bring their DS-2019. Students and spouses in F status must have at least eleven months left (preferably 12 months or more) before the verified program end date in section 5 of the I-20 in order to qualify for an initial driver's license. Students, scholars, and dependents in J status must have at least eleven months left (preferably 12 months or more) the program end date in section 3 of the DS-2019 in order to qualify for an initial driver's license.
3. **Students on Pending/Approved OPT:** Students on Optional Practical Training (OPT) must present their EAD card. Because this needs to be verified by PennDOT, you may not receive your license or ID on the day you apply.
4. **Proof of Residency in Pennsylvania:** Provide two documents showing where you live. Preferred documents include leases, housing contracts or mortgage papers; utility bills; local bank statement; and W-2 tax forms. However, when students don't have two of these, the Driver's License Office has been willing to accept other documents, such as a letter from the University Housing Office mailed to their on-campus residence.
5. **Social Security Card or Letter of Ineligibility:** Provide your Social Security Card if you are eligible for a Social Security Number. Students who do not qualify for a Social Security Number must obtain a rejection letter from the Social Security Office stating that ineligibility.
6. **Physical or Health Exam:** Have a physician complete and sign the Health Provider section on page 2 of Form DL-180. Click [here](#) to find the Form DL-180.

Renew a State ID and/or Driver's License

A Pennsylvania Driver's license can be renewed until 30-days before the end date on the I-20 or DS-2019. Your license will be valid up until the end of the grace period (60 days for F-1 and 30 days for J-1). Bring items #1, 2, 3, and 6 to the DMV for this application.

Transfer of another State License to a Pennsylvania License

Students, Scholars or their dependents must bring items #1-6 and their out-of-state valid driver's license to the Driver's License Center.

During Optional Practical Training (OPT)

Students on OPT must take the EAD for all requests. To obtain a new license or transfer a license from another state, bring items #1-6. To renew your Pennsylvania license, bring items #1, 2, 3, 4, and 6.

International Driving Permit

Individuals who possess a valid foreign driver's license from their country are authorized to drive in Pennsylvania for up to one year from their date of entry into the United States, or upon expiration of their foreign license, whichever comes first. International driving permits are strongly recommended, but not required.

C. Procedure

After you get all of the above required documents you will need to bring them to the local PennDOT Driver's License Center.

<p>PennDOT Driver's License Center 801 Arch Street Philadelphia, PA 19107 Tuesday-Saturday. 8:30am-4:15pm Find more information here.</p>
--

If you have any questions on the above information feel free to check the DMV/USCIS fact sheet [here](#).

APPENDIX III. SOCIAL SECURITY NUMBER

A. Eligibility

International students and scholars will need to obtain a social security number if they work in the United States, even on campus. The Social Security Administration will only assign social security numbers to F-1 or J-1 students and scholars with documentation confirming that they have an on-campus paid employment and/or they are authorized to work off campus under one of the eligible employment categories (CPT, OPT, AT etc.).

B. Required Documents

You will need to bring the following documents with you to the Social Security Administration:

- Valid Passport
- F-1 or J-1 Visa
- I-20 or DS-2019 or proof of change of status to F-1 or J-1
- I-94 admission number* (Retrieve it [here](#))
- Proof of employment authorization**

**You will also need ONE of the following documents as a proof of employment:

- Job offer letter on department letterhead and OIA support letter
- Job offer letter on company letterhead and CPT authorization on your I-20 form (for F-1 student co-op/internships/practicums)
- Valid employment authorization card (EAD/OPT) for F-1 Optional Practical Training or F-1 Economic Hardship
- Job offer letter on company letterhead; Academic Training or Economic Hardship authorization on your DS-2019 form and OIA support letter (J-1 only)

C. Procedure

Once you have the necessary documents, you will submit your application on the Form SS-5 at the Social Security Administration office. Click [here](#) to find the form SS-5. The nearest SSA office is in the following location:

Philadelphia - Social Security Administration Office

2 Penn Center, 20th Floor, Suite 2000B

1500 John F. Kennedy Blvd.

Philadelphia, PA 19102

Mon-Fri 9am-3:30pm

Social Security Administration website [here](#)

NOTE: In addition to looking at your documents, a clerk may interview you and ask a few routine questions. Be prepared for a long wait. There is no fee to apply for the SSN.

If you have any questions on the above information you can contact OIA at oia@Jefferson.edu.
For any TAX questions check with the Payroll Manager at Michael.Lucey@Jefferson.edu.