



# California International Business University

## Student Handbook 2016-2017

**CALIFORNIA INTERNATIONAL BUSINESS UNIVERSITY** provides the following information as reference material only. The school does not vouch for the authenticity of information included as some of the information is subject to change. It is offered only as a guide. The school does not endorse any of the services or entities that are found within. This resource has been compiled from many different sources, and some of the information may not be current. If you find any discrepancies, please let the front desk person know and he/she will update this resource.

This is your **Student Handbook** so please pass on any information to the student liaison that you might find useful and it will be added to this Handbook.

**550 West B Street  
San Diego, CA 92101**

## Message to Students

Dear Student,

Welcome to California International Business University. This handbook applies to all undergraduate and graduate students.

The information provided in this handbook is merely a brief explanation of the policies of California International Business University on general issues. This information serves as a basic guideline for treatment of these issues. Routine matters will be handled accordingly to University policy as set forth in this handbook and will be reviewed on an individual basis by the Dean of Student Affairs. CIBU is committed to a policy of non-discrimination.

Another source of information is the CIBU Catalog, which can be found online at [www.cibu.edu](http://www.cibu.edu). The catalog is the governing document for policies and procedures.

Important to note, following several years of collaboration and exchange, our university and Niels Brock Copenhagen Business College have joined forces in a unique educational partnership creating a Danish-American business educational institution in America's Finest City. With plans to merge with Niels Brock Copenhagen Business College- the most innovative and most international business college in Denmark- CIBU will provide the best possible international business learning environment a student could hope for.

If you have any questions about this handbook or any other CIBU related questions, please contact CIBU for more information.

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**Administration and Staff**

<b>EXECUTIVE</b>	<b>ACADEMIC AFFAIRS</b>	<b>STUDENT AFFAIRS</b>
<b>ANYA ESKILDSEN</b> President/ Chief Executive Officer	<b>BRIAN HAWKINS</b> Bachelor’s and MBA Administrator	<b>BRIAN HAWKINS</b> Dean of Student Affairs & Special Programs
<b>ANNE HYRUP MADSEN</b> Chief Operating Officer	<b>MARCUS BENNIEFIELD</b> Doctoral Program Administrator	<b>AMY CULLEY</b> Registrar/Principal Designated School Official
<b>MARCUS BENNIEFIELD</b> Compliance Officer	<b>STINE RANDKLEV NISSEN</b> Librarian (Niels Brock)	<b>SUSI HAUGH</b> Admissions and Registrar Assistant/Designated School Official
<b>AMY CULLEY</b> Administrative Officer		
<b>PRASHA SINGH</b> Comptroller		

**Administrative Office Hours:**

Monday through Friday **9 am to 5 pm**

**Expected Turnaround Times for Requested Items:**

*One to Two Weeks* for: I-20, Transcripts and similar items.

*Two Weeks* for Dependent I-20s (F-2), letters, I.D. card replacement and similar items.

*Please make an appointment with the appropriate staff at the front desk in order to facilitate processing.*

## **Mission**

At CIBU we are ambitiously and constantly dedicated to developing and offering relevant education programs that:

- Ensure the right competences for the corporate world
- Optimize the possibilities of the individual

That is CIBU's contribution to American and foreign competitiveness.

## **Vision**

It is CIBU's ambition to be the most international and innovative business university in California – renowned for our faculty and staff to professionally optimize and facilitate the learning process of our students.

## **Supporting Objectives**

The objectives are based on responding to the mission and other challenges. The University shall pursue the following objectives to sustain and strengthen our position as a leading international private business university:

- Having world-class education
- Having attractive educational programs, suitable for everyone
- Remain the preferred partner of the corporate world
- Being an exciting, stimulating and attractive workplace
- Running an effective institution

## **Goals**

The goals include:

- develop an internal climate of diverse students promoting an international understanding of transnational organizations and entrepreneurship;
- provide an ongoing assessment of student learning by using key performance indicators and data to guide the improvement of academic programs;
- prepare students across all programs to effectively engage in organization assessment and problem solving specific to transnational and global organizations.

## **Cooperation and Linking**

CIBU and Niels Brock Copenhagen Business College have joined together to create a unique educational partnership that provides a Danish-American business educational institution in San Diego. The link with Niels Brock Copenhagen Business College, the most innovative and most international business college in Denmark, offers CIBU a truly contemporary and global foundation for practical learning. The link creates value for students and companies by combining the Scandinavian way of learning, which focuses on student involvement and independence, with American commercial thinking. Through Niels Brock Copenhagen Business College, CIBU will partner with recognized universities around the world, giving students access to an extensive variety of business programs abroad. The new international approach to education will provide the best possible learning environment a student could hope for.

## **Ethics**

CIBU is committed to the highest ethical standards in the pursuit of the mission and vision. The policies, procedures, and standards are informed by CIBU core values set forth below. These values are honored in our daily structure and activity as members of this community. We are committed to:

- Respect- We respect the rights and dignity of others.
- Integrity - We conduct ourselves with integrity in our dealings with and on behalf of all individuals in our environment.
- Accountability - We are accountable as individuals and as members of this community for ethical conduct and for compliance with applicable laws, University policies, and directives.
- Excellence - We conscientiously strive for excellence in our work.

## **Purpose**

CIBU's central purpose, as an institution of higher learning, is to be a business university with a true international character within an expanding world of international business educational institutions in America and abroad. The CIBU model trains students to enter into various positions in the international marketplace including, but not limited to, entry-level positions for undergraduate students, management positions for master's degree students, and senior administrative positions for graduates of the doctoral program.

This corporation is a non-profit public benefit corporation and is not organized for the private gain of any person. It is organized under the California Nonprofit Public Benefit Corporation Law for charitable and public purposes. This corporation is organized exclusively for charitable purposes within the meaning of Section 501 (c) (3) of the Internal Revenue Code of 1986.



## Office of Student Affairs

### Help with Academics:

Each quarter, we offer workshops surrounding topics that have proven to be helpful to our students, such as the basics of Excel, APA guidelines, how to improve your presentation skills, getting accustomed to American Culture, and more. In addition, we invite you to make suggestions and let us know what topics you would like to learn more about, that would help you succeed in school.

### Help with English:

We also have options for you to practice your English skills by being our guest at ConversationStation. ConversationStation is meant to be fun, lively, and relaxing! You choose the topics to discuss, whether they be sports or hobbies or school or your own country or the beautiful weather in San Diego! Come and be part of the fun, have a snack and coffee, and converse with others from all over the world. We also invite you to facilitate a session yourself, allowing you to develop a very valuable skill that will come in handy in your professional life.

For those of you who may need more individualized help with English reading, writing, presenting, speaking, etc., consider taking advantage of FocusEnglish. Our trained professionals will work with you to help you with specific trouble spots and issues you are having, leaving you with more confidence and knowledge.

### Extra-Curricular

In line with our mission and focus, we offer a variety of events and opportunities to maximize your experience in the United States. These might include an invitation to hear someone lecture on an interesting topic, or participate in a unique event taking place in the city, or volunteering with an organization that you are passionate about. Please check your [cibu.edu](mailto:cibu.edu) mail often, to be kept in the loop of what's going on. There's no end to experiential learning at CIBU.

### Career Services

Your education doesn't end once you graduate. Take advantage of our workshops and counseling to help get you headed in the right direction for CPT/OPT, internship, career choices after graduation, networking, or just plain preparation for life. Check out the CIBU Alumni and CIBU Student Affairs groups on Facebook.

### Housing

The California International Business University does not provide student housing and the School assumes no responsibility to find or assist a student in finding housing. However, the staff of CIBU tries to provide limited assistance to students seeking suitable housing, and help them in their transition to life in San Diego.

	Home-Stay	3 <sup>rd</sup> Party Dormitory	Hotel	Room/Apartment
Price/ month	\$650 to \$1,500	\$600 to \$1,600	\$1,500 to \$3,000	\$500 to \$1,800
# of people / room	1 to 2	1 to 4	2 to 4	1 to 2
Bathroom	Share or own	Share or own	Share or own	Share or own
Distance	Varies (up to 1 hour)	5 to 45 minutes by walk and public	50ft (1 minute walk)	Varies
Transportation	Public and walk	Public and walk	Walk	Public and walk
Meals	Breakfast and dinner	Self cooking or partial meal options	Breakfast	Self cooking
Kitchen	Not Available	Fully Available	Mini refrigerator & Microwave	Only refrigerator, microwave, dishwasher and oven
Furnished	Yes	Yes	Yes	No
Utilities	Included	Included	Included	Excluded (vary)
Deposit	Yes (Vary)	Yes (\$100 to \$150)	No	Yes (vary)
Pros	<ul style="list-style-type: none"> <li>▪ English speaking</li> <li>▪ Meals provided</li> <li>▪ Family interaction</li> </ul>	<ul style="list-style-type: none"> <li>▪ Short commute</li> <li>▪ Kitchen available</li> <li>▪ Interaction with other students and Americans.</li> <li>▪ Some meal options</li> </ul>	<ul style="list-style-type: none"> <li>▪ Closest to school and downtown</li> <li>▪ Classmates nearby</li> </ul>	<ul style="list-style-type: none"> <li>▪ Individualized housing</li> <li>▪ Roommates</li> <li>▪ Self-organized</li> <li>▪ You pick location</li> </ul>
Cons	<ul style="list-style-type: none"> <li>▪ Long commute</li> <li>▪ No kitchen to use</li> </ul>	<ul style="list-style-type: none"> <li>▪ Cannot choose roommates</li> <li>▪ 30 days cancellation process</li> </ul>	<ul style="list-style-type: none"> <li>▪ No host family</li> <li>▪ No kitchen</li> <li>▪ High price</li> </ul>	<ul style="list-style-type: none"> <li>▪ Self furnish</li> <li>▪ Partially refundable deposit</li> <li>▪ Leasing contract required</li> </ul>

Typical rent is approximately:

\$650-\$1,500/month for a room in an American Home-Stay

\$500- \$1,800/month in an apartment with one or two roommates

\$600 - \$1,600/month in a third party dormitory

It is highly recommended that arriving students book or organize an accommodation with a minimum of one month prior to arrival in either an American Home-stay or a downtown hotel (like Vantaggio, Island Inn or Maryland Hotel).

We hope the accommodations you obtain are safe and comfortable, and that you enjoy your stay in San Diego. If you have any questions, or need help finding housing or adapting to living in the area, please don't hesitate to contact CIBU at (619)-702-9400.

“Word of Caution”:

When dealing with private housing located from a private ad, it is highly recommended you do not send money in advance as scams have been reported in the past. Wait until you have a chance to see the apartment or house to send a deposit.

### Quick facts

- Vantaggio (nearby dormitory-style housing), 2 block walking distance
- Search on craigslist: <http://sandiego.craigslist.org> for apartments, rooms etc.
  - Neighborhoods including Pacific Beach, Ocean Beach, Downtown, Claremont, etc. are very popular
- Check out <http://www.padmapper.com>
- Housing cost can vary from \$500-\$1800 per month for a small single or shared apartment depending on area
- Deposit (1 month's rent) is typical
- Rental agreements typically require a six-month, one-year, or month-to-month agreement. Be sure to inquire which is suitable for your length of stay and/or budget.

**Additional information and services can be available through the Student Affairs Office.**

Some companies that provide Apartments & Rooms in San Diego:

Near CIBU

Vantaggio Suites [www.vantaggiosuites.com](http://www.vantaggiosuites.com) (619) 595-0111

Kamo Housing. [www.kamohousing.com](http://www.kamohousing.com) (858) 750-3425

International Travelers House. [www.sdtravelershouse.com](http://www.sdtravelershouse.com) (619) 228-9234

500 West Hotel [www.500WestHotel.com](http://www.500WestHotel.com) (619) 234-5252

Newport Place [www.newportplace.com](http://www.newportplace.com) (858) 490-6282

Avalon Apartments [www.avaloncommunities.com](http://www.avaloncommunities.com) (866) 646-2664

Market Street Square Apts. [www.marketstreetsquareapts.com](http://www.marketstreetsquareapts.com)

La Pensione Hotel [www.hotellapensione.com](http://www.hotellapensione.com)

Studio 819 [www.studio819.com](http://www.studio819.com)

Fino Corporate Housing [www.finohousing.com](http://www.finohousing.com) 858- 227-4960

Adventure Tours Housing [www.adventuretours-inc.com](http://www.adventuretours-inc.com) 858-405-6939

Rent Cafe [www.rentcafe.com](http://www.rentcafe.com)

Near the Beach:

Kelly Realty (Mission Beach) 858-488-1627

## Apartment Listings & Advertisements

San Diego Reader (free paper every Thursday)

[www.sdreader.com](http://www.sdreader.com) or call the San Diego Reader free Roommate Hotline: (619) 235 2415

[www.sandiegoforrent.com](http://www.sandiegoforrent.com)

[sandiego.craigslist.org](http://sandiego.craigslist.org)

[www.ApartmentList.com](http://www.ApartmentList.com)

[www.apartments.com](http://www.apartments.com)

[www.apartments4students.com](http://www.apartments4students.com)

[www.apartmentnet.com](http://www.apartmentnet.com)

[www.aptsforrent.com](http://www.aptsforrent.com)

[www.sdisaonline.com/housing](http://www.sdisaonline.com/housing)

[www.rent.net](http://www.rent.net)

[www.appt-locator.com](http://www.appt-locator.com)

[www.rentcafe.com](http://www.rentcafe.com)

## Community Housing

You may want to experience American life by living with a family or by sharing an apartment with other students. Whatever you choose, your English will improve if you live with or make friends with Americans or students who do not speak your language. Especially here in California families and neighborhoods are very diverse with ethnicities from all over the world.

### What is the difference between Homestays, Shares, and Privates?

*Homestay* means you stay as a guest in a family home. This allows the student to observe and be part of an American household. The student will have her/his own room and may have 2 meals per day provided, usually breakfast and dinner.

*Shared Housing* is a rental term used by Americans to indicate group housing. Shared housing became popular in the United States (U.S.) as a response to both an increase in housing costs and a population which was constantly moving to new locations. With family changes, people who have large houses enjoy sharing life with others.

*"Private"* is a rental term used to indicate a unit of housing such as a private apartment or house. When you rent a private apartment or house, it is only for you and your family or group. It does not include other people living there.

### I Want to Live with a Family with Kids My Age

Many young people move out of their parents' house at the age of 18, when they reach legal age. Therefore, you may not find many families with children your age still at home. If you want to live with young people, you might consider sharing a house or an apartment with students in the college areas, north of downtown.

### **Length of Stay in Community Housing**

Some housing may be *month-to-month* or require you to stay for 6 months or a year. Although some housing is *month-to-month*, preference may be given to students who expect to stay for a certain pre-determined length of stay.

By state law, you need to give at least 30 days written notice if you plan to move before your rental agreement expires. Otherwise, you may lose your deposit or last month's rent. If you have a written lease for a definite length of stay, you are obligated to continue paying rent until your lease expires unless the owner agrees to a new lease or rental agreement.

### **How to Get Your Foot in the Door for Housing in San Diego**

To get the type of housing that you want in San Diego, you have to be persistent, but not rude. You need to look at the housing lists frequently. Students might have to invest some time/effort in order to find the housing they are looking for.

When you find an apartment or room you would like to live in, you must remember that the owners have many applicants to choose from. They will choose you if they think you are the best applicant. To convince them of this, you need to make a good impression. A smile, a cooperative, relaxed manner will go a long way towards getting what you want.

### **Questions to Ask About a Share Rental**

1. How much is the rent?
2. How often and when is the rent to be paid?
3. Are utilities included? (i.e., water, gas, electricity)
4. Is there a security deposit?
5. Under what conditions is the deposit to be returned to me? When will you return my deposit?
6. Do you require the last month's rent in advance?
7. Are meals included?
8. May I use the kitchen? Are there kitchen privileges?
9. May I use the living room?
10. Will I have a private bathroom?
11. Will I share the bedroom?
12. Are there children in the house? How old are they?
13. Do you have any pets?

14. How many bathrooms are there?
15. What would my responsibilities be as a member of the household?
16. Are there any house “rules” I would be expected to follow?
17. Are there any costs in the household that are shared by all members?
18. Are overnight guests permitted?
19. Are there other students who speak my language in your house?
20. Is smoking permitted?
21. Is there a lease? (Is there a rental agreement?)
22. How long is the term of the lease or rental agreement? (How long am I obligated to stay there?)

### Settling In San Diego

Keep in mind, if you will be here for only 1 year or less, it may be cheaper and more convenient to find a furnished apartment than to spend a lot of time, energy, and money purchasing items!

#### Furniture and Housewares

Costco, Target, K-mart, Ikea, Wal-Mart, Ross, Marshall’s are all stores well known for their reasonable prices. There are several different locations. Please check online.

#### Used Sporting Goods Store:

*Play it Again Sports* – Sells both new and used equipment. Buy your first surfboard for \$100 instead of a new one for \$400!

[www.playitagainsports.com](http://www.playitagainsports.com)

*Second Chance Sports* – sells used equipment from beach to snowboarding.

[www.secondchancesports.com](http://www.secondchancesports.com)

#### Thrift Stores

Remember Macklemore? San Diego offers an abundant number of thrift shops where you can buy a variety of used products, from furniture, to pots and pans, and dishes to music, books and clothes.

Check under Thrift Shops or go to [www.bargainlink.com](http://www.bargainlink.com) for a list of San Diego Thrift Stores. Some of the well-known thrift stores are: Goodwill, AmVets, Salvation Army, St. Vincent De Paul’s, Buffalo Exchange (in Hillcrest and Pacific Beach)

#### Garage/Yard Sales

It is common to find people selling their used items in front of their homes. This is the cheapest way to shop, and you often find nice things that people simply cannot take with them if they are moving or simply don’t have the room for. Typically they are held on Saturday and Sunday mornings. You will see signs posted in various neighborhoods. Also check the “Free stuff” section on craigslist.

## Flea Markets

Another great way to find both used items and new household goods, i.e. cleaning products, tools, furnishings, is at **Kobey's Swap Meet** at the Sports Arena. [www.kobeyswap.com](http://www.kobeyswap.com).

Seaside Bazaar in Encinitas [www.encinitas101.com/bazaar.htm](http://www.encinitas101.com/bazaar.htm)

## Classified Ads

Look in the PennySaver, Union Tribune, and The Reader for used items for sale. Great websites where locals post items they are selling like [www.craigslist.com](http://www.craigslist.com) also exist. Even the SDISA website [www.sdisaonline.org](http://www.sdisaonline.org) has items being sold by international students.

## Grocery Shopping

Again, do some research to find the location nearest you. Some grocery stores are:

**Sprouts** specializes in products such as fruits and vegetables, milk without growth hormones, breads, fresh fish, meat and organic bath, body and vitamin products. [www.sprouts.com](http://www.sprouts.com)

**Costco** You must purchase a membership to shop here, but items are very discounted. It is great for many people who live together because items are sold in bulk quantities. [www.costco.com](http://www.costco.com)

**Trader Joe's** located in Hillcrest, Ocean Beach, PB, La Jolla and La Mesa has a great selection of international foods, wines, cheeses, breads, etc. [www.traderjoes.com](http://www.traderjoes.com)

## Services

### Banking Options

Most banks are open Monday through Friday from 9:00 am-4:00 pm and some are open until 6:00 pm. Many banks are also open on Saturdays.

**Chase:** [www.chase.com](http://www.chase.com)

The closest office is at 1415 India Street (619) 237-1090. Call Customer Service at (800) 788-7000 for more locations.

**Bank of America:** [www.bankofamerica.com](http://www.bankofamerica.com)

90 Branches. Main office located at 450 B Street, (Downtown). (619) 515-7574. 24-hour Customer Service: (800) 732-9194

**Union Bank:** [www.uboc.com](http://www.uboc.com)

58 branches. Main office: 1201 5<sup>th</sup> Avenue, (Downtown). 24-hour Customer Service: (619) 230-3800.

**Wells Fargo:** [www.wellsfargo.com](http://www.wellsfargo.com)

80 branches and 180 ATM locations. Main office located at 401 B Street, (Downtown). (619) 702-6949. 24-hour Customer Service: (800) 869-3557.

### Using an Automatic Teller Machine (ATM)

Most banks charge you a small fee for using other banks' tellers. The standard amount is \$1.50 from your bank and another \$1.50 from that other bank.

### Checking Accounts

Paying by check or debit card is a very common practice. It is important to have a checking account to pay for bills, purchases and other expenses. It is much safer than carrying cash. When paying by check or debit card, you will be asked to show a Picture I.D., such as, a passport, driver's license and sometimes another form of I.D.

Foreign students may open a checking account by presenting their passport and I-20 form to the new accounts section of the bank. You will receive a checkbook with checks and a debit card, which you may use to spend the money in your account. You may also open a savings account.

### Postal Services / Mail

To find the Postal Office nearest you and for General Information, call: (800) 275-8777 or visit the website at [www.usps.gov](http://www.usps.gov).

The Main Post Office address is 2535 Midway Drive, San Diego, CA, 92138.

The nearest Post office is at Horton Plaza Shopping Center in Gaslamp. **Mail should not be sent to you at CIBU as it will NOT be forwarded to you!** CIBU is not responsible for any personal mail received at its office.

Most communities or towns have a Post Office Branch. Mailboxes are located everywhere on the streets of San Diego. Regular mailboxes are blue and say "U.S. Mail" on them. There are also Express Mail boxes, which are used only for overnight mail, which is more expensive. The last mail pick up at most mailboxes is at 5:00pm Monday – Friday and at 12:00 pm on Saturday. Pick up times vary. There isn't a pick up on Sundays or holidays.

## Telephones

### Area Codes

All cities in the U.S. and Canada have a 3-Digit Area Code. It usually appears in parenthesis (619) before the number.

Most of San Diego County is served by Area Code (619) or (858). If you are dialing an area code and a recorded message tells you to check the area code, generally use (858) instead of (619) or vice versa! North San Diego County uses area code (760).

When calling an area code outside of the area code you are calling from, you must always dial a "1" and then the other area code.



**Long Distance Calling**

To call direct, within the U.S. or Canada: Dial 1+ area code (3-digit code of the city you are calling) + the 7-digit number you are trying to call.

To call direct to other countries: Dial 011 + Country Code + City Code + phone number. At a public phone, an operator or a recording will come on the line and tell you how much money you need to put in. To call from a Hotel room, first ask the operator if the Hotel has any (800) (888) or (877), TOLL-FREE CALLING. A "Toll Free Number" always has an (800) or (888) area code. The call is free to the person making the call and can be dialed from any telephone, public or private, even without any coins. The business or person you are calling can be located in San Diego or in another city. To make a toll free call, simply dial 1 + 800 or 888 + the number given.

Calling Cards: They are very convenient and they can be used from almost every telephone. They usually come in amounts of \$5, \$10 or \$20. You can buy them at liquor stores, mini-markets, hotels, information centers, newsstands, etc. The rates you pay for calling in the U.S. and International varies a lot from one card to the other, so shop around. To use them, simply follow the instructions on the card.

**VoIP**

Provides free calls, video calls and instant messaging over the internet, plus great value calls to phones anywhere in the world. [www.skype.com](http://www.skype.com)

Provides free calls, video calls and instant messaging over the internet, plus great value calls to phones anywhere in the world. [www.jajah.com](http://www.jajah.com)

Provides free calls, video calls and instant messaging over the internet, plus great value calls to phones anywhere in the world. [www.viber.com](http://www.viber.com)

**Cell Phones (mobile phones)**

Be careful of length of contract (if you'll be here for 4 months, do you want a one year contract?) and calling restrictions. Most providers charge a deposit if the user has no social security number or credit history (i.e., Sprint \$300).

AT&T at [www.att.com](http://www.att.com)

T-Mobile at [www.t-mobile.com](http://www.t-mobile.com)

Verizon at [www.verizonwireless.com](http://www.verizonwireless.com)

Sprint at [www.spint.com](http://www.spint.com)

Besides the four big companies, there are various Mobile Virtual Network Operators (MVNO). These companies use the networks of the big four, but offer cheaper plans and sometimes with no contract like *SimpleMobile*, *Straight Talk*, *H2O Wireless*, *Virgin* etc.

**Internet**

Some of the Internet providers are:

COX CABLE: [www.cox.com](http://www.cox.com)

TIME WARNER CABLE: [www.timewarnercable.com](http://www.timewarnercable.com) this carrier offers three options: AOL High Speed Broadband, Earthlink and Roadrunner.

## Libraries

The CIBU Library offers students a specialized business collection, relevant periodicals, journals, newspapers, a public computer, quiet study space and meeting space. Books may be checked out of the CIBU collection for a period of 3 weeks and may be renewed. There is a self-checkout sheet for books in the library stacks. Back issues of journals, periodicals and newspapers may be checked out for overnight on a separate self-checkout sheet.

Students have online access to electronic journals and periodicals which can be searched from the library computer or from any computer that is connected to the internet.

To supplement the CIBU Library, students have access to resources in regional public and university libraries in San Diego. The San Diego Public Library offers free services to all San Diego residents. Libraries are in every neighborhood, and library cards are free. [www.sandiegopubliclibrary.org](http://www.sandiegopubliclibrary.org)

Located in eastern San Diego, San Diego State University's Love Library is open to the public. From the location, you can access their extensive databases, including market research and statistical information. CIBU students may borrow a SDSU guest card from the CIBU Library. [www.sdsu.edu](http://www.sdsu.edu)

The San Diego Law Library is a public resource for legal research, staffed by expert legal librarians and is located downtown. [www.sdcll.org](http://www.sdcll.org)

Recommendations are greatly appreciated! If there are any books or magazines that you would like to see in the CIBU Library, please do not hesitate to ask. The library is here to serve you. If you do not know a specific title, but would like to see materials about a topic, simply email the topic and the library staff will identify relevant materials. All requests can be made to the librarian or staff member on duty, or sent to [library@cibu.edu](mailto:library@cibu.edu).

## General School Information

### Parking

Parking downtown is expensive. We recommend using public transportation, riding your bike to school, or using Car2go. Free street parking may be found in the residential area about a 5- to 10- minute walk from CIBU. Just be aware that most of the spots are 2-hour parking. **Students are not permitted to park in the parking lot behind the building.**

A very helpful website for parking in San Diego is Parking 101: <http://www.sandiego.gov/economic-development/pdf/park101.pdf> . Take the time to read this site to avoid parking tickets which can be very expensive.

**Meter Parking** After 6:00 pm, all meter parking on streets in San Diego is free. During the day, fines are heavy so be sure to put plenty of money in the meters--\$1.25 for one hour (coins only accepted). **Do not forget to move your car every 2 hours.**

You can purchase a pre-paid meter card that works with any meter in the City of San Diego Parking Administration: 1010 Second Avenue, Sixth Floor, West Tower, San Diego CA 92101. (866) 470-1308

Also, please “**curb your wheels**”, which means to turn them toward the curb whenever you are parking downhill or away from the curb when parking uphill when parking on anything but a perfectly flat street surface! A ticket for not doing this is almost \$100 and is strictly enforced in the downtown area. The meters are the best place to park for a 5:00 pm class as you only need to put in a few coins

**Downtown Parking Lots:** Several Ace Parking lots are within five minutes of CIBU. These self- parking lots are the least expensive parking option at \$6.00-\$15.00 dollars for all day. Most do not have “in and out” privileges so you cannot come and go. Underground and public lots are the most expensive option, but you might be able to find a good monthly rate if you’ll be studying at CIBU for at least a few months.

## **Student ID Cards, Building Access and guests, Personal belongings**

### **Student ID cards**

Degree students will be issued a CIBU Student I.D. card. Show it at local shops, services and movie theaters and ask if they offer a student discount. If you need a replacement card, a fee of \$15 will be charged.

### **Building access and guests**

During regular business hours, you may bring guests to the School. Please inform the front desk of any guests. Also, if you would like to bring a guest to a class, you must ask permission from the professor.

#### **Current office hours access hours are:**

Monday to Friday: 9 am to 5 pm. The facility and library are open until 2 hours before the scheduled end of the evening.

### **Personal belongings**

**CIBU does NOT have any storage or lockers.** You must keep your personal belongings, including computers, with you. CIBU is NOT responsible for any items left unattended at the school. Should you find something missing, you should notify the School Office and call the non-emergency Police Number to file a report. The Lost and Found box is located at the Front Desk.

### **Student Lounge**

Students have access to the Student Lounge to meet, study or relax between classes. Vending machines and several information boards are available in the lounge.

Students can post "for sale items," housing requests or other signs. They must be written on 3 X 5 cards and approved and stamped by the front desk. The cards are available in the lounge and at the front desk.

### **Smoking**

You may smoke outside the front entrance to the building, 200 feet away from the lobby entrance. **California law prohibits smoking inside this building and all public buildings, including restaurants and bars.**

Many cities in San Diego County prohibit smoking on the beaches and in the parks.

If you smoke, consider your time in America as a great opportunity to kick the habit and become more "Californian" in your lifestyle!

### **Equipment and Services**

The CIBU Library computers are the only computers on campus available to CIBU students and are available during library hours.

CIBU will not be responsible for loss of data. It is your responsibility to maintain periodic backups of your data.

There is ABSOLUTELY NO FOOD OR DRINK ALLOWED NEAR THE COMPUTERS – this includes bottled water and drinks in a covered cup.

You will be asked to leave the computer area if you are using the computers or printer in a manner deemed "inappropriate".

**Inappropriate behavior consists of looking at material which may be offensive to other individuals such as pornographic, violent, hateful, and rude material.**

Do not change any of the computer or printer settings.

CIBU reserves the right to suspend computer access to anyone who participates in any inappropriate activities while using the computers or printer.

Please keep noise to a minimum and if you have been on the computer for longer, please watch out for other students who might need to use it.

### **U.S. University Traditions**

It is common for U.S. students to take fifteen to eighteen hours per week of instruction at the undergraduate level, and nine to twelve hours per week at the graduate level. Students are not expected to take comprehensive exams. The professor will give you a syllabus in the beginning of the semester detailing his/her course criteria, weekly assignments, projects, attendance requirements and the policy on laptops.

Students should expect a very typical U.S. business school experience at CIBU. These include a very traditional, yet advanced, curriculum model, teaching style, and overall philosophy of independence in academic pursuit. A part of the experience includes the social interaction and meeting new international

students and faculty, so you are encouraged to get to know your fellow students in the different categories of exchange students, graduate students, doctoral candidates and visiting scholars.

### **The academic calendar**

CIBU has four Academic Quarters (10 weeks) and two Intercessions (4 weeks) each Academic Year. Please see your specific program calendar for details. Activities: CIBU will also offer fun **activities** throughout the year, and you're encouraged to participate. You must sign up by the reservation deadline and pay any fees in order to participate! Your ideas are welcome, and we hope you will share both what you have enjoyed during your stay and any suggestions to make it an even better experience for future CIBU students!

### **Textbooks**

In U.S. universities and business schools, students are required to buy and use textbooks for most classes. Textbooks are expensive and you can expect to pay \$50 to \$140 per class for books. Please check with other students or alumni (Facebook) if they have old books to sell. If the professor provides many handouts, students may pay a modest fee for the copy service. Sometimes students are able to use older editions of textbooks, that are significantly cheaper than the latest editions. Please consult with your pertinent professor if that would be an option.

**Students may be asked to purchase their textbooks prior to the first class, as instructors start using them and request assignments from the first day of class.**

Books can be purchased online at the following:

[www.amazon.com](http://www.amazon.com)

[www.campusbooks.com](http://www.campusbooks.com)

[www.betterworldbooks.com](http://www.betterworldbooks.com)

[www.abebooks.com](http://www.abebooks.com)

And you can go to Google.com and put in the ISBN number

E-Books can be bought at the following websites:

[www.ichapters.com](http://www.ichapters.com)

[www.zimio.com](http://www.zimio.com)

[www.barnesandnoble.com](http://www.barnesandnoble.com)

[www.amazon.com](http://www.amazon.com)

Students can also rent books at [www.chegg.com](http://www.chegg.com)

### **Dress code**

Students are expected to wear casual attire in classes, unless there is an excursion or an important guest lecturer in which casual business attire is required. If you are enrolled in the internship class you may

need business professional clothing, depending on the company you elect to work for. You will need business attire for any interview. Beachwear or gym wear is **never** permitted in any case. Please dress in a courteous and respectful manner.

### **Attendance and participation**

**Students must attend all classes on time.** This does not mean sitting in the library checking email. It means being physically in the classroom at the start of class. Absences should be for illness only, and we ask you to notify your instructor (e-mail or phone number may be found in the course syllabus). **If you are ill more than 2 consecutive days, a doctor's note will be required.** Missing classes for tourist travel is not acceptable and may impact the student's final grade(s).

Participation in class is considered very important by CIBU faculty. Students are encouraged to participate by sharing ideas, thoughts, experiences, and asking questions as part of the classroom discussion. Professors make this part of the grade. You will be treated as an individual in regard to your own grades and personal performance. Yet, you might be expected to be a member of a small team to work on classroom discussion and research.

### **Academic honesty**

CIBU expects that all academic work by students be original, or in the case of cited material, properly acknowledged as the work, ideas, or language of another. All acts of academic dishonesty are strictly forbidden, including cheating, plagiarism, unauthorized collaboration, or misappropriation of research materials. Students may be placed on probation, suspended, dismissed, or given another sanction for academic dishonesty.

## **Foreign Student Information**

### **Basic Immigration Rules for F-1 Foreign Students**

- 1.** Foreign students studying in the USA are on a F-1 Visa in a non-immigrant status. While studying in the U.S., you must be a full time student, attending classes. If you are not full-time, you will fall out of status and can be deported. This will also affect your eligibility to transfer to another school.
- 2.** As an F-1 student, you are not permitted to work. Only under very special circumstances are students given permission to work in the U.S. by the Immigration Department. See the Designated School Official for details.
- 3. Mexico and travel outside the U.S.:** If you plan to leave the U.S, check with the Admissions Coordinator to obtain an endorsement from the school DSO on your Form I-20. This signature is good for six months. To re-enter the USA, you will need your Passport with F-1 Student Visa, and your endorsed Form I-20.

Visitors to the U.S.-Mexico border region, including cities such as Tijuana should remain alert and be aware of their surroundings at all times.

- 4.** After completion of your studies, you are allowed to stay in the U.S. for a maximum "grace period" of 60 days, if you have F-1 status. If you want to stay more than 60 days, you must apply for a change of

status from student to tourist. However, if you drop out of a program (do not complete it), you do NOT have a grace period and must leave the country. If you do not have an F-1 status, you must leave the country by the date indicated on your I-94. Check with the Admissions Coordinator and Records for information.

**5.** While in the USA, your passport may be required for ID purposes. If possible, obtain a California ID card from the Department of Motor Vehicles for identification purposes. Your International Driver's license may be helpful as well. Keep it in a safe place so no one can steal it and so you will not lose it. If U.S. immigration or a California Police Officer ever stops you, you may be asked to show your Passport.

**6. Change of Address or Phone Number:** You are required by INS to inform the School Office (Admissions) of a change in physical address or phone within 10 days or a change. Please note a Post Office (PO) box is not acceptable as a physical address (street address) is also required.

**REMEMBER:** When leaving the USA, be sure to have: **Your Passport with F-1 Visa, and Endorsed Form I-20** (signature of DSO School Official within the last 6 months)

**For General Information:**

Visit <http://www.uscis.gov>

For Border Crossing information visit <http://www.cbp.gov>

**How Can I Get A Social Security Number?**

The US government issues Social Security numbers to individuals who meet certain requirements. International students who are in the US for only a semester or year abroad are not authorized to receive a Social Security number unless their program includes "Curricular Practical Training" or "Optional Practical Training" after all academic work is completed.

Students whose program allows for "Optional Practical Training" may request a Social Security form from the school. Please visit [www.ssa.gov](http://www.ssa.gov) for addresses and more information.

You must also bring your passport, immigration documents (F-1 visa holders: I-20; J-1 visa holders: IAP-66) and another form of identification such as a passing score on driver's license exam (\$30), student I.D., and if you have a letter from a company wishing to hire you for practical training. It takes 3-4 weeks to receive a Social Security Card. ***Please give the School Office a copy of the card upon receipt.***

**Insurance**

Medical care in the United States is extremely costly so most people have health insurance to help cover the high costs of health care. INS requires all students to carry health insurance. You will have the opportunity to buy it from one of the carriers for the school or show proof that you have health insurance in your country.

## Medical / Optical / Dental

For a real medical emergency or in case of a fire or theft, call 911 for free. If it is not an emergency and you need some health assistance, the following are some telephone numbers you can call to find a Doctor (Physician), Dentist, Optometrist, Dermatologist, Gynecologist, etc.

To find a community health center call 211. This is a 24 hour hotline for information, programs and services. The 211 hotline is also available online at [211sandiego.org](http://211sandiego.org).

Also, try calling 1-800-SanDiego (1-800-726-3434) and ask for a medical provider near you. Always make sure your health insurance is accepted, and at what rate, by the medical provider you have chosen. Some medical providers accept only specific health insurance.

## Hospitals (For Real Medical Emergencies Only)

Throughout San Diego: Sharp Hospitals: (619) 636-2100. [www.sharp.com](http://www.sharp.com)

Downtown: Mercy Hospital: (619) 294-8111; 4077 5<sup>th</sup> Avenue

Mid-Town: University of California San Diego (UCSD) Medical Center: (619) 543-6222; 200 W Arbor Drive

Mission Bay: Mission Bay Hospital: (619) 274-7721; 3030 Bunker Hill Street

SDSU Area: Alvarado Hospital: (619) 287-3270; 6655 Alvarado Road

## Walk-in Clinics

Normally staffed by family practice physicians, neighborhood clinics are located throughout the community. Hours of operation vary, so it is advisable to check before your visit.

## Pharmacies

1. CVS Pharmacies
2. Rite Aid Drug Store: located at C Street and 5<sup>th</sup> Avenue
3. Walgreens

If you have an emergency or need some medicine in the middle of the night, and you can't wait until morning, the best thing is to go to a hospital emergency room.

Today, most pharmacies are called Drugstores and will sell you just about everything. They are also probably the least expensive places to buy medicine, wine, cosmetics, milk, sodas, beach chairs, coolers, detergent, you name it. There are several "chain stores" with locations all around the country and most of them are open 7 days a week, and some are open 24 hours a day.



## Transportation

### Airport Information

San Diego International Airport also known as Lindbergh Field, is a public airport 3 mi (4.8 km) northwest of downtown San Diego, California, 15 mi (24km) from the Mexico – United States border at Tijuana, Mexico.

San Diego International is the busiest single-runway commercial airport in the United States and second busiest single use-runway in the world after London Gatwick with about 550 departures and arrivals carrying 50,000 passengers each day, and a total of 17,250,269 passengers in 2012. San Diego is the largest metropolitan area that is not an airline hub or secondary hub; however, the airport is a focus city for Southwest Airlines.

The top five airlines by market share in 2011 were Southwest Airlines (38.45%), United Airlines (15.3%), Delta Air Lines (10.9%), American Airlines (7.9%) and Alaska Airlines(6.5%).

The airport has domestic flights and international ones to Canada, the United Kingdom, Mexico and Japan.

### Commuter Terminal

It is used for “small commuter airplanes” which take you mostly to Los Angeles (LAX) to make your international connection and to other small California destinations. If you are coming from downtown, on Harbor Drive, it is the first one you come up to, on your right. The exits are clearly marked.

### Shuttle Services

These companies provide door-to-door transportation between home, office, hotel and airport.

Service is 24 hours a day, usually in a 7-passenger van, and you might be stopping to pick up other people along the way. Shuttle service has been recommended to be more reliable in picking you up on time. Although this service is convenient for one person, a taxi is usually cheaper if shared by several. For information visit [www.supershuttle.com](http://www.supershuttle.com) or <http://www.san.org/sdia/transportation/>

### Travel To and From The Los Angeles Airport (Lax)

For travel by Amtrak train or Greyhound bus to and from LAX, go to [www.mta.net](http://www.mta.net) for contact information.

At LAX, you can catch a free shuttle to the City Transit Center. Go outside of the terminal to the black and white “LAX SHUTTLE” sign located over the center traffic island. Take Shuttle Bus “C” to Parking lot “C”

### Traveling To Mexico

*Always check with the Consulate General of Mexico. <http://consulmex.sre.gob.mx/sandiego/>.*

When traveling to México, remember that you will need to take all of your immigration documents:

- Passport with I-94 stamp
- Visa
- I-20 with Page # 4 signed by the school's Designated School Official (one signature is good for up to 6 months). This is very important! Otherwise, you may not be allowed back into the U.S., or you will have to pay a very expensive fine.

You can easily take the trolley to the border and then walk over. There is also paid parking near the border. Also, keep in mind that special auto insurance is required for driving in Mexico. If entering Mexico by car, be sure to have current registration, insurance documents, valid driver license with you. On busy days the "line" in San Ysidro can take up to 5 hours.

### **Bus: Greyhound**

For service out of town (Los Angeles, Las Vegas, and throughout the U.S.), the main San Diego bus terminal is the Greyhound bus station located at 120 West Broadway, (619) 239-4007. For reservations and schedule information visit [www.greyhound.com](http://www.greyhound.com).

### **Train: Amtrak**

For reservations and information visit <http://www.amtrak.com/>

The national train company is AMTRAK. It provides service to all points in the U.S. and Canada, connecting through Los Angeles Union Station. The trains in San Diego arrive at the Santa Fe Depot, downtown, at the corner of Broadway and Kettner. There are two other stations in San Diego, one in Solana Beach and the other in Oceanside. Traveling by train is a great experience. You can watch the scenery, relax, meet people, have a drink at the bar or restaurant. Long distance trains offer sleeper cars. Amtrak runs 9 trains daily between Los Angeles and San Diego and 3 from San Diego to Santa Barbara, many connecting through Los Angeles to other national points.

## **Local Transportation**

**For detailed transportation information, check out:**

[www.sdmts.com](http://www.sdmts.com)

[www.sandag.org](http://www.sandag.org)

[www.sdcommute.com](http://www.sdcommute.com) (Great way to plan your trip)

San Diego has quite a comprehensive network of public transportation. The Metropolitan Transit System (MTS) operates bus and trolley routes throughout the county. At the Train Store, located downtown at 102 Broadway Street, (619) 234-1060, you can obtain route maps, schedules, bus and trolley tickets and daily, weekly and monthly bus and trolley passes. This is also where the lost and found department is located.

The store hours are 8:30 am to 5:30 pm, Monday through Saturday. Be aware that on holidays, buses don't run as often as on regular days. A very useful brochure is "Your Open Door to San Diego", which details all the tourist attractions and the buses that take you there. The local fare for adults is: \$2.00 one-way. Express fares (faster, direct buses) are from \$2.25-\$2.50 one-way. You must have exact change. Drivers do not carry cash. A blue sign, with the numbers of the buses that stop there, marks bus stops.

### **Taking Your Bike on the Bus**

These and other routes are served by buses with bike racks: 9, 27, 41, 81, 11, 34, etc. The bus stops along these routes are marked with a bicycle symbol. The Transit Store also has a brochure "Buses and Bicycles Go Places" for more information and trip suggestions.

### **The Trolley**

The bright red Trolley is part of the MTS and it operates 3 lines.

*Blue Line* It goes from Downtown San Diego (America Plaza) to the Mexican Border, at San Ysidro, through National City and Chula Vista. An extension to the north of downtown, to Old Town is being finished.

*Orange Line:* From Downtown San Diego (Santa Fe Depot), east to El Cajon, through La Mesa and Lemon Grove with a 3.6 mile expansion to Santee.

*Green Line:* It goes from downtown (12<sup>th</sup> & Imperial), with an extension to Mission Valley, Qualcomm stadium and SDSU to Santee.

All trains run about every 15 minutes and twice as often during rush hours.

### **Trolley Rates**

One-way rates are anywhere from \$2.50 One Way to \$5 for the whole day. Please have exact change. You can get tickets at the machines located at all trolley stops. For monthly fares, please see <http://www.sdmts.com/fares.asp>.

### **Buying a Car**

Buying a car is difficult, and you will need to put some time and effort into looking for one. If possible, have the car you're interested in checked by a mechanic and always ask all the questions you want. Check on [sandiego.craigslist.org](http://sandiego.craigslist.org), [www.cars.com](http://www.cars.com) or in our Facebook group. It is also recommended that you check the "blue book" to find the value of the car you want to purchase by looking at "Kelly Blue Book" at [www.kellybluebook.com](http://www.kellybluebook.com) or at [www.edmunds.com](http://www.edmunds.com).

### **Automobile Registration**

All automobiles, old and new, must be registered at the time of purchase. If a car is found parked on the street, without a valid registration sticker on the license plate, it will be either ticketed or towed away and you will have to pay, not only to register it, but also a fine and the towing expenses.

To register a car the following things will be needed:

1. Certificate of Ownership:

When you buy a car, the person that sold it to you, whether it's the owner or a car dealer, must sign the certificate of ownership releasing interest in the vehicle.

2. Smog Certificate:

You need to have your car verified against smog. This can be done at most gasoline stations. The cost is usually about \$40-\$50, plus \$10 for the certificate. Prices can vary. Check in the "PennySaver" magazine for great coupons.

3. Current Registration:

The charge for the vehicle registration depends on the value of the vehicle and the year and make of the car. You will also have to pay the local sales tax on the price of the car, at the time of registration.

### California Driver License

**Possessing a California Driver License is advantageous.** All applicants must take written and behind the wheel tests (\$32). American traffic rules can differ significantly from foreign ones. It is therefore recommended to read the DMV handbook and conduct the practice tests that can be found on the internet (i.e., [www.dmv.ca.gov](http://www.dmv.ca.gov) and [www.dmv.org](http://www.dmv.org)). The process to obtain a driver's license may take up to 3 months or more.

### Department Of Motor Vehicles ("DMV")

The place to register your car and obtain a California Driver's License or a California Identification Card is at any DMV. **It is best to make an appointment online at [www.dmv.ca.gov](http://www.dmv.ca.gov)**

San Diego (Hillcrest) - Normal Avenue office: 3960 Normal Avenue. (619) 688-0227

Clairemont office: 4375 Derrick Drive. (619) 565-6691.

Chula Vista Office: 34 North Glover Avenue. (619) 427-5550.

### Automobile Insurance

In California, the law requires that you have "liability" or financial responsibility for damages to others, plus "Uninsured Motorist Insurance" or protection if someone without insurance crashes against you. If you are not insured and get involved in an accident, in addition to legal penalties, you are personally responsible for the damages caused. In the case of injury or death, the costs can be enormous. Ask your insurance agent about what insurance is best for you.

NOTE: A California Driver's License or an International Driver's License is required to obtain car insurance. If you don't have either one of these, you will need to use a friend's car that is insured, to take the DMV road test, in order to get your California Driver's License. Then, take your California Driver's License to your insurance agent to buy insurance for your car. Some car insurance companies to consider include:

[www.esurance.com](http://www.esurance.com); [www.geico.com](http://www.geico.com); [www.allstate.com](http://www.allstate.com); [www.aaa.com](http://www.aaa.com); [www.progressive.com](http://www.progressive.com)

## Rental Cars/ Car2Go

Car rental companies are plentiful. Many have offices at the airport and at major hotels. Almost all require a credit card. You'll need a valid driver's license and your passport if you are foreign. Verify all additional charges for mileage, additional insurance, etc. If you don't have a local driver license it is recommended to also compare rates booking on websites from your home country. Many times you will get better rates and better insurance packages for less. It is very common that rental companies charge you a daily fee for being under 25.

Try one of these local car companies for reasonable prices and the willingness to rent to students age 19 and up:

**Express Car Rental:** <http://www.rentfromexpress.com>/ 2595 Kettner Boulevard.

The national companies below might be preferable.

**Alamo:** [www.alamo.com](http://www.alamo.com); **National:** [www.national.com](http://www.national.com); **Thrifty:** [www.thrifty.com](http://www.thrifty.com);

**Fox:** [www.foxrentacar.com](http://www.foxrentacar.com)

## Car2Go

The free-floating rental company launched with 300 blue-and-white smart fortwo cars in 2011. With the swipe of a card, registered drivers are able to hop into any one of the cars and commute around town or take it out overnight, returning it pretty much anywhere, as long as it is a legal parking space or a designated car2go space inside the car2go "home area." They can also be parked at any ECOTality Blink charging station. The San Diego home area stretches from Imperial Avenue in the south to Friars Road and Beryl Street in the north, and from the ocean in the west to Interstate 15 in the east.

If you live inside the car2go area, you can apply for a card with your international or CA Driver License. The cars are 100% electric, you never have to pay parking and depending on your driving habits it can be cheaper than renting or buying a car. Furthermore you avoid DMV registration, insurance, and maintenance.

## Sports & Activities

*YMCA Downtown* <http://www.ymca.org/branchfinder.html>. Facilities include a swimming pool. Classes include everything from yoga to kickboxing. For students here less than 1 year, membership costs \$2/month. Longer-term students pay \$25 to join and \$25/month.

*24-Hour Fitness* [www.24hourfitness.com](http://www.24hourfitness.com) Great facilities and a gym open 24 hours per day and convenient downtown location. You can join just this location or get a membership to work out at any 24-Hour Fitness location.

*Mission Bay Aquatic Center* [www.mbac.nu](http://www.mbac.nu) . This organization has lessons and lubs for everything from surfing to kayaking and rowing to sailing and kite boarding. They also have equipment rentals.

*Balboa Park Activity Center*: Usage rates are very affordable here, and it's a popular spot with students. Check out the schedule of open courts and leagues for almost anything: Table Tennis, Badminton, Volleyball and more at the [www.sannet.gov/park-and-recreation/parks/activctr.shtml](http://www.sannet.gov/park-and-recreation/parks/activctr.shtml)

*Solid Rock Climbing Gym* Affordable indoor rock climbing and fitness gyms for daily use or get a discounted student membership! 2074 Hancock Street, [www.solidrockgym.com](http://www.solidrockgym.com)

*Dave & Buster's Games Center* Especially for adults. They have over 200 video games, shuffleboards, billiard tables, dining and cocktails. If not at least 21 years of age, someone who is at least 25 must accompany you. One 25 year old can escort up to three 21 year olds. [www.daveandbusters.com](http://www.daveandbusters.com)

**Bowling** is a popular American pastime. Most bowling alleys have snack bars and fun music. Some have certain nights that offer especially cheap rates.

*Aztec Center Bowling and Games* Bowling, Billiards and Video Games on the San Diego State University Campus. [arc.sdsu.edu/bowling](http://arc.sdsu.edu/bowling)

*Mira Mesa Lanes*: An old-fashioned bowling alley with 44 modern lanes. Special Prices on Monday nights (2 ½ hours for \$14). [www.miramesalanes.com](http://www.miramesalanes.com)

## Organizations/Clubs

*San Diego International Students Association*: Check out this International Association at [www.sdisonline.com](http://www.sdisonline.com) for many events and discount tickets to attractions and movies.

*Meetup* has various groups and activities for all interests and can connect you with local San Diegans. Visit [www.meetup.com](http://www.meetup.com) It's free to sign up and most activities are also free.

*Volunteer!* Meet people with similar interests and concerns: from world affairs and education to theater and film to children and the elderly or even animals. Use your business, marketing, computer or simply social skills to help out a non-profit organization. You can generally volunteer for as little as a few hours per week. From joining children on field trips to office work to helping organize events to feeding the homeless, make a difference with your free time. . At [www.volunteermatch.org](http://www.volunteermatch.org), your interests will be matched with positions available at various non-profit organizations in San Diego.

To start an organization at CIBU, please contact the Director of Student Affairs.

## Movie Theaters & The Arts

*DRIVE-IN MOVIE* theaters are a uniquely American experience:

Santee Twin Drive-In, 10990 Woodside Avenue, (619) 448-7447

South Bay Drive-In, 21701 Coronado Avenue, (619) 423-2727

## Theater

[www.sandiegoperforms.com](http://www.sandiegoperforms.com) for all performances

[www.broadwaysd.com](http://www.broadwaysd.com): Civic Center. 3rd and B Street, (Downtown).

Balboa theatre. 868 4th Avenue, (Downtown).

*Arts Tix booth*- Horton Plaza for half price tickets: Broadway Circle and 4th Avenue, (Downtown) (619) 497-5000. [www.sdartstix.com](http://www.sdartstix.com)

## Concerts

*4th and B*: Downtown, (right behind CIBU), (619) 299-2583. [www.4thandb.com](http://www.4thandb.com)

*SD Sports Arena*: 3500 Sports Arena Boulevard, (619) 225-0176. [www.sandiegoarena.com](http://www.sandiegoarena.com)

*Cox Arena*: 5500 Canyon Crest Drive, (619) 594-0234. [www.cox-arena.com](http://www.cox-arena.com)

*House of Blues*: 1055 Fifth Avenue (Downtown), (619) 299-2583. [www.hob.com](http://www.hob.com)

*Cricket Wireless Amphitheatre*: 2050 Entertainment Circle, (Chula Vista), (619) 671-3600

*The Casbah*: 2501 Kettner Boulevard, (619) 232-4355. [www.casbahmusic.com](http://www.casbahmusic.com)

*Viejas Casino*: 5000 Willows Road, (Alpine), (619) 659-2426. [www.viejas.com](http://www.viejas.com)

Also Check: [www.ticketmaster.com](http://www.ticketmaster.com)

## Dining & Night Life

Eating and Dining in San Diego is an experience itself and one you should definitely take time to explore. Whether you're interested in breakfast, Sunday brunch, a festive Mexican Lunch or an elegant gourmet dinner, San Diego has a wide variety of local and international restaurants that will please even the most demanding tastes, plus some of the most panoramic, elegant, romantic and entertaining settings you'll find anywhere in the world. The atmosphere at most restaurants and nightclubs is casual and relaxed and very few will require a coat and tie. Nightlife is plentiful and you can find any kind of nightclub and music you desire.

For restaurants and places check out [www.yelp.com](http://www.yelp.com) or [www.urbanspoon.com](http://www.urbanspoon.com) , check with friends for referrals,

**It is very important that you bring with you a California I.D. or your country's passport (not just any I.D.) proving you are at least age 21 to get into clubs and bars here. U.S. rules are strict!**

**Mexico** The drinking age is 18 in Mexico but you must be very careful. Please go in groups and have a few people designated as "non drinkers" to make sure you all get back to the USA safely. Let other students know when you are going down there and when you are planning on coming back, so if you don't show up when you said you would, someone can then contact the authorities. **Mexico is a foreign country and US rules do NOT apply. Go with locals, or people that know the area.**

## The legal drinking age is 21

**The drinking age in California is 21.** If you order a drink in a restaurant, you will be asked for identification (I.D.). Remember, a Student I.D. is not acceptable.

If you plan to carry I.D., obtain a California I.D. card rather than your passport. You can obtain an I.D. card at the Department of Motor Vehicles (DMV). **Most clubs require a valid form of I.D., either California I.D. card or passport.**

There are strict laws about drinking and driving. A driver whose blood test is eight-hundredths of 1 percent or more of alcohol (0.08%) is considered under the influence of alcohol. The fine for drunk driving is up to \$1000 and up to 6 months in jail.

We also have a law that doesn't allow people to be "drunk in public". Please control your behavior while walking down the streets when you've been drinking. The police will arrest you if they feel you are out of control. To carry an open alcohol bottle in your car is against the law.

## The American & the San Diego Culture

San Diego's population comes mostly from other states in the U.S. and from many international origins, so, on any given day, you will find all kinds of cultures and races, almost anywhere you go. On the other hand, being a Navy and Aerospace town, San Diego is a very "American" city. There are some cultural characteristics which are very American and others which are unique to San Diego's culture.

Americans are informal about shaking hands. Men sometimes shake hands when they meet someone, but some people don't and they don't consider it rude or bad.

A man usually does not shake a woman's hand, unless she offers it. Very rarely will a man give a "hello kiss" to a woman he's introduced to for the first time. Close friends do hug and kiss when they greet each other, and it's very normal to see lovers kiss and hug in public places. In business situations, both men and women shake hands.

One custom that is very American is the early use of the first name. After you become acquainted, most of the time it is very appropriate to call your boss or your friend's parents by their first name. This is actually more of a compliment than an insult. You should always call your professor "Dr." or "Mr. /Ms." and then his/her last name.

Dating, at all ages, is very usual in the US and it is very normal to ask someone you like out for dinner, or to the movies, etc. This doesn't always mean they want more than just a friendship. However, Americans tend to be very casual about sex and, for both sexes, it may not always mean love or that they want a serious relationship. On most dates, it is customary for the man to pay, but in many cases, the woman or both pay.

Americans are very conscious of time and the lifestyle may seem always rushed. It is important to be on time for appointments or personal invitations. If you are late or need to cancel, it is appropriate for you to call and let them know.



Some Americans may seem very generous at times and offer you anything, just because they like you, or they feel like it. In most cases, they don't expect anything in return. If someone has been good to you, it is very appreciated if you send a thank you note or even a gift, but it's not always expected. If you are invited for dinner at someone's home, it is polite to bring a bottle of wine or flowers to the host/hostess.

### **The San Diego Culture**

The San Diego attitude, in general is very casual. San Diegans show informal friendliness and sometimes it seems to be impersonal. Casual friendliness should not be confused for true friendship, which takes time to develop. A unique San Diegan /Southern Californian cultural feature is that people you meet at stores, work, etc, always say: "Have a Nice Day", "It was nice talking to you", "Take it easy". Some people do it automatically and some really mean it. It's just a friendly part of the local lifestyle.

San Diegans are very curious and friendly to international visitors and meeting people is easy. Most likely, someone will start talking to you or you can just start talking to him or her. If you don't understand, it's ok to ask them to speak slowly.

Most San Diegans are friendly and don't mind if you ask them for directions or other help. One of the main aspects of our local San Diego culture is the beach lifestyle. San Diegans seem to have a "take it easy" attitude and like to enjoy the beautiful city and beaches.

At the same time, the city "really moves" and people are very busy with their goals and very active in all areas. San Diegans seem to always be doing something, and are always on the move and living the outdoor life to the fullest.

The "California Surfer" is an image, which pops into people's minds, and it's a big part of San Diego's beach lifestyle. The stereotype of the surfer is someone who does nothing but spend time at the beach surfing, but many of them are well-known, local business and political leaders and regular students or working people.

The American and San Diego culture may be very different for the international visitors and even confusing for some. Even for some Americans who will come from other places in the U.S., San Diego and Southern Californians are like another world.

## **Culture Shock and Reverse Culture Shock**

### **Culture Shock**

People traveling in other countries sometimes experience emotional discomfort due to their being in a culture different from their own. They may feel irritable, critical, bitter, homesick, or depressed. These may be symptoms of culture shock. It is very normal to have these feelings. For some people culture shock is brief and hardly noticeable. However, for most of us, culture shock is something we have to deal with over a period of at least several months, and possibly a year or more.

*Culture shock comes from:*

- ❖ Being in different situations from what you have been used to for a long period

- ❖ Being cut off from what had been your everyday life
- ❖ Bringing your own values from your country into a country with new and different values

Having a sense of humor and self-reliance are also helpful. Culture shock is very natural, so relax and deal with it.

### **Reverse Culture Shock**

Many travelers do not expect that they will get reverse culture shock, or re-entry when they return to their home countries. Often they are not aware they have it. Reverse culture shock symptoms are similar to culture shock: discomfort, irritability, resentment and depression. They may even have homesickness for the U.S.

If you have some knowledge of reverse culture shock, your problems will be easier to solve.

#### ***Reverse culture shock occurs because:***

- ❖ You will have changed somewhat while being in the U.S. (although you may not be aware of it)
- ❖ Your home country, family and friends will possibly also have changed.
- ❖ Your family and friends will expect you to have the same behavior you had before, and they don't expect new behavior.
- ❖ Your family and friends may not be interested in your story about the U.S. as much as you expect. Just like you, they want to talk about what happened to them.

It won't take you long, however, to have a better understanding of why San Diegans enjoy their city so much and once you begin to experience all that San Diego has to offer, you won't want to leave.

#### ***In order to minimize culture shock, you may want to:***

- ❖ Expand your knowledge and understanding of American culture and values.
- ❖ Develop American friendships in order to feel related to American people and to better understand their culture.
- ❖ Try new things (be curious)
- ❖ Think positively and try not to have any expectations

*You may feel a gap between you and the people around you. Here are some suggestions for re-adjustment:*

- ❖ Say good-bye to everyone and everything you may miss before leaving the country.
- ❖ Share the feeling you had in the USA with your friends and family members

- ❖ Catch up with trends, new vocabulary, fashion, foods, music, and current events. Research various groups that interest you: schools, clubs, international and intercultural groups, and exchange organizations. You may want to apply the skills and experiences that you developed in the US.
- ❖ Find someone that can share the experience or skills with you, such as people with international experience and foreigners.

Remember that re-entry is a time when you can expect to go through a great deal of change and when you integrate your experience abroad. It is completely normal to feel stressed while you are re-adjusting, so relax and take it easy.

## San Diego Safety

### TIPS

San Diego is a relatively safe city. Just like anywhere in the world, whenever you're visiting an unfamiliar area, always use your experience and common sense. It is best to travel with a friend to minimize the possibility of anything happening to you.

The following tips are given to you as a general advice and are meant for you to make the best of your stay and not to worry:

1. Never walk late at night, whether alone or with company, especially in dark and secluded areas. Do not walk at night in Balboa Park.
2. Preferably wear a money belt and never carry a lot of cash or jewelry. Use Traveler's Checks or Credit Cards, preferably.
3. Do not display money openly and carry small bills. Do not go to Automated Teller Machines (ATM) at night.
4. Keep your air, bus, or train tickets safely at home. If you lose them, they're like cash.
5. Be cautious of your surroundings and the people near you. If you feel like someone is following you, go into a public place and wait until he or she leaves, or get help from a shopkeeper or police officer. Call a taxi or a friend to come pick you up and stay in a lighted area.
6. Be careful of people offering you drugs or any service that makes you feel uncomfortable.
7. Be aware of people who seem too friendly or too eager to help.
8. If you are carrying camera equipment or a laptop, always hold onto it and never leave it out of your sight.
9. Keep your I-20 and passport with you, at all times. A copy is not acceptable. The best choice would be to get a California ID or a California Driver License.
10. When going to a night club or out at night, try to bring only what you can fit into your pockets. Women should never leave a purse unattended.

11. People may recognize you as a foreigner, so speak English in public.
12. If you intend to go to Mexico, keep in mind that Mexico is another country, and you will need to bring your passport and I-20. Be sure to travel with friends and not by yourself, as some areas are not safe.

**If you have an accident or your car breaks down:**

If you are involved in an accident, do not leave the scene, under any circumstances. Ask someone to telephone the police department or **911** if there are injured people. Do not discuss what happened with anyone other than the police and **don't admit anything to anyone**. You should notify your insurance agent immediately. If there aren't any injuries, the police might not come. In that case, just exchange insurance information and your insurance agents will work it out. You also need to fill out a traffic accident report (form SR-1) of the accident and give to the Department of Motor Vehicles (DMV).

If your car breaks down, it is normally a good idea to "turn your flashers on" and "raise the hood" of your car, so that someone may stop and help you. However, because of safety concerns, most people will not stop. Someone without good intentions may stop and pretend he/she wants to help, so this is not always a good idea. If you notice you are in a "bad neighborhood," it might be best to lock your car and go to the nearest "public" place like a store or gas station to call for help. If you are on a freeway, "S.O.S, Green Boxes" are located at every half mile. Just pick up the phone and ask for help. The boxes are programmed to identify your location and they will probably send a tow truck to assist you. The cost, of course, is yours. Do not, under any circumstances, try to cross the freeway.

1. Always make sure you have a working flashlight, a jack and a spare tire in your car.
2. Lock your car and never leave the car running when you are not in it.
3. Never leave suitcases, bags, maps or other things where they can be seen. Always put them in the trunk of the car and try to park in well-lit and transited places.
4. At the beach, do **not** leave your keys hidden in the car (i.e., on the wheel). Hundreds of cars are stolen every year when the driver "hides" the keys somewhere on the car.

**Remember:**

As a visitor, you stand out from the crowd and thieves know this, so just remember these simple guidelines and enjoy your stay in San Diego.

**Emergency information**

Become familiar with Emergency Phone Numbers

- 9-1-1
- CIBU (619) 702-9400
- CIBU President and General Counsel: Dr. Babb (619) 507-7473

Become familiar with our building floor plan, building exits, and doors.

### **During an emergency**

- Remain calm.
- Dial 9-1-1 for emergencies.
- Alert emergency responders (police, fire, medical) to situations requiring their attention.
- EVACUATE using the safest route
- Assist individuals with disabilities.
- Walk; do not run.
- Use stairs; do not use elevators.

### **After an emergency**

- Follow instructions from emergency personnel
- Follow campus updates which may be communicated through a variety of sources
- Normal campus operations will resume as soon as possible following an emergency

### **In case of fire**

Close doors and windows if time permits.

Touch closed doors. Do not open if they are hot.

Use stairs only; do not use elevators.

Pull an alarm as you leave the building.

Move well away from the building when evacuating.

Notify the fire department **911** from a nearby phone to provide further information.

### **In case of an earthquake**

#### *Inside*

- When you feel an earthquake, duck under a sturdy object and hold onto it.
- If you are not near a sturdy object, duck and protect your head with your arms.
- Avoid windows, filing cabinets, bookcases and heavy objects that could shatter or fall.
- Watch out for falling plaster, ceiling tiles and light fixtures.
- Stay under cover until the shaking stops; then evacuate the building.

### *Outside*

- Move away from trees, signs, and buildings, electrical poles and wires.
- Protect your head with your arms from falling bricks, glass, plaster and other debris.
- Move away from fire or smoke.
- Also check out the First Aid and Survival Guide in Yellow Pages Phone Book

### **Homeless**

As you walk in the Gaslamp area of downtown, you will see homeless people sitting on the sidewalk, pushing shopping carts with their belongings or sleeping in doorways. Some of them may ask you for money. They may say, "Spare change?" or "Can you spare a quarter?" If you want to give a few coins it is OK. If you don't want to give, that's OK, too. There are organizations in San Diego that help the homeless. There are shelters where the homeless can sleep, and programs that help homeless people get jobs. Keep in mind that any money we give them keeps them on the streets and out of the shelters and programs already in place to help. Consider volunteering for the Salvation Army, Volunteers of America, or another organization that helps people.

Be aware of people asking for cigarettes because it is illegal to give cigarettes to a minor.

### **Policies**

Please refer to the CIBU Catalog for academic policies and policies of conduct.