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ACADEMIC LIFE

What is a liberal arts education?

Columbia University’s School of General Studies is an undergraduate liberal arts college. A liberal arts education values a diverse range of intellectual experiences and pursuits with the understanding that a foundation in all academic disciplines creates a more well-rounded student prepared to approach problems and intellectual challenges from multiple disciplinary perspectives. At Columbia, the liberal arts education is embodied in the Core Curriculum.

What is University Studies?

University Studies, a course taken in your first semester at Columbia, aims to support incoming students with the transition to the Columbia classroom, provides valuable administrative information, study skills, and helps build a sense of community. International students may take any section of University Studies that fits in their academic schedule, however, we encourage students who have limited experience with the American education system to choose the International Section, as it focuses slightly more heavily on the academic transition to the United States.

What is expected from me in the classroom?

Depending on the scope and size of the course, the expectations of you in the classroom may vary. Generally speaking, in larger lectures, you may listen to an instructor more than you participate in class discussion. Smaller seminar courses often require a high level of class participation, more so than most other countries or cultures. Professors want to engage in an intellectual conversation with you and hear your opinions, while always grounding your arguments in the sources provided. They want to know that you are thinking critically about the assignments and the lecture. Class participation is often reflected in the final grade of the course.

My course has a recitation or a discussion session, what does that mean?

Recitation and discussion sections are typically associated with large lecture courses and are generally have ten to twenty students in the classroom. These sections give students space to interact with the classroom material and a teaching assistant in a smaller, more intimate setting. You should use recitation and discussion sections to seek clarification on topics covered in lectures, discuss sections readings or lectures of interest, and to build connections with your peers. For further guidance, speak to your advising dean or work with the Academic Resource Center.

My professor and/or teaching assistant (TA) runs office hours. When should I attend them?

You can attend office hours for a variety of reasons, including:

- A better understanding of a difficult concept
- In-person feedback on an exam or paper
- Advanced feedback on a thesis statement or paper outline
- To discuss a question from class in greater depth
Some students like to attend office hours because it can feel less intimidating than asking questions in front of the entire class. You may also use office hours to speak with a professor whose academic work is of interest to you. Moreover, during and after your academic career, you may need reference letters for academic or professional applications. Office Hours can be a useful way to deepen personal and academic interactions with a professor, aiding with reference letter requests or suggestions on internships and research opportunities.

**How much work should I expect outside of class time?**

You may attend a course for only 2-4 hours per week. However, the expectation is that you will spend 1-3 hours per class credit studying or working on class projects outside of class. For example, a 3 credit course will typically require 3-9 hours of work outside of the classroom per week.

**Can I study with other students?**

Study groups can be a critical way to get to know your classmates while also gaining a deeper understanding of difficult concepts. It can provide an opportunity to both learn your course material better while building community. Please review the ARC toolkit on your flash drive, to learn more about how to create an effective study group without compromising the Honor Code.

Plagiarism: We expect that all work that you produce for a course is your own. That being said, some professors allow collaboration on projects. If you have any question as to whether or not you are permitted to work with other students on an assignment, please make sure to ask your professor or TA.

**I am choosing a major. What do I need to consider as an international student?**

A liberal arts education allows you to explore different areas of academic interest before declaring a major. However, your major may impact your application for a visa to work in the United States after graduation. Because there are several factors to consider (your interests, your employer’s interests, and immigration law), advanced planning and research is imperative. Meeting with CCE advisers and GS advising deans can help you clarify and pinpoint your interests. You may use both GoinGlobal and Uniworld to view a list of companies that sponsor H1-B working visas, research U.S. firms operating abroad, and learn of foreign firms operating in the U.S. You should also attend ISSO sessions with an immigration attorney in the fall or spring ideally during their first year at Columbia to gain an understanding of the process early on.

**ADVISING**

Columbia’s School of General Studies provides a wide array of advising support.

**What is the role of my advising dean?**

The Office of the Dean of Students is the primary source of student advising at the School of General Studies. Your advisor provides guidance on both University- and GS-specific policies and procedures. Advisors are here to help you create a long-term plan for your time at Columbia. You should contact your advisor immediately if any personal or health emergency prevents you from attending class or completing coursework during the semester.
Who advises me on my major?

Each academic department has their own advising model. The primary point person in most academic departments when it comes to questions about your major or major requirements, is the Director of Undergraduate Studies. You should reach out to your major department for questions about major-specific transfer credit, course selection and research opportunities.

When should I use the Peer Advisors?

GS Peer Advisors are students who work in partnership with the Dean of Students Office to provide support and advice about the opportunities and challenges at Columbia. Peer Advisors are available to discuss academics, campus resources, personal concerns, and the transition to the School of General Studies. They are also a great resource for the student experience. You can ask them about courses they liked, student groups that they would recommend, and their experiences with internships, fellowships or study abroad.

What about the fellowships advising dean?

A fellowship is funding that helps open the door to extraordinary study, research, and work experiences. While it’s true that some fellowships require U.S. citizenship, others accept applications from international students. Many fellowships are offered by departments and programs within Columbia and are available to students of all nationalities. To learn more about fellowships, please read the fellowship program facts, explore the listings for fellowships tenable during college as well as for those tenable after graduation. You may then make an appointment with the GS fellowships advisor and visit the GS Fellowships database.

Can international students go on a term abroad?

Sometimes international students say “I am already abroad, why would I study abroad?”. Well, as one student said, “abroad is not a place!”. Sometimes having a second or third international experience can add value to your undergraduate education, allowing you to better understand yourself, your long term professional and academic goals, as well as your place in the world. Study abroad opportunities are available for a semester, full academic year, or summer to all Columbia undergraduates. The advisors in the Global Engagement office help students learn more about these opportunities. All GS students should consult with their advising dean to discuss their long term academic plan, and the GS study abroad web page as well.

What should I do if I am considering graduate school?

If you are considering graduate school, either in the U.S. or abroad, you should begin the process by speaking with your professors and the graduate school advisor in the School of General Studies. Faculty can guide you to appropriate graduate programs in your field, while the graduate school advisor in GS can help you with the logistics of exploring and applying to graduate and professional schools. You should begin engaging with graduate school advising around two years prior to the semester you hope to begin graduate school.
In addition, GS offers a very unique service through our graduate school support programs—the Graduate School Coaching course, which meets in the spring (starting the process; exploration) and fall (active applicants) to help you through the graduate school exploration and application processes. Email gsgradcoaching@columbia.edu for more information.

**ENGLISH LANGUAGE CONCERNS**

**What is the ALP Essay Exam and why do I have to take it?**

As a condition of admission, some students may be required to take the Columbia University American Language Program (ALP) Essay Exam prior to finalizing course registration, as determined by the Admissions Committee at the time of admission. Enrollment at Columbia is contingent on taking the exam. Students receive information regarding whether or not they need to take the exam in their admissions materials. There are no exceptions to this requirement.

The exam is graded out of 10. If you receive a:

- **Level 10**: You will register for University Writing and a regular schedule of courses for the GS degree.
- **Level 9**: You will register for a 3-point, level 9 ALP course and up to three other GS courses.
- **Level 8**: You will register for a 6-point, level 8 ALP course. The 6-credit ALP course does not count towards the requirements for the GS degree. You should register for an additional two courses toward the GS degree.
- **Level 7 or below**: A score below level 8 will require a deferral of the offer of admission to facilitate further, full-time, English language study. You cannot take any regular courses at the School of General Studies until an ALP score of level 8 is achieved.

**What can I do to improve my English skills?**

First-year students looking to improve their English skills can enroll in the international section of University Writing (ENGL GS1010) designed for non-native speakers. This section is identical in content and rigor to native-speaking sections with added support and instruction on American academic writing.

You can strengthen your English skills by practicing with native speakers such as floor mates, peers, and friends. Television shows, radio shows, and U.S.-based news publications can help build vocabulary and comprehension skills.

In addition, you should consider joining a student group! Student groups are a great way to spend time with people who are interested in the same things that you are, while also practicing your language skills in a space that is not intimidating.
The American Language Program hosts the Language Exchange Program (LEP), available to any Columbia student learning a language. This program is a great way to connect with a native English speaker interested in language exchange.

The Columbia Writing Center is a free resource and can be used for academic writing consultations in any subject. Some of the consultants have a specialty in English as a Second Language. As an international student, you are eligible to set up a recurring appointment.

For conversational English practice, the Language Resource Center offers Language Maintenance Tutorials (LMT) in several languages for a fee.

**WORK AUTHORIZATION**

**When should I work with the International Student and Scholar Office (ISSO)?**

The ISSO will help you maintain your visa status, assist with immigration and document services, help you obtain U.S. work authorization, provide programs and workshops around your visa and job search, and provide advice on maintaining your visa status throughout your time at Columbia. ISSO’s website is extremely comprehensive. We strongly encourage you to review their website for the most up-to-date information regarding visas and employment.

**I would like to get a job on campus. What do I need to know?**

Full time F-1 and J-1 students are eligible for “casual” employment on campus. This does not include work-study positions (a government-subsidized financial aid program for U.S. citizens and permanent residents). On-campus work is limited by immigration regulations to a maximum of 20 hours per week, except during official school vacation periods. Information is on the ISSO website about the forms you will be given to get on the University’s payroll and how to apply for a social security number (required for all employment).

**How do I get work authorization to take a paid internship or job off-campus?**

Undergraduate students are eligible for Optional Practical Training (OPT), or during the summer may be eligible for Curricular Practical Training (CPT), which is a benefit and extension of F-1 status.

**What is Curricular Practice Training (CPT) and how can I get it?**

At this time, CPT is only available during the summer session. In consultation with your GS advisor, you can take a 1.0 fieldwork course which, in addition to providing a unique opportunity to connect Columbia’s core curriculum to your internship experience, will also permit an application for CPT. For more information regarding this course, please reach out to your advising dean.
What is Optional Practical Training (OPT)?

Optional Practical Training (OPT) is a benefit of F-1 student status that allows students to gain experience in their field of study by applying for off-campus work authorization. OPT may run from 1-3 years depending on your major.

OPT may be granted and used before graduation for part-time work during the school year or full-time work during vacation periods. Remaining OPT may be granted to complete after graduation. You must apply for OPT to be granted work authorization for paid work off-campus. The ISSO will assist with this.

If the internship is unpaid (no compensation of any kind), please check with ISSO before you proceed with the position. The experience may still require the use of your OPT.

Do international students need to file and pay U.S. taxes?

Yes! All international students in F-1 (and J-1) status are required to file at least one tax form if present in the U.S. at any time in the previous calendar year—even if they had no U.S. income. Please visit the ISSO website for more information.

CAREER ADVISING FOR INTERNATIONAL STUDENTS

What does the Center for Career Education (CCE) offer to me?

CCE works with international students and alumni to help them define career goals and gain meaningful work experience through:

- Individual career counseling, workshops, and online resources to help with internship/job applications, interviewing, networking, negotiations, and the decision to pursue graduate school
- LionSHARE/Handshake database of jobs and internships and system for scheduling career counseling appointments and RSVPing for events
- Domestic and international internship programs
- Career Fairs and other networking and career exploration events
- Alumni Connections
- Industry-specific resources covering career paths, employers, professional associations, internship/job sites
Regarding my career search, where and when do I start?

Start in your first year by visiting CCE’s [International Student section](#). Then visit CCE to speak with a career counselor to learn more about the resources to support your internship/job search as an international student. You may also want to connect with the [GS Fellowships](#), pre-professional, and graduate school advisors in the Dean of Students Office.

How do I build my network?

Networking is the process of making connections and building relationships that provide you with information, advice, and further contacts, all of which will enhance your ability to make informed career decisions and tap into unadvertised internship/job vacancies. Networking can take place in a group or one-on-one setting. CCE offers alumni panels, career fairs, employer information sessions, site visits, online tip sheets, and networking preparation throughout the year. Other ways to build or expand your network include joining a student club or professional association, volunteering, and talking to professors, family members, and friends about who they might know in your fields of interest.

What are other ways I can develop skills or gain experience?

Joining a [student organization](#) on campus helps you begin to network with students, employers and alumni. Student organizations have leadership opportunities to help you expand your knowledge of a particular industry or job function.

Volunteering can connect you with others and develop a variety of different skills. [Community Impact at Columbia University](#) connects you with volunteering opportunities in Morningside Heights and Harlem. [Idealist.org](#) and [New York Cares](#) also provide a number of volunteer opportunities.

I am interning internationally; are there events going on or any opportunities where I can meet other students and alumni?

To find events abroad, first check the [alumni events calendar](#). Alternatively, you may send an email to the [Columbia Alumni Association](#) with the region and dates in question to be put in touch with a Columbia connection on-site. The Center for Career Education offers advice on other ways to [connect with alumni](#).
**STUDENT LIFE AT COLUMBIA**

I want to be involved in student groups. Are there groups that are good for international students?

Columbia has nearly 500 student organizations and you are encouraged to join any group(s) of interest. A great place to start is GS’s [Student Organizations page](https://gs.columbia.edu/student-life/student-organizations). There is an incredible variety of student life opportunities, some run by the School of General Studies and others administered by other undergraduate colleges or the University as a whole. The breadth of resources can be confusing. To start your exploration of student life, please visit the [GS Student Life page](https://gs.columbia.edu/student-life).

Another space to explore is [Columbia LionLink](https://www.lionlink.columbia.edu/). You will have to log in to get access to a large list of student organizations. Two large-scale events that showcase student groups at Columbia include a Meet and Greet with student organizations during New Student Orientation Program and the Activities Day fair held every September. You should plan to attend both!

Some [GS-Specific Organizations](https://gs.columbia.edu/student-life/student-organizations) that may be of interest:

- **The General Studies Student Council (GSSC)** pursues academic, political, social and administrative initiatives, and serves as a liaison between the student body, the GS administration, University offices, and student organizations. Members of the GSSC plan academic and social events on campus, enact policies that positively impact GS students, collaborate with the other Student Councils at Columbia, and work with University administrators. Every year the GSSC elects an international student council representative.

- **GS Alliance** is a student organization, recognized by the Student Governing Board, dedicated to the advancement of education and advocacy regarding issues of special interest to the LGBTQA community and its allies. Contact: gsalliance@columbia.edu

- **Koreans in GS (KIGS)** is a student organization, recognized by the Activities Board at Columbia, dedicated to building community among Korean students at GS.

- **Student of Color Alliance (S.O.C.A.)** is an unrecognized student group dedicated to providing a space to discuss issues affecting GS students of color, both domestic and international. Contact: socalliance@columbia.edu

Are there mentorship opportunities for international students?

Absolutely! [GS offers a Peer Mentor program](https://gs.columbia.edu/student-life/student-support/mentoring) for all students. You are strongly encouraged to engage with Peer Mentors to discuss campus resources, personal concerns, and the social transition to the School of General Studies.
I keep hearing the term “student engagement”. What does that mean and why should I get involved?

In the U.S., college is not seen as solely an academic pursuit. It is important for students to engage with their campus community not only academically, but socially as well. These social networks are invaluable to not only enjoying your time at GS, but also in building personal and professional networks that will serve you well beyond your time at Columbia. The School of General Studies runs a wide variety of student engagement events that assist students in making connections across campus including with faculty and alumni.

How can I learn more about my gender and identity in the U.S. and at Columbia?

College is a time for students to explore and learn more about themselves and others, including facets of their identities such as gender, race, ethnicity, sexual orientation, and socio-economic class. Multicultural and Social Justice Education Programs is a resource to engage in dialogues, workshops, weekend retreats, and one-on-one conversations with a peer or staff member about identity, social justice, and leadership.

Are there specific resources for international military veterans?

If you are interested in learning more about opportunities for military veterans, please reach out to Dean Keefe to be included on the veterans newsletter. Many opportunities are focused specifically on those who participate in the U.S. military, but there are opportunities and events open to international veterans as well.
Housing

How can I learn more about participating in Columbia Housing?

International students are eligible for Columbia housing. If you are interested in participating in Columbia housing or live in Columbia housing and have questions, please make sure to review the information on resources on GS’s housing website. Please also review the information you received in your admissions packet.

What resources are there for me if I am interested in living in non-Columbia housing?

There are two main resources for you to use if you are interested in finding your own housing

- **Off Campus Housing Assistance**: A Columbia-specific resource for finding apartments and roommates.
- **The International Student’s Survival Guide: New York Metro Area**: This is an invaluable resource, packed with practical information for newcomers who come to live in New York City or nearby New Jersey. With this guide, you will learn how to find housing; manage money, safety and wellness; get hints for having fun; and make informed decisions about products and services as they explore the area and get settled. You may download a free copy by following these steps:
  - Click “Check out” at the bottom of the page.
  - Enter your name and email address, so they can send the file to you.
  - Click “Next” and “Submit Order.”
  - You should receive an automatic email. Once you open the email, you can download the ebook file by clicking “Download Ebook”
  - Choose the AZW file if you will read it on Kindle, and choose EPUB file for other e-readers.
Columbia University has numerous health and wellness resources available to students to help address individual needs and concerns, as well as unanticipated health issues that may arise. The following information will help clarify how to best utilize these medical resources and how to best navigate the various offices that offer assistance. For a general list of Columbia wellness resources, please visit Live Well, Learn Well.

**What should I do if I feel homesick?**

Feeling homesick, and more generally, experiencing culture shock, is a natural part of your experience in a new city, country, culture, and university. You should understand that there will be days in which you feel down, confused, frustrated, or just lonely. The ways to combat these feelings are many.

- Don’t spend too much time alone and engage with other students. Review the Student Life section of this resource above. The more friends you make here, the easier it will be to feel connected and at home. It can be difficult to start the process of making new friends. The easiest method is to join student groups where you can meet other students who are interested in the same things that you are.
- Try to create similar habits here as you had at home. If you know you are someone who likes to go to the gym regularly, join Dodge Fitness. If you are someone who prefers to eat with others, invite your classmates to have lunch with you. Maintaining a regular life schedule makes transitioning to a new place much easier.
- Explore your surroundings. NYC is an amazing city. Set time aside each week or month to go to a new museum, explore a new neighborhood, or visit a new restaurant.
- Be open minded. You are going to encounter situations and conversations that may be handled differently in your home culture. Ask questions if you don’t understand something.
- Don’t be too hard on yourself. You are in a new school and a new cultural environment. You will struggle personally and academically. Be gentle with yourself particularly during your first semester, as you are adjusting to this new environment.
- Keep in touch with people from home. Build a regular time to speak with your closest friends and family.
- Ask for help! Talk to your academic advisor or the GS Peer Advisors for advice when you are feeling down.
- If you find that you are really struggling, you may want to consider discussing your emotions with a counselor. See the information about Columbia’s Counseling and Psychological Services (CPS) below.
How do I use Columbia's Health Services?

Columbia Health services offers on-campus care in three primary areas; Medical Services (physical health), Counseling and Psychological Services (mental health), and Disability Services. Columbia Health is located in John Jay Hall on the third floor.

For regular medical services, you are automatically assigned a Primary Care Provider (PCP). Your PCP is a physician or nurse with whom you schedule routine appointments, such as an annual physical exam. Most appointments can be scheduled online using the Columbia Health website.

If you are ever feeling sick, you can call Columbia Health at (212) 854-7426 during office hours and schedule an appointment or speak with a health care provider. If you have an urgent care need, you can also stop by the Urgent Care Center during office hours without an appointment. If you require emergency medical care, call Columbia Public Safety directly at (212) 854-5555 or 911 for emergencies. Use 911 for emergencies when off-campus.

When Columbia Health Services is closed, you should contact Columbia Public Safety. You will be connected to an on-call physician who can help you decide whether you should seek care at a hospital emergency room or at Columbia Health the next day.

When should I use Columbia’s Counseling and Psychological Services (CPS)?

In the U.S., it is very common for people to reach out to professional counselors to talk about a wide range of mental health issues. You can talk to CPS counselors just one time or more regularly to get advice about how to manage stress, anxiety, depression, or any other concerns you have about emotional strain. You should never hesitate to meet with someone from CPS if you are having any kind of mental distress. Many Columbia undergraduates visit CPS at some point during their academic career. If a student wants to select a specific clinician, they are more than welcome to make a request. Specific clinicians are selected based on areas of special interest, including trauma support, LGBTQ concerns, religious/spiritual concerns, multicultural concerns, or body image issues/eating disorders. CPS adheres to strict standards of confidentiality. Your professors, peers, and advisors will not know that you are seeking help at CPS unless you expressly permit that knowledge to be shared.
Who else can I talk to besides CPS?

There is a community of advisors at Columbia to speak with about any feelings, issues, or concerns that may arise at Columbia. You can always begin with your regular academic advisor who can guide you to the most appropriate resources on campus.

When offices are closed, there are still resources for support, depending on your needs:

- A great first stop is Alice!
- If you live on campus, you can speak to your resident advisor.
- **Nightline**: Peer listening hotline; (212) 854-7777, from 10 p.m. – 3 a.m.
- **Urgent physical or mental health concerns**: (212) 854-7426
- **CU-EMS**: An ambulance service; (212) 854-5555 or 99 from any campus phone
- **Sexual Violence Response team**: (212) 854-HELP (4357)
- **Public Safety** Emergency: 4-5555 or (212) 854-2797

When should I work with the Disability Services (ODS)?

**Disability Services** works with students who have either physical or mental health issues that require accommodation to support student success. Accommodations may include alternate testing environments, being assigned a note taker, extended time for exams and papers, and much more. Students who have any reason to believe that they are eligible for support services should seek an **ODS consultation**. ODS is located in Wien Hall, Main Floor—Suite 108A.

If I have questions about other health or wellness concerns, how can I find further resources?

The GS Health & Wellness team can be reached at gshealthandwellness@columbia.edu. Students are encouraged to email the team for any of the following reasons:

- To discuss a question about health and/or wellness resources on campus
- To discuss a personal issue around health or wellness
- To request meal vouchers from the Emergency Meal Fund or discuss food insecurity
- To share ideas and concerns about health and wellness at GS
SCHOOL OF GENERAL STUDIES ALUMNI

Though it may seem early to be thinking about the GS alumni experience now, connecting with alumni both at home and here in NYC can be a really exciting way to build community and network. The School of General Studies has their own dedicated Alumni Relations team which runs special events and programs in NYC and abroad. You can connect with them via Facebook, LinkedIn, or via email.

ACRONYMS

Columbia frequently uses acronyms to talk about resources and offices across campus. There are several acronyms that it is important for you to begin to learn.

ARC: Academic Resource Center
BWOG: Columbia Student Blog
CCE: Center for Career Education
CPS: Columbia Psychological Services
CUID/PID: Columbia University Identification Number available in SSOL (starts with C00….)
CUIT: Columbia University Information Technology
CULPA: Columbia Underground Listing for Professor Ability
DOS: Dean of Students Office
GS: School of General Studies
GSSC: General Studies Student Council
ISOP: International Student Orientation Program
ISSO: International Students and Scholars Office
NSOP: New Student Orientation Program
OMA: Office of Multicultural Affairs
RA: Resident Advisor
SPEC: Columbia Daily Spectator (Columbia’s Student Newspaper)
SSOL: Student Services Online—register for classes, access your student account, and check grades
UAH: University Apartment Housing

UNI: Your CUNIX ID that allows you access to all Columbia electronic resources (Example: abc1234)

UW: University Writing

IMPORTANT LEGAL TERMS

What do FERPA (Family Educational Rights and Privacy Act) and HIPAA (Health Insurance Portability and Accountability Act) mean?

FERPA stands for the Family Educational Rights and Privacy Act of 1974. Under FERPA, when a student enters University in the U.S. at any age, all rights and responsibilities to privacy of educational records are transferred to the student. Educational records can include grades, financial aid records, disciplinary records, student account information, Dean’s Office files, and Residential Program files.

HIPAA is the Health Insurance Portability and Accountability Act. HIPAA protects the privacy of student information in health and medical records, including electronic files.

While the type of information protected by FERPA and HIPAA will not be automatically disclosed, the University has protocols in place to contact families in the event of a medical emergency or when the student requests information be released. Importantly, GS Dean of Students Office is here to engage with students and families in an open dialogue during their time at Columbia. We encourage students and their families to ask questions, attend events and information sessions while on campus or contact us for additional information.

CONTACT INFORMATION

For questions or feedback regarding this student guide, please contact gsinternational@columbia.edu.