



HOLY NAMES
UNIVERSITY
Since 1868

Greetings and congratulations on your acceptance to HNU! We look forward to seeing you on campus. The following pages contain information to help you apply for your visa and plan your travel.

Please contact your Enrollment Counselor or the International Student Advisor if you have any questions or need more information.

Information in this packet includes:

- Study in the States
- COVID Update
- I-20 Form & F-1 Student Visa
- Required Documentation for Travel
- On-Campus Housing Information
- Mandatory International Student Orientation
- Frequently Asked Questions

Study in the States - <http://studyinthestates.dhs.gov/>

Study in the States provides tools and information that will help you prepare to be an international student in the United States. We encourage you to visit their website and to follow them on Facebook and Twitter.

Study in the States is an awesome website please visit the website and follow them on Facebook and Twitter, this tool will help you as you prepare to be an international students in the US.

COVID Updates Please read the latest CDC updates regarding traveling:

https://www.cdc.gov/coronavirus/2019-ncov/travelers/noncitizens-US-air-travel.html?fbclid=IwAR0ZwWUi24DDR0ybZIGqTM0HYZhwKDRReQQDrTQex4KaYC_r4aKY3m5bj7LE

You must be fully vaccinated in order to enter the U.S. There are some exceptions for those from countries with limited COVID-19 vaccine availability. Please check [Technical Instructions for Implementing Presidential Proclamation Advancing Safe Resumption of Global Travel During the COVID-19 Pandemic and CDC's Order | Quarantine | CDC](#)

Please also see the HNU's FAQ link: [COVID-19 Campus FAQ - Holy Names University \(hnu.edu\)](#)
[FAQs HNU's Vaccination Requirement and Return to Campus - Holy Names University](#)

What is the I-20 form and F-1 student visa?

Form I-20, also known as a Certificate of Eligibility for Nonimmigrant (F-1) Student Status-For Academic and Language Students, verifies that you intend to study at Holy Names University. If you are outside of the U.S., the I-20 is the document used to obtain an F-1 student visa, which will allow you to enter the U.S.

How do I obtain an F-1 visa with the I-20 form?

1. **Carefully read all information on the Form I-20**, especially page 2 which explains your legal responsibilities as an F-1 student in the U.S. Double-check your program start and end dates. The earliest you can enter the U.S. is 30 days before your program start date. Sign and date page 1 at the bottom in question number eleven. You will also need to review the information on the Form I-20 for accuracy. If you see any errors, please contact us as soon as possible so that we can make corrections.
2. **Pay the SEVIS fee.** The Student and Exchange Visitor Information System (SEVIS) is the Department of Homeland Security (DHS) database that maintains and manages data about foreign students, Exchange Visitors, and their dependents during their stay in the U.S. The SEVIS fee is a U.S. government mandated fee to support the operation of the SEVIS database. This fee is paid by new F-1 students for each new program. A prospective F-1 student must provide documentation of payment of the SEVIS fee when they apply for a visa at a U.S. embassy, when requesting a change of status to F-1, or if not subject to visa requirements (Canadian citizens), and when applying for admission to the U.S. at a port of entry.

Do I need to pay the SEVIS fee?

F-1 students beginning new programs with I-20s will be required to pay the fee **before** applying for a visa. Any non-immigrant students already in the U.S. under another immigration status who want to change to F-1 status will have to pay the fee before applying for a change of status to F-1.

What documents do I need in order to pay the SEVIS fee?

You should have your passport and your I-20 in front of you when paying the fee. You will need to provide your SEVIS ID (which appears above the bar code on the right side of your I-20), the School Code (in section 2 of your I-20), and your Passport Number.

When do I need to pay the SEVIS fee?

You should pay the fee at least three business days before your visa appointment or entry to the U.S. (if you're Canadian).

How much is the fee?

The current SEVIS fee is \$350.

How do I pay the fee?

The best way to pay the fee is online. YOU MUST BRING THIS RECEIPT WITH YOU TO YOUR VISA APPOINTMENT AND TO THE PORT OF ENTRY.

- Go to www.fmiffee.com to pay this fee online with a credit card. Make sure that you are at a computer that has printer access. When you have completed the SEVIS fee payment process, you will be able to print out a receipt documenting payment.
- *Western Union Quick Pay:* Visit http://www.ice.gov/sevis/i901/wu_instr.htm for more information on how to pay the SEVIS fee using this service.
- *By mail:* You can download the I-901 form and find information on how to mail SEVIS fee payment at <http://www.ice.gov/doclib/sevis/pdf/I-901.pdf>.

Note: DHS will not refund the SEVIS fee if F-1 students are not granted a visa or choose not to come to the U.S. after their visas are granted.

If I'm Canadian, do I need to pay the fee?

Canadians will be required to pay before going to the U.S. port of entry. The fee cannot be paid at the port of entry. *Note: Canadian students do not require an F-1 visa stamp when entering the U.S. from Canada, but Canadian students are still required to pay the SEVIS I-901 fee.*

3. Make an appointment at the nearest U.S. Embassy/Consulate for a visa interview. During the visa application process, usually at the interview, an ink-free, digital fingerprint scan will be taken. Some visa applications require further [administrative processing](#), which takes additional time after the visa applicant's interview by a Consular Officer. Also, because each student's personal and academic situation is different, two students applying for the same visa may be asked different questions and be required to submit different additional documents.

Required Documentation

Each applicant for a student visa **must** submit these forms and documentation as explained below:

- Form I-20, Certificate of Eligibility for Nonimmigrant (F-1) Student Status-For Academic and Language Students. You will need to submit a SEVIS generated Form, I-20, which was provided to you by Holy Names University. You and the school official must sign the I-20 form.
- Form DS-160, Online Nonimmigrant Visa Electronic Application. Visit the [DS-160 webpage](#) to learn more about the DS-160 online process.
- A passport valid for travel to the United States and with validity dates at least six months beyond the applicant's intended period of stay in the United States (unless country-specific agreements provide exemptions). If more than one person is included in the passport, each person desiring a visa must complete an application.
- One (1) 2x2 photograph. See the required photo format explained in [Photograph Requirements](#).
- Visa Application fee (MRV) receipt to show payment of the visa application fee.
- SEVIS I-901 fee receipt

All applicants **should be prepared** to provide:

- Transcripts and diplomas from previous institutions attended
- Scores from standardized tests required by the educational institution such as the TOEFL, SAT, etc.
- Financial evidence that shows you or your parents who are sponsoring you has sufficient funds to cover your tuition and living expenses during the period of your intended study. For example, if you or your sponsor is a salaried employee, please bring income tax documents and original bank books and/or statements. If you or your sponsor owns a business, please bring business registration, licenses, etc., and tax documents, as well as original bank books and/or statements.

What do I need to do now that I have an F-1 visa?

Purchase your plane ticket once you have obtained your visa. Your destination may be either Oakland International Airport (OAK)—closest airport to HNU—or San Francisco International Airport (SFO). Other airports that are within one hour's driving distance are San Jose (SJC) and Sacramento (SAC). Please be advised that you are responsible for transportation from the airport to campus.

Where can I find Housing Information ?

[Residence Life - Holy Names University \(hnu.edu\)](https://www.hnu.edu/residence-life)

Any questions or comments regarding Housing & Residence Life can be directed to ResidenceLife@hnu.edu

Hawk Day will take place Friday, December 17th. You can register classes on Hawk Day.

[Hawk Day - Holy Names University \(hnu.edu\)](https://www.hnu.edu/hawk-day)

New Student Orientation will take place **Friday January 7, 2022.**

What happens when I arrive in the United States?

Once you arrive in the US at a port-of-entry you will be required to go through immigration inspection. Follow the signs for Non-Citizens. You should have in hand your passport, I-20, Letter of Acceptance, Financial Documents, and SEVIS Fee receipt. An immigration official will ask you a few questions related to the length and purpose of your stay in the US and will stamp your passport and mark your I-94. You should proceed to Customs and Baggage Claim to claim your baggage.

***Please remember that an immigration officer has discretion to admit or deny entry of any visitor into the United States. Never lie or mislead an immigration officer and always have all of your immigration information with you when passing through your port of entry.*

FREQUENTLY ASKED QUESTIONS

I would like to travel in the U.S. before attending HNU. Is this possible?

Yes, you may travel before coming to HNU. However, you may arrive in the US **no more than 30 days before** the first day of instruction.

What items should I bring with me?

You should carry all of the following documents with you when entering the US:

- Valid Passport with F-1 visa**
- Valid I-20 (enclosed)**
- Original Acceptance Letter from HNU (enclosed)**
- Financial documents/bank statements**
- I-901 (SEVIS Fee) receipt**

Depending on the length of your program, you will be studying at HNU from anywhere between 1 to 4 years. Take time to think about what personal items you will need during this time, such as clothes, toiletries, and personal mementos.

Keep in mind that airlines have clearly defined limits to the number of bags you check in or carry on and the weight of each piece of baggage. You may choose to purchase some items in the US, too. Items such as notebooks, pens, toothpaste, and shampoo are readily available in local shops. If you should need to bring in prescription medications, it is advised that you also carry a note from your physician.

What about the weather?

The temperature in Oakland is considered mild with an average high of **73°F/22°C** in the summer and an average low of **45°F/7°C** in the winter. December through February tends to be rainy and cold, although it never snows. However, you should plan to bring a range of clothing, from warm-weather clothes to winter clothes, especially if you plan to travel while you are in the US.

Where is HNU located?

HNU is located in the Oakland hills, 5 miles east of downtown Oakland and 15 miles east of San Francisco. Oakland is connected to San Francisco by the Bay Bridge and is easily accessible by public transportation. Nearest cities include Piedmont, Alameda, Emeryville, and Berkeley, which are all part of the San Francisco Bay Area, appropriately named the “East Bay.”

What will my address be?

If you made arrangements to live on-campus then you will be assigned a mailbox. However, your address will read:

Your Name
3510 Mountain Blvd.
Oakland, CA 94619

If mail will arrive in advance of knowing your box number, please write “Resident” under your name.

How do I get to HNU from the airport?

Taxi/Uber/Lift

A taxi from Oakland International Airport costs approximately \$30* plus tip. Tip is usually 15% of the total cost, so your tip for a \$30 ride will be around \$4.50. (It is common to round up to the nearest dollar rather than use coins.)

NOTE: If you are arriving at San Francisco International Airport, you may opt to take a shuttle to campus (see below). Taxis from SFO to HNU could range from \$70 and up.

Shuttles

You may take a taxi or a Door-to-Door Airport Shuttle to the campus, which provides service between airports and passenger-specified locations in shared ride vans. Depending on the number of passengers, door-to-door shuttles may make multiple stops but are generally cheaper than taxis. Uniformed shuttle coordinators are stationed in the shuttle areas outside baggage claim to assist you. Let the coordinator know your destination (Holy Names University, 3500 Mountain Boulevard at Redwood Road in Oakland). The coordinator will guide you towards the appropriate shuttle.

Shuttles generally cost \$25 to \$45 plus tip. If you are flying in after 6 pm, we recommend making a reservation; however, many companies also offer “on-demand” services from both SFO and Oakland Airports to Holy Names University and operate 24 hours. The following are a few of the companies that Holy Names students have used in the past:

Bay Porter Express

(415) 467-1800

<http://www.bayporter.com>

Super Shuttle

(800) 258-3826

<http://www.supershuttle.com>

Train

BART (Bay Area Rapid Transit) is another alternative to travel to HNU.

After reading the following information, please visit: www.bart.gov to map your trip.



**Be aware that fees are subject to change. Please verify the exact fees by checking the appropriate websites prior to travelling.*

From **Oakland International Airport**, there is a BART shuttle that will take you to the BART station. The shuttle costs \$3.

From Oakland International Airport, you will ride the:

Blue Line bound to Millbrae

OR

Orange Line bound to Richmond

OR

Green Line bound to Daly City

You will be exiting at **Fruitvale Station**, just one stop up from the Oakland Airport station. If your first stop turns out to be San Leandro, then you have gone the wrong way. You will need to turn around. The cost is \$1.85 from the Coliseum/Oakland Airport station to the Fruitvale Station. From Fruitvale Station, you may either take a Taxi or a bus to the HNU campus.

If you take the bus: Bus #54/Merrit College. Get off at Redwood/Aliso. You will need to cross the street and walk up Mountain Blvd. to the main gate at the entrance of campus. The fare is \$2.10 and will take approximately 33 minutes. For more information, please go to <http://www2.actransit.org/main.wu> (If you will be arriving at night, please know that this bus line does not operate after 10pm.)

At **San Francisco International Airport**, the BART station is located onsite.

From SFO, take the:

Yellow Line bound to Pittsburg/Bay Point (East Bay)

Get off: **Fruitvale Station**

Fare: \$9.20, approximately 50 minutes

Once in Fruitvale, you may either take a cab to HNU or take a public bus.

If you take the bus: Bus #54/Merrit College. Get off at Redwood/Aliso. You will need to cross the street and walk up Mountain Blvd. to the main gate at the entrance of campus. The fare is \$2.00 and will take 33 minutes. For more information, please go to <http://www2.actransit.org/main.wu> (If you will be arriving at night, please know that this bus line does not operate after 10pm.)

General Travel Information

General information regarding Bay Area travel, including maps and travel times can be found on: www.511.org.

Where do I go once I get to HNU?

If you are moving onto campus, once you enter the front gate, ask to be dropped off at Feehan Hall at the east end of campus where the Housing & Residence Hall Office is located. The Residence Life Staff will assist you in moving into your new room.

How much money should I bring? Should I bring US dollars in cash?

You will need U.S. dollars in cash for transportation and miscellaneous items during the first days of your arrival. It is not advisable to carry large amounts of cash when traveling. You may exchange foreign currency into U.S. dollars at an International Money Exchange Center at the airport at reasonable rates.

If you choose to open a U.S. bank account, you should keep most of your money deposited in the bank and only carry some cash to cover daily expenses. A checking account will allow you to own a debit or ATM (automatic teller machine) card that you can use to withdraw money from ATMs. Also, a bank account will allow your family from home to send you money directly to your bank if necessary.

Holy Names University does not recommend or endorse any particular bank, but provides the following information for your convenience.

Citibank, the closest bank to HNU, is located in Lincoln Square on Redwood Road.
www.citibank.com.

Other local banks include:

Bank of America: www.bofa.com or www.bankofamerica.com

Chase: <https://www.chase.com/>

Wells Fargo: www.wellsfargo.com

Bank of the West: www.bankofthewest.com

I plan to live off-campus. Where can I find an apartment or room to rent?

We recommend that you live on campus for at least one semester. However, if you are planning to live off campus, keep in mind that rent cost in the Bay Area can be expensive. You can search for available off-campus housing options at these websites: www.craigslist.org and www.apartments.com. If you will be using public transportation to get around, make sure you do your research so that you can find an apartment that is accessible to public transportation and close enough to HNU.

Is there anything else I need to do when I arrive?

The **MANDATORY International Student Orientation** will be held right after the semester starts. We understand that traveling internationally can be exhausting, and that you will need time to adjust to the time difference and culture of HNU, but it is important that you attend orientation so as not to miss important information.

Change of Plans

If you change your study plans and do NOT plan to attend Holy Names University, or wish to postpone your enrollment, then please let your enrollment counselor in admissions and international student advisor know immediately.

Dependents

If dependents are accompanying you to the U.S., they will be issued separate I-20 forms to enable them to apply for F-2 visas and be admitted to the U.S. as F-2 dependents. If your dependents will join you later in the U.S., a separate Form I-20 will be prepared for their entry after your arrival.

Whom should I contact if I still have questions?

Please contact the International Student Advisor, Ms. Motoko Day, if you have further immigration related questions at day@hnu.edu

HOW DO I MAINTAIN MY IMMIGRATION STATUS?

As an F-1 student, your primary purpose for being in the U.S. is to study. In order to remain in lawful F-1 status, you must comply with the following requirements:

- Keep your passport valid at all times (at least a minimum of 6 months beyond the expected completion date in Section 5 of your I-20).
- Remain a full-time student: Complete 12 units each semester if an undergraduate student, or 6 units if a graduate student, except for summer or your last semester before graduating.
- You must enroll in **at least one in-person or hybrid class.**
- International students will not be able to drop below full time, without prior approval from the International Student Advisor.
- International students who register for less than a full-time course load, without prior approval from the International Student Advisor, will be out of status and will be reported to USCIS.
- International students will not be able to take concurrent enrollment (taking classes at another school) without prior approval from the International Student Advisor.
- Maintain a valid I-20: Notify the International Student Advisor within 10 days if you have a change in any of the following: name, address, phone number, major, program dates.

- Do not participate in any unauthorized employment at any time. This includes paid/unpaid work, internships, clinicals, practicums, student teaching, etc.
- Maintain good academic standing: 2.00 grade point average for undergraduate students and 3.00 grade point average for graduate students.
- Have your I-20 signed by the International Student Advisor before leaving the U.S. The signature is valid for 12 months from the date signed on page 3.

Failure to comply with the regulations cited above will lead to violation of your F-1 status, which may result in serious consequences, including termination of your program, cancellation of your visa, loss of working benefits, and, in some cases, deportation from the U.S with a 3- or 10-year bar from re-entry. Please email the International Student Advisor as soon as possible if you have any questions or concerns regarding your legal F-1 student status.

Am I allowed to work? How can I get permission to work?

F-1 International Students may work under certain circumstances while they are in the United States. There are two major categories of work for which an international student may qualify while working toward their degree: On-campus employment and Curricular Practical Training.

On-campus employment:

On-campus employment is permitted only on the campus that has issued the I-20 (Holy Names University). A student must be in valid F-1 status to be able to work on-campus. A student is limited to 20 hours a week of work during the semester but may work full time during vacation periods (summer, winter, and holidays). International students do not need special permission to engage in on-campus employment, however, the student will need to obtain a Social Security Card. To apply for a Social Security Number (SSN#) the student must first have a job offer on campus. Please email the International Student Advisor for more information on the process of obtaining SSN #.

Curricular practical training:

The F-1 student regulations define Curricular Practical Training (CPT) as a work experience that is an "integral part of an established curriculum." In other words, it is work for which one is receiving academic credit.

Some academic programs require students to do an internship, practicum, clinical or student teaching to acquire practical work experience as part of their degree program. Please refer to the HNU catalog to determine if an internship or practicum class is part of the curriculum that is required for graduation in your program. International students in such majors may obtain CPT approval to satisfy the requirements for such a class.

In other cases, a student may enroll in an optional internship or practicum class as a way to obtain Curricular Practical Training. The work must be in the major and a professor must approve the job and establish what requirements must be met to earn credit for what is

learned on the job. In these cases, the department offers internships or practicum classes, which a student may take to gain practical work experience.

Speak with your Faculty Advisor in your department and attend the International Student Internship and Employment Workshop (offered twice a semester) to determine if you are eligible for CPT.