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The Arrival Guide for New International Students addresses some of the most frequently asked questions posed by international students about their arrival on campus and getting settled in the community.

The information is presented in a sequence beneficial to the needs of a new student arrival (from locating housing to recreational activities).

We hope that you will find this guide helpful. We welcome your suggestions for new material to enhance the experience of future international students and scholars.

Please contact:

Center for International Education
Northern Arizona University
Knoles Drive/ Blome, Room 200
P.O. Box 5598
Flagstaff, AZ 86011-5598
Phone: +1 (928) 523-2409
Fax: +1 (928) 523-9489
Email: studynau@nau.edu
Website: nau.edu/cie
Preparing for Arrival and Travel

Students should make their travel plans to Flagstaff as soon as they receive their visa. Students should arrive in Flagstaff a day or two prior to the arrival date written on their Sevis Form, I-20 or DS-2019.

Pre-Departure Checklist:

☐ **Documents**: Keep your passport, I-20 or DS-2019, SEVIS fee receipt, admission letter, original academic records, and any other important documents with you in your carry-on bags. Do not put important documents in your checked bags. Make copies of all your important documents and keep them with you, in a different place than your original documents.

☐ **Money**: We suggest you bring Traveler’s Checks, a credit card and/or a small amount of US dollars when you travel from your home country. This will allow you to have cash for food, taxi, hotel and/or shuttle services.

☐ **Clothing**: The University is located at an elevation of 7,000 feet or 2,138 meters. There are 4 seasons here. The summers (June – August) are mild with temperatures between 7-29°C or 45-85°F. During the winter (November – March), it can be cold, with average temperatures between -10-10°C or 15-50°F. Be sure to pack some clothes for cold weather if you have them. There are shops near campus where you will be able to buy boots, coats, sweaters or whatever else you may need once you arrive in Flagstaff.

☐ **Medical**: Be sure to bring prescriptions, medical or dental records if you have a long-term health problem like allergies or asthma. Put these documents in your carry-on bag. The student health center on campus is open to all students. The university health insurance does not cover dental care. Be sure to have dental care done before you leave home.

☐ **Vaccinations/Immunizations/Health Exam**: It is not necessary for you to have a health exam or physical before you come to campus. However, you must have proof of Measles immunizations before you can register for classes. It is recommended you send this immediately and prior to your departure. For more information, please see nau.edu/Health-Services/Insurance.

☐ **Personal items**: We encourage you to bring photographs, recipes for your favorite foods, an English/home language dictionary, addresses, phone numbers and email addresses for your family and friends, and cultural items to share with other students. Other suggested items would be an international driver’s license, and marriage and birth certificates if you are coming with dependents.

☐ **Final Exam results, transcripts and syllabi**: If you have updated academic records since you applied, please bring these with you. Transfer students should also bring course descriptions and copies of your syllabi as your academic advisor will need these for your academic advising.

Preparing for Your Departure
Preparing for Your Departure

**SEVIS Fee**

www.fmjfee.com

The SEVIS fee must be paid before you schedule your visa appointment. This fee is non-refundable. Please remember to keep your receipt/payment coupon after you pay this fee.

1. Go on-line (www.fmjfee.com) to fill out the Form I-901.

2. Pay your SEVIS Fee one of the following ways:
   a. by credit card or debit card
   b. Submit the Form I-901 with a money order and mail this to:

      I- 901 Student/Exchange Visitor Processing Fee
      1005 Convention Plaza
      St. Louis, MO 63101
      United States
      Phone Number: 1-703-603-3400
      (United States Country Code 001)

**Getting a Visa**

http://educationusa.state.gov

A visa allows you to enter the United States. The I-20 or DS-2019 form allows you to stay in the US during your studies.

Students with an I-20 must obtain an F-1 student visa and students with a DS-2019 must obtain a J-1 exchange student visa before leaving the home country. To make an appointment and locate a Consular Office go to the Department of State website www.usembassy.gov

To apply for a student visa, you must submit the following documents to the visa official at the US Embassy or Consulate:

1. A receipt for the SEVIS fee
2. A receipt showing payment of your visa application fee (if applicable)
3. An I-20 or DS-2019 form from Northern Arizona University
4. Your admission letter from Northern Arizona University
5. A completed Form DS-160 Online Nonimmigrant Visa Application (available on-line at: https://ceac.state.gov/genniv or at any US Embassy or Consulate).
6. A passport valid for at least 6 months beyond your intended date of entry into the US
7. Two recent passport-size photographs
8. A bank letter showing sufficient funds to study in the USA

*Please check the embassy website for additional information.
Preparing for Arrival and Travel

Preparing for Your Departure

**Proof of Measles Immunization Policy**

nau.edu/Health-Services/Medical-Services/Immunizations

**Measles, Mumps, and Rubella Immunity:**

Colleges and other post-high school educational institutions are potentially high-risk areas for Measles, Mumps, and Rubella transmission because of the large concentrations of susceptible people. The Centers for Disease Control advise universities to require documentation of two MMR vaccines (Measles, Mumps, and Rubella) or other acceptable evidence of Measles, Mumps, and Rubella immunization.

Submission of proof of ONE of the following to the Student Health Center is required.

1. Immunization record listing 2 MMR shots after 12 months of age, at least 28 days apart
2. A blood test for immunity to Measles Mumps, and Rubella
   · Physician’s documentation of the disease
   · Date of birth prior to 12/31/56

Avoid registration hassles. **You will not be able to register for classes, add or drop classes until you meet this requirement. Please submit before your arrival at NAU.**

**Arriving in Flagstaff**

**Arrival by Airline**

Flagstaff’s Pulliam Airport is located 2 miles (3.2km) south of Flagstaff and taxi service from the airport to Flagstaff is available. Flight tickets to the Flagstaff airport should be purchased separately from your international flight ticket. The Flagstaff Airport is served by the following airline:

**U.S. Airways:** Daily flights to Flagstaff from the Phoenix Sky Harbor International Airport. Phoenix Sky Harbor Airport is the largest airport in Arizona.

www.usair.com

**Arrival by Ground Transportation:**

Reserve a shuttle from Phoenix Sky Harbor Airport. Arizona Shuttle offers 7 daily shuttles from the Phoenix airport to Flagstaff. Travel time is approximately 3 hours.

· Arizona Shuttle: www.arizonashuttle.com

**Arrival by Train**

Amtrak stops in Flagstaff. Trains arrive daily from Chicago and Los Angeles. Trains from Chicago arrive 9pm-10pm. Trains from Los Angeles will arrive early in the morning, usually around 5am. For complete schedules and fare information, call Amtrak directly at 800 USA-RAIL or visit Amtrak’s website at:

www.amtrak.com
Preparing for Your Departure

“Arriving in Flagstaff” continued.

When you know your travel plans, please notify us immediately. We can arrange for pick-up in Flagstaff during official pick-up days during new international student orientation.

· Complete the arrival information online at nau.edu/cie (click on international admissions, “admitted students”).

If your plans change, please let us know.

If you arrive late at night, or outside our official pick-up times, you will need to call a taxi. The cost is approximately US$20. The number for the taxi is (928) 774-4444, (928) 774-7400, (928) 214-9000 or 1-800-853-4445. The taxi drivers are very familiar with the city and university campus. Have the driver take you to your residence hall, hotel or the hostel.

International students who have been assigned to a residence hall may move into their room during International Student Orientation. You may not move into the residence hall before orientation.

Hotels and Motels near the NAU campus:

Drury Inn
(928) 773-4900
300 South Milton Road
www.druryhotels.com

Grand Canyon International Hostel
(928) 779-9421
19 South San Francisco St.
www.grandcanyonhostel.com

Quality Inn
(928) 774-8771
2000 South Milton Rd.
www.qualityinn.com

Embassy Suites
(928) 774-4333
706 South Milton Road
www.embassysuites.com

Knights Inn
(928) 774-8888
224 South Mikes Pike St.
www.knightsinn.com

Emergency Contact
If you are in the USA and an emergency arises during your arrival to Northern Arizona University and the office is closed (office phone: 928-523-2409), please follow these steps:

1. Call the emergency pager at (928) 913-7922
2. Wait for the beep and then dial your phone number with the area code
3. Press the # key; you will then hear a recorded message “thank you for calling”
4. Hang up your phone
5. A Center for International Education staff member will return your call

**Please note that if you do NOT have an emergency, it is recommended that you call the office phone number at (928) 523-2409.
History

Beginnings
Northern Arizona Normal School opened its doors with 23 students, one professor, and two copies of Webster’s International Dictionary bound in sheepskin. The Normal School’s first president, Almon Nicholas Taylor, had searched the countryside in horse and buggy seeking students to fill the classrooms of the sole building, now known as Old Main. From the students they recruited, four women made up the first graduating class of 1901 and received lifetime teaching certificates for the Arizona Territory. Today, Northern Arizona University welcomes students from 48 states and 65 countries and reaches out to students regionally with satellite campuses and opportunities for distance learning. Internationally known, NAU has established partnerships with colleges and universities throughout the world that enhance its comprehensive academic programs.

Louie the Lumberjack
Louie the Lumberjack is NAU’s cartoonish looking and much beloved official mascot. Louie makes appearances at every home sporting event and does push-ups when the football teams scores. The identity of who is in the costume is kept secret. The name “lumberjack” has a strong tie to the history of Flagstaff because it comes from the nickname for the loggers and lumber workers who first came to Flagstaff. In 1915 when the men’s football team played their first football game, they were known as the Lumberjacks and that has been the name of the sports teams at NAU ever since. Many of the school’s traditions now revolve around our mascot and the history of lumberjacking in Flagstaff.

NAU and the other Arizona Universities
NAU is one of three state universities in Arizona. All three universities are governed by the Arizona Board of Regents (ABOR). The Board consists of twelve members, eleven voting and one non-voting. This includes the Governor and Superintendent of Public Instruction as ex-officio members, each serving while they hold office, and two Student Regents.
Flagstaff takes its name from a Ponderosa Pine flagpole that was erected by a Boston scouting party in 1876 to celebrate the United States' 100th birthday. Flagstaff is a medium sized city with a year-round population of approximately 65,000 people. The population grows to approximately 75,000 people when NAU classes are in session. Locals tend to divide Flagstaff into east and west sides of town. If there is a mid-point of town, it might be McMillan Mesa, home to Buffalo Park, a popular recreation spot for locals which was designed to be a wild buffalo park where people could drive through and look at the buffalo.

NAU lies in the southwest corner of Flagstaff near the intersection of Interstate 17 and Interstate 40. It is bordered on the west by Milton Avenue, on the north by Butler Avenue, Lone Tree road is our eastern border, and Interstate 40 is our southern border. There are many popular shops and restaurants along Milton Avenue that are frequented by NAU students. To find north, just look for the San Francisco Peaks.

Climate and Clothing
Arizona has a dry climate. Carrying a bottle of water around with you is recommended. At 7,000 feet (2,150m) the sun is more intense, so wearing a hat, sunglasses, and sunscreen are recommended if you are going to be outside for a long time. Please note that it may take you some time to adjust to the altitude.

Temperature ranges in Flagstaff are wide. A 15-20C degree difference between day and night is normal. Our summer typically runs June through August. Summer temperatures can range from 7C at night to 29C during the day due to the thin air, so having a jacket and pants are recommended. Our winter runs November through March and temperatures can be as cold as -10C or as high as 10C. A warm jacket, gloves, and heavy boots are recommended for winter. The best way to dress for winter weather is to wear clothes in layers. Lighter inner layers and heavier outer layers will keep you warmer and will allow for you take off and put on layers as needed. Shopping for clothes in Flagstaff may be more affordable than in your home country.
The City of Flagstaff

Recreation and Activities

Enjoying the natural environment. Flagstaff is surrounded by the largest continuous ponderosa pine forest in the United States. In summer, there are numerous hiking and mountain biking trails around the city. Lower Lake Mary is a popular fishing spot while Upper Lake Mary is popular with boaters.

Many locals take advantage of the Urban Trail System for exercise or to get around town on their bicycles by avoiding the traffic on city roads.

Enjoy downhill skiing and snowboarding in winter at the Arizona Snowbowl, located 22km north of town.

Popular Flagstaff Events

**First Friday Artwalk**: The first Friday of every month throughout the year in historic downtown Flagstaff. Live music and refreshments, local artists, and original artwork at Flagstaff’s many downtown galleries. Free and open to the public.

**Movies on the Square**: Each Saturday in Heritage Square throughout the summer, a different movie is shown under the stars. Free and open to the public.

**Route 66 Days**: Held in September each year, Route 66 Days fill historic downtown Flagstaff with cars galore. Enjoy a weekend of music, vendors, cars, and entertainment.

**Flagstaff Festival of Science**: A 10-day family event with open houses, lectures, in-school presentations, hikes and excursions at various locations throughout the city. The festival takes place every year at the end of September; it is free and open to the public.

5 Things You Must Do in Flagstaff and Arizona

**Hike the Grand Canyon**: The immensity of this 446km long canyon has to be seen to be believed. Hike from the Rim to Colorado River and stay the night at Phantom Ranch. Reservations required. (Best season: October-April)

**Visit Lowell Observatory**: Visit the place where the dwarf planet Pluto was discovered in 1939. There is nightly viewing of the planets, moon, and other astronomical wonders as well as education programs. Bring a jacket because nights are cool. (Best Season: May-September)

**Explore the Red Rocks of Sedona and Oak Creek Canyon**: Experience an energy vortex, take an off-road Jeep tour, or just relax by the creek at Slide Rock or Grasshopper Point. Any of these is a great way to spend a day. (Best Season: April-September)

**Climb to the top of Humphrey’s Peak**: Humphrey’s Peak is the highest point in Arizona. Hike to the top and enjoy a view you have likely never seen before. (Best time to go: May-August)

**Visit the Museum of Northern Arizona**: Located in north Flagstaff, the museum has excellent exhibits about the history of the southwest region. 9am-5pm daily.
Halal & Kosher Meats

Halal and Kosher meats may be available at Alberson’s Supermarket (see below). When dining out, asking for fish or vegetarian dishes is the best way to avoid eating non-Halal meats.

Albertson’s Supermarket (1416 E. Route 66; (928) 773-7955; www.albertsons.com). Allows people to special order meats. Orders are placed on Monday, Wednesday, and Fridays and arrive 2 days later. When ordering food, you will be required to order it in a large quantity, so it might be a good idea to order with other people and share the meat.

The City of Flagstaff

Shopping

Supermarkets & Grocery Stores:

Safeway: 1201 South Plaza Way
www.safeway.com

Bashas’: 2700 South Woodlands Village Boulevard. www.bashas.com

Natural Grocers: 503 W Clay Ave
www.naturalgrocers.com

Sprouts: 1540 Riordan Ranch St.
www.sprouts.com

New Frontiers Natural Marketplace: 320 S. Cambridge Lane.

Department Stores**

Target: 1650 South Milton Road.
Target is a national department store chain selling clothes, school supplies, electronics, cooking utensils, small appliances, sporting goods, health and beauty products, and other necessities. You can also print off all the pictures you’re taking at their photo center. It is just off campus, west of Building #56. www.target.com

Wal-Mart: 2750 South Woodlands Village Boulevard.
Wal-Mart is the United States’ largest retail chain and sells a variety of merchandise.
www.walmart.com

Big 5 Sporting Goods: 2775 South Woodlands Village Boulevard. Located near Bashas’ and Wal-Mart, Big 5 offers a great selection of sporting and outdoor equipment at reasonable prices. They often have sales with deep discounts and is a good place to buy shoes.
www.big5sportinggoods.com

Walgreens: 1025 South Milton Road.
Walgreens is good place to go if you need health and beauty products, over the counter medicine, snacks for your dorm room, or a birthday card! They have picture printing as well.
www.walgreens.com

The Flagstaff Mall:

Located in east Flagstaff, the Flagstaff Mall has good selection of department stores, specialty stores, and a food court. The Mountain Line bus system stops there too.
www.flagstaffmall.com

**In many department stores there is a return policy.
Food and Cuisine

Flagstaff has a good variety and selection of restaurants because of its reliance on tourism. From American to Italian, Asian, European, and Indian, there is a lot to choose from.

Here are some restaurants near the NAU campus:

- Beaver Street Brewery (American): 11 South Beaver Street
- Chili’s Grill & Bar (Southwestern): 1500 South Milton Road. www.chilis.com
- China Garden Restaurant (Chinese): 1301 South Milton Road
- El Capitan Fresh Mexican Grill (Mexican): 1800 South Milton Road #21 www.ELCapitanFMG.com
- Hunan West (Chinese): 1302 South Plaza Way
- Lu Mandarin Buffet (Chinese): 702 South Milton Road
- The Olive Garden (Italian): 2550 South Beulah Boulevard. www.olivegarden.com
- Oregano’s Pizza Bistro (Italian): 605 West Riordan Road. www.oreganos.com
- Red Lobster (American seafood): 2500 South Beulah Boulevard www.redlobster.com
- Lumberyard (Brew pub): 5 South San Francisco St www.lumberyardbrewingcompany.com

Tipping

Tipping is a standard practice in the United States. In restaurants, tipping 15% of the bill is expected. Taxi drivers and hair dressers also expect between 10% and 15%.
Fitting in With the Locals

Here are friendly tips:

1. Get to know your classmates. This is an easy way to make friends, practice English, and maybe even get help with homework.
2. Be on time to your appointments and classes.
3. Be kind to people serving you, such as receptionists and waiters. You can do this by making eye contact, smiling, asking how they are doing, and saying please and thank you when you order.
4. When someone asks, “How are you doing?” or “How’s it going?” this is only another way of saying hello. A short reply, such as “I’m doing fine” is expected.
5. When you are invited to go out for a meal or a cup of coffee, expect to pay for your own food.
6. Get involved in American activities. An easy way to do this is to join a campus club (a list can be found at the student life website: nau.edu/studentlife).
7. Shaking hands is normal when you meet someone for the first time.
8. Eye contact is used as a way to show someone that you are listening.
9. If you are confused about something, don’t be afraid to ask. Americans are generally friendly and will gladly answer your question, even if your English isn’t very good.
10. When you approach a line, go to the back or end of it and wait your turn.

Child Care Options

Abundant Life Preschool
1 year - pre-Kindergarten
www.alpflagstaff.com / (928) 527-3900

Flagstaff Cooperative Preschool: Murdoch Center
2-5 years old
www.flagstaffco-op.org / (928) 779-1441

Haven Montessori
1-5 years old
www.havenmontessori.org / (928) 522-0985

Montessori School
3 years and older
www.flagmontessori.com
(928) 774-9502

Babysitters from Coconino Community College
www.care.com/edu/coconino-county-community-college

Arizona Childcare Resource & Referral
www.arizonachildcare.org
**The City of Flagstaff**

### Getting Around Flagstaff

**Public Transportation:**
Mountain Line: Mountain Line is Flagstaff’s fixed-route bus system. For more information, including maps and route information, visit their website at www.mountainline.az.gov

### Bicycling

Getting a bike in Flagstaff is good idea if you want to be more independent and not rely on public transport. Bicycles can be bought at Wal-Mart and Target for less than $200, but if you’re looking to buy a bike for some serious riding, there are 2 bicycle shops located near the NAU campus that are worth a look.

**Single Track Bikes:**
575 W. Riordan Road. (928) 773-1862
This bike shop is the closest one to campus. Their prices are very reasonable and they carry a wide selection of bikes for every ability level and desired type of riding. They specialize in Trek and Gary Fischer brands of mountain and road bikes and they have a service department so you would be able to bring your bike back for repairs. Occasionally they have used bikes for sale as well.

**Absolute Bikes:**
202 E. Historic U.S. Route 66. (928) 779-5969
Located in downtown Flagstaff, Absolute Bikes sells bikes for the serious cyclist and specializes in Specialized, Giant, and other high-end model bikes for both mountain biking and road riding. They have an excellent service department and all bikes purchased here come with warranties and free maintenance for one year. They have lots of accessories for your bike, and good information on local trails.

**Area Tour Companies:**
Open Road Tours is a full service tour company. The company specializes in sightseeing and adventure travel throughout the Southwestern United States. Trips to the Grand Canyon, Sedona, and the Navajo Nation can be reserved through them. For more information, visit their website at: www.openroadtoursusa.com

### Personal Safety

Flagstaff is a small, safe city, but all students should take general safety precautions when traveling at night. Please do not leave valuables in a car or your bicycle unlocked. Police in the United States protect people, so there is no need to fear, tip, or bribe them.
The City of Flagstaff

Emergency Response Number:

911 is the Emergency number in the United States. If you need an ambulance, fire truck, or police car, it can be dialed for free from any pay phone or cell phone 24 hours a day. An operator will answer and will send help.

Drinking Laws

You must be at least 21 years of age or older to purchase, possess or consume alcohol in the United States (this is the same in all 50 states without exception).

Smoking Regulations

In the State of Arizona you must be at least 18 years of age or older to purchase, possess or consume tobacco products. The State of Arizona also prohibits smoking in most enclosed public places, including bars and restaurants, and requires that smoking is done at least 20 feet (or 6 meters) from an establishment's doors, open windows and/or ventilation systems. Most establishments will have posted signs identifying smoking rules.

Water Safety

The water in America from faucets is safe for drinking and bathing.

Community Services

Postal Services

Postal service in the United States is done by the U.S. Postal Service (USPS). Flagstaff is served by two USPS branches. The closest one is in downtown Flagstaff. There are also two post offices on the NAU campus: 1) Basement of the NAU Bookstore and, 2) in the Du Bois Conference Center on south campus.

Telephone

Residence Life provides free local telephone service for students living in on-campus housing. Long-distance and international calls may be made by purchasing a phone card. Students living in off-campus housing need to call the Qwest Solutions Center at (928) 527 4365. Qwest provides local and long distance phone service. For international calling, it is recommended purchasing a special plan, such as Vonage (www.vonage.com) for discounted international calling.

<table>
<thead>
<tr>
<th>Type of Call</th>
<th>How to Call</th>
</tr>
</thead>
<tbody>
<tr>
<td>Emergencies</td>
<td>Call 911. This is the national emergency number for police, ambulance, and fire department. If you are calling from an on-campus phone, call (928) 523-3000 for emergencies (put this number in your cell phone)</td>
</tr>
<tr>
<td>Calling outside the U.S.</td>
<td>Call 011 + country code + city code + phone number.</td>
</tr>
<tr>
<td>In the U.S., but going outside local area code.</td>
<td>Call 1 + three digit area code + seven digit number.</td>
</tr>
<tr>
<td>In your local area code (Flagstaff is 928)</td>
<td>Call the seven digit number directly</td>
</tr>
<tr>
<td>On-campus to another on-campus phone</td>
<td>Call only the last five digits of the phone number. For example, the NAU CIE office is (928) 523-2409, so you would only dial 3-2409</td>
</tr>
</tbody>
</table>
Skype: www.skype.com
Skype is software that enables you to make free video and voice calls, send instant messages and share files over the internet with other Skype users. It's great for international calls back home – especially if you and your caller have a web camera built into your laptop or home computer!

Mobile Phones
Having a mobile phone, or “cell” phone, in the United States is a good idea. Nearly every college student has one and many students use their mobile phone as their primary number, having given up a “landline” phone in their residence hall room or apartment. The popular way for college students to communicate is via text message. There are 4 primary service providers in the United States: Verizon, AT&T, T-Mobile, and Sprint. Most Americans have a calling plan contract with a carrier that gives them a set amount of calling minutes and text messages each month. To get a calling plan contract with a carrier, you will need a Social Security Number (SSN). Without a SSN, you will be charged an expensive security deposit. A more affordable option is a Pre-paid, month to month plan. Verizon and AT&T offer pre-paid plans. Sprint’s pre-paid service is through a company called Boost Mobile.

Internet
NAU offers free wireless internet in all of its campus buildings and residence halls. Students living off-campus will need to set up their internet separately. Some people get cable internet through NPG Cable (http://flagstaff.npgcable.com) as well as Qwest (www.qwest.com)

SIM Cards
If your phone has a removable SIM card, you can purchase one at a cell phone provider store along with a pre-paid plan.

Below are some mobile phone carrier stores near the NAU campus:

Verizon Wireless: www.verizon.com
1. 112 E. Route 66 #100
2. 2500 South Woodlands Village Boulevard
   Verizon Wireless Corporate Store
3. 2625 South Woodlands Village Boulevard

AT&T: www.att.com
1. 2700 South Woodlands Village Boulevard
   #500

Sprint (Boost Mobile): www.boostmobile.com
1. 1113 South Plaza Way
2. 963 West Route 66

Religious Services
There are a variety of places of worship throughout Flagstaff. To learn more, please visit: www.flagstaffcentral.com/Subjects/Organizations/worshipdirectory.htm
NAU is on the semester system which means the academic year has two semesters (a fall semester which begins in late August and ends in early December and a spring semester which begins in January and ends in early May). You should check with your advisor and check the academic calendar before making any travel plans.

Office of the Registrar’s Calendars: nau.edu/Registrar/Important-Dates

**Enrolling in Classes-LOUIE**

NAU students search for and enroll in classes using our student information system called LOUIE (nau.edu/louie). After a student is admitted to NAU, a user ID and password are created for them and sent to the email address used on their application for admission. Students use this ID and password to log into LOUIE and to check their student account.

**Academic Progress Reports**

NAU issues mid-term grades each semester for students enrolled in 100 and 200 level courses. Some teachers teaching 300 and 400 level courses may also issue mid-term grades. These mid-term grades are designed to let students know how they are doing in the class and if they need to drop the class before the deadline. Degree Progress is a part of LOUIE and allows students to track their progress toward their degree automatically.

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**Tips for Success in the American Classroom**

1. Attend your classes. It is important to attend and participate in your classes. Non-attendance could lead to failing the course or getting dropped.

2. Know your faculty. Make sure you know who your teachers are, when their office hours are and how to contact them. It is okay and expected to ask questions.

3. Make sure the faculty knows you. Sit in the front of the classroom. Participate in class discussions. Consult with your teachers during office hours.

4. Use a daily planner. Note the dates of exams, assignments, term papers, etc.

5. Be organized. Prioritize your responsibilities. Manage your time. Remember everyone has the same 168 hours a week, only some of us use it better than others.

6. Know your campus resources. Visit your Academic Advisor regularly. Become familiar with the services and programs offered by the Counseling Center, The Gateway Student Success Center, the Campus Ministry Center, the Student Learning Center and the Student Life Office.


8. Get involved in campus activities. It will help you learn valuable skills, expand your social network and enhance your self-confidence. Seek out opportunities to apply what you learn in the classroom.

9. Keep focused on your goals. Know why you are in college in the first place. Visualize your success on a daily basis.
Math Placement Test
nau.edu/CEFNS/NatSci/Math/Student-Resources/ALEKS-Placement-Test

ALL NEW STUDENTS: Take the math placement test. New students must take the NAU ALEKS Mathematics Placement Test, unless they have (A) earned credit for a college-level mathematics or statistics course via CLEP exam, AP exam, IB exam, or (B) earned credit for a college-level mathematics or statistics course (equivalent to MAT101X or higher) via dual enrollment or via transfer from another college or university.

Supplemental Instruction
Supplemental Instruction (SI) is a series of review sessions for difficult courses. SI sessions are led by your SI leader, a NAU student who attends class with you. SI sessions are voluntary, and you can expect to review materials, discuss difficult concepts and learn study skills. The SI schedule can be found at nau.edu/Student-Learning-Centers/Supplemental-Instruction.

Catalog, Academic Calendar, Degree Plans and Other Academic Resources
The academic catalog and other resources like degree plans, the academic calendar class schedule are listed online at http://international.nau.edu/international_admissions/majors.html.

Academic Standing
“Good” indicates you have maintained NAU’s minimum cumulative GPA, which is always 2.0 after the completion of 30 units. There is a sliding scale in effect for students with less than 30 units.

“Probation” indicates you have not maintained the minimum cumulative GPA. Any NAU student on probation is afforded a “second chance” and may still enroll in courses at NAU with certain restrictions. To learn more about Academic standing, please visit nau.edu/Gateway/Academic-Standing.

TRANSFER CREDIT POLICY
If your university is recognized by the Ministry of Education in your home country, other official accrediting government agency, or if it is directly accredited by one of the US regional accrediting bodies, we will grant transfer credit.

Students can receive up to 90 credits from a 4-year institution and up to 64 credits from a two-year institution. Students must submit official post-secondary transcripts and course descriptions in English in order to receive transfer credit and have a grade of C or better. Please note that transfer credit will not be awarded for remedial level classes. The academic unit will determine direct equivalency for any major required courses.

Transfer credit is a two step process. Step 1 involves international admissions posting transfer credit and determining liberal studies designations. Step 2 involves the student working with their department advisor to determine if any classes transferred in meet major requirements.
Getting Involved On-Campus: Student Activities

The Office of Student Life has information on over 200 recognized student clubs and organizations on campus. Opportunities include community service and special interest organizations, political groups, professional or departmental organizations, sports and recreational clubs, religious organizations, and fraternities and sororities. The Associated Students of Northern Arizona University (ASNAU) serves as the student government on campus. nau.edu/Student-Life

The Jacks Card

The Jacks Card is the name of your student ID card. On this card you will have two accounts. One account is called the JacksDebitExpress (JDE) and the other is called the Dining Dollar account. Both of these accounts work like a prepaid debit account. JDE can be used at non-dining locations such as the NAU Bookstore, the Recreation Center, and the Post office to name a few. The Dining Dollar account can be used to purchase tax free food at dining locations on campus. Meal plans are also accessed by using the JacksCard.

Dining

www.nau.edu/dining

NAU Dining offers meal plans to students which allow students to eat on campus without carrying cash. Students who buy meal plans do not pay a 10.1% sales tax on their meal purchases. There are three meal plan options for students: 10 meals per week, 14 meals per week, or 19 meals per week.

Health & Safety

Student Health Center is NAU’s full-service, professional medical facility with physicians and nurse practitioners. The Student Health Center offers a full spectrum of health care services on site, including lab, X-ray, nursing, health education, and some specialty care. They can meet many, if not all, of your primary care needs. Please remember to complete the Personal Health History Form online at www.campushealth.nau.edu/confirm.aspx prior to your appointment. You will need your user id and passord and it is advised that you enter this site prior to your arrival on-campus.

The Flagstaff Medical Center (FMC) is the hospital and is located at 1200 North Beaver Street. FMC is a member of Northern Arizona Healthcare and provides high quality healthcare services to residences and visitors to northern Arizona.* Please use the Fronske Health Center or Urgent Care Facility for non-emergencies as hospitals are expensive.
NAU also has a fully accredited police department for safety on campus. The NAUPD offers a Safety Escort program. Police Officers and Campus Safety Aides are available to accompany you to desired locations on campus. If you would like an escort, please call (928) 523-3611.

Health Insurance

nau.edu/Medical-Services/Insurance-and-Payment

It is mandatory for all international students to buy the university health insurance. The fee for insurance will be charged to your university bill. Even if you already have health insurance, you will need to purchase the NAU health insurance plan as only select plans are accepted by area clinics and the hospital. The most up to date health insurance costs are available on the above website.

Part-Time Work

Students studying at NAU on F-1 and J-1 visas are eligible to work on campus up to 20 hours per week. Students need authorization from their international student advisor. For more information, please visit: nau.edu/provost/cie/international-student-scholar-services
**Student Support Services**

**International Student Scholar Services (ISSS):**

nau.edu/provost/cie/international-student-scholar-services

The International student advisors at NAU assist students with a comprehensive orientation and they provide ongoing assistance with adjustment, academic and personal concerns. By coordinating workshops and programs, students are able to obtain information and encouraged to participate in intercultural activities. ISSS is responsible for institutional compliance with U.S. immigration related regulations and benefits governing study and employment. Because the U.S. regulations are subject to change, please visit the site above for current information and procedures. The office also provides program activities and information for the international student community, and encourages participation in the many campus events that occur during the academic year.

**New International Student Orientation:**

International student orientation is required for all new international students. The orientation takes place on the NAU campus the week before semester classes begin and will include topics ranging from immigration policies, campus tours, course registration, and general information about living in the United States.

nau.edu/CIE/International-Student-Scholar-Services/Orientation

**Counseling:**
Confidential counseling is available at the NAU Counseling Center (928) 523-2261. The first appointment is free and there is a small fee for each additional appointment.

nau.edu/Counseling-Services

**Disability Resources:**
Disability Resources helps students who have a learning disability succeed in college. If you have a documented disability or would like testing, they can be contacted at (928) 523-8773. nau.edu/Disability-Resources

**Tutoring & the Student Learning Center:**
The Student Learning Center offers free, 45 minute tutoring sessions for students taking a variety of subjects (English, biology, math, etc.). There are 2 locations, a North LAC and a South LAC. For more information, visit their website at: nau.edu/Student-Learning-Centers

**Writing Center Services:**
This center provides help with your writing. For an appointment email: writing.workshop@nau.edu

**AcES : ESL Writing and Tutoring:**
Free help for ESL students. Call (928) 523-5524 for an appointment.
General Housing Information

Whether you choose to live on-campus or off campus, it is highly recommended that you have your housing arranged before you come to campus. On-campus housing is very popular and you must apply by the deadlines. Living on-campus provides a convenient, economical, and fun living environment for students. Living off-campus provides students with more choice and more freedom. Whichever type housing you choose, there are many different options available.

On Campus Housing

The Office of Residence Life is the campus department responsible for housing students at NAU. We recommend visiting their website at nau.edu/Residence-Life for more information about living on campus and the cost of rent. Please note that if you are living on-campus an early arrival fee for the mandatory orientation will be added to your housing costs.

Some halls are open all year while other halls are closed during semester breaks and students need to leave their rooms until classes start again. It is not possible to move into the hall before the start of your orientation session. If you arrive before the International Student Orientation session, you will need to arrange temporary housing or stay at a nearby hotel.

Prices for on-campus residence halls include your room and all utilities. Utilities are heat, water, electricity, gas, internet access, cable TV and local phone. Residence hall contracts generally run for a complete academic year. Only students beginning their studies during the spring semester may opt for a one-semester/four month contract. Year-round contracts require additional rent for winter and summer breaks.

The Suites (thesuitesnau.com) and Hilltop Townhomes (hilltoptownhomesnau.com) are two recent developments for student housing. They promote themselves as “luxurious, academically-oriented student housing.” The Suites are fully furnished, one bedroom and two bedroom student suites, individual liability leases, and ALL utilities are included - cable TV, internet, gas, electricity, and water. Hilltop townhomes also offers fully furnished townhomes, individual liability leases, and cable TV and internet are included in your rent.

Off-Campus Housing & Apartments

Flagstaff Homestay and International Student Housing:
www.ihouseflagstaff.com

Residence Life Guide to Living Off-Campus:
www.flagstaffapartmentlocator.com

If you choose to live off-campus, there are many apartment buildings within walking distance to campus. Please note that they fill up quickly. Rent prices for 1-2 bedroom apartments are between $800-$1200 per-month. You must pay for a credit check and a security deposit before renting an apartment and for utilities each month. Utilities can add up to $150-300 per month addition to rent. Students often choose to share apartments and costs with others.
“Off-Campus Housing and Apartments” continued.

Some apartments offer students the option to rent a single room in a 2, 3, or 4-bedroom apartment. You may also be asked to provide proof of enrollment and some apartments require students to sign a 12-month lease contract.

If you’re not interested in renting an apartment, many students rent rooms in private homes and share the cost of utilities. The best way to find a room for rent would be to look in our local paper, The Arizona Daily Sun. The newspaper is viewable online at azdailysun.com.

Housing Deposits

If you choose to live off campus, you will have to pay a security deposit that would pay for any damage to the apartment that would need to be fixed after you leave. If there is no major damage to the apartment, a portion of the deposit may be given back to you when you check out.

Paying Rent

If you are living on-campus, rent will be paid to the Bursar’s Office. Payments can be made in-person (cash or check only), E-check, and credit card (Mastercard, Visa, Discover, and American Express). If you are living off-campus, rent is normally paid to the property management company. If you’re living in a house, rent is often paid directly to the landlord.

Temporary Housing

International students who have been assigned a room on campus will not be able to move into university housing until New International Student Orientation. If you arrive before this time and plan to live on campus, you will need to make arrangements for a place to stay off-campus. Students who plan to live off-campus or who have not arranged on-campus housing before coming to NAU will need to arrange temporary housing.

NAU cannot arrange temporary housing for you. Many students who plan to live off-campus arrive early so they don’t have to try to conduct their housing search during orientation week. These students often choose to stay in a hostel while they look for off-campus housing arrangements.

*Please note that if you are living on-campus an early arrival fee for the mandatory orientation will be added to your housing costs.
1. **Be clear from the beginning.** Do you know in advance that you hate it when someone hits the snooze button fifteen times every morning? That you’re obsessed with having a clean space? That you need ten minutes to yourself before talking to anyone after you wake up? Let your roommate know as soon as you can about your little quirks and preferences. It’s not fair to expect him or her to pick up on them right away, and communicating what you need is one of the best ways to eliminate issues before they become problems.

2. **Address things when they’re little.** Is your roommate always forgetting her stuff for the shower, and taking yours? Are your clothes being borrowed faster than you can wash them? Addressing things that bother you while they’re still little can help your roommate be aware of something she may not otherwise know. And addressing little things is much easier than addressing them after they’ve become big.

3. **Respect your roommate’s stuff.** This may seem simple, but it’s probably one of the biggest reasons why roommates experience conflict. Don’t think he’ll mind if you borrow his cleats for a quick soccer game? For all you know, you just stepped over an un-crossable line. Don’t borrow, use, or take anything without getting permission first.

4. **Be careful of who you bring into your room -- and how often.** You may love having your study group into your room. But your roommate may not. Be mindful of how often you bring people over. If your roommate studies best in the quiet, and you study best in a group, can you alternate who goes to the library and who gets the room?

5. **Lock the door and windows.** This may seem like it has nothing to do with roommate relationships, but how would you feel if your roommate’s laptop got stolen during the ten seconds it took you to run down the hall? Or the other way around? Locking your door and windows is a critical part of keeping safe.

6. **Be friendly, without expecting to be best friends.** Don’t go into your roommate relationship thinking that you are going to be best friends for the time you’re at school. It may happen, but expecting it sets both of you up for trouble. You should be friendly with your roommate but also make sure you have your own social circles.

7. **Be open to new things.** Your roommate may be from someplace you’ve never heard of. They may have a religion or lifestyle that is completely different from your own. Be open to new ideas and experiences, especially as it relates to what your roommate brings into your life. That’s why you went to college in the first place, right?!

8. **Be open to change.** You should expect to learn, grow, and change during your time at school. And the same should happen to your roommate, if all goes well. As the semester progresses, realize things will change for both of you. Be comfortable addressing things that unexpectedly come up, setting new rules, and being flexible to your changing environment.

9. **If nothing else, treat your roommate like you’d like to be treated.** No matter what your relationship is at the end of the year, you can take comfort knowing you acted like an adult and treated your roommate with respect.
Culture Shock: The Process of Adjustment

What is it?
Culture shock is the natural reaction to a series of transitions that occur when we are uprooted from our cultural environment and transplanted into a new situation where the language, gestures, customs, signs and symbols that have previously helped us to make sense of our surroundings suddenly have no meaning or have new meanings. Most of all, we have lost our social supports (family, friends, classmates, coworkers) and we are must begin again in a place where things are unpredictable. While the words “culture shock” imply something immediate, the onset is usually gradual and cumulative.

How can I avoid it?
Since culture shock is a natural response, your strategy should not be how to avoid it, but instead, how to manage it. Being able to anticipate the feelings you may encounter, and having an understanding of the cycle of adjustment should help minimize much of the difficulty of adjusting to life in the United States. While at times it may be an unpleasant experience to go through, adapting to a new culture provides great opportunities for personal growth and development.

When will it go away?
Sometimes the symptoms of the hostility stage last just a few days, but more commonly, a few weeks or even months. Your friends may appear to adjust easily while you are suffering miserably. Several different factors, such as your pre-departure expectations, coping skills, and any past experience living overseas can affect the degree to which a person is affected by culture shock, making each individual's experience unique. Also, people often move back and forth between the stages throughout their stay.

Suggestions for a Smooth Adjustment

- Realize that what you are going through is normal. Remember that the unpleasant feelings are temporary, natural, and are common to any transition that a person makes during their life.
- Be patient and give yourself the time to work through this process.
- Take good care of yourself. Eat well, exercise, learn relaxation and stress reduction techniques.
- Maintain a sense of humor. Be able to laugh at yourself and at the predicaments you get into.
- Begin to consciously look for logical reasons for anything in the United States that seems strange, confusing, or threatening. There is a reason why Americans do things differently than people do in your country.
- Talk to someone about your experiences. Do not be afraid to talk to family, friends, members of your host department, a trained counselor or the staff at the CIE, especially if you are thinking of leaving the U.S.
The Stages of Culture Shock

1. Honeymoon – When you first arrive, the differences you observe are new, exciting and interesting. You are optimistic and are likely to focus on the positive aspects of your new environment.

2. Hostility – As some time passes, the differences that were once interesting have now become obstacles for you to get things done or communicate effectively. You may begin experiencing any of the following feelings or behaviors:
   • disorientation and confusion
   • acute homesickness for family, friends and places
   • loneliness
   • helplessness
   • irritability
   • sadness and depression
   • frequent frustration
   • being easily angered
   • fatigue
   • withdrawing from friends or other people
   • self-doubt, sense of failure
   • recurrent sickness
   • desire to go home

3. Recovery and Adjustment – Gradually, you begin to feel more comfortable in the new culture and are functioning well at work or school. Your confidence builds as you start to adjust to the differences and expand your social network. You are able to view things more objectively and are becoming more flexible.

4. Reverse Culture Shock – Do not underestimate the adjustment that will be required when you return home from your sojourn. People go through a similar series of stages upon re-entry to their home culture.
Money, Finance and Banking

Money

You will need to open a bank account in your name when you arrive in Flagstaff. Having a bank account (or checking account) will allow you to pay bills such as tuition, rent, and utilities. This will also give you a check or debit card you can use in Automatic Teller Machines (ATMs) at any time of day or night. Please do not carry a lot of cash around with you and do not send cash through the mail. You will need cash or traveler’s checks, your passport, and your NAU ID card to open a bank account. There are several banks and one credit union located within walking distance of campus.

- Wells Fargo www.wellsfargo.com
- Arizona State Credit Union www.azstcu.org
- Compass Bank www.bbvacompass.com

Paying Your Fees

nau.edu/sdas

Your fees (tuition, student fees, health insurance, on-campus housing, and meal plan) are due the day you register for classes. You will register for classes at New International Student Orientation or through the Priority Enrollment process. You should be prepared to pay your tuition and fees or sign-up for the NAU Payment Plan when you arrive on campus. Please contact the Student and Departmental Accounting Services for more information at: SDAS@nau.edu or (928) 523-3122.

You can pay your fees with Traveler’s checks in US currency, a cashier’s check from a local bank, and most major credit cards. Payments can also be made via wire transfer. Please contact the Bursar’s Office at SDAS@nau.edu or visit the above website for current fee structures and wire transfer instructions.

Living Costs

The Office of Financial Aid has estimated costs for incoming undergraduate students. That information is available here: nau.edu/finaid
Absolute Bikes: (928) 779-5969; flagstaff@absolutebikes.net; www.absolutebikes.net/flag_frset.html

Academic Calendar: nau.edu/Registrar/Important-Dates

Albertson’s Supermarket: (928) 773-7955; www.albertsons.com

Amtrak: 1-800-USA-RAIL; www.amtrak.com
Arizona Shuttle: (928) 226-8060 www.arizonashuttle.com

Drury Inn: (928) 773-4900; www.druryhotels.com

Getting A Visa: www.educationusa.state.gov

Grand Canyon International Hostel: (928) 779-9421; www.grandcanyonhostel.com

Metric Conversion Table: www.metric-conversions.org/

Mobile Phones
AT&T Wireless: (928) 779-4210; www.att.com
Sprint: (928) 214-8420; www.boostmobile.com
Verizon Wireless: (928) 213-8000; www.verizon.com

NAU-Bursar’s Office: (928) 523-3122; SDAS@nau.edu

NAU Center for International Education:
nau.edu/cie
Main Number: (928) 523-2409
Email: study@nau.edu

NAU Dining: (928) 523-2372; nau.dining@nau.edu

NAU Office of Financial Aid: (928) 523-1551; financial.aid@nau.edu

NAU Student Health Center: (928) 523-8995 (appointment line); campushealth@nau.edu

NAU Office of Student Life: (928) 523-5181 student.life@nau.edu

NAU Office of the Registrar: (928) 523-2109; registrar@nau.edu

NAU Office of Residence Life: (928) 523-3978; residence.life@nau.edu

Online DS-160 Non-Immigrant Visa Form: https://ceac.state.gov/genniv

Mountain Line Bus Service: www.mountainline.az.gov

Open Road Tours: (602) 997-6474; tours@openroadtours.com; www.openroadtoursusa.com

Quality Inn: (928) 774-8771; www.qualityinn.com

Qwest: (928) 773-1117; www.qwest.com

SEVIS Fee: www.fmjfee.com; (703) 603-3400

Single Track Bikes: (928) 773-1862

Taxi’s:
Apex Taxi: (928) 779-0000
A Friendly Cab: (928) 774-4444
Sun Taxi & Tours: (928) 779-1111
Hurry Cab: (928) 525-3333

US Embassy Listings: www.usembassy.gov

NAU Admitted Student Website: nau.edu/CIE/International-Admissions/Admitted-Students
Additional Points of Interest

1. Flagstaff Visitor Center and Amtrak Train Station *
2. The Aquaplex
3. Babbitt Brothers Building *
4. Buffalo Park
5. Bushmaster Park
6. Coconino County Courthouse
7. Continental Country Club and Elden Hills Golf Course
8. Flagstaff Chamber of Commerce
9. Flagstaff City Hall
10. Flagstaff Convention and Visitors Bureau *
11. Flagstaff Main Library
12. Flagstaff Mall and The Marketplace
13. Flagstaff Medical Center
14. Flagstaff Police Department
15. Flagstaff Pulliam Airport
16. Fort Tuthill Coconino County Fairgrounds
17. Fosglenn Park
18. Greyhound Bus Depot
19. Heritage Square
20. Jay Lively Activity Center
21. To Lake Mary/Mormon Lake
22. McMillan (Bank) Building *
23. McMillan Mesa Park
24. McPherson Park
25. Monte Vista Hotel *
26. Mountain View Park
27. NAU Walkup Skydome
28. Orpheum Theater *
29. Sawmill County Park
30. Thorpe Park
31. Thorpe Park Softball Complex
32. Wheeler Hotel *
33. Wheeler Park

*Historic Downtown Landmark

The Visitor Center is an excellent place to begin if you are interested in exploring Flagstaff and Northern Arizona. To find out about other fun events, we recommend stopping by the Flagstaff Visitors Center, which is located downtown or checking out this website: http://calendar.azdailysun.com/
Helpful Resources

Maps

Arizona Map
International Student Glossary

A

Academic Advisor: A resource person who helps guide students through their degrees at NAU. Academic advisors assist students in choosing courses, obtaining transfer equivalents and substitutions, approving prerequisites and many more academically related tasks.

Example: “I learned my friend's Macroeconomics class transferred from our home school, but mine didn’t. I have to make an appointment with my academic advisor.”

Academic Catalog: There is a new academic catalog for each new academic year (August - May). The year you start your major courses is called your "catalog year." The academic catalog outlines university policy and gives the basic information you need to study at NAU.

Example: “If you need more information on the distribution requirements required for you English major, check the academic catalog.”

Academic Probation: If your cumulative GPA drops below 2.0, you will be placed on probation. This means you cannot enroll in more than 13 units and you will have to get a 2.0 each semester until your cumulative GPA rises above 2.0. If you are on probation, and you do not achieve a 2.0 term GPA, you will be suspended from the university.

Example: “I need to retake the 2 classes I failed last semester so I can raise my GPA and get off probation.”

Academic Reinstatement: Refers to returning to NAU after suspension. If you have been academically suspended and wish to return to NAU you must appeal for reinstatement, in writing, at least 6 weeks before the term in which you wish to return. Academic reinstatement is not automatic and all appeals must be approved by the Undergraduate Academic Continuation Committee.

Example: “I went to a community college for the semester after I was academically suspended from NAU and I got good grades. Now I am petitioning the Academic Continuation Committee for reinstatement to continue towards my NAU degree.”

Academic Standing: The university’s expectation of academic excellence; NAU requires students to maintain a minimum grade point average (GPA) of 2.0 to continue their studies. Academic standing is listed on your transcript at the end of each semester.

Example: “I noticed on my transcript that my academic standing is listed as “probation.” I need to meet with my academic advisor to see how I can improve my academic standing.”
Academic Suspension: Academic Suspension indicates your NAU cumulative GPA and a subsequent term GPA have both dropped below the 2.0 requirement. Once you are suspended, you are subject to the following three restrictions: Cancellation of enrollment and university housing for the next semester, as well as the inability to enroll in any NAU courses. If you are academically suspended from NAU, your immigration status will be terminated and you must transfer to another university or return to your home country.

Example: “I wasn’t able to get my grades up while up on probation, so now I have been academically suspended from NAU.”

Accreditation: A voluntary process where a registered institution or program seeks recognition of its high standards of academic excellence in curriculum, facilities, etc. Accreditation is a high honor. Not every university degree program has accreditation.

Example: “My business advisor would not let me transfer online courses from the University of Phoenix because their programs are not accredited like NAU’s business programs.”

Admission Requirements: The academic qualifications required to take courses or enter a program of study.

Example: “I need to complete ACC 256 this summer, or I will not meet the admission requirements of the Business Professional Program.”

Alumni: A graduate of an educational institution, group or service.

Example: “Many NAU alumni return to Flagstaff to watch the Homecoming Weekend football game.”

Annotated Bibliography: A list of works on a particular topic, with each entry accompanied by a note that explains, describes, and sometimes evaluates the publication.

Example: “For my final paper in my English class, we must submit an annotated bibliography before we turn in the paper.”

Audit: At the university, “audit” means you attend the class, but do not receive a grade and are not expected to complete assignments. This is for personal interest. You must still pay all tuition and fees associated with the course. An audited course does not count toward your 12 units for full-time status.

Example: “Spanish isn’t required for my major, but I’ve always wanted to learn. I already have 15 credits, so I think I will audit the class. Then, if I get too busy, I don’t have to worry about my GPA.”
B.

**BB Learn (Blackboard Learn):** Starting place for all online electronic course materials and communications. Students will use BB Learn for class discussions, to turn in assignments, and other areas as assigned by the instructor.

Example: “Did you check BB Learn? I think we have a quiz due by tomorrow at midnight.”

**Bachelor’s Degree:** First degree awarded by a university after four years of full-time study or completion of a specified number of credits necessary to meet degree requirements.

Example: “My instructor said she earned her Bachelor’s Degree at UCLA, but she went to graduate school in London.”

**Bulletin Board:** A rectangular shaped board usually located in busy areas where students can post and find out information about events, want ads, for sale, for rent, etc.

Example: “I heard you were looking for a roommate. Did you check the bulletin board in the Union? There are a lot of postings there.”

**Bursar’s Office:** (also: “Student Accounts”): Where you pay your university expenses

Example: “It looks like I may have been charged twice for the same fee. I have to go to the Bursar to check what happened.”

C.

**Campus:** The grounds of a school, college or university

Example: “I really like living on-campus because everything is so close, but I think my friends and I might get an apartment off-campus next semester.”

**Certificate:** A qualification awarded upon successful completion of a short university or college program; can offer specialization in one aspect of your major.

Example: “I can’t decide if I want to add the Investment Certificate, since I am already a double major.”

**Cite:** Giving credit to the original author when using (quoting and/or paraphrasing) their thoughts and/or ideas in your own writing.

Example: “My instructor made it very clear that if we do not cite our sources in our research paper, we will be guilty of plagiarism.”

**Coed:** Open to both men and women

Example: “I heard the volleyball club is co-ed, so you and your boyfriend can both join!”

**Commencement:** A day in which a school or university hands out diplomas, certificates or degrees to students who have completed their course of study.

Example: “My parents are making the trip to NAU so they can watch me walk at commencement.”
**Community College:** An institution that offers 100-200 level courses that can sometimes be transferred to the university.

Example: “I have to complete ACC 256 this summer, but it is not offered at NAU. I think I might have to take it at a community college.”

**Conditional Admission:** This means you have met the academic requirements for admission, but not English language proficiency requirements. If you have conditional admission, you are admitted to the Program in Intensive English and upon successful completion of PIE courses, you can begin your academic coursework.

Example: “I was granted conditional admission to the Program in Intensive English and Electrical Engineering. I need to study ESL in PIE and successfully exit before I can start my engineering program.”

**Convocation:** A formal ceremony of recognition at the completion of a student’s program.

Example: “Each semester the Center for International Education holds a convocation ceremony to recognize international students who have completed their study at NAU.”

**Core Classes:** Each major has a set of “core” or foundation courses that every student in the major must complete. Usually you must have a grade of a “C” or higher in these courses.

Example: “I only have one more class to take and I complete my business core!”

**Counseling:** Professional guidance in resolving personal conflicts and emotional problems.

Example: “I have been feeling very homesick and sad, unlike my normal self. After I went and spoke with a counselor at the counseling center I feel much better.”

**Course: (or “Class”):** “Course” and “Class” are used interchangeably to refer to each individual 3-4 unit topic of study

Example: “I only have one more class to take and I complete liberal studies requirements!”

**Course Fees:** Financial fees attached to an individual course. Course fees pay for things like lab usage, course materials, studio usage, equipment etc.

Example: “It can be expensive majoring in science or art, because all of the labs and studio courses have added course fees!”

**Credit Hour:** A unit of study at the university represented by one hours of class per week per term. Most classes are worth 3 credit hours, and meet for 3 hours each week.

Example: “Most fulltime students are enrolled in a minimum of 12 credit hours.”

**Culture Shock:** Confusion or anxiety caused by sudden exposure to a new culture. Refers to the lack of direction, the feeling of not knowing what to do or how to do things in a new environment, and not knowing what is appropriate or inappropriate. Often experienced by students during their first few weeks in a new culture.
Example: “My first week at NAU was hard. I hated the food, my roommate is noisy and rude, and I had a hard time talking with people. But my friend told me it was just culture shock, and it is normal. I think things will get better as I adjust more to the US.”

**Cumulative**: Overall or all inclusive. “All semesters”—used to refer to GPA

Example: “I didn’t do very well this term, but my cumulative GPA is still over a 3.5, so I am not too worried.”

**Curriculum**: Contents of a course or program

Example: “Unfortunately we can’t accept your transfer course for credit, as the concepts studied are not found in our curriculum.”

**D.**

**Dean**: Faculty member who oversees each “college” within NAU.

Example: “The Dean of the College of Hotel Restaurant Management is hosting a reception for new students to meet instructors and faculty.”

**Dean’s List**: A list of student’s recognized each semester for achieving high grades in their courses. The “Dean’s List” recognition is listed on your transcript.

Example: “I think I can earn a 3.8 GPA semester—that is high enough to make the Dean’s List!”

**Degree**: A qualification awarded to a student by a university following successful completion of program requirements.

Example: “My parents are so happy I will finally finish my Mechanical Engineering degree this semester.”

**Department**: A division of faculty and staff members most knowledgeable in a particular area of specialization or study.

Example: “The Theatre department is part of the College of Arts and Letters.”

**Direct Deposit**: After you open a US bank account you can set up “Direct Deposit” with NAU so that any money refunded or paid to you by the university is automatically wired to your bank account.

Example: “Direct deposit is so convenient because I do not have to go to the bank to cash a check.”

**Directory**: Where to find contact information (email, phone, office) for NAU faculty, staff and students: https://directory.nau.edu/DirectorySearch

Example: “I couldn’t find my professor’s office number, so I had to look it up in the directory.”
**Discipline:** An area of academic study.

Division (Lower) courses: 100-200 level courses; usually introductory  
Division (Upper) courses: 300-400 level courses; require higher skill level  

Example: “I’m only taking lower division courses now. I have to be admitted into the Business Professional program before I can take upper division courses.”

**Doctorate:** A degree, most commonly the Doctor of Philosophy (Ph.D.) which is awarded to a graduate student after successful completion of a doctoral program beyond the master’s degree level.  

Example: “My instructor is not a professor yet…she is still completing her doctorate.”

**Double Major:** Completing the degree requirements equivalent to 2 full majors  

Example: “My advisor told me if I wanted to double major in Finance and Econ, I would only have to complete an extra semester or so.”

**Drop:** To remove a class from your schedule.  

Example: “I enrolled in 18 units, but I only plan on taking 15, so I am going to drop 1 3-unit class during the first week.”

**Dual Degree:** Students in international dual degree programs will earn two individual Bachelor degrees—one from NAU and one from their home institution. Students must follow all guidelines outlined in the university partnerships in order to receive the dual degree.  

Example: “NAU dual degree partnerships allow students from partner institutions in China and Europe to earn a Bachelor’s degree from their home institution and from NAU.”

**E.**

**Elective:** A course that is not required for a program but still recognized for credit, which can be chosen from within a specified group of courses. An elective course may count toward your degree requirements.  

Example: “My academic advisor told me I could pick any 300 level English class to fulfill my elective requirements.”

**Equivalency:** When a transfer course from another institution is used to fulfill degree requirements at NAU.  

Example: “Luckily, the Microeconomics class from my university was counted as an equivalency. Now I don’t have to take Micro at NAU.”

**Exchange Program:** Students who study at NAU for a period of one or two semesters. Students are not getting a degree from NAU and only come to study for a limited time.
Student Glossary

Example: “Most of our exchange program participants are NAU students going abroad and international students from Europe and Australia who come to NAU.”

**Exempt:** Not required to do something that other students may be required to do.

Example: “Even though I am an international student, because I had a TOEFL score, I was exempt from taking the English Placement Test and immediately enrolled in academic courses.”

**Expulsion (or “Expel”):** Removal of a student from a school, college or university for violating a rule or regulation, academic or otherwise.

Example: “I have heard of students getting expelled for things like cheating, or threatening behavior.”

**Extracurricular Activities:** Activity outside the regular course of study, such as intramural sports teams, or the dance club, or any activities you like to do in your free time.

Example: “Some of my Extracurricular Activities include cooking and playing video games.”

**F.**

**Faculty:** The term for the teaching staff (professors, fulltime instructors) at the university.

Example: “My instructor is part of the NAU faculty, while my academic advisor is part of the NAU staff.”

**Fellowship:** A financial award given to a graduate student to assist with the costs of study.

Example: “I am working hard to improve my GPA so I can be eligible for graduate school fellowships.”

**FERPA:** The Family Educational Rights and Privacy Act of 1974 (FERPA) is a federal law designed to protect the privacy of education records, to establish the right of students to inspect and review their education records, and to provide guidelines for the correction of inaccurate and misleading data through informal and formal hearings.

Example: “The Registrar’s Office will not allow CIE to pick up my transcript for me because I never signed the FERPA Release form.”

**Financial Aid:** Money provided by the US Government or university to US students who cannot afford the price of college. The money is provided in the form of loans or grants, and is only available to US students. International students are not eligible for Federal Financial Aid.

**Fraternity (“Frat”):** An organization of male university students who often live together, plan social events and participate in volunteer work as a group. Students must “pledge” or apply for the fraternity, and will have to pay money in the form of “dues” if selected to join.

Example: “After a week of tasks and competitions, my roommate was accepted into a Frat and is moving to Mountain View.”
**Freshman:** Term used to refer to students who have less than 29 completed units at NAU

Example: “Since I have never attended college before, I am considered a freshman.”

**Full-time students:** Students enrolled in 12 or more units at the university.

Example: “As a condition of immigration status, all international students must be enrolled as full-time students.”

**G.**

**Grade:** A score or mark indicating a student’s academic performance on an exam, paper, or in a course.

Example: “Final course grades are usually posted 2 weeks after final exams.”

**Grade Point Average (GPA):** Measure of academic achievement used in US universities. The GPA scale goes from 0-4.0 with 4.0 being the highest GPA.

Example: “It is important to always have a GPA above a 2.0 in order to avoid probation.”

**Grade Replacement:** If a student receives a “D” or “F” in a class, they may repeat the course for a higher grade which will then be used to recalculate the student’s cumulative GPA. Additional considerations apply when using this option.

Example: “I failed my Spanish class and can’t move on until I get a passing grade. I will have to retake Spanish next semester for grade replacement.”

**Grading Rubric:** Specific detail on how your assignment will be assessed and graded by your instructor.

Example: “Even if I don’t do well on the presentation, the grading rubric said the paper is worth more points anyway.”

**Grant:** A set amount of money from an individual or institution that is given to an academic to create programs and fund research.

Example: “This semester I am working on a special project with my professor...she received a grant to study soil in the Grand Canyon.”

**Greek life / Greek system:** A collection of fraternities and sororities on campus whose names originate from letters in the ancient Greek alphabet.

**H.**

**Higher Education:** Refers to education in a university setting.

**I.**

**Independent Study:** Student works 1 on 1 with a professor conducting in-depth research regarding an agreed upon topic. Student must contact professor to set up an independent study.
Example: “I am almost ready to graduate, but I need more research experience. I am going to ask my PSY professor if I can complete an independent study.”

**Interdisciplinary Studies**: Choosing courses from other “disciplines” or majors in order to gain a diverse perspective on a topic.

Example: “I am studying Journalism, but I am thinking about the Journalism/Political Science interdisciplinary major to make myself more marketable.”

**International Student Adviser**: An individual or office responsible for an international student’s life on campus in such ways as maintaining immigration status, travel approvals, student services as well as assistance with financial and legal matters.

Example: “I plan on going back to China for winter break, but I need to get a travel signature from my international student advisor.”

**Internship**: A supervised practical training period for students or recent graduates to receive professional experience and expertise in their academic field.

Example: “My degree in Hotel Restaurant Management requires I complete an 800 hour internship in the Hospitality Industry before graduation.”

J.

**Jacks (Lumberjacks)**: Short form of the NAU mascot—the Lumberjacks. Used to describe NAU students/student athletes, and NAU programs like the “JacksCard” and the “Peer Jacks.”

**JacksCard**: This is your student id card. You will use this card for entry to residence halls, classes (like group exercise), and university events and functions. Your JacksCard can be used like a debit card for campus services like food and laundry.

**Job Shadow**: Observing a professional working in the profession you are interested in.

Example: “I can’t decide if I want to focus on managing investments or accounting management. I will try to set up a job shadow so I can learn more about both positions.”

**Junior**: Academic Level of students who have 60-89 completed units at NAU.

K.

**KJACK**: NAU’s student-run radio station

**KNAU**: Arizona Public Radio station providing world, national and local news

L.

**Lecture**: Teaching method where the professor or instructor presents information orally to students who are expected to take notes and ask questions. Most courses are taught in the lecture style.

Example: “This semester I am enrolled in 4 lecture courses and 1 lab.”
**Letter of recommendation**: A letter written by a student’s teacher, counselor, coach, or mentor that assesses his or her qualifications and skills. Universities and graduate schools generally require recommendation letters as part of the application process.

> Example: “I am going to start visiting my professor during office hours. I want to make sure he knows more about me, because I am going to ask him to write me a letter of recommendation.”

**Liberal Studies**: Course selections across many disciplines. Designed to provide multiple opportunities to develop and explore knowledge in areas outside the major.

> Example: “Even though I am an Accounting major, I am really looking forward to taking an Art class for liberal studies.”

**LOUIE account**: Your online student management system for finances, classes, and personal information.

> Example: “It seems like every time I have a question, my advisor asks me if I have checked my Louie account!”

**The Lumberjack**: The NAU on-campus newspaper; written and published by current NAU students.

**Lumberjacks**: Collective name for NAU students; The NAU mascot—also “Louie the Lumberjack.”

**Major**: Specialization in a degree program that designates a student’s principal area of study in which the majority of courses are taken.

**Mandatory fees**: Required costs charged by the university in addition to tuition. Examples include student activity fee, student health fee, technology fee, and transportation fee.

**Master’s degree**: The next level of education after Bachelor’s degree; usually includes conducting research and writing a thesis, or engaging in an internship or practical learning experience.

> Example: “I will graduate from NAU next Fall, and then after working for 1 year, I plan to go back to school and get my Master’s degree.”

**Mentor**: A peer, staff or faculty member who has expertise relevant to the student’s area of study or career goals and can provide guidance and support.

> Example: “I know I want to study Geology, but I don’t know if I want to be a scientist, a researcher or a professor. I think I am going to see if I can find a career mentor.”

**Mid-Terms**: Tests and examinations given halfway through the semester to notify students of their current standing in the course.

> Example: “I thought I was doing really well until Mid-terms! Now I see I have to study much harder!”

**Minor**: An academic program with a lesser degree of specialization than a major. Includes only some classes from the discipline of study.
N.

Non-Credit: Courses that do not comprise part of a program of study. At NAU, courses designated with an “x” like MAT 108x or ENG 80x are non-credit courses.

O.

Orientation: A program offered at the beginning of the semester to introduce new students to familiarize them with the campus community.

Example: “It is very important all new international students attend international orientation so they can learn about what is expected at NAU and how to navigate US living.”

Override: To receive permission to enroll in a class that is full or that you do not have prerequisites for.

Example: “I have to take one more senior capstone to graduate, but they are all full! Hopefully one of the professors will grant me an override!”

P.

Pass-fail: A grading system in which students receive either a “pass” or “fail” grade, rather than a specific score or letter grade. Certain courses can be taken pass-fail, but these typically don’t include ones taken to fulfill major or minor requirements.

Peer: Someone of the same age/status/ability as you. Your classmates are your peers, but instructors and professors are not.

Example: “I like going to Supplemental Instruction (SI) because it is another student, a peer, who can teach things in a different way than the professor!”

Peer Evaluation: When a classmate evaluates your work and gives feedback, or when you evaluate others and provide feedback. Peer Evaluations are common in Writing classes and in Group Activities.

Example: “John did not help on this project at all. Just wait until we fill out peer evaluations and the professor knows he didn’t contribute to the group.”

Periodicals: Publications that are issued at least twice a year, including journals, magazines, and newspapers.

Example: “Our English professor said we had to use 1 book, 1 electronic source and 1 periodical for our research paper.”

Petition: To make a special request

Example: “It is too late to enroll in that class—you will have to complete a “Petition to Add after the deadline” form.

Plagiarism: The use of another person’s words or ideas as your own, without acknowledging that person. Universities have different policies and punishments for students caught plagiarizing. Plagiarism most often occurs with research papers and other written assignments.
PO Box (Post Office Box): Part of your on-campus address; the mailbox number where you will receive your mail.

Prerequisite (also called “prereq”): Introductory courses/concepts that the student must know in order to be successful in the course.

Example: “My academic advisor said I can’t enroll in MAT 119 because I haven’t taken MAT 114 yet, and that is the prerequisite.”

Probation (Academic): If your cumulative GPA drops below 2.0, you will be placed on probation. This means you cannot enroll in more than 13 units and you will have to get a 2.0 each semester until your cumulative GPA rises above 2.0. If you are on probation, and you do not achieve a 2.0 term GPA, you will be suspended from the university.

Example: “I need to retake the 2 classes I failed last semester so I can raise my GPA and get off of probation.”

Professor: Title given to a university teacher ranked by seniority, with full professor at the highest level, followed by associate professor, assistant professor and lecturer.

Provost: The senior academic officer of a university who typically oversees all academic policies and curriculum-related matters.

Q.

Quota: Limits the number of students who may be admitted to certain programs

Example: “Only 20 students can attend the activity. Once they reach the quota, no one else can apply.”

R.

Recycle: To treat or process (used or waste materials) so as to make them suitable for reuse.

Example: “Recycling plastic, bottles and paper is good for the environment because it means less waste in landfills.”

Registrar (Registrar’s Office): The registrar is a university official who maintains students’ personal and academic records, issues reports of grades, mails out official publications, etc.

Example: “I just received all the signatures needed for the override, so now I have to drop it off at the Registrar’s Office to be processed.”

Reinstatement (Academic): Refers to returning to NAU after suspension. If you have been academically suspended and wish to return to NAU you must appeal for reinstatement in writing at least 6 weeks before the term in which you wish to return. Reinstatement is not automatic and all appeals must be approved by the Academic Continuation Committee.

Example: “I went to a community college after I was academically suspended from NAU, and now I am petitioning the Academic Continuation Committee for reinstatement.”
Repeat: If a student receives a “D” or “F” in a class, they may repeat the course for a higher grade which will then be used to recalculate the student’s cumulative GPA. Additional considerations apply when using this option.

   Example: “I need to have at least a “C” in ECO 201 to move on to the Business Professional Program, but I got a “D,” so I am going to have to repeat it.”

Resident Assistant (RA): A trained professional NAU student who is available on your floor to help with anything from study issues to roommate problems.

   Example: “My roommate keeps inviting her boyfriend to spend the night, and I don’t know what to do. I think I will talk to my RA.”

Resident Hall Director (RHD): Residence Hall Supervisor. The RHD is in charge of all of the RAs, and can help you with difficult situations that the RA isn’t able to help with

   Example: “I think my roommate is stealing money and clothes from me, and I want to move to a different room. I think I will talk to my RHD.”

Room and board: Housing and meals. “Room and board” is typically one of the costs universities will list in their annual estimated cost of attendance, in addition to tuition, fees, and textbooks and supplies.

S.

Sabbatical Leave: A period of time where a university professor takes off from teaching responsibilities to work on research.

   Example: “I have to ask my favorite professor for a letter of recommendation, because she is going to be on sabbatical when I graduate.”

Scholarship: A financial award given to students on the basis of outstanding academic achievement. Awards are applied directly to educational expenses.

   Example: “I have a really good GPA these last 2 semesters, I think I will apply for a department scholarship to help with tuition costs!”

Senior: Academic level of students who have 90 or more completed units at NAU

Semester: Period covering ½ the academic year, usually consisting of a 15-18 weeks

   Example: “My spring semester schedule is so much better than my fall semester schedule—no Friday classes!”

Seminar: A small discussion group that meets regularly and holds discussions on an assigned topic.

SEVIS (Student and Exchange Visitor Information System): A U.S. government system that manages data and application processes for all non-immigrants on F-1 or J-1 visas.

   Example: “As soon as I exit the PIE I have to notify my immigration advisor so they can update my status is SEVIS.”
Social Security Number (SSN): A nine-digit identification number assigned by the U.S. government, that citizens provide to employers for tax purposes. If an international student receives a job offer to work on campus, you will also require a social security number.

Example: “Now that I am going to work on-campus, I need to apply for a social security number.”

Sophomore: Academic level used to refer to students who have completed 30-59 units at NAU. Sorority: an organization of female university students who often live together, plan social events and participate in volunteer work. Student must “pledge,” or apply for the sorority, and will have to pay money in the form of “dues” if accepted.

Example: “After a week of tasks and competitions, my roommate was accepted into a Sorority and is moving to Mountain View.”

Stipend: A set amount of money given to complete a task.

Example: “As an SI leader, rather than be paid for each hour I work, I earn a stipend for the whole semester.”

Student Fees: Mandatory costs charged by the university in addition to tuition. Examples include student activity fee, student health fee, technology fee, and transportation fee.

Example: “Student fees do add to the cost of tuition, but they also help provide for scholarships, student events and law council for students.”

Supplemental Instruction (SI): SI is for all students who want to improve their grades and their understanding of course material. Attendance is voluntary. Students compare notes, discuss important concepts, develop strategies for studying the subject, and work on review and test practice. Sessions are led by an SI leader, a NAU student who has already completed the course.

Example: “My ACC 205 class is harder than I thought it would be. I’m going to go to SI tonight so my SI leader can explain some of the material in more detail.”

Suspension (Academic): Academic Suspension at NAU indicates that your cumulative GPA and a subsequent term GPA have both dropped below the 2.0 requirement, and you are subject to the following three restrictions: Cancellation of enrollment in the next term, cancellation of university housing in the next term and inability to enroll in any NAU courses.

Example: “I wasn’t able to raise my cumulative GPA above 2.0 while on probation, so now I am academically suspended.”

Sustainability: The quality of reducing environmental harm by conservation and supporting a long-term ecological balance. This includes practices like: unplugging electronics/chargers when not in use, recycling, turning lights out when not in the room, turning off the water while brushing your teeth, etc.

Example: “NAU shows a commitment to sustainability by its recycling, discounts when refilling reusable containers, the yellow bike program and more.”
**Syllabus:** An outline of course expectations including due dates, assignments, assessment, test dates, course policies, etc.

Example: “One of the best ways to know what to expect in a class is to read the syllabus in detail.”

**Teaching Assistant (TA) / Graduate Assistant (GA):** A student who assists a professor with teaching an undergraduate course, usually within his or her field, as part of an assistantship.

Example: “I’m having trouble in my Sociology course, so the professor told me to make an appointment with the TA to review important concepts for the test.”

**Thesis:** An essay, based on original research, presented by a graduate student as part of the requirements for a master’s or doctoral degree.

**Transcript:** An official record of a student’s coursework and grades at a high school, college, or university. A transcript may be “Official” or “Unofficial.” Both transcripts contain the same information, but in order for a transcript to be “official” it must be in an unopened envelope. Once the envelope is open, the transcript is no longer “official.”

Example: “I am applying for graduate school, so I need the NAU Registrar to send my official transcript.”

**Transfer credit:** Credit granted toward a degree on the basis of studies completed at another college or university.

Example: “If I want transfer credit from my home school, I must provide my academic advisor with detailed course descriptions.”

**Tuition:** An amount of money charged per term, per course, or per credit, in exchange for instruction and training. Tuition generally does not include the cost of textbooks, room and board, and other fees.

**Tutorials:** A guide or activity to help demonstrate what you will be expected to do.

Example: “When I started NAU, I was confused about BB Learn, but I followed the tutorial, and now I understand.”

**University Union (or “The Union”):** Student center on campus—food, event space, student support offices, tutoring assistance, campus activities etc. are all located here.

Example: “We are going to the Union for lunch, and then we are going to meet with our study group at the Student Learning Center.”
V.

**Visa:** official designation on a passport that the holder is authorized to travel or live abroad

W.

**Work Study:** Refers to a Financial Aid classification. Only for domestic students.

**Withdrawal:** To drop a class after the 8 day drop deadline without penalty.

**Workshop:** An event where students gather to learn about a specific topic in addition to regular coursework. Example: If you get nervous when you take your tests, you could attend a test-taking workshop.

X - Y - Z

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**NAU ACRONYMS AND ABBREVIATIONS**

<table>
<thead>
<tr>
<th>Acronym</th>
<th>Description</th>
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<tbody>
<tr>
<td>“66”</td>
<td>Refers to “Route 66”</td>
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<tr>
<td>AcES</td>
<td>Academic English Support</td>
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<td>ALEKS</td>
<td>NAU Online Math Placement Test</td>
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<tr>
<td>ASNAU</td>
<td>Associated Students of Northern Arizona University</td>
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<td>ASWI</td>
<td>Associated Students for Women’s Issues</td>
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<tr>
<td>ARD Building</td>
<td>Applied Research and Development</td>
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<tr>
<td>B.A. Bachelor of Arts</td>
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<tr>
<td>B.S.: Bachelor of Science</td>
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<tr>
<td>CAL</td>
<td>College of Arts and Letters</td>
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<tr>
<td>CCC</td>
<td>Coconino Community College</td>
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<tr>
<td>CEFNS</td>
<td>College of Engineering and Natural Sciences</td>
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<td>CIE</td>
<td>Center for International Education</td>
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<td>DMV</td>
<td>Department of Motor Vehicles</td>
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<td>ELL</td>
<td>English Language Learners</td>
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<td>ESL</td>
<td>English as a Second Language</td>
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<td>FCB</td>
<td>W. A. Franke College of Business</td>
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<tr>
<td>Acronym</td>
<td>Description</td>
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<td>FYE</td>
<td>First Year Experience</td>
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<td>GMAT</td>
<td>Graduate Management Admissions Test</td>
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<td>GPA</td>
<td>Grade Point Average</td>
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<td>GPS</td>
<td>Grade Performance Status</td>
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<td>HRM</td>
<td>Hotel Restaurant Management</td>
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<td>ISSS</td>
<td>International Student Scholar Services</td>
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<td>ITS</td>
<td>Information Technology Services</td>
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<tr>
<td>LSAT</td>
<td>Law School Admission Test</td>
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<tr>
<td>MA</td>
<td>Master’s of Arts</td>
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<tr>
<td>MBA</td>
<td>Master’s of Business Administration</td>
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<tr>
<td>MCAT</td>
<td>Medical College Admission Test</td>
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<tr>
<td>M.D.</td>
<td>Doctor of Medicine</td>
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<td>M.Ed.</td>
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<td>NASS</td>
<td>Native American Student Support Services</td>
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<td>NAU PD</td>
<td>Northern Arizona University Police Department</td>
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<td>OPT</td>
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<td>Program in Intensive English</td>
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<td>Ph.D.</td>
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<td>RA</td>
<td>Residence Assistant</td>
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<td>RHD</td>
<td>Resident Hall Director</td>
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<tr>
<td>SEVIS</td>
<td>Student and Exchange Visitor Information System</td>
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<tr>
<td>SLC</td>
<td>Student Learning Center (there is a “north” and a “south” SLC)</td>
</tr>
<tr>
<td>SBS</td>
<td>Social and Behavioral Sciences</td>
</tr>
<tr>
<td>SI</td>
<td>Supplemental Instruction</td>
</tr>
<tr>
<td>SSN</td>
<td>Social Security Number</td>
</tr>
<tr>
<td>“The Dub.”</td>
<td>The DuBois Center</td>
</tr>
<tr>
<td>TOEFL</td>
<td>Test of English as a Foreign Language</td>
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</tbody>
</table>
Art Walk (or “First Friday”)
First Friday Art Walk is a Flagstaff event held the first Friday of each month, and it celebrates local artists in the community. Many people go downtown, and the art galleries are open late. Sometimes there are food, music and artist demonstrations

“Boot” or “Car Boot”
A device attached to the wheel of vehicle in order to prevent the vehicle from being able to move. If you drive your car while it has a “boot” on it, you will cause significant damage to your vehicle. If you do not pay your parking tickets, your car may be “booted.”

Buffalo Park
Large city park located 3 miles north of campus. Great views of the mountains, 2 mile loop course with exercise stations and access to the Flagstaff Urban Trail/Mount Elden trail systems which include miles of trails for hiking, jogging or mountain biking.

Camping
Living, eating and sleeping outside (or in a tent), usually with a friend or group, for 1 night or more.

County Fair
Annual event held in September with music, food, animals, rides and other events.

Disc Golf
Outdoor game played by attempting to land a disc (or Frisbee) in a metal basket. Popular activity in Flagstaff

Dorm
Refers to on-campus residencies
Example: “My dorm room.” or “Are you living in the dorms?”

“Grad”
Refers to a “Graduate” or “Master’s degree” program or student.
Example: “grad school” or “grad assistant”

“Green” or “Go Green”
Refers to sustainability actions and resources
Example: “Green NAU” or “The NAU Green Fund”

Hike or Hiking
Walking for a significant distance (usually more than 1-2 miles) in nature
Flag Live
Weekly entertainment newspaper listing local cultural happenings, like concerts, speakers, special events, etc.

Fort Tuthill
Fairgrounds and event space located near the Flagstaff Airport. Also contains Pine Mountain Amphitheatre concert space.

Heritage Square (“The Square”)
Open area downtown where many public entertainment events—like music and movies, are held.

HLC
Refers to the health and learning center, the on-campus medical center and recreation center.

Kachina Village/Mountainaire
Neighborhoods located about 7 miles South of Flagstaff

Lowell or Lowell Observatory
The Lowell Observatory, located on Observatory Mesa (also called “Mars Hill”) near campus

Mount Elen
The mountain with the radio towers, located on the eastside of Flagstaff, near the mall.

Mountain Line
The Flagstaff Public Bus system.

“Monty V”
Refers to the Monte Vista Hotel, a historic hotel in downtown Flagstaff

“Open Mic” Night
“Open Microphone” Night means you can sign-up to walk-on stage and perform, usually playing a musical instrument (like guitar) and/or singing. This is for non-professionals to play in front of an audience and is usually held in a local bar (must be 21 years old to enter)

“Potluck”
A meal, usually for a large group, in which participants each bring a dish of food to share with the group

“Prescribed Burns”
A purposeful controlled fire set to thin out forests to reduce wildfire risk. Smoke from prescribed burns can cause pollution in Flagstaff.
Reclaimed Water
Waste water that has been chemically treated, but not purified. This water is not safe to drink, and is often used to water the grass, plants and flowers.

Red Rock Pass
Many hiking trails in Sedona require purchase of the “Red Rock Pass” to display on your vehicle. This pass is $5 per day and can be purchased at the visitors center or from machines located near the trail. If you do not have a Red Rock Pass in a designated area, your vehicle may be ticketed.

“South of the Tracks”
Refers to the downtown area between NAU and Route 66, before crossing the railroad tracks

Snow Bowl
The local Flagstaff ski resort. Located about 8 miles north of campus.

Thorpe Park
Large city park located west of downtown, about 2 miles northwest of campus. Thorpe park contains playgrounds, lighted tennis courts, sand volleyball, basketball and racquetball courts, as well as disc golf, soccer fields and hiking trails

Thrift Store (“Goodwill”)
A store that sells secondhand/used clothing, furniture and household items. All profits benefit charity. You can also donate your used items you do not want to the thrift store.

“The Canyon”
Refers to the Grand Canyon, located about 80 miles north of Flagstaff

“The Creek”
Refers to Oak Creek/Oak Creek Canyon, near Sedona

“The Dome”
Refers to the J. Lawrence Walkup Skydome, a multipurpose building on campus for sports performances, weight lifting, student recreation, commencement and community events.

“The Peaks”
Refers to the San Francisco Peaks, the largest mountains visible in Flagstaff

“The River”
Refers to the part of the Colorado River that flows through the Grand Canyon

“The Valley”
The Phoenix area
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