

	<p style="text-align: center;">IN THIS ISSUE Syracuse University Slutzker Center News</p> <p style="text-align: center;">September 15th, 2011</p> <p style="text-align: center;"> </p> <p style="text-align: center;">Click Here to go to our New Website</p>	<p style="text-align: center;">TABLE OF CONTENTS</p> <p style="text-align: center;">Important Updates</p> <ul style="list-style-type: none"> · Full-time Course of Study · Housing Update : Address Change · Important Reminders · Meeting Your Health Requirements · Graduate Student Newsletter · Department of Public Safety Reminder · Transferring out of SU? · Is this your last semester at SU? · Studying Abroad? · Important Announcements · Immigration Updates · Housing and Safety <p style="text-align: center;">Current Events</p> <ul style="list-style-type: none"> · New to SU? Come and Mix it up! · Syracuse University Career Services Fall 2011 events · 20th Annual Westcott Street Cultural Fair · Syracuse Rideshare · Syracuse Hockey · Pae White lecture · SU Recreation Services · Move it Monday · Community Folk Art Center Activities · LGBT Events
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20th Annual Westcott Street Cultural Fair
Sunday, September 18, 2011

New students - If you haven't already checked in with the Slutzker Center, please remember to do so immediately.

We are now on Facebook and Twitter!!

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follow us on
twitter

<http://twitter.com/SlutzkerCenter>

<http://www.facebook.com/pages/Slutzker-Center-for-International-Services-SCIS/161252993906159>

Join us on Facebook, Follow us on Twitter and stay informed and updated about news, important announcements, seminar schedules, events, insights, galleries and much more!!



Full-time Course of Study

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NOTE: For Syracuse University F-1 students, a full-time course load is required during the Fall and Spring semesters. Full time enrollment means **Graduate** students must enroll for at least **9 credits** every semester. **Undergraduate** students must register for at least **12 credits** every semester. Students are not required to enroll in courses during the Summer. However, **if Summer session is your first semester** then you must maintain full time enrollment of at least 6 credits for that summer session.

Under Federal Immigration Rules, **to maintain F-1 status, no more than 3 online credits per semester may count towards the "full course of study" requirement.** For example, a graduate student required to register for 9 credits per semester to maintain full time status can take only 3 of those credits through an on-line class each semester – **6 credits must be live, in classroom courses.**

However, an F-1 student can take as many on-line or distance education as they wish (with SCIS's approval) during the Summer or over Winter break.

If it is your last semester and fewer than 12 credits are required to graduate for undergrads and 9 credits for grads; it is acceptable to carry only those credits required to complete your degree. **If a student needs less than a full course load in the final semester to finish his/her degree, the course(s) cannot be taken solely online or as distance education. You must be enrolled in a live, in classroom course during your last semester.**

Students considering on-line courses or courses at a different institution should first discuss the plan with an SCIS advisor. It is necessary to maintain valid F-1 status at all times.

If you are taking less than 9 credits this semester you must fill out a Certificate of Full-Time Status http://international.syr.edu/_documents/forms/full_time_status_certification-Jan04.pdf

If this is your last semester you will have to fill out the Last Semester Memo http://international.syr.edu/_documents/forms/2008lastsemestermemo-su.pdf

New to SU? Come and Mix it up!

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New to SU? Come and Mix-It-Up



As SCIS initiative to further the Chancellor's mandate of Scholarship in Action and the Division of Student Affairs goals to Enliven Education through Engaged Citizenship and Inclusive Communities. Meets most Fridays at 5:00 P.M. at the Slutzker International Center. Schedule for this term is available below:

- September 16 @ Schine 304 ABC
- September 23 @ Slutzker Center for International Services
- September 30 @ Schine 304 ABC
- October 7 @ Schine 304 ABC
- October 14 @ 220 Eggers Hall
- December 1 @ Schine 304 ABC

Originally begun as a comprehensive program to prepare students for study abroad and to keep students connected to the skills and knowledge garnered internationally upon return to the home campus, *Mix It Up* is now hosted by SCIS to embrace all groups on campus, providing them with a space for dialogue and opportunities to work together on fun projects that focus on the international on the campus and in the city of Syracuse. Discussions and lectures explore identity, intercultural communication, and integration on the SU campus.

Syracuse University Career Services Fall 2011 events

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Ernst & Young Day at the iSchool
Friday, September 16, 2011


10:00 to 11:00 a.m. Undergraduate Career Presentation – 347 Hinds

11:00 a.m. to Noon Graduate Career Presentation – 347 Hinds

1:30 to 2:30 p.m. Interviewing and Career Fair Preparation Workshop – 347 Hinds
Open to undergraduate and graduate students

2:45 to 4:45 p.m. Open Office Hours with E&Y Representatives – 111 Hinds
Open to undergraduate and graduate students

Presented by Employer Relations and Career Services at the iSchool


Quality In Everything We Do

Wednesday, September 21**Local Internship Fair**

11:00 a.m.-2:00 p.m., The Quad
Click [here](#) for a list of attending organizations.

Graduate and Professional School Day

5:00 - 7:00 p.m., The Quad
Click [here](#) for a list of attending organizations.

Thursday, September 22**Upstate New York Law Day**

5:00 - 7:00 p.m., The Quad
Click [here](#) for a list of attending organizations.

Monday, October 3, 2011**Finance Career Fair**

1:30-4:00 p.m., Flaum Grand Hall, WSOM
Click [here](#) for a list of attending organizations.

Jennifer Pluta, internship coordinator in Career Services, offer tips to students preparing for the Local Internship Fair.

**Tuesday, October 4****Accounting Career Fair**

9:00-11:30 a.m., Flaum Grand Hall, WSOM
Click [here](#) for a list of attending organizations.

LCS Engineering Career Connections Fair

10:00 a.m. - 2:00 p.m., Link Hall
Click [here](#) for a list of attending organizations.

Marketing Career Fair

1:30-4:00 p.m., Flaum Grand Hall, WSOM
Click [here](#) for a list of attending organizations.

Retail Career Fair

5:30-7:30 p.m., Flaum Grand Hall, WSOM
Click [here](#) for a list of attending organizations.

Diversity in the Workplace Networking Reception

6:30 p.m., Panasci Lounge, Schine Center
Click [here](#) to RSVP and for a list of attending organizations.

Wednesday, October 5**Fall Career Fair @ the Dome**

1pm-5pm, The Dome
Click [here](#) for a list of attending organizations.

Thursday, October 6, 2011**Supply Chain Career Fair**

9-11:30 a.m., Flaum Grand Hall, WSOM
Click [here](#) for a list of attending organizations.

iCareer Fair

9:00 a.m. to 12:00 p.m., Hinds Hall
Click [here](#) for a list of attending organizations.

Questions?

General inquires: [Sue Clayton](#)
Whitman School of Management Events inquires: [Monica McFall](#)
iCareer Fair inquires: [Jennifer Walters](#)

Housing Update : Address Change

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**Address Change?**

All International Students and Scholars that will be moving into their new on-campus and off-campus housing must update their US Address where you will be living during this Fall semester via your "MySlice self-service" and select CURR address.

You must update your address immediately in order to be in compliance with the Immigration Regulations. If you do not update your address we will not be able to register your record with SEVIS and you will be jeopardizing your Immigration requirements to comply with reporting changes of addresses while you are here in the USA studying at Syracuse University.

Please always update your address within 10 days of your move on MySlice.

Important Reminders

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A Reminder About Optional Practical Training EAD Cards

F-1 students who have obtained authorization for Optional Practical Training from the USCIS are reminded to please email a copy of their EAD cards (front + back) to the SCIS at lescis@syr.edu so that we can keep a copy for your files. Having a photocopy in the SCIS could become very important to you in the future, if we need to verify your F-1 status or if the card is lost or stolen.

Important Reminder from Human Resources

International students who have jobs on campus (GA positions, TA positions, RA positions and hourly wage assignments) are reminded to be sure to copy the appropriate Human Resources Office on campus for any change of U.S. address. Be sure to look at your address on your most recent pay stub. If it is not accurate, report it to your department or office where you work so that the address can be updated by your department. If you are on any payroll, your change of address is needed so that you can receive your W-2 Wage and Tax Statement forms in late January, as well as any checks that may be coming to you if you are leaving at the end of this semester.

Also, if you have obtained a social security number since starting work, it is essential that you report your social security number to your payroll office for W-2 purposes. If you are uncertain whether or not this is a problem for you, check your most recent pay stub, and look to see if your social security number as well as your current address are included properly.

20th Annual Westcott Street Cultural Fair

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20th Annual Westcott Street Cultural Fair
Sunday, September 18, 2011
www.westcottfair.org

The Westcott Street Cultural Fair (WSCF) is an annual, one-day celebration of the diversity and uniqueness of the Westcott neighborhood through its culture: visual and performing arts, food, service organizations and activities geared to families and Syracuse and LeMoyne students returning to the neighborhood. The fair attracts more than 8,000 people annually to the Westcott Business District in mid-September for a day filled with great sounds, sights, tastes and more.

Syracuse Rideshare

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You share the road. Why not share your ride? Partner up when biking, driving, running, walking, busing for weekend road trips and rides for break.

Carpooling offers many benefits.

- **It's easy:** Carpooling is simple, easy to do and flexible
- **It's convenient:** Carpooling provides commuting convenience comparable to driving alone, but with less stress and companionship while you're commuting. Carpooling partners establish their own unique rules and arrangements that best meets the needs of their particular carpool.
- **It saves you money:** sharing the costs of driving and parking in these times of increasing gas prices can help you reduce your daily commuting costs. The more occupants in the vehicle the more you save.
- **It's less stressful:** Commuting with others means there's less frustration and you arrive at your job more relaxed and ready to work. If you're not driving, you might even be able to catch up on reading, get some extra sleep or work while commuting.
- **It's better for the environment:** Fewer cars on the road means reduced Green House Gas emissions and improved air quality.
- **It improves your available commuting options:** Carpooling offers a commuter option that may work for you better than other modes. It serves people who live where transit service may be limited and may fit your work schedule better than other options.

Check out SyracuseRideShare.syr.edu

[Terms & Conditions](#) | [Privacy Statement](#)

MEETING YOUR HEALTH REQUIREMENTS

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Please be certain that you are currently enrolled in an approved health insurance policy for the upcoming 2011 – 2012 academic year. If you have renewed or changed your health insurance please provide the Slutzker Center with an updated copy of it via e-mail lescis@syr.edu or in person. If you have questions, or need helping enrolling in an approved health insurance policy, please make an appointment with an adviser at the Slutzker Center, or see Linda Deon at the Health Center for assistance.

Syracuse University Health Services has determined that many international students are not in compliance with immunization requirements defined by New York State public health law. Enrolled students found not to be in compliance risk strict administrative consequences including **inability to register, suspension of I.D. card privileges, and may be required to leave campus.**

You must be in compliance with these immunization requirements in order to remain on campus.

The Health Service will be sending an email to all those who are not in compliance via the syr.edu email address. Please watch for that notice (check your syr.edu email address!). If your registration is cancelled, you will also lose your F-1 or J-1 student status. Don't put yourself at risk. Contact the Health Service as soon as you receive that email!

Syracuse Hockey

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The Syracuse Women's Field Hockey Team is looking for male or female practice players with field hockey experience to practice a few days per week with the team. This is an excellent opportunity to get fit and have fun. If you are interested please contact Ange Bradley at anbradle@syr.edu Or call 315-403-1520 for details.

Pae White Lecture

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Urban Video Project

Lecture Event

Pae White Lecture
Tuesday, September 20, 7pm at Everson Museum of Art

On Tuesday, September 20 the Syracuse community has a not-to-be-missed opportunity to see a lecture by internationally-recognized artist and designer Pae White. She is one of the most significant artists participating in an international dialogue about the intersection of art and design today. Ignoring traditional boundaries between applied and fine arts, White encourages viewers to take a deeper look at familiar encounters and ordinary objects. Her intricate craftsmanship charms viewers, along with her inventive use of surprising materials from electro-luminescent wire to real spider webs.

The lecture is hosted by Light Work, Urban Video Project, and Syracuse University, in collaboration with Everson Museum of Art. White has two videos on view at Urban Video Project's Everson Museum of Art site, both of which employ high tech 3D scanning and motion animation techniques and apply them to objects from the natural world, playfully interrogating the integrity of the human/nature divide.

The lecture takes place at the Everson Museum of Art and is free and open to the public. The lecture is funded in part by the Syracuse University Sculpture Program and the Department of Art Visiting Artist Lecture Series. White's videos on view include Dying Oak/Elephant, 2009 and Ballerina (Wild Raspberry Bush), 2009. Both videos are on view September and October, Thursday through Sunday, dusk to 11pm at the UVP Everson site (located at 401 Harrison Street, Syracuse 13202).

Graduate Student Newsletter

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Events

- Sept 19th. "(En)countering Plagiarism: Presumptions and Practices." FPP Religion Department Fall Mini-Series. HL 504, 2:30-3:30pm.
- Sept 23rd. "How to Build Relationships at Conferences." Dr. Catherine Maritan. HL 107, 1:00pm.
- Sept 23rd. FPP Kickoff Event. Goldstein Faculty Center, 4:00-5:30pm.
- Sept 26th. "(En)countering Plagiarism: Transnational Differences." FPP Religion Dept. Fall Mini-Series. HL 504, 2:30-3:30pm.
- Sept 27th. "Making the Invisible Visible." Maria Hinojosa. University Lecture Series. Hendricks Chapel, 7:30pm.
- Sept 30th. "Strategies for Success in Your Doctoral Program." Schine 304ABC. 9:30am-3:00pm.

Coming Next Month

- Oct 1st. Graduate School Mixer for those who live North or West of Campus. GSO and Off-Campus Services. Inn Complete, 6:00-9:00 pm.
- Oct 9th. Graduate School Mixer for those who live East or South of campus. GSO and Off-Campus Services. Inn Complete, 6:00-9:00 pm.

Deadlines

- Sept 9. Deadline for submitting/receiving religious observances notification form.
- Sept 12. Last day to elect or rescind pass/fail or audit grading option.
- Sept 19. Classes dropped by this date will not appear on the transcript and are not included in the calculation of tuition charges.
- Sept 28. Mid-Semester Progress Report begins.

Click on the links below...

[All about graduating!](#)

[Steps for your final semester](#)

[Procedures of defending a thesis or dissertation](#)

[Thesis Format Guidelines](#)

[Graduation Deadlines](#)

Department of Public Safety Reminder

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FOR YOUR SAFETY, PLEASE REMEMBER:

- To safeguard your personal property—DO NOT LEAVE YOUR PROPERTY UNATTENDED
- On campus after dark, use DPS' free escort service. Off campus, use SU Home (it's free), call 443-SAFE (7233) for more information about these services.
- Centro Bus or taxi service.
- Walk, bike or jog in groups of three or more – away from bushes, cars, and other objects a suspect could hide behind.
- Look and listen. Headphones and cell phones can create tunnel vision.
- Travel in well-lighted and well-traveled areas.
- Keep porch lights on at night.
- Don't approach strangers or let them get close to you.
- If you think someone is following you, switch directions or cross the street. Go toward an open business or lighted house.
- Have your house or car keys in hand before you reach your door.
- Know where "Blue Light" phones are and how to use them.
- If someone tries to rob you, don't resist. Give up your property, not your life.
- Try to get a description of the suspect(s) and any associated vehicle & tag number.

The 2011 edition of "Your Safety and Security at Syracuse University" is part of Syracuse University's ongoing commitment to the prevention of crime. It is available online at:

<http://publicsafety.syr.edu/PublicSafety/ckfinder/userfiles/files/2011%20Clery.pdf>

The booklet includes information on crime prevention, residential security, crime reporting policies, fire safety and crime statistics for the calendar years 2008, 2009, and 2010.

Off-Campus Housing

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Tuesday, September 20, 2011, 7:00pm to 8:00pm

An informational seminar to find out how to begin your search, learn how to research your landlord and apartment, and figure out ins/outs of off-campus living and signing a lease.

Location: Slutzker Center for International Services

Price:free

Sponsoring department/organization: Office of Off-Campus and Commuter Services

Contact: Darya Rotblat; E-Mail: darotbla@syr.edu; 443-9822

Tuesday, September 20, 2011, 8:30pm to 9:30pm

An informational seminar to find out how to begin your search, learn how to research your landlord and apartment, and figure out ins/outs of off-campus living and signing a lease.

Location: Centennial Hall, ESF

Price:free

Sponsoring department/organization: Office of Off-Campus and Commuter Services

Contact: Darya Rotblat; E-Mail: darotbla@syr.edu; 443-9822

SU Recreation Services

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Fall 2011 Fitness Class Schedule

Registration Begins 9/2/2011

Learn-to-Skate program (Recreation)

Saturday, September 17, 2011; 10:00am to 12:00pm

Start of 8-week-long Learn-to-Skate program at Tennity Ice Skating Pavilion. The program is for adults or children affiliated with SU. Classes consist of half-hour lessons based on skating experience and age.

[More information...](#)

Location: Tennity Ice Skating Pavilion

Price: Season Pass Holders \$75

Sponsoring department/organization: Department of Recreation Services

Contact: Jordan Peters

E-Mail: jepete02@syr.edu; 443-4273



Whitewater Rafting

September 4, 5, 10, 11, 17, 18, 24, 25, 2011

Sign-up Deadline: Wednesday at Noon before each weekend trip date

Price: \$35.00 (SU Undergraduate Students)
\$70.00 (All Other SU/ESF ID card holders)

Time: Bus leaves SU's College Place at 10:30am and returns at approximately 6:30pm

What is included: Roundtrip transportation from SU's College Place (near the bus stop) to Watertown, rafting and safety equipment, training, gear and wet suits (if needed); guided trips; three hours on the water (depending on water level), rest stop on the water with snacks and drinks; a barbecue dinner after the trip.

What to bring: A Valid SU/ESF ID card
A positive, fun attitude (You will paddle and get wet).
A change of clothes and dry footwear.
A windbreaker or fleece for the river.
Water booties, tetras, aqua socks or an old pair of sneakers.
Any medications you would normally take throughout the day (e.g. asthma inhaler).
Money (if you would like to buy pictures of your trip or tip your River Guide)

What to leave home: Any valuables you do not want to lose (jewelry, cell phone, etc.)

Register and pay online with a credit card at:
<http://recreationservices.syr.edu/recstore>

Department of Recreation Services, Room 241, Archbold Gym
Call 443-4386 (4FUN) for more info.

This program is funded by the Undergraduate Co-Curricular Fee
<http://outdoored.syr.edu>

Move it Monday

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Move it Monday is a part of the Healthy Campus Initiative. This is a program that focuses on participation in activities that promote the various components of wellness on campus at little or no cost to the user. Various fitness classes will be offered for **FREE every Monday from 1:00pm-1:50pm** in the Flanagan Exercise Room on a first-come, first-served basis. The maximum enrollment for each class will vary based on the activity. Please arrive early for each class:

September 19 – Power Yoga
September 26 – TBA
October 3 – Aqua Kickboxing
October 10 – Core N' More
October 17 – TBA
October 24 – TBA

October 31 – Power Hour
November 7 – TBA
November 14 – Line Dancing
November 28 – TBA
December 5 – TBA
December 12 – TBA

Community Folk Art Center Activities

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Zumba Fitness

(Health and Wellness)

Every Tuesday, 6:30pm-7:30pm

Instructor: Andreina Botero

Location: Community Folk Art Center

Price: \$10/class - \$7 for SU students

Sponsoring department/organization: Community Folk Art Center

Contact: Yudaisy Fernandez; E-Mail: cfac@syr.edu; 442-2230

Group Voice/ Piano Classes

(Other)

Thursday, September 22, 2011; 6:00pm to 7:00pm

Instructor: Dr. Joan Hillsman

Dates: Sept. 22 - Nov. 12 (8 weeks)

Thursday, 6:00 - 7:00 pm (voice)

Saturday, 10:00 - 11:00 am (piano)

(ages 10-16)

Location: Community Folk Art Center

Price: \$140

Sponsoring department/organization: Community Folk Art Center

Contact: Yudaisy Fernandez; E-Mail: cfac@syr.edu; 442-2230

LGBT Events

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Cafe Q

(Social)

Thursday, September 22, 2011; 8:00pm to 10:30pm

Fuel your Thursday night right with Cafe Q! Come back to unwind and relax at this chill coffeehouse that blends coffee, tea, music and a quirky attitude! Other dates for the semester: **Oct. 6 & 20, Nov. 3, Dec. 1.**

Location: LGBT Resource Center

Sponsoring department/organization: Lesbian, Gay, Bisexual, and Transgender (LGBT) Resource Center

Contact: LGBT Resource Center; E-Mail: lgbt@syr.edu

Transferring out of SU?

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If you are planning to transfer out of SU, the immigration regulatory process for **transferring** your F-1 status from Syracuse University to a new school in the United States requires you to complete a Transfer Out Form with the SCIS so that your federal SEVIS record can be transferred to your new school. The Transfer Out Form and more detailed information may be found on our website:

http://international.syr.edu/transfer_out.htm

Is this your last semester at SU?

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Students who will be completing their studies this December but have no plans to apply for practical training (F-1), academic training (J-1) or continue at a new school or in a new field or level of study (i.e. Master's, J.D., Ph.D), or seek a change of non-immigrant status must depart the United States within 60 days of their academic program end date if they are in F-1 status (see item #5 on your current I-20), or within 30 days if they are in J-1 status.

Studying Abroad?

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Planning to Study Abroad during the Spring 2011 semester? If so, please talk to an international advisor at the Slutzker Center soon. There are steps which you must take in order to insure your continued non-immigrant status for re-entry to the U.S

!Important Announcements!

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■ **Although rare, a fire drill or evacuation could be an opportunity for a thief to strike. To prevent someone from taking your irreplaceable documents and passports we recommend the following:**

- **Keep your documents in a secure location.**
- **Be able to access and take your documents with you quickly if you need to evacuate the building.**
- **A small safe, briefcase, folder or backpack maybe the best way to keep your documents organized.**
- **Rent a safety deposit box at your local bank (i.e.: HSBC, Chase, etc.)**

You should never spend time searching for your documents in an emergency situation. REMEMBER, while you want to do your best to protect your valuable property, your personal safety is the highest importance in emergency!

■ **Students who are planning to do an Internship the Spring semester should apply for Curricular Practical Training (CPT) Please remember that you have to register for at least 1 credit for CPT. Curricular Practical Training Seminar (CPT) – Every 1st and 3rd Wednesday @ 3:00pm and every 2nd Friday at 3:00pm. Optional Practical Training Seminar (OPT) - Every 1st and 3rd Wednesday @ 3:45pm and every 2nd Friday at 3:45pm.**

IMMIGRATION UPDATES

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USCIS FY 2012 H-1B Cap Count

FY 2012 H-1B Cap Count

Cap Type	Cap Amount	Cap Eligible Petitions	Petition Target	Date of Last Count
H-1B Regular Cap	65,000	32,200		9/9/2011
H-1B Master's Exemption	20,000	16,700		9/9/2011

For more information and latest updates on H1B Visa cap count, please visit the [USCIS](#) website.

<http://www.uscis.gov/portal/site/uscis/menuitem.5af9bb95919f35e66f614176543f6d1a/?vgnextoid=4b7cdd1d5fd37210VgnVCM100000082ca60aRCRD&vgnextchannel=73566811264a3210VgnVCM100000b92ca60aRCRD>

Is Your I-20 or DS-2019 Expiring Soon? Do You Need an Extension of Stay?

This is the time of year when many international students whose I-20 or DS-2019 will expire this December, but who will be continuing their studies for Spring 2011, are applying for an extension of stay. Students who will begin a new level of study (e.g., completing bachelor's and commencing master's or completing master's and commencing PhD) receive a new I-20 for the new level of study. Changes in level of study require an admission letter from the Graduate School (if completing a bachelor's and commencing master's) or from the student's academic department (if completing master's and commencing PhD) verifying that the student has been approved for the new level of study, and the semester that the new level will begin.

Students with I-20s or DS-2019s expiring in December 2011 but who will continue their studies at SU **must** begin the extension of stay process (or change in level of study process) well before that date so that the new I-20 is issued before the I-20 expiration date.

Complete information and the required forms are available on-line at: http://international.syr.edu/_documents/forms/I-20_Extension.pdf

Housing and Safety

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Keeping Good Rental Records

Lack of knowledge regarding leases or other rental agreements can cause a variety of problems. By keeping records of rental repair requests, security deposit disputes, and other important issues related to rental agreements, you can alleviate many of these types of problems. The most frustrating problems occur when the tenant cannot document their grievances. To prevent this, start a rental file as soon as you sign the lease and add to it throughout your lease term. A rental file is easy to keep, considering the money you may recover through rental modification or qualifying for full return on your security deposit. If a rental problem arises, it is easier to negotiate a solution with the landlord when you have written records that show the extent of the problem, what you asked the landlord to do about it, and how the landlord responded.

Your Rental File Should Hold:

A Rental Log

Use a simple notebook to write all dates and times you contacted or tried to contact your landlord; make a note of any discussion. Logs are a useful permanent record of how the landlord did or did not respond to problems.

Apartment Condition Checklist

This is proof of the condition of the apartment when you move in and out. Keep a copy and send the original to the landlord by certified mail and return receipt.

Correspondence With Your Landlord

Make any complaints or concerns in writing and keep copies on file. All verbal requests should be followed up in writing with copies in your file.

Reports

Keep copies of the Certificate of Suitability, building inspection reports, police reports, and any other reports from other agencies.

Photographs

Photos may be the evidence you need to document a repair or security deposit problem. Photos should be dated and signed by a witness.

Off-Campus Housing 101

It is that time of year: time to begin looking for off-campus housing for the 2011-12 academic year. The rental season begins very early in Syracuse, but that does not mean that you have to sign a lease right now; you should not rush to sign a lease and should learn about off-campus housing prior to making the decision to move off-campus. A lease should not be signed until the property has been researched, roommates are confirmed, and the lease has been reviewed by Student Legal Services.

There are a number of rental units available in the University area and one of the best sources for advice and information about off-campus housing are friends and classmates. Another good place to search is Orange Housing. Orange Housing maintains a web site of apartment offerings in the neighborhoods adjacent to campus. The Orange Housing website is www.orangehousing.com. It is important to keep in mind that this local company is not affiliated with Syracuse University or SUNY ESF and there are absolutely no guarantees about the quality and reliability of the information posted on the website. Orange Housing also offers roommate searches, sublet listings, and information relevant to apartment hunters. Apartment listings can also be found in the *Daily Orange* and at www.apartmentfinder.com.

Your first step in your apartment search is determining your needs. Important considerations include:

- Distance from campus
- How much you can afford for rent and utilities
- On or off-street parking
- Number of roommates
- Furnished or non-furnished apartment
- Length of lease
- Pets

Once you have determined your needs you will want to view two or more rentals that meet your criteria. Check out each apartment thoroughly; don't be afraid to test faucets, doorknobs, etc. and make sure you are satisfied with the safety features available (window locks, security lights, etc.). You should talk with the current tenants about the apartment; ask about location and experiences with the landlord. Once you decide on an apartment and have done all needed research, you should have the lease reviewed by Student Legal Services.

The Office of Off-Campus and Commuter Services (OCCS) is a resource that you should also utilize in your search for off campus housing. OCCS staff will assist you in your search by educating you on what is needed to have a successful off-campus living experience. OCCS is available for in person assistance at 754 Ostrom Avenue, via phone at 315-443-5489, online at offcampus.syr.edu, via email at offcampus@syr.edu

Apartment Safety Tips

Burglars strike in any neighborhood. They are opportunistic and always look for such easy targets as homes that are left open, not well maintained, out of eyesight or earshot of neighbors, or obscured by landscaping or fencing. The best way to minimize your chances of becoming a victim is to take sensible precautions.

The following tips offered by the City of Syracuse Police Department are designed to help you reduce your chances of becoming a victim of crime. You may already be aware of some strategies, but others may be new to you. Remember to trust your instincts and use common sense. Do not let yourself become a victim of a crime!

Before Renting an Apartment

Survey the residence for the following security features:

- Does the apartment have metal or solid core wooden entry and exit doors? Are these doors equipped with deadbolts? Are the locks mounted securely? Have the doors been re-keyed since the last tenant moved out?
- Can visitors be observed without opening the apartment door either through a door "peephole" viewer or window?
- Does any outside vegetation block doors or windows from public view? Does the vegetation provide places or concealment at entrances at or along walkways?
- Is there adequate lighting at the building entry doors and along walkways? Are the outer doors kept locked at all times?

In Your Apartment

- Keep your doors locked at all times, especially when you are alone, sleeping, or the apartment is unoccupied (even if only for a few moments).
- Determine who is on the other side of the door before opening it. Have repair or service personnel show official identification and confirm their presence with the person requesting the service. Delivery persons should remain outside to await the person requesting the delivery.
- If you return home and something looks questionable (e.g., a slit screen, broken window, or open door) do not go inside. Call the Syracuse Police Department from a safe location.
- Be sure you have blinds or curtains on your windows to discourage window peepers. Always keep your windows covered at night and leave lights on in two or more rooms.
- Make a list of your valuables and record any serial numbers.
- Be sure all outdoor lighting fixtures are in working condition. Ask your landlord to make immediate repairs.
- Place items of value out of sight and in locked areas. Do not leave valuables unattended in such common areas as laundry rooms and lounges.
- Ask your landlord to maintain and trim shrubbery.

Getting Repairs Made in Your Apartment

As a tenant, you are entitled to a livable, safe and sanitary apartment. Failure to provide heat or hot water on a regular basis or to rid an apartment of insect infestation is an example of a violation of this entitlement.

All landlords are required to maintain **electrical, plumbing, sanitary, heating and ventilating systems** in good working order. Landlords of buildings with three or more apartments must keep apartments and public areas in "good repair." Landlords also have a duty to keep every part of a dwelling clean and free of vermin, dirt, garbage, and other offensive material.

All landlords in the City of Syracuse must maintain their premises in accordance with Syracuse Property Code. The Housing Complaint section of the Division of Code Enforcement enforces the City Code by responding to reports and complaints about housing maintenance, overgrown yards, trash and debris and disabled vehicles on private property. In addition they work with other agencies to improve residential neighborhoods.

If you have a complaint concerning the habitability or repair of your apartment, contact the Syracuse Division of Code Enforcement at **(315) 448-8695**.

If you have any questions you can call our office @ 443-5489.

Landlord Information Sharing Program

The **Landlord Information Sharing Program (LISP)** is designed to provide students with a method for communicating with each other from year to year about their rental housing challenges and successes.

Process

Any Syracuse University or SUNY ESF student can fill out a Comment Form found on our web site at offcampus.syr.edu or in our office at 754 Ostrom Avenue. Students must clearly explain their concerns or issues in the form provided or by attaching a separate typed letter. They must use facts to describe the situation that is the basis for their documentation—they cannot simply provide an opinion of their landlord with no supporting factual basis.

OCCS staff would also like to hear about any positive interactions that students might have with their landlords. If students have positive experiences that they would like us or other students to know about, they should send us a letter clearly explaining the interaction, using facts to describe the situation—they should not simply provide an opinion of their landlord with no supporting factual basis.

What happens when a Comment Form is filed?

OCCS staff will review all completed Comment Forms. If any include unprofessional language or are not appropriate to share with other students, it will be returned to the student with a letter explaining why. OCCS staff will forward a copy of the submitted Comment Form to the student's landlord. The landlord may respond to the concerns or issues directly or may respond by sending a letter to the OCCS. If the OCCS receives a response, a copy will be mailed to the student. OCCS staff will keep a copy of all Comment Forms and landlord responses in our office at 754 Ostrom Avenue. All names, contact information, and any other identifying information will be redacted from the Comment Forms and responses. Other SU/SUNY ESF students will be able to view your Comment Form and your landlord's response when they are searching for off-campus housing.

We encourage students viewing the landlord files to consider not only the number and type of concerns or issues raised, but the landlords' responses to them. Please note that the views expressed in these materials are solely those of students and local property owners and not those of Syracuse University.

Sometimes your landlord may not respond to your concerns or issues, or may respond unfavorably. OCCS staff will work with you throughout the process to seek to accomplish a resolution to your problem. When appropriate, OCCS staff will refer you to agencies that are better able to assist you, such as the Syracuse Police Department, City of Syracuse Division of Code Enforcement, Conflict Mediation Center, Student Legal Services, etc.

Lease Disputes and General Landlord Complaints

- If you have a disagreement with your landlord concerning either of your responsibilities, it is best to try to reach an agreement.
- After reaching an agreement with your landlord in person or over the phone, follow up your discussion in writing. Include anything you or your landlord agreed to in your letter.
- If a dispute still exists between you and your landlord, you may want to consult Student Legal Services (443-4532). They can provide free legal consultation and advice about landlord-tenant issues.
- You can also file a complaint against your landlord with the New York State attorney general's office. To obtain a complaint form, call 448-4800 (ask for the Consumer Affairs Department) or 1-800-771-7755 (Consumer Helpline); visit www.oag.state.ny.us (go to Consumer Issues); or contact The Office of Orientation and Off-Campus Programs.
- When you file your complaint with the attorney general's office, include a copy of your lease and copies of any correspondence you've had with your landlord concerning the problem.
- Once you file your complaint, staff from the attorney general's office will conduct an informal mediation session between you and your landlord, usually by phone, and provide advice for resolving the dispute.

Cell phone Offers to SU International Students



18% off for Syracuse University Students use Discount Code [2386165](#)

- World Phones available
- Exclusive provider of the Apple iPhone & BlackBerry TORCH
- Competitive domestic and international plans available
- Only domestic carrier that offers rollover minutes
- Receive 18% off monthly voice and data plans (not prepaid)
- Text messaging plan discounts available on select phones
- \$2 Off 200 Message Plan - Your Cost \$3
- \$5 Off 1500 Message Plan - Your Cost \$10
- \$5 Off Unlimited Plan - Your Cost \$15
- Offer excludes iPhone Text Messaging Plans
- Prepaid service plans available
- Waived security deposit for one line of service (only available only at Company Owned Retail Stores, not available online or at Authorized Dealers.)
- Prices reflect 18% Syracuse University Student Discount Code [2386165](#)
- Rates apply to calls made from within the U.S., Puerto Rico and U.S Virgin Islands
- Convenient and affordable calling from the U.S to over 220 countries
- International Roaming agreements in over 100 countries, rates vary
- For more details on International Roaming, see www.att.com/international

T-Mobile also offers prepaid **Pay-As-You-Go** plans. Which are designed for single subscribers (no family plans) who are in the USA for only a couple of years. For further details please check the following website

<http://www.t-mobile.com/shop/plans/prepaid-plans.aspx>



Pedestrian Safety Tips

Stay safe while you're walking to campus. Here are some tips:

- Use sidewalks and paths whenever possible.
- Use crosswalks, and don't start walking until you see the "WALK" signal. Walk facing traffic so you can see vehicles as they approach, and they can see you.
- Always walk in groups of three or more!
- Remember, pedestrians only have the right-of-way if a driver sees them! As a driver, it is important to be familiar with pedestrian safety laws. When a pedestrian is crossing at a crosswalk, drivers must wait until the pedestrian has *completely* crossed the street and has reached the other side safely.
- When making a right-hand turn at a red light, it is important to come to a complete stop and check for pedestrians crossing the street. Also remember there are many "No Right on Red" turns in the Syracuse University area!



Protect your Property

All your personal belongings are insured against a wide range of losses. The SCIS supports this policy and we encourage every student to have this insurance.

- Laptops, cell phones, jewelry, watches, iPods, cameras, clothes, books, sports equipment, furniture **all** your "stuff" is covered. You're insured for countless types of losses, including theft, vandalism, fire, and accidental damage.
- Worldwide coverage on and **off** campus (in your apartment, in a foreign country, "at home", in storage, or anywhere else they may be.
- Property of the University is covered while in your care
- Buy \$4,000 of coverage for less than \$94! Also there is up to \$20,000 coverage available for an annual premium of only \$250.

For more information about our student personal property program, call 1-866-535-0456 and ask for a college specialist to assist you. Or better yet Enroll online! It's fast and easy. Simply log on to: www.haylor.com/student or send an e-mail to: student@haylor.com



For your safety, please remember...

- On campus after dark, use DPS' free escort service. Off campus, use SU Home (it's free); call 315-443-2224 for more information on these services. Additional options are Centro Bus or taxi service.
- Walk, bike or jog in groups of three or more — away from bushes, cars and other objects a suspect could hide behind.
- Look and listen. Headphones and cell phones can create tunnel vision.
- Travel in well-lighted and well-traveled areas.
- Don't approach strangers or let them get close to you.
- If you think someone is following you, switch directions or cross the street. Go toward an open business or lighted house.
- Have your house or car keys in hand before you reach your door.
- Know where "Blue Light" phones are and how to use them.
- If someone tries to rob you, don't resist. Give up your property, not your life.
- Try to get a description of the suspect(s) and any associated vehicle and tag number.
- IMMEDIATELY report emergencies or suspicious activities, persons and vehicles. For SU's Department of Public Safety, **dial 711** on campus or #78 (from a cell phone); for the Syracuse Police Department, **dial 911**

Your quick report may help prevent others from becoming victims.

Fall 2011 Bus Schedule

Centro is the provider of public transportation in Syracuse and throughout Onondaga, Cayuga and Oswego Counties. Centro operates a system of shuttle routes on campus under contract with Syracuse University. These are regular transit routes which Syracuse University students can board for free. Centro also operates an extensive system of bus routes connecting the Syracuse University campus to points throughout the area. Students may ride free on these routes within certain specified "free fare zones". If you wish to travel to an area outside of these zones, you must pay a fare. http://parking.syr.edu/Parking/display.cfm?content_ID=%23%28%289%21%0A

QUESTIONS? Contact:

Parking and Transit Services
621 Skytop Road

- Phone: 315-443-1049
- Web: <http://parking.syr.edu>

Motivational Quotes of the Week:

"Faith is taking the first step even when you don't see the whole staircase."

~**Martin Luther King, Jr.**

"In life, as in football, you won't go far unless you know where the goalposts are."

~**Arnold H. Glasgow**

"The greatest advantage of speaking the truth is that you don't have to remember what you said."

~**Anonymous**

"I have no special talents. I am only passionately curious."

~**Albert Einstein**

"When one door closes, another opens; but we often look so long and so regretfully upon the closed door that we do not see the one which has opened for us."

~**Alexander Graham Bell**

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Note: If you would like to submit a request to publish your news or events in our SCIS Newsletter. Please contact **Daniela Baban Hurrle** at dbabanhu@syr.edu

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