Meeting for New F-1 Students

If you are a new F-1 student at the ELI, you must participate in a short meeting about your F1 visa status. The meeting will be located in the Room 107 on Tuesday, May 22 from 1:00-1:15 pm. You must attend this meeting. The focus of the meeting will be:

- Rules to follow to keep your immigration status legal
- Benefits you are allowed to have as an F-1 student, such as vacation term

If you are a sponsored student and you do not attend this meeting, your sponsor will be notified.

Immigration Information: I-94 Admission Number

Each ELI student must give the ELI Main Office his or her I-94 admission number by 4:00 pm, Monday, May 21. To find your DHS I-94 admission number:

1. Go to: https://i94.cbp.dhs.gov/I94/#/home
2. Click “Get Most Recent I-94”
3. Click “Consent & Continue”
4. Enter information exactly as it is on your visa
5. Print the page with your admission number
6. Bring printed page to ELI main office by 4:00 pm, September 15

ELI Activity:

ELI Day at the Pittsburgh Zoo & PPG Aquarium!

Lions and tigers and bears… Oh my! Join us as the ELI goes to the Pittsburgh Zoo & PPG Aquarium on Wednesday, May 23. Discounted tickets are $12, but you must pay the main office by 4:30 pm on Monday, March 21. Please bring the exact amount, cash only. Feel free to buy a ticket for a friend, too, even if they are not in the ELI. Guests, including children, pay the same price.

On Wednesday, meet in the lobby of the ELI at 11:00 am and we’ll take the bus to the zoo together. The Pittsburgh Zoo is open until 5 pm, but you are free to leave whenever you like. You can also meet us at the zoo if you prefer, but make sure you have your admissions bracelet. See Ece in Room M02 from 3:50-4:30 pm on Tuesday, May 22 to get your bracelet. If you lose your bracelet, it cannot be replaced and you must pay $12 for a new one. Parking is free at the zoo.

The weather is supposed to be beautiful on Wednesday – 73 (23 degrees C) and partly sunny! However, if the current weather forecast is inaccurate and it rains, we will still go to the zoo. There are no refunds.

For more information about the Pittsburgh Zoo and PPG Aquarium, animals you might see there, directions and information about other special exhibits there, visit www.pittsburghzoo.org.

ELI Students and Pitt Email

ELI students MUST use Pitt email. Your teachers and the university will use ONLY your Pitt email to contact you. If you don’t check your Pitt email every day, you may miss important messages about your class work, registration, or tuition payments. To check your email, visit my.pitt.edu and click on “My Pitt Email”.

If you do not know your Pitt username or password, or you cannot access your account, visit one of the University computer labs in G-27 or G-62 of the Cathedral of Learning, 112 Hillman Library, or 1200 Wesley Posvar Hall.

Coffee Talk will begin tomorrow, Friday May 18.

The objective of Coffee Talk is to practice English, relax, and perhaps make new friends, too. Join us at Panera, just a couple of blocks away; you can participate for fifteen minutes or for two hours. Please plan to buy something (it’s okay to be frugal), and be sure to speak English only (or you will be chastised).

If there is no one in the glassed-in room, we will meet there. If that room is occupied, find a place where there are a few empty tables, and that will be our meeting place. Acknowledging that Panera is a place of business, remember to purchase something.

See you there.
Student Advisor Office Hours

Please remember that Stacy Ranson, your Student Advisor, can help you with questions about your registration and classes, academic issues, letters of recommendation, and personal issues, as well. Feel free to stop by her office in M22 during any of her office hours. You can also email her at sar72@pitt.edu.

Stacy’s office hours are:

Monday, Tuesday, Thursday, Friday 1:00 pm-2:00 pm

Coed Group Work in the ELI

As you already know, students at the ELI work together in pairs and small groups during almost every class. Interacting in pairs and small groups is an important part of language learning. Please remember that ELI teachers will not be able to form separate groups for men and women during classroom activities. Separating men and women limits the amount of interaction that women at the ELI receive. In order to best serve all of our students and their language development, we must maximize interaction during class time. Remember, if you are planning to move on to academic work in the U.S., men and women will be expected to work together without question, so your ELI experience will be a good opportunity to practice in this situation if it makes you uncomfortable.

If you would like to talk more about this policy, please contact Stacy at sar72@pitt.edu or visit her in her office in M22.

Schedule Change for Summer 2018

The ELI will have a slight change to the regular schedule during the summer term. We will not have classes on Monday, May 28 or Tuesday, May 29, to celebrate the Memorial Day holiday. The ELI will hold classes on Wednesday, May 30 to make up for this day off. Please be prepared to attend classes at the usual times on Wednesday, May 30.

Proof of Health Insurance: Deadline

All ELI students must provide proof of health insurance in order to enroll in classes. The ELI does not recommend any specific insurance plan or company; you may choose the plan and insurance company that is best for you. Many of our students use ISO insurance at www.isoa.org or International Student Insurance at www.internationalstudentinsurance.com, but you may choose any company.

Bring your insurance card, or a printout from the insurance website that shows that you have bought a plan, to the ELI main office. You may also email your proof of insurance to elipitt@pitt.edu.

The insurance deadline is Monday, May 21. If you have not already submitted it, you must provide your proof of health insurance by 12:00 pm on Monday, May 21, or your ELI registration will be canceled. Stacy is available to help with buying insurance. Email her at sar72@pitt.edu to make an appointment if you need assistance.

Renters Insurance

Many of you rent apartments in Pittsburgh while you are studying at the ELI, and we want to strongly encourage you to buy renters insurance while you are here. Renters insurance covers personal property, so it will help you replace your items if they are lost due to theft or destruction from a fire or storm. Renters insurance can also cover damage that you may cause to your apartment. For example, if you accidentally start a fire in your apartment while you are cooking, there could be thousands of dollars worth of damage, and you may be expected to pay for the repairs. Renters insurance could cover the cost of these repairs. This type of insurance is very inexpensive, with an average cost of $15.00 a month. You can check out some policy quotes at https://www.geico.com/information/aboutinsurance/renters/ or at https://www.statefarm.com/insurance/home-and-property/renters. If you need help finding or buying insurance, please see Stacy.

Pitt Emergency Alert System

It is very important that ELI students know when there is an emergency on campus. For this reason, all ELI students must sign up for the Emergency Notification System that is provided by the University of Pittsburgh. This system will contact you by phone, email, or text, to tell you when there is an emergency on campus.

When there is an emergency, you should follow the directions from the system notification, your teacher, and any police officers in the area. Unless the alert, or a police officer, tells you to leave, you should remain in the Oakland area, even if the evacuation is long. Usually, if it is a fire alarm, we can reenter the building fairly quickly. The ELI always holds classes when the alert is finished. If you miss classes after we return to the building, you will be counted as absent. Always wait for notification that it is safe to enter the building before you come back to the building.

To subscribe to the Pitt Emergency Notification System:

- Log in to my.pitt.edu
- Click on “My Resources” at the top of the page
- Click on “Emergency Notification”
- Click on “Access Rave”
- Enter your phone number and email
- Click “Submit”

It is very easy to sign up and only takes a minute. Please sign up today!

Friday Prayer for Muslim Students

The ELI is aware that many of our Muslim students attend mosque on Fridays at 1:10. Of course, we want to assist you with this, so teachers will allow up to 20 minutes for Muslim students to return for the 2:00 class. If you are over 20 minutes late, though, teachers will have to count you as absent. If you are having a problem returning to class within 20 minutes, please see Stacy.

Visit the ELI NEWS online: http://www.eli.pitt.edu/GENINFO/activities/index.html
**ELI Activity:**

**Fantastic Folding**

Join the ELI as we go to the Carnegie Public Library in Squirrel Hill on Saturday, May 19, for a special public event called Fantastic Folding. Experienced paper folders from the Origami Club of Pittsburgh will demonstrate various techniques and help you make your own folded creations. This free event is fun for all ages. Bring your friends and families!

On Saturday, we will meet at the ELI at 11 am and take the bus to the library together. After the event, take some time to explore the library! The Carnegie Library is not just a place for books. There is a wide variety of materials that you can borrow for free with a library card. You can borrow books, magazines, and even DVDs. There are also many other free classes and events like Fantastic Folding that you can enjoy at many branches of the library. Find more information about the Carnegie Library of Pittsburgh at [www.carnegielibrary.org](http://www.carnegielibrary.org).

**ELI Student Library**

The student library is on the mezzanine floor outside of Stacy's office, M22. Students can borrow 1 book at a time for two weeks. You must write your name, book title, email address, and the date that you borrow and return the book on the sign out sheet. You can access the books when the ELI is open.

Most of the books are graded readers. A graded reader is a book with limited vocabulary and grammar structures, and is often a short version of a longer book. A graded reader is a good learning resource for ELI students because you read longer, connected texts at an appropriate level. If the vocabulary and grammar are simplified, you can focus on general reading comprehension.

There are a few novels and short story collections, too. If you want to read more authentic books, become a member of the Carnegie Library of Pittsburgh. The Oakland branch is located very near the ELI. Use this link to get more information about becoming a member: [http://www.clpgh.org/usingthelibrary/getcard.html](http://www.clpgh.org/usingthelibrary/getcard.html)

**FI Students and End-of-Term Grace Period**

The Department of Homeland Security requires students to complete all levels of the ELI program in order to receive the 60-day grace period following the completion of study. This means that if you complete level 6 at the ELI, you will have 60 days after your last day of study to remain in the U.S.

If you complete study at the ELI before taking level 6, you will have a two-week grace period after your final day of class. This means that you will need to leave the U.S. within 2 weeks of your last day of study if you do not complete level 6.

Please note that the grace period is different for students who transfer to a new program. If you transfer to a new program at any time, you must begin study at the first available term for the new program. You are permitted to be out of school for up to 5 months before beginning the first available term of your new program, however. Please see Stacy if you have questions about these policies.

**ELI Emergency Phone Number**

The ELI has an emergency phone number for students to use in medical or legal emergencies. The number is (412) 444-8280. Please take a moment to add this to the contacts in your phone. This number is only to be used evenings and weekends, during times that the ELI main office is closed. Please note that this is an emergency number. You should only call this number if you have a serious medical or legal issue and you need help. It is also possible that Stacy may not be able to answer the phone immediately when you call. If you get the voicemail, leave a clear message with your name, phone number, and emergency. Stacy will return your call.

**Mark your calendars! Upcoming ELI Activities**

- **Saturday, May 19:** Fantastic Folding
- **Wednesday, May 23:** Pittsburgh Zoo & Aquarium
- **Friday, June 1:** Pittsburgh Glass Center
- **Hot Jam**
- **Tuesday, June 5:** Three Rivers Arts Festival
- **Wednesday, June 27:** ELI Picnic
- **Sunday, July 15:** Pitt Day at Kennywood

**Withdrawal and Refund Policy**

If you wish to drop one or more of your classes, you should immediately inform Rosemary or Erica in the ELI Main Office and the ELI Student Advisor, Stacy Ranson, in M22.

If you drop courses before the end of the ELI Add/Drop period on **Monday, May 21**, you will receive a full refund. This check will be mailed to your home mailing address. This takes approximately 2 weeks.

If you drop courses **after** the ELI Add/Drop period on May 21, you will NOT receive a refund.

**Meet Point Park University Students in May and June!**

Are you interested in meeting with native speakers of English? If so, you can meet students at Point Park University (PPU). Students in EDUC 250 (a PPU class) want to meet English language learners. You and your PPU partner will meet several times (not weekly but 6-8 hours in total) from mid-May to mid-June as well as attend a group activity at PPU. If you are interested in getting to know a PPU student, contact Community Outreach at eli@pitt.edu.

For your information: ELI students can have PPU partners and still join the ELI Conversation Partners program, too. They are different programs, and ELI students can meet native speakers in each!
Conversation Partners
By: Brianne Harrison

Would you like to meet a native English speaker who wants to meet an international student? If so, you should request a conversation partner! You can learn more about each other’s backgrounds and hopefully become friends. At the same time, you can practice speaking English, and your partner might try your language, too.

Online registration for conversation partners will be open until Tuesday, May 30th. To sign up, go to: https://tinyurl.com/ELIVolunteerList-SU18.

Please note: Late requests will not be accepted. Only ELI students in the intensive program will be paired.

E-mail the Community Outreach Coordinator at elicomm@pitt.edu if you have questions or need more information about Conversation Partners.

Free Lockers in the ELI
By Stacy Ranson

The ELI has a limited number of lockers available in our building. All students are eligible for free use of a locker, but you must sign up for a locker in the ELI main office, room M13. If you put a lock on a locker that you did not register, the lock will be removed.

To sign up for a locker:

- Buy a combination lock. Remember that the lock must be 25mm-30mm. Many locks are 50mm or bigger, and these are too big for the ELI lockers.
- Bring your lock to the ELI main office and give Rosemary or Erica the combination.
- You can then choose a locker.

Please remember to register for a locker if you would like to use one, because the ELI will remove locks that are not registered.

Talk Time Conversation Groups
By: Brianne Harrison

What is it?
In the Talk Time Program, a native English speaker meets with a group of 4-5 students for fun and informal communication.

Talk Time groups are not classes, but the Talk Time Leader may encourage discussion by providing a topic or making sure that all group members have the chance to participate, for example.

When do they meet?
Talk Time groups meet for about an hour on a weekly basis. Groups are scheduled in ELI classrooms, and meeting times are once weekly at 1:00 or 4:00 on Mondays, Tuesdays, or Thursdays, depending on when you register.

When can I register?
Registration for Talk Time will take place in the Conference Room (M-15) on Monday, May 20th or Tuesday, May 21st from 1:00 to 2:00 PM. Stop by during your lunch break! Talk Time groups will start meeting the following week. Please e-mail elicomm@pitt.edu if you would have questions or need more information about Talk Time.

Medical Emergencies in the ELI

It is the ELI policy that any time an ELI student shows signs of a serious medical issue, ELI staff and faculty must call 911 for medical assistance. For example, if a student complains of the symptoms of a heart attack, the ELI will call an ambulance. In a medical emergency, the first priority of the ELI is always the well-being of its students, and 911 will be called even if the ill student protests or is not insured. Ambulance rides can cost from $400 to over $1000, depending on the kind of care the crew must provide and the distance traveled. Patients are responsible for the cost. This means that you—not the ELI—must pay for the ambulance, even if an ELI teacher or employee called for the ambulance. Please keep this in mind when you are considering your health insurance options in the United States.

TOEFL Prep Course at the ELI

Do you find yourself bored with nothing to do on Wednesdays? Are you worrying about that upcoming TOEFL exam? Well, the ELI has the perfect solution for both of these common problems: the ELI TOEFL Preparation Course!

The TOEFL Preparation Course is an intensive class that will meet on Wednesdays from 11:00 am to 1:00 pm and 2:00 pm to 4:00 pm. The class covers all aspects of the test. Module 1 covers Reading and Writing, and Module 2 covers Listening and Speaking. Each module is six weeks long. Space is limited. Sign up in the ELI Main Office by June 1. The cost is $165 per module for students in the ELI’s intensive program and $200 per module for non-ELI students.

Please Note: The TOEFL Prep Class is open to anyone in Pittsburgh, but individuals wishing to take the TOEFL Prep Class must be in Levels 5 or 6 in the ELI (or have the equivalent fluency). For a complete description of these courses, along with textbook information and information about other special courses being offered this term, visit the ELI’s web site at http://www.eli.pitt.edu/programs/toefl-preparation-course.

New Student Checklist

Did you remember to:

- Activate your Pitt email address?
- Get your student ID card?
- Update your mailing address?
- Give a copy of your financial guarantee to the main office?
- Buy your textbooks?
- Register for a locker?
- Visit the ELI Main Office or talk to one of your teachers if you have any questions about these steps!