



PACIFIC STATES UNIVERSITY

***Student Handbook***

*2016*

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## MESSAGE TO STUDENTS

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Dear Students,

Congratulation and welcome to the Pacific States University student body. We have prepared this Handbook for your convenience while you pursue your studies in higher education. The information we've gathered here is intended to supplement (and not replace) the more-detailed information contained in the PSU *General Catalog*. We hope that it will highlight important items you need to know about and help you explore the Los Angeles Basin.

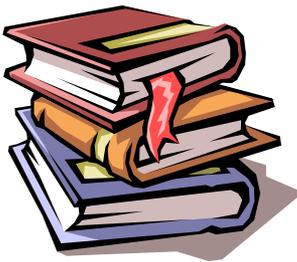
Keep in mind that we always hold an orientation meeting early in the academic quarter. We strongly encourage you to attend this gathering so that you will have a chance to meet the PSU administrators, faculty, and staff and ask any questions you might have. A luncheon will be provided after the session in a very informal atmosphere, so please don't miss this date.

The Office is open from 8:30AM to 7:00PM on Monday through Friday. If you need assistance, feel free to either drop in or call us at (323) 731-2383. Again, a cordial hello. We hope you enjoy your studies with us.

Sincerely,  
PSU Student Services

### IMPORTANT!

- **Office Business Hours:** **Mon-Fri 8:30AM-7:00PM**  
**Tel: (323) 731-2383**



## UNIVERSITY AND ITS SETTING

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PSU has more than 80 years of experience and has educated more than 10,000 people in the fields of Business Administration, Computer Science, and Electrical Engineering. PSU offers many specialized learning opportunities, such as small classes, guest speakers, field trips, dedicated laboratories, and a well-equipped University library.

The University's international student body, faculty, and staff enable you to gain a truly global perspective. There are many chances to share your culture and its customs and values with others. Great understanding can grow, and many new friendships can be made.

Our faculty is excellent. Faculty members are well educated and excited about making a difference in the lives of their students. All faculty and staff are readily for discussion and counseling. Do not hesitate to ask your professors to clarify points they have made. If you are having problems in a course for any reason, feel free to contact the professor, the Director of your college, or any member of administrator or staff.

We are proud of our students. Our graduates have gone on to obtain excellent jobs and hold leadership positions in the work world. With your help, we can continue our quest to create new leaders for the next generation.



## HOUSING

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PSU offers student housing, near campus (Hobart Residence), dormitory-style house and five minutes' drive from campus (Western Residence). Hobart Residence has over 20 rooms, and the cost for rent varies by size. The quaint, old-fashioned style house features a large kitchen, spiral staircases, a backyard, and easy access to campus. Each room contains two beds, two desks, two armoires, new carpet, a bathroom, and an exciting view of Los Angeles. Dormitory residents can also travel on the Metro Red Line subway to Hollywood, the L.A. Union Station, or transfer to Long Beach (the Blue Line), Pasadena (the Gold Line), or beyond (Amtrak travels to many cities across the United States).



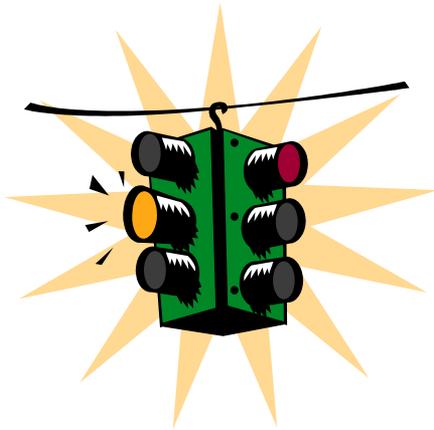
## TRANSPORTATION

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You may need some form of transportation for getting to and from PSU. If you are planning to use L.A. City buses or the subway, remember that PSU is located at 3424 Wilshire Blvd. The area around the office building is known as “Koreatown.” If you are commuting from a non-local address, use the Metro Red-Line to the Wilshire/Vermont Station or the Metro Purple-Line to the Wilshire/Normandie Station, both within walking distance to the campus.

The PSU Registrar can provide you with a letter that qualifies you for a student discount on a Metro Pass. Metro Bus schedules and information are available at One Gate Plaza, Los Angeles, CA 90012, or by calling (213) 922-6235 (8:00am to 4:15pm, Monday through Friday). Metro subway schedules and information can be obtained at (213) 626-4455.

Again, you may call us for any information or help in solving your transportation problems.



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## CALIFORNIA DRIVER'S LICENSE

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A California driver's license can be used as identification when writing a personal check and for other purposes.

To obtain a California driver's license, you must pass both a written and a driving examination at the Department of Motor Vehicle (DMV). The manual of driving regulations for the written test can be obtained from any DMV office.

### **Nearest DMV**

The DMV nearest to PSU is at 3500 South Hope Street, Los Angeles, CA 90007. The phone number is (213) 744-2000; the hours are 8:00am to 5:00pm on Monday, Tuesday, Wednesday, and Friday, and 8:00am to 6:30pm on Thursday.

To get to this DMV from PSU, take Venice Boulevard East to Hoover. Turn right on Hoover and proceed South to Jefferson Boulevard. Make a left on Jefferson and go underneath the Harbor Freeway (110) overpass. Make a right on Hope Street; the DMV is in the second block.



### **Application Requirements**

To take the written test, some form of photo identification (passport, student ID, driver's license from another state, birth certificate, etc.) and a fee of \$12 are required.

To take the driving test, you need to pass the written test (you do not need a Social Security Number). To pass the written test, you must not get more than 3 of the 20 questions wrong. You will be given 3 chances to pass the written exam.

### **Driving Examination**

After passing the written test, you need to make an appointment for the driving test. Once you pass your driving test, the DMV will take a picture photo of you (so wear something nice) and issue your temporary license. This license can be used to drive but not as a form of identification. The official license should arrive in your mailbox within a few weeks.



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## **IMMIGRATION INFORMATION (USCIS)**

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It is PSU's responsibility to follow guidelines established by the U.S. Citizenship and Immigration Services (USCIS) formally the Immigration and Naturalization Service (INS) for "non-immigration aliens."

### **Local USCIS Facility**

The USCIS is at 300 North Los Angeles Street, Los Angeles Street, Los Angeles, CA 90012. To get there, take Pico Boulevard to Alvarado and turn left. Proceed North on Alvarado to Olympic Boulevard. Turn right on Olympic and go to Los Angeles Street. Turn left on Los Angeles and go North to Temple. The building is on the Northwest corner of Los Angeles and Temple.

Currently, the USCIS is open from 6:00am to 3:00pm on Monday, Tuesday, Wednesday, and Friday, and 6:00am to 12noon on Thursday. To schedule an appointment, go to Room 1001.

Website: [www.immigration.gov](http://www.immigration.gov).

### **F-1 Status Requirements**

You must maintain your F-1 international student status. To do so, you will have to:

- Keep your passport valid
- Be enrolled as a full-time student in accordance with the USCIS rules for international students: Full-time undergraduate students must take and complete a minimum of 12 units per quarter; graduate students must take and complete a minimum of 8 units per quarter. In addition, "continuous full-time" status is required, which means three quarters per year.

Failure to fulfill these requirements will jeopardize your F-1 status and your enrollment at the University.

### **Passport Renewal**

To renew your passport, first obtain a "Letter of Standing" from PSU through the Registrar. This document verifies that you are a full-time

student and in good academic standing with the University. Take your Letter of Standing and the proper renewal form (or mail them, using Registered mail) to your embassy or consulate.

### **Visa Renewal**

The Visa is the red, white and blue stamp issued by the American Consulate prior to your admittance to the U.S. Make sure that you have the I-94 form (the white piece of paper issued at the port of entry into the U.S.) for the Visa.

To renew the single-entry or multiple-entry F-1 Student Visa, you must present to the American Consulate:

- A valid I-20
- Passport
- Bank Statement
- PSU Official Transcript

**Remember:** Your Visa can be renewed only at an American Consulate outside the U.S. It cannot be renewed through the USCIS.

### **Travel Requirements**

When you plan to travel (i.e., leave and then re-enter the U.S.), check your Visa. If it is for single entry or has expired, you will have to have it renewed by an American Consulate before you can re-enter the U.S. The following documents must be with you when you apply for renewal:

- Passport. Your passport must be valid for at least 6 months beyond the authorized date of your stay (noted on the I-94).
- U.S. Visa.
- Authorized and signed I-20.

**Remember:** These requirements satisfy only those set by the USCIS for returning F-1 Visa students. Before traveling abroad, check with a travel agency to see whether there are other requirements.

**Consular Corps**

Here are the addresses and telephone numbers for some of the consulates in California:

**Consulate General of the People's Republic of China**

501 Shatto Pl., Suite 300  
Los Angeles, CA 90020  
(213) 380-0981

**Consulate General of Indonesia**

3457 Wilshire Blvd.  
Los Angeles, CA 90040  
(213) 383-5126

**Japanese Consulate**

250 E. First St., Suite 1507  
Los Angeles, CA 90012  
(213) 617-6700

**Korean Consulate**

3243 Wilshire Blvd.  
Los Angeles, CA 90010  
(213) 385-9300

**Taiwanese Consulate**

3731 Wilshire Blvd., Suite 700  
Los Angeles, CA 90010  
(213) 389-1215

**Thai Consulate**

801 North La Brea Ave.  
Los Angeles, CA 90038  
(323) 962-9574

## **BANK ACCOUNTS**

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### **Checking Account**

A checking account is a way to keep money in a safe place and still have easy access to it. To open a checking account, you must go to a bank and present your passport, I-94, I-20 form, driver's license, Social Security card and/or other forms of identification.

Upon depositing money into the account, you will receive a temporary supply of checks that you can use like cash. Most merchants will require at least two forms of identification (passport and student ID). Your permanent checks will be mailed to you.

### **Savings Account**

A savings account is only for money you do not need for immediate use. Savings accounts usually pay you interest on a quarterly basis. Different banks vary on the services offered, e.g., interest rates and many other charges, so be sure to compare before selecting one.

### **BBCN Bank**

3600 Wilshire Blvd  
Los Angeles, CA 90010  
(213) 351-5980

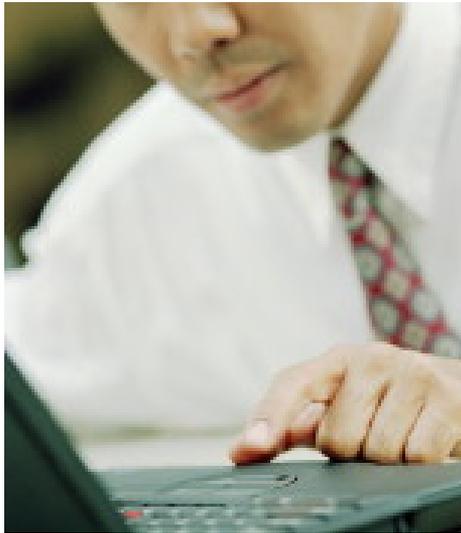
### **Bank of America**

West Olympic Branch  
3320 West Olympic Blvd.  
Los Angeles, CA 90019  
(213) 228-2371

Wilshire Branch  
3442 Wilshire Blvd.  
Los Angeles, CA 90010  
(800) 678-1433

**Wilshire State Bank**Wilshire Branch

3832 Wilshire Blvd #104.  
Los Angeles, CA 90010  
(213) 427-7711



## **EMPLOYMENT**

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International students who wish to work must meet all the following conditions:

- You must have been in F-1 Student status for one academic year.
- You must have been enrolled in a full course of study during the past 9 months
- You must be in good academic standing: Grade Point Average (GPA) of 3.0 or higher
- You must have the approval of an advisor.

If you have questions regarding on campus employment students, please contact PSU Student Service.

### **OPTIONAL PRACTICAL TRAINING (OPT)**

Regulations pertaining to Optional Practical Training are as follows:

- You must meet all of the conditions for eligibility for OPT.
- Your employment must be directly related to your field of study.
- Optional Practical Training is limited to a total of 12 months.

Please contact PSU Registrar for more information regarding OPT.

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## INCOME TAX (IRS)

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All F-1 students are required to file both a statement with the U.S. Internal Revenue Service (IRS) and a 1040NR, if students have income which exceeds \$7,700 annually.

Specifically, there are two major income tax forms that need to be submitted: (1) the Federal Income Tax Form and (2) the State Income Tax Form. Forms and instructions are available at most banks, libraries, and U.S. Post Offices.

If you are employed, your employer must issue a W-2 Form, which you must submit with your tax forms. The W-2 details the amount of wages paid to you during the calendar year and the amount of taxes that were withheld. If you do not receive W-2 Form by the end of the January following a year in which you were employed, notify your employer.

Additional information on federal tax obligations for non-resident aliens can be found in IRS publications 518 and 519. These instructions can be obtained from the IRS by calling (800) 829-1040 or visit [www.irs.gov](http://www.irs.gov).

For more information on state income taxes, contact:

[California Franchise Tax Board](#)

300 South Spring Street

Los Angeles, CA 90012

Call: (800) 338-0505 or

visit [www.ftb.ca.gov](http://www.ftb.ca.gov).



## **SOCIAL SECURITY CARD**

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You will need to obtain a Social Security card for employment on-campus or off-campus.

To apply for a Social Security card, take your passport, I-94, I-20, and official letter of employment to a Social Security Administration Office.

Nearest Social Security Administration Office is at:

Wilshire Center  
4000 Wilshire Boulevard,  
Los Angeles 90010.

Website: [www.ssa.gov](http://www.ssa.gov).

- Phone No.: (800) 772-1213.
- Hours: 9:00am to 4:00pm Monday through Friday.



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## HEALTH CARE

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### **INSURANCE**

PSU offers information and brochures on insurance policies that have been designed for your health care needs. These policies are offered by private, independent companies.

### **HOSPITALS**

The following are some of the hospitals available in the area:

#### **California Hospital**

1401 S. Grand Ave.  
Los Angeles, CA  
(213) 748-2411

#### **Harbor General Hospital**

100 Carson St.  
Torrance, CA  
(310) 222-2345  
(Anyone is eligible for treatment; emergency fees are based on ability to pay.)

#### **Hospital of the Good Samaritan**

1225 Wilshire Blvd.  
Los Angeles, CA  
(213) 977-2121  
(Walk-in service is available from 7am to 7pm.)

#### **Orthopedic Hospital**

2400 S. Flower St.  
Los Angeles, CA  
(213) 742-1000  
(Admits only those with orthopedic problems- strains, sprains, or fractures.)

St. Vincent Medical Center

2131 W. 3<sup>rd</sup> Street  
Los Angeles, CA  
(213) 484-7111

USC/County General Hospital

1200 N. State St.  
Los Angeles, CA  
(323) 442-8500  
(Accepts anyone.)

**URGENT CARE:**

Koreatown Urgent Care Center  
505 S. Virgil Ave  
Los Angeles CA 90020  
213-351-1305

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**EMERGENCY INFORMATION**

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The front pages of the telephone directory are a good source of information on what to do in case of an emergency, such as an earthquake, accident, or other occurrences that require immediate action and/or assistance.

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## **SOUTHERN CALIFORNIA ATTRACTIONS**

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The following are brief descriptions of just some of the major attractions for visitors to Southern California. Our staff can always give you suggestions and advice on other lesser-known destinations, romantic getaways, and historic, natural, artsy or curious sights to see! There are beaches, mountains, hiking and other outdoor activities, cultural events and other tourist attractions to take in (when you need a break from studying!)

### **CATALINA ISLAND**

[www.catalina.com](http://www.catalina.com)

**Visitors Bureau:**  
(310) 510-1520

Santa Catalina Island lies 22 miles off the coast of Southern California. Visitors fly or sail over to the island for a day or more to shop, hike, bicycle, camp, scuba dive, swim, golf, enjoy the view, and more. Consider a day trip or a weekend get-away: hotel accommodations available.



For more information on what there is to do and on the different forms of transportation for reaching the island, call:

- Catalina Island Museum: (310) 510-2414
- Catalina Cruises, Long Beach: (800) 228-2546
- Catalina Express, Dana Point/ Long Beach/ San Pedro: (800) 618-5533
- Island Express Helicopter, Long Beach/ San Pedro: (310) 510-2525
- Catalina Passenger Service, Newport: (949) 673-5245

**Address** of Catalina Passenger Service, Long Beach Terminal.  
320 Golden Shore Blvd.  
Long Beach, CA 90802.

**Directions:**

Take the Long Beach (710) Freeway south to downtown Long Beach. Exit at Golden Shore Blvd. and turn right at the stop sign. Park in the covered structure adjacent to the Catalina Island Terminal at Catalina Landing.



## **DISNEYLAND RESORTS**

[www.disneyland.go.com](http://www.disneyland.go.com)

**Address:** 1313 S. Harbor Ave. (between Katella Ave. and Ball Rd.)  
Anaheim, CA

**Information:** (714) 781-4565

Located 30 miles south of downtown L.A., Disneyland and Disney California Adventure are two world famous amusement parks that have many rides and exhibits celebrating the past and the future. It also has spectacular shows such as World of Color and Fantasmic! Consider a multiday parkhopper pass in order to experience it all. Also check out “Downtown Disney” with shops and restaurants!

### **Directions:**

Take the Santa Ana (5) Freeway south about 30 miles. Exit on Disneyland Drive and turn left.

### **Hotels of the Disneyland Resort:**

For reservations, call: (714) 956-MICKEY

#### Disney’s Grand Californian Hotel

1600 S. Disneyland Drive  
Anaheim, CA 92803

#### Disneyland Hotel

1150 Magic Way  
Anaheim, CA 92802

#### Disney’s Paradise Pier Hotel

1717 S. Disneyland Drive  
Anaheim, CA 92802



**THE GETTY MUSEUM**

[www.getty.edu](http://www.getty.edu)

**Address:**

1200 Getty Center Dr.  
Los Angeles, CA

**Information:**

(310) 440-7300

The mission of the J. Paul Getty Museum is to delight, inspire, and educate a diverse public through the collection, preservation, exhibition and interpretation of works of art of the highest quality.

**Hours:**

Tuesday-Thursday: 10am-6pm  
Friday and Saturday: 10am-9pm  
Sunday: 10am-6pm  
Closed Mondays and major U.S. holidays

**Admission:**

Admission to the Getty Center is **free**. Parking is \$5 per car.

**Directions:**

The Getty Center is centrally located in Los Angeles near the San Diego Freeway (405) and the Santa Monica Freeway (10). Take the Getty Center Drive exit from the 405 and follow the signs.

**There is also the Getty Villa in Malibu, showcasing antiquities.**

17985 Pacific Coast Hwy, Pacific Palisades, CA 90272  
Hours: Open Wednesday –Monday: 10:00 AM – 5:00 PM  
Closed Tuesdays and major US holidays

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## **HUNTINGTON LIBRARY**

### **Art Collection and Botanical Gardens**

[www.huntington.org](http://www.huntington.org)

**Address:** 1151 Oxford Rd., San Mario, CA

**Information:** (626) 405-2141

The Huntington is an oasis of art and culture set amidst 150 acres of breathtaking gardens. Three art galleries and a library showcase magnificent collections of paintings, sculptures, rare books, manuscripts, and decorative arts. The botanical collection features over 14,000 different species of plants.

### **Directions:**

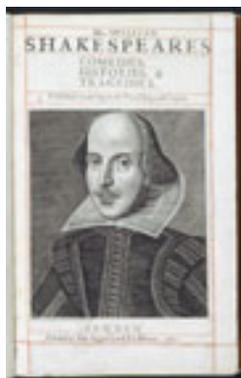
Take the 10 freeway eastbound to the 110 freeway north. Take the 110 into Pasadena where it will end, becoming Arroyo Parkway. Continue north on Arroyo to the second traffic signal, at California Boulevard. Turn right on California and continue for about two miles. After passing the Caltech campus, continue for several blocks to the next traffic signal at Allen Avenue.

### **Hours:**

Tuesday-Friday: 12 noon-4:30pm

Saturday-Sunday: 10:30am-4:30pm

Closed Mondays and holidays



**KNOTT'S BERRY FARM**

[www.knotts.com](http://www.knotts.com)

**Address:** 8039 Beach Blvd. , Buena Park, CA

**Information:** (714) 220-5200

What was once an actual berry farm is now 160 acres of world class rides, unique family shows and one of a kind attractions. At America's favorite theme park, experience GhostRider the world's best wooden roller coaster, Supreme Scream, 30-stories up, 3 seconds down and the high-octane thrill of Xcelerator, rated the world's best launch coaster, sending riders 0-80 in 2.3 seconds. For a different type of thrill, stroll on over to Camp Snoopy, home to the beloved PEANUTS gang.

**Directions:**

Knott's is located just 10 minutes from Disneyland Park and 30 minutes from both John Wayne/Orange County Airport and downtown Los Angeles. The Park is situated on Beach Blvd. in Buena Park, one mile south of the Artesia (91) Freeway and two miles south of the Santa Ana (5) Freeway.

**Hours:**

Please call (714) 220-5200 to verify operating hours on the day you intend to visit.



## **LEGOLAND CALIFORNIA**

[www.lego.com/legoland](http://www.lego.com/legoland)

**Address:** One Legoland Drive, Carlsbad, CA

**Information:** (760) 918-5346

It's a land of surprise around every colorful corner, lively music, both whimsical and astonishingly accurate LEGO® brick models and a chance to let everyone's imagination run free. LEGOLAND puts the "fun" in family trips with something geared towards every family member, and dozens of things to enjoy together.

**Directions:** Take the 405 South and take 5 South to Cannon Road East, then follow signs to LEGO-LAND.

**Hours:** Please call (760) 918-5346 to verify operating hours on the day you intend to visit.



**LOS ANGELES COUNTY MUSEUM OF ART**

[www.lacma.org](http://www.lacma.org)

**Address:** 5905 Wilshire Blvd, Los Angeles, CA 90036

**Information:** (323) 857-6000

The Los Angeles County Museum of Art (LACMA) is an art museum located on Wilshire Boulevard in the Miracle Mile vicinity of Los Angeles. LACMA is on Museum Row, and is adjacent to the George C. Page Museum and La Brea Tar Pits. LACMA is the largest art museum in the western United States. It attracts nearly a million visitors annually. Its holdings of more than 120,000 works span the history of art from ancient times to the present. In addition to art exhibits, the museum features film and concert series.

**Directions:** It is only 3.5 miles way from the school. Walk along Wilshire Blvd heading west. Or take a Metro bus #720, bound Westwood and get off at Wilshire/Fairfax stop. It is only 4 stops away.

**Hours:** LACMA is open every day except Wednesdays, Thanksgiving, and Christmas.

- Monday 11 am–5 pm
- Tuesday 11 am–5 pm
- Wednesday Closed
- Thursday 11 am–5 pm
- Friday 11 am–8 pm
- Saturday 10 am–7 pm
- Sunday 10 am–7 pm



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## **LOS ANGELES ZOO**

[www.lazoo.org](http://www.lazoo.org)

**Address:** 5333 Zoo Drive, Los Angeles, CA  
The Autry is right across the street!

**Information:** (323) 644-6400

The Los Angeles Zoo is located in the heart of the nation's second-largest city. Each year 1.4 million visitors pass through the gates to view a collection of more than 1,200 animals from around the world.

**Directions:** Take 10 Freeway east and take 110 Freeway north. Take 5 Freeway north and exit at Western Avenue. Go west on Western Avenue. Turn left at Victory Blvd., and left onto Zoo Drive. Follow Zoo Drive to Zoo parking lot on right.

**Hours:** The zoo is open 10 a.m. to 5 p.m. every day of the year except December 25. Call (323) 644-6400 to verify special extended hours on the day you intend to visit.



**THE AUTRY NATIONAL CENTER**

[www.theautry.org](http://www.theautry.org)

**Address:** 4700 Western Heritage Way, Los Angeles, CA 90027

It is right across from the LA Zoo!

**Information:** (323) 667-2000

The Autry is a museum dedicated to exploring the inclusive history and art of the American West. Wonder about cowboys and Indians?

**Directions:** Take 5 Freeway north and exit at Zoo Drive. Parking is free in the museum lot.

**Hours:** Tuesday–Friday: 10:00 a.m.–4:00 p.m.

Saturday–Sunday: 10:00 a.m.–5:00 p.m.

The Autry is closed most Mondays, but open and free on Martin Luther King, Jr. Day and Presidents' Day. The Autry is closed on Independence Day, Labor Day, Thanksgiving, and Christmas.



## **LONG BEACH AQUARIUM OF THE PACIFIC**

[www.aquariumofpacific.org](http://www.aquariumofpacific.org)

**Address:** 100 Aquarium Way, Long Beach, CA

**Information:** (562) 590-3100

The *Aquarium of the Pacific* is one of the largest aquariums in the United States! Its 550 species fill 17 major habitats, 31 focus exhibits and takes visitors on a journey throughout the Pacific Ocean's three regions: Southern California/Baja; the Tropical Pacific and the Northern Pacific.

**Directions:** Take the 405 Freeway south to the 710 Freeway south. Follow signs to downtown Long Beach and the Aquarium exit. The Aquarium exit will lead to the Aquarium parking lot.

**Hours:** Open from 9 am to 6 pm every day of the year and also call (562) 590-3100 to verify operating hours on the day you intend to visit.



Check out Shoreline Village and The Pike for shopping and restaurants.

**THE QUEEN MARY**

[www.queenmary.com](http://www.queenmary.com)

**Address:** 1126 Queens Highway, Long Beach, CA

**Information:** (562) 435-3511

A floating city awash in elegance, the Queen Mary, listed on the National Register of Historic Places, remains one of the most famous ships in history.

The Queen Mary features 365 hotel staterooms, an elaborate Champagne Sunday Brunch, award winning restaurants, a wedding chapel and 16 Art Deco reception salons for private celebrations, and exciting tours.

**Directions:** Take 10 Freeway east to 110 Freeway south and take 405 Freeway south to 710 Freeway south. Take the South Harbor Scenic Dr. exit towards Piers F-J/Queen Mary.

**Hours:** The Queen Mary is open 10 a.m. to 6 p.m. daily.



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## **SAN DIEGO WILD ANIMAL PARK**

www.sandiegozoo.org

**Address:** 15500 San Pasqual Valley Rd.  
Escondido, CA

**Information:**  
(760) 747-8702

Opened to the public on May 10, 1972, the San Diego Wild Animal Park is a unique adventure in which animals roam in entire herds and flocks, in enclosures measured in acres rather than feet. It is a facility designed first for the animals, and second for the people who come to observe them. Nearing the end of its third decade of study and preservation, it remains, as dubbed at its birth, "the zoo of the future." With a 32-acre Heart of Africa walking safari, Wgasa Bush Line Railway, Nairobi Village, and Condor Ridge, a visit to the San Diego Wild Animal Park is like a safari to many of the world's most exotic places. Set against the native habitat of the San Pasqual Valley, the Park also features lush botanical gardens.



**Directions:**

Take 5 Freeway south, and take the State Route 78 east exit at Oceanside, proceed east to Interstate 15 south, exit at Via Rancho Parkway and follow the signs to the Park.

**Hours:**

The Wild Animal Park is open 365 days a year. Call (760) 747-8702 to verify special extended hours on the day you intend to visit.



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## **SAN DIEGO ZOO**

[www.sandiegozoo.org](http://www.sandiegozoo.org)

**Address:** 2920 Zoo Dr., San Diego, CA

**Information:** (619) 234-3153

Located in beautiful Balboa Park, the 100-acre San Diego Zoo was founded by Dr. Harry Wegeforth in 1916. This colorful and extremely enterprising San Diego physician started the collection with a handful of animals left over from the Panama-California Exposition.

Today, the San Diego Zoo cares for more than 4,000 individual animals representing 800 different species. Its collection of animals, as well as its plant collection of over 6,500 species, is acknowledged as one of the finest in the entire world.

### **Directions:**

Take 5 Freeway south, and take the Pershing Drive exit and follow the signs. From I-15 (Escondido and Riverside), take SR 163 south to the Park Blvd./I-5 South exit. Exit at Park Blvd. Turn left on Park Blvd. and head north; Zoo entrance is off Park Blvd at Zoo Place.

### **Hours:**

The San Diego Zoo is open 365 days a year. Call (619) 234-3153 to verify special extended hours on the day you intend to visit.



**SIX FLAGS MAGIC MOUNTAIN**

[www.sixflags.com](http://www.sixflags.com)

**Address:** 26101 Magic Mountain Pkwy.  
Valencia, CA

**Information:** (818) 367-5965

Magic Mountain is home to several of the most exciting thrill rides in the world. Do you like roller coasters?! It has 10 theme areas packed with rides and attractions for the whole family. Hurricane Harbor, a water park with millions of gallons of water, is right next door.

**Directions:**

Take the 405 Freeway north to junction with Interstate 5 north (this happens automatically - the 405 ends at I-5). Take I-5 north to Magic Mountain Parkway. Exit at Magic Mountain Parkway, left at traffic signal at the bottom of the exit ramp going under the Freeway overpass. Proceed along Magic Mountain Parkway to Parking Toll Booths and entrance to Six Flags California.

**Hours:** Call for specific hours and events.



## **UNIVERSAL STUDIOS, HOLLYWOOD**

[www.universalstudios.com](http://www.universalstudios.com)

**Address:** 100 Universal City Plaza, Universal City, CA

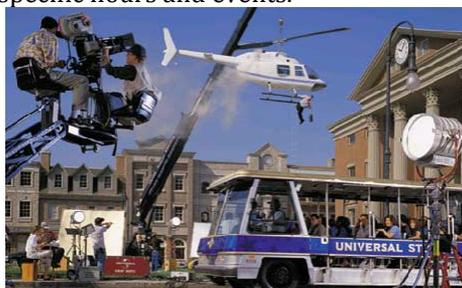
**Information:** 1-800-UNIVERSAL (1-800-864837725)

Universal Studios Hollywood puts you so close you can hear the cameras rolling. Take a revealing inside look at the sets and uncover the behind-the-scenes secrets of today's biggest films. Then, ride into the thrilling worlds of your favorite movies. Includes CityWalk with shops and dining.



**Directions:** Take the 10 Santa Monica Freeway East to the 405 Freeway North. Exit to the 101 Ventura Freeway East/South. (Signs to Los Angeles.) Continue on the 101 Freeway and exit on Lankershim Blvd. Turn right and follow the signs to Universal Studios Hollywood.

**Hours:** Call for specific hours and events.





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## FINANCIAL AID INFORMATION

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Financial assistance is available for students from both low-and middle-income families to help with the cost of education. To qualify for most financial aid, “financial need” must be demonstrated.

For more information on student financial aid and satisfactory academic progress, students can obtain materials from the Financial Aid Office.

### **How to Apply for Financial Aid:**

To be considered for financial aid, students must complete the process of “need analysis.” Need analysis is the method used to estimate the amount of money students and their families can reasonably contribute toward the cost of education. For the CURRENT school year, student awards will be determined using previous year income (taxed and untaxed) and current assets. Other factors considered include the student’s marital status and family size.

### **Application Packets:**

Students may pick up a financial aid package from the financial aid advisor. The package includes a Free Application for Student Aid (FAFSA), which must be completed, signed, and mailed to the federal processor for evaluation.

### **Student Eligibility Requirements:**

To receive financial aid, students must meet all the federal eligibility requirements. Students must:

- Have a high school diploma or a General Education Development (GED) certificate
- Be a U.S. citizen or an eligible non-citizen
- Be enrolled in an eligible program and matriculated by the Office of the Registrar (excludes non-degree studies and continuing education programs)

- Demonstrate financial need as determined by the federal methodology (excludes the federal unsubsidized Stafford Loan Program)
- Have a valid social security number
- Maintain satisfactory academic progress, as defined by the Financial Aid Office
- Register with Selective Service, if required to do so
- Complete the verification process if selected to do so by submitting a copy of federal tax forms and any other required document

**Note:** A student's eligibility for any of the federal programs may be suspended or terminated by a court as part of a conviction for possessing or distributing drugs.

### **Dependency Status**

Students who apply for financial aid must determine whether they should apply as an independent (self-supporting) student or as a dependent student. Determination of a student's dependency status is made in the student status section on the Free Application for Federal Student Aid (FAFSA).

Students who claim to be independent may be asked to provide documentation to verify their dependency status prior to receiving financial aid. Students wanting to be considered independent due to circumstances other than those listed should contact a financial aid advisor prior to completing the FAFSA.

### **Student Loan Deferment**

Students are eligible for a federal interest subsidy whereby the federal government, rather than the student, pays the interest on a student's outstanding loan during the time the student is in school. During an authorized deferment of repayment, Unsubsidized Stafford borrowers are eligible for the same deferment as Stafford borrowers. However, a deferment for an Unsubsidized Stafford borrower applies to principle only.

### **General Information**

The following instructions will guide you in applying for financial aid for the current school year. We realize that the information requested on the application is quite detailed. However, by providing complete responses, the analysis of your financial circumstances will be thorough

and will provide us with the ability to be sensitive to your individual needs. *Incomplete information will delay the processing of your application.* If your answer to a question is “none” or “zero,” put a zero in the answer space. Don’t leave a space blank or use dashes. If you and/or your parents have difficulty completing the forms, please contact our office at (323) 731-2383 located at 3450 Wilshire Blvd. Suite 500, Los Angeles, CA 90010.

To apply for financial aid, all students are required to complete, sign, and mail the **current year Free Application for Federal Student Aid (FAFSA)** to the Central Processor.

To ensure that we receive your FAFSA information, complete **Section G (Releases and Signatures)** of the application by indicating “Pacific States University” as the recipient of the form. Indicate our institutional code 031633 in the Title IV School Code field and list the appropriate housing code. If you are a new student, **DO NOT WAIT** until you are admitted to the University to apply for financial aid. The earlier you apply, the better chance you have that funds will be available. By completing the FAFSA, you will be applying for the following programs:

- Federal Pell Grants
- Federal Direct Loan
- Unsubsidized Federal Direct Loan

To receive federal financial aid, a student must:

- be a U.S. citizen or eligible non-citizen
- be registered with Selective Service (if required)
- be admitted to the University seeking a degree or certificate
- not owe a refund on a Federal grant or be in default on a Federal educational loan
- be making Satisfactory Academic Progress (SAP)
- be enrolled at least half-time (6 units undergraduate/4 units master’s.)
- not be convicted of drug distribution or possession or be incarcerated

Students holding an “F” or “J” visa or hold an I-688A, I-688B and I-797 visas are **not** eligible for federal aid. They may be eligible for Non-Title IV, **alternative loan** programs from **private** lenders. All admission requirements **must be satisfied before** financial aid funds may be disbursed to the student.

### **Financial Aid Application Checklist**

On the FAFSA, Did you...

- enter 031633 for the PSU Title IV school code on question # 90?
- answer all questions or write “0” for questions that do not apply?
- (if you are a dependent student) have your parents completed, signed and dated the green “Parents Information” sections in the FAFSA?
- make a copy of the completed FAFSA for your records?
- send the FAFSA to the processor using the envelope included in the FAFSA booklet?
- use regular first-class mail – not registered, certified or express mail?
- obtain a “certificate of mailing” from the post office for your records?
- have you self-addressed the post card to verify your FAFSA has been received by the Central Processor?

### **After You Submit the FAFSA**

Approximately 4 weeks after you submit the FAFSA, the federal processor will send you a green “Student Aid Report” (SAR) to the address listed on the FAFSA. The SAR summarizes the information you provided on your FAFSA. Review the SAR carefully and if any information is incorrect, note the corrections on the SAR and return it to the processor, as directed. You will then receive a corrected SAR Acknowledgment. **Submit the SAR to the Financial Aid office at PSU**

### **What to Expect from the PSU Financial Aid Office**

To determine eligibility for aid, students and their parents (if dependent), must submit the following documentation to the financial aid office.

You must submit the following additional document(s):

1. Student (& spouse) most recent year federal income tax return
2. Parent(s) most recent year federal income tax return (if dependant)
3. Verification worksheet – parent and/or student
4. Visa verification for eligible non-citizens.
5. Financial aid transcript from all colleges previously attended.
6. Certificate of naturalization

***A Financial Aid Award Letter.*** After review of your completed file, a Financial Aid Award Letter will be mailed to you if you are eligible. It will include the types and amounts of financial assistance you are being

offered. A current year Financial Aid Award Guide will be included with the award letter which contains pertinent information about the offer, as well as explains your rights and responsibilities as a financial aid recipient. You must sign the award letter and return it before any disbursement can take place.

Financial aid is intended to be used to pay ***educational expenses***.

### **How Awards Are Calculated**

Aid for the most of the programs listed is based on need. (An exception would be the Federal PLUS program and the unsubsidized portion of the Federal Stafford Loan Program). The information you reported on your FAFSA is used to calculate an Expected Family Contribution (EFC), an amount that you and your family are expected to pay towards your education. Eligibility for the Federal Pell Grant program for undergraduates is determined by the EFC. The EFC must be below a certain number determined for each year by the Department of Education.

The EFC is also used in a formula to determine your financial need for other programs. The formula is:

$$\text{Cost of Education} - \text{Expected Family Contribution} = \text{Financial Need}$$

Your Cost of Education is the actual amount of your tuition and fees for the award year plus standard monthly Room & Board, Personal Expenses and Transportation figures multiplied by the number of months in your loan period. Pacific States University uses the figures provided annually by the California Student Aid Commission (CSAC).

Your reported EFC is ***prorated*** for the number of months in your loan period and is subtracted from the Cost of Education to determine your Financial Need. Any aid awarded must not exceed your Financial Need. Students applying for Title IV financial aid are required to report all aid and resources expected or actually received during the loan period. Other aid or resources include but are not limited to: company tuition reimbursements, scholarships, grants, veteran's benefits, and any other resources available to the student and/or parents.

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**FINANCIAL AID INFORMATION WEBSITES:**

California Student Aid Commission

[www.csac.ca.gov](http://www.csac.ca.gov)

U.S. Department of Education's The Student Guide to Financial Aid

[www.ed.gov](http://www.ed.gov)

The Financial Aid Information Page

[www.finaid.org](http://www.finaid.org)

Fastweb

[www.studentservices.com/fastweb](http://www.studentservices.com/fastweb)

**FINANCIAL AID PROGRAMS:**

Student aid comes in a variety of programs. The program chart on the following page list the available programs and application deadlines, and provide a short program description.

- Federal Pell Grants
- Federal Direct Loan
- Unsubsidized Federal Direct Loan

***International students are not eligible for financial aid.***



Financial Aid programs	Application deadline	Date funding begins
<p><b>FEDERAL PELL GRANT</b> is a grant program to help students with tuition cost. This program assists students who are working towards a first bachelor's degree.</p> <p>Award Range: \$400 to \$3,000</p> <p>Applications: FAFSA</p>	June 30	July
<p><b>FEDERAL STAFFORD STUDENT LOAN</b> is a loan program to assist students with educational expenses. The interest rate for a new borrower is a variable interest rate capped at 8.25% and is adjusted July 1 of each year. The 1998-99 rate is 7.66%. Stafford recipients are not required to make payments or pay the interest during full-time attendance or the first six months after the student's last date of attendance.</p> <p>Applications: FAFSA, Loan Application</p>	Three months prior to the student's last course of the academic year	Funds will be awarded for a 40 quarter unit period
<p><b>UNSUBSIDIZED FEDERAL STAFFORD LOAN</b> is a program available to students who may not qualify for a subsidized Stafford Loan or for students who may qualify for only a partial subsidized Stafford Loan. This loan has a variable interest rate capped at 8.25% adjusted July 1 of each year. The 1998-99 rate is 7.66%. The terms and conditions are the same as the subsidized Stafford Loan, except that the borrower is responsible for the interest that accrues while the student is in school and during the grace period.</p> <p>Loan amount: Students may receive both subsidized and unsubsidized Stafford Loans totaling up to the applicable Stafford limit (based on grade level).</p> <p>Applications: FAFSA, Loan Application</p> <p>Note: The graduate debt limit includes any Stafford Loans received as an undergraduate.</p> <p>Fees:</p> <p>Loan Origination Fee: A loan origination fee of 3% of the loan principle is deducted proportionately from each loan disbursement.</p> <p>Insurance Premium: An insurance premium of up to 1% of the loan principle is also deducted proportionately from each disbursement.</p>	Three months prior to the student's last course of the academic year	Funds will be awarded for a 40 quarter unit period

## **PACIFIC STATES UNIVERSITY**

Accredited by ACICS

Member of CHEA

Approved by BPPE

### **CONTACT INFORMATION**

- ◆ Mailing Address: 3424 Wilshire Blvd., 12<sup>th</sup> floor,  
Los Angeles, CA 90010
  - ◆ Tel: (323) 731-2383
  - ◆ Toll Free: (888) 200-0383
  - ◆ Fax: (323) 731-7276
  - ◆ Web: [www.psuca.edu](http://www.psuca.edu)
- ◆ Email: [admissions@psuca.edu](mailto:admissions@psuca.edu)