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Do you have a smart phone? Scan this QR code to “Like” us on facebook.

Or follow this link: https://www.facebook.com/ISSS.BinghamtonUniversity
# Section 1

## Welcome to Binghamton University

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<td>State University Police – Safety on campus and in the community</td>
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<td>Binghamton University ID Card</td>
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**Who’s Who at the ISSS Office**

**International Advising Team:**
International student advisors provide assistance and guidance to international students concerning the federal regulations that govern F-1 or J-1 status.

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<th>Name</th>
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<tr>
<td>Karen Keefe-Guzikowski</td>
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<td>Katie Barvinchak</td>
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<tr>
<td>Emily Love</td>
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<td>Erin Provost</td>
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**Health Insurance Team**
Terry and Lorraine respond to questions regarding health insurance, medical bills and related correspondence, health insurance enrollment and adjustment issues, and act as liaison between students and scholars and HTHWorldwide, our health insurer.

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<tr>
<td>Terry Creedon</td>
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<tr>
<td>Lorraine Medionte</td>
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**ISSS Program Coordinator**
Linda’s responsibilities include organizing fun and informative events for students and scholars.

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<tr>
<td>Linda Torricelli</td>
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**ISSS Housing Coordinator**
Responsible for providing international students and visiting scholar with resources to locate housing and make informed housing choices.

**COMING SOON!**

**ISSS Secretary**

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<tr>
<td>Grace Lewis</td>
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<td>Hannah Ward</td>
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**ISSS Clerks**

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<tr>
<td>Valerie Lane</td>
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<td>Diana Heggelke</td>
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**Information Systems Coordinator**

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<tr>
<td>Tim Pierce</td>
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**Front Desk Student Assistants**

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<tr>
<th>Name</th>
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<tbody>
<tr>
<td>Back Row: Olu Omodunbi, Joe Jongyeol Chae, Ivan Sekyonda, Jeremy Toulon, Ken Bae, Daniel Fashakin</td>
</tr>
<tr>
<td>Front Row: Elizabeth Brancaccio, Nora Lin, Colleen Chapman</td>
</tr>
</tbody>
</table>
What Student And Scholar Services Can Do For You

- ISSS-BU News (a weekly electronic newsletter for international students)
- Letters to verify that you are a student
- Authorizing signature on visa documents for travel purposes
- Canadian Tourist Visa Applications
- Permission to work both on and off-campus
- Assistance with health insurance questions
- Emergency Loans
- Liaison with federal agencies (U.S. Homeland Security, State Department and Social Security Administration) and other university offices.
- Letters to invite family members to visit you in the United States
- International Coffee Hour
- International Spouses Program
- Friendship Family Program
- Extensions of Visa Documents
- Employment and Job Search Workshops during the Fall and Spring
- Help with filing income tax forms
What You Should Do For Us

- Report any changes of address/phone to ISSS to comply with US Citizenship and Immigration Service (USCIS) regulations. Fill out the form in the ISSS Office or submit the information online via the link on the ISSS Website: http://saffairs.binghamton.edu/isss/webforms/changeofaddress/

- Provide ISSS with your preferred e-mail address and check your e-mail regularly.

- Make sure you can receive E-Mail form the ISSS office: The Office of International Student and Scholar Services will be sending you e-mail throughout the year to alert you to important information regarding immigration regulations, your SEVIS responsibilities, employment workshops and other topics. It is crucial that you receive this email and read it. These messages are often sent to hundreds International Students. Many email servers file messages to prevent “spam”. Be sure to adjust the setting on your email account (often this is done under “options”) to indicate that you wish to receive e-mail from the following two addresses: ISSS-BU@LISTSERV.BINGHAMTON.EDU and isss@binghamton.edu. Do this as soon as you set up your account to so you do not miss important messages because your server blocked them. If you have not received a message from us in the two weeks after you have given us your email address you will want to contact us at isss.binghamton.edu to verify that your e-address is correct.

- Yahoo E-mail Account? If you have a yahoo account, yahoo will generally reject our group email messages as SPAM. Please provide an alternative account.

- Keep your passport, I-20 or DS-2019, and I-94 together and in a safe place.

- Save all old I-20 s and DS-2019 even ones from a different school or ones which have expired.

- Follow federal regulations for staying in status.

- If you have question about any issue relating to your immigration status please ask the ISSS staff, other students may not be aware of the most current immigration laws any may give you incorrect information.
INTERNATIONAL

COFFEE HOUR

Meet New Friends!!

Everybody is invited to JOIN US

On the first Friday of each month @ 3:30-5:00. International Coffee Hour provides a space where members of the entire university community can meet in a relaxed atmosphere.

Complementary Coffee. Refreshments & Yummy Cookies!!

Each Coffee Hour is sponsored by a different university department or office.

Fall 2014 On These Dates:
- September 5: Old Union Hall
- October 10: Old Union Hall
- November 7: DC120A/B (University Downtown Center)
- December 5: Old Union Hall
ISSSS-BU News

YOU CAN RECEIVE ANNOUNCEMENTS ON:
- Immigration Regulations
- Employment Opportunities
- Funding Opportunities
- News From The Office of International Student & Scholar Services

AS SOON AS THEY ARE AVAILABLE!

SUBSCRIBE TO ISSSS-BU News, Binghamton University’s monthly electronic newsletter for international students and scholars!

- If you do not have an e-mail account, you may claim an email account and password by going to the following web link: http://www2.binghamton.edu/self-service/ Directions on how to use e-mail are available at the Help Desk in Computer Services, in the Academic A Computer POD, and the West POD (Science Building III).

To subscribe from your binghamton.edu account, send an e-mail message to: listserv@listserv.binghamton.edu

- Leave the subject and all other fields blank
- Type a single line in the message text as follows:
  Subscribe ISSSS-BU first name and last name
  (Replace first name and last name with your name)

To subscribe from an e-mail account on a server other than binghamton.edu:

- Send an e-mail to ISSSS@binghamton.edu
- Ask to be subscribed to ISSSS-BU and include your e-mail address and your full name
- Make Sure You Can Receive E-Mail from the ISSSS office: The Office of International Student & Scholar Services will be sending you e-mail throughout the year to alert you to important information regarding immigration regulations, your SEVIS responsibilities, employment workshops and other topics. It is crucial that you receive this e-mail and read it. These messages are often sent to hundreds of international students at the same time.
- Many e-mail servers filter messages to prevent “spam”. Be sure to adjust the options on your e-mail account (often this is done under “options”) to indicate that you wish to receive e-mail from the following two addresses: ISSSS-BU@LISTSERV.BINGHAMTON.EDU and isss@binghamton.edu. Do this as soon as you set up your account so you do not miss important messages because your server blocked them. If you have not received a message from us in the two weeks after you have given us your subscription request, you will want to contact us at isss@binghamton.edu to verify that your e-mail address is correct.

WATCH FOR ISSSS-BU NEWS EACH MONTH IN YOUR E-MAIL BOX
### Academic Calendar
#### Academic Calendar/ Fall 2014

http://www.binghamton.edu/about/pdfs/s14f14.pdf

<table>
<thead>
<tr>
<th>Event</th>
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<tbody>
<tr>
<td>Pre-semester registration, Fall 2014</td>
<td>Aug 20</td>
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<tr>
<td>Residence halls open for NEW students 9 a.m.</td>
<td>Aug 28</td>
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<tr>
<td>Residence halls open for returning students 9 a.m.</td>
<td>Aug 29</td>
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<tr>
<td>Classes begin</td>
<td>Sep 2</td>
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<td>Course add deadline *</td>
<td>Sep 12</td>
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<td>Course drop/delete deadline*</td>
<td>Sep 12</td>
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<tr>
<td>Class recess at 1:00 pm</td>
<td>Sep 24</td>
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<tr>
<td>Residence halls close at 2:00 pm</td>
<td>Sep 24</td>
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<tr>
<td>No Classes (Rosh Hashanah)</td>
<td>Sep 25-26</td>
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<tr>
<td>Residence halls open at 2:00pm</td>
<td>Sep 28</td>
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<tr>
<td>Class recess at 1:00pm (Yom Kippur)</td>
<td>Oct 3</td>
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<tr>
<td>Classes resume</td>
<td>Oct 6</td>
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<tr>
<td>Course withdraw (with a “W”) / Change grade option deadline *</td>
<td>Oct 31</td>
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<tr>
<td>Last day for seniors to submit an application for degree for spring 2013</td>
<td>Oct 31</td>
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<tr>
<td>Class recess at 1:00pm</td>
<td>Nov 26</td>
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<tr>
<td>Residence halls close 2 pm</td>
<td>Nov 26</td>
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<td>No Classes (Thanksgiving)</td>
<td>Nov 27-28</td>
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<td>Residence halls open 2 p.m.</td>
<td>Nov 30</td>
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<td>Classes resume</td>
<td>Dec 1</td>
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<td>Last day of classes</td>
<td>Dec 12</td>
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<td>Reading period</td>
<td>Dec 13-14</td>
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<td>commencement ceremony</td>
<td>Dec 14</td>
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<td>Final examinations</td>
<td>Dec 15-19</td>
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<td>Residence halls close 11am</td>
<td>Dec 20</td>
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### August 2014

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International students who are concerned about the safety of university premises will be glad to know that the New York State University Police maintains a branch on campus to ensure the safety of the campus community. University Police is housed in the basement floor of the Couper Administration Building and is operational 24-hours a day, seven days a week. University Police is staffed by trained, NYS certified, police officers, dedicated to ensuring the safety of students, faculty, staff and visitors of the university.

Be Safe, Be Alert, Be Prepared: University Police provides valuable support and timely assistance in addressing the safety concerns relating to students. Some of the services provided by the department are listed below:

- **In case of an emergency:** Call 607-777-2222 to reach University Police. If you are calling from an on-campus land line, call 7-2222 or dial 911. Staff answering this phone number will direct your call. If you cannot remember the emergency number you can always call 911 from a cell phone and be connected to Broome County Dispatch who can redirect your call to the University Police.

- **In case of a non-emergency (or) any other matter:** call 607-777-2393

- **Blue Light Emergency Telephones:** More than 70 highly visible outdoor phones encased in Yellow boxes for emergency use are connected directly to the University Police Dispatcher.

- **Security Access Telephones:** Security access telephones are located outside the main entrance of each residence hall. Guests, visitors, or delivery persons can call students to let them know they are waiting outside the hall. Residents are responsible for meeting such callers and escorting them while they are in the building. Telephones are also located in every elevator on campus.

- **Escort Program:** On-campus escorts are available to all members of the University community each night, between 9:00pm and 1:00pm, during the academic year. Officers will provide escort services at other times. Escorts receive special training and carry radios for communication with the Police. Call 607-777-2393 to arrange an escort.

- **Student Escort Van:** An escort van is available to provide escort transportation via a predetermined route on campus from 9:00pm to 3:00am. Students may utilize the van by waiting for it along the escort van route, or by calling 777-SAFE. A map of this route is available from the university police department.

- **Residence Halls:** All residence hall doors are locked on a 24-hour basis.

- **Educational Programs:** In addition to the above programs and services, the University Police offers educational programs on issues including alcohol and other substance abuse, fire safety, other dimensions of personal safety and related topics.

- **Rave Emergency Alert System:**
  [http://www2.binghamton.edu/registrar/students/rave.html](http://www2.binghamton.edu/registrar/students/rave.html)

Binghamton University has partnered with Rave Mobile Safety to provide an emergency alert system which is capable of delivering messages to your University and personal e-mail addresses, as well as to your cell phone. Students will receive a welcome e-mail as
they enroll at the University, with instructions for reviewing and managing contact information within Rave. Faculty and staff are also encouraged to register for the service. If you want to receive text notifications, you will need to log in to enter or verify your cell phone number and provider. Otherwise, you will be notified of emergency situations only via e-mail. Note that your cellular phone provider may charge a per-text message fee for the delivery of emergency notifications to your phone.

- For more information, visit the New York State University Police website –

http://www2.binghamton.edu/police/
The first step in arranging for your BU ID card is done by your academic department. Staff there must enter your name into the Oracle database. If you are not an employee of Binghamton University the category you will be assigned is “volunteer”. This designation is due to the Oracle software not having a category for visiting scholar.

To arrange for your new Binghamton University Identification card (ID), go to the ID Office in room 109 in the Student Wing of the Lecture Hall. The card issued to you will have a separate sixteen-digit identification number. The card does not list your date of birth, therefore it cannot be used for certain identification purposes.

Be sure to bring your appointment letter from your academic sponsor and your passport with you when you apply for the BU ID card. Your picture will be taken and you will be issued a card that day.

The ID card will allow you to set up your BU e-mail account and to use the services of the Libraries at Binghamton University.

Lost, stolen and mutilated ID cards can be replaced at the ID card office. However, there is a charge for a new card.
# Section 2

## J-1 Federal Regulations

<table>
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<td>SEVIS Immigration Regulation You Need To Know</td>
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<td>New I-94 Cards</td>
<td>15</td>
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<tr>
<td>US Department of State Compliance Unit-Information Services</td>
<td>16</td>
</tr>
<tr>
<td>Incidental Employment</td>
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<td>Extension of Stay</td>
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</table>
SEVIS Responsibilities of a J-1 Scholar

Faculty and scholars in J-1 status are responsible for learning, understanding, and complying with U.S. federal laws and regulations governing the J visa. **Failure to do so will violate your legal status in the United States and will have serious consequences.**

Your responsibilities include the following:

- **Keep your Passport Valid at All Times**
  You must have a valid passport in your possession. For information on renewing your passport, visit the website of your country’s embassy or consulate in the United States. (See: [http://www.state.gov/s/cpr/rls/dpl/3212.htm](http://www.state.gov/s/cpr/rls/dpl/3212.htm))

- **Report address changes within 10 days to the office of International Student and Scholar Services (ISSS)**
  U.S. federal regulations require all J-1 scholars to report a change of address directly to the ISSS within 10 days of the address change. The ISSS is required to provide this and other scholar data to the federal government electronically. No other university office is authorized by the federal government to process this data ([http://saffairs.binghamton.edu/isss/webforms/changeofaddress/](http://saffairs.binghamton.edu/isss/webforms/changeofaddress/))

- **Abide by U.S. Federal Employment Regulations**
  J-1 faculty and scholars may conduct research or teach only at Binghamton University unless specifically authorized ahead of time by the ISSS to give a lecture or consult at another U.S. institution. Scholars must contact the ISSS in advance if invited to speak or consult at another school, or attend a professional conference for which they receive reimbursement and/or an honorarium.

- **Maintain Required Health and Accident Insurance**
  J-1 faculty and scholars must have ISSS-approved health and accident insurance for themselves and for any J-2 dependents throughout their stay in the United States.

- **Bring your SEVIS DS-2019 to the ISSS prior to travelling outside the United States**
  Scholars should bring their DS-2019 form to the ISSS prior to travelling outside the United States to see if an updated ISSS signature is required. A new form may need to be issued to you. If you will be travelling AND applying for a new visa, you will also want to request a letter of certification from the ISSS, to verify that you are in valid J-1 status.

- **Notify the ISSS of any accompanying Dependents or Dependents who will join you later**
  The ISSS prepares visa documents for any dependents of J-1 scholars who will enter the United States on J-2 visas. The ISSS is required to report biographical data on J-2 dependents to the U.S. federal government.

- **Ending your Stay at Binghamton Unexpectedly? Report your departure date and reason to the ISSS**
  Periodically, scholars leave the university early or unexpectedly due to a variety of reasons. U.S. federal regulations require J-1 scholars to inform the Office of International Student and Scholar Services if they plan to leave the university before the expiration date of DS-2019 form as well as the reason for doing so.
• **Apply for an extension prior to the DS-2019 expiration date**
  Scholars must apply for an extension BEFORE their I-20 or DS-2019 form expires if they intend to stay at Binghamton. Your sponsoring BU faculty member must recommend any extension by completing a DS-2019 Request Form, available from the ISSS.

• **Depart the United States within the 30-day Grace Period**
  Scholars in J-1 status must depart the United States within 30 days of the DS-2019 expiration date or their program end date, whichever is earlier, unless they are transforming to a new J program.

• **Read the weekly issues of ISSS-BU news and stay informed about changing immigration regulations**
  While it is the responsibility of the ISSS to keep BU international scholars informed about changing federal immigration regulations, it is the responsibility of BU international scholars to BE INFORMED by reading the weekly issues of ISSS-BU News, sent to your email address each Monday or available on the ISSS website. (See: http://isss.binghamton.edu)

• **Important Note:**
  This information is subject to change without notice. If you have any questions or concerns regarding your legal status in the United States, it is important for you to come to the ISSS and set up an appointment to meet with an advisor.
Did Your Recently Enter the United State? How to Download Your I-94 Card

On April 26, 2013, the Department of Homeland Security began a new process that automated the issuance of the I-94 Arrival/Departure Form, at seaports or airports. If you entered the United States after April 26, 2013 by air or sea travel, you will need to download your Form I-94 from the new Customs and Border Protection web site: www.cbp.gov/I94

Your Form I-94 will be created electronically at the time of your arrival in the United States and will be available to you immediately for you to download and print out. Students who enter at a land border crossing will still be issued pre-printed (paper) Form I-94.

• For additional information on this new process, you may also want to review the I-94 Fact Sheet from the CBP at:

  ➢ Downloading and Printing Form I-94:
  When you download your I-94 card, review the information on the I-94 carefully. Make sure the I-94 shows the correct notation for your visa status:
  1. The class of admission should be either F1 for I-20 holders or J1 for DS2019 holders.
  2. In both F1 and J1 the admit until date should be D/S

• D/S stands for “Duration of Status”.

If the notation on your I-94 is not correct, please contact the ISSS Office right away so we can assist you, and give you direction on how to receive a corrected Form I-94. You can either write us at isss@binghamton.edu or call for an appointment, 607-777-2510.

  ➢ When you print down your Form I-94 it will look like this:
The US Department of State has recently established a Compliance Unit to provide an information resource to participants in J-1 Exchange Visitor Programs.

We encourage you to contact the ISSS first if you have any questions or concerns. Our contact information appears below.

The Compliance Unit is another good source of information because it is managed directly by the Department of State. Use this as an information resource, especially if you have questions, comments or concerns regarding the Exchange Visitor Program.

The Compliance Unit’s contact e-mail is JVISAS@STATE.GOV

The Department of State’s Bureau of Educational and Cultural Affairs invites exchange visitors to visit the Bureau’s J-1 visa web page at: http://j1visa.state.gov

Office of International Student & Scholar Services
http://isss.binghamton.edu
Library South, Ground Floor, LSG 500
Monday - Friday 8:30am 4:45pm
Walk in Hours:
Monday & Tuesday:
10:00-11:45 am
Wednesday & Thursday
1:30 – 3:30 pm
Email: isss@binghamton.edu
Telephone 607-777-2510
Fax Number: 607-777-4649

We look forward to assisting you during your stay at Binghamton
Incidental Employment for Visiting Professors and Research Scholars IN J-1 Status

This handout is designed for J-1 Visiting Professors and Research Scholars. It will explain your eligibility for incidental employment during your Exchange Visitor Program in the United States and tell you how to apply for such employment authorization.

- Work Authorization from Your J-1 Responsible Officer

In order to receive compensation from any employer other than the school named on your DS-2019, you must FIRST obtain approval in writing from your J-1 Responsible Officer (who represents your J-1 sponsor and issues your DS-2019). He or she must evaluate the proposed employment in terms of your program objectives and your individual circumstances and then decide whether or not the employment can be authorized.

Because US Citizenship and Immigration Service (USCIS) uses a broad definition of employment – any activity for which a scholar receives compensation, monetary or otherwise requires authorization for Incidental Employment. The form of compensation may be a stipend or payment, travel costs, housing costs, meals. If you are unsure, contact your J-1 Responsible Officer to confirm the need for authorization for incidental employment.

If Binghamton University is your sponsor, then your J-1 Responsible Officer is the Director and/or Assistant Director of the Office of International Student and Scholar Services (ISSS). If your J-1 sponsor is an agency, you must contact that agency to apply for authorization for incidental employment; if you are unsure how to reach your sponsoring agency, staff from ISSS can assist you.

- Conditions of Incidental Employment

The proposed employment:

1. Must be directly related to the objectives of your Exchange Visitor Program;
2. Must be incidental to your primary program activities; and
3. Must not delay the completion of your Exchange Visitor Program.

- Procedures

To obtain authorization for incidental employment, you need to present the following documentation to your J-1 Responsible Officer:

1. An offer letter from the prospective employer describing the terms and conditions of the proposed employment, including the duration, the number of hours, the field or subject, the amount of compensation and a description of the activity for which you are being hired.
2. A letter from your department chair or faculty supervisor which included the following information:
   a. Makes reference to the offer letter and confirms that the employment is directly related to your program activity, is indeed incidental and will not delay completion of your program;
   b. Explains how the proposed employment activity will enhance your Exchange Visitor Program; and
   c. Recommends the approval of the employment authorization.

If the J-1 Responsible Officer approves the employment, you will receive a new DS-2019 from the your J-1 Responsible Officer and a Letter of Authorization approving the period of Incidental Employment.
You will need a new Letter of Authorization for each period of Incidental Employment.

- **Authorization to Work**

If the employment is a lecture or consultation, you will be working not as an “employee” but as an “independent contractor.” As an independent contractor, you will not have a sustained employer-employee relationship with the person or institution paying you and you will not complete Form I-9 “Employment Eligibility Verification” in order to start work. In this situation, your authorization to begin employment will consist of the work authorization letter from your J-1 Responsible Officer, which your employer may ask to see and which you should keep permanently.

If the incidental employment is sustained (for example, if you will teaching a course at another school that lasts the whole term), then your authorization will be a new form DS-2019 issued by your current J-1 program sponsor, showing the name of the employer (as well as the institution of your principal affiliation) and the amount you will be paid.

*This information sheet has been prepared by the Office of International Student and Scholar Services, Binghamton University – State University of New York from materials provided by NAFSA: Associational of International Educators.*

*Revised 10/06*
J-1 Scholars/ Faculty Extension of Stay Procedures

International research scholars and faculty in J-1 status whose DS-2019 are due to expire must follow U.S. Department of State-Bureau of Education and Cultural Exchange procedures to extend their stay in the United States.

At least 30 days prior to your DS-2019 expiration date, come to the Office of International Student & Scholar Services to request a new DS-2019.

- **Walk in Hours:**
  - Monday & Tuesday: 10:00-11:45 am
  - Wednesday & Thursday: 1:30 – 3:30 pm

You will need to submit:
- DS-2019 Request Form, signed by the sponsoring faculty member and Dean’s Office or SUNY Research Foundation. This form is available in the Office of International Student & Scholar Services
- Proof of financial support (letter from University, persona bank statement, or letter of support from sponsor)
- Proof of health insurance coverage for you (and your J-2 dependents, if any)
- Appointment letter photocopy

A new DS-2019 will be prepared for you, which you must then sign. There is no fee for a program extension, and no “waiting period” to hear from the State Department. Instead, the Office of International Student & Scholar Services will notify the State Department of your extension, and give you an updated DS-2019 with the new program end date.

J-1 scholars and faculty with DS-2019 issued by agencies other than Binghamton University are encouraged to visit the Office of International Student & Scholar Services for assistance; however, a DS-2019 extension can only be granted by the program sponsor.

- **Special note for J-2 dependents with work authorization:**
  J-2 spouses or dependents with USCIS employment authorization should be sure to check the expiration dates of their Employment Authorization Card. If a renewal is necessary, be sure to inquire regarding the appropriate procedures.

- **Special note for J-1 research associates and faculty:**
  Normally, there is a five-year maximum time limit for J-1 research scholars and faculty. J-1s classified as “short-term scholars” on their form DS-2019 are barren by State Department regulations from having their stay extended.
Section 3

Working in the United States

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Applying for a Social Security Card

- **Rules for Social Security Eligibility**

J-1 scholars can only be issued a Social Security number (SSN) if they can show proof of employment.

- **How do J-1 scholars prove they have an on-campus job?**

J-1 scholars must have a job or a job offer before they can apply for the Social Security card. A letter from your employer must be submitted to prove you have employment and are eligible for a Social Security card:

- The on-campus employer’s letter must include:
  - The name of scholar employee
  - Nature of job that the scholar is, or will be engaged in
  - Anticipated or actual employment start date
  - Number of hours scholar is expected to work
  - Employer Identification Number (EIN)
  - Employer contact information, including telephone number and name of immediate supervisor
  - Original signature, signatory title, and date

- **Note:**

- A funding letter issued by the department or school for a Graduate Assistantship, Teaching Assistantship or Research Assistantship meets the requirements of the “Employer’s Letter” stated above.
- The letter will then be counter-signed on the back by a designated school official in the Office of International Scholar and Scholar Services. The ISSS official will provide an original signature, printed name, telephone number and date.

All documentation must be originals. Photocopies or notarized copies will not be accepted.

- **I have an on campus job. When can I apply for a Social Security card?**

You will need to go to the Social Security Administration office located at 2 Court St., 3rd Floor, (modern brick building across from Boscov’s department store) in downtown Binghamton. The staff at the ISSS office has prepared a map of the City of Binghamton with the SSA office location highlighted so you can find the office easily.

Be sure to have the required application documents with you.

- **What documents do I need to show to apply for a Social Security card?**

To submit your application you will need to bring with you:

- Your passport
- Your SEVIS DS-2019
- Your I-94 card (this was given to you when you entered the United States)
- A completed Social Security application
- If on University funding, a copy of your award letter, or a letter from your on campus employer confirming your job offer or that you are already employed.
- The back of the letter must be counter-signed by a designated school official in the ISSS.

The procedure requires the following steps:
1. You will submit a completed Social Security application to the US Social Security Administration Office at 2 Court St., 3rd Floor, (modern brick building across from Boscov’s department store) in downtown Binghamton.
2. You will show the Social Security representative your DS-2019, I-94, passport, visa, and proof of employment. A copy of your immigration documents will be kept as part of your application.
3. Ask SSA staff for an Application Receipt that you can show your employer.
4. Your Social Security card will be mailed to you, make sure your name is on your mailbox. SSN cards will not be delivered to unmarked mailboxes.

➢ **Frequently asked questions**

- **How long does it take to receive my Social Security card?**
  It will take three to five weeks for you to receive your Social Security card. SSA staff must confirm your legal presence in the United States with USCIS. ISSS must also confirm your full-time enrollment with USCIS. This process cannot be completed until you have registered for classed for the Fall or Spring semester.

- **I already have a Social Security card. Do I need to submit letters proving my employment?**
  No. This evidence rule does not apply to J-1 scholars who have already been issued a Social Security number.

- **I am authorized for Academic Training or employment at Binghamton University. Do I need to submit letters proving my employment?**
  Letters are not required for J-1 scholars who have been authorized for employment. Instead, the work authorization for Academic Training on page 1 of the DS-2019, or the Letter of Authorization, is sufficient documentation.

- **My name is misspelled on my Social Security card. How do I get it corrected?**
  To correct a name spelling you will need to go to the US Social Security Administration Office at 2 Court St., 3rd Floor, (modern brick building across from Boscov’s department store) in downtown Binghamton. Staff there can help you submit the paperwork required to correct the name spelling.

- **I have lost my Social Security card, what do I do now?**
  To apply for a replacement card you need to be currently employed. You will need to completely file a new application for a Social Security card with the SSA office.

➢ If you have any questions about this process please contact Karen Keefe-Guzikowski, Associate Director atkkefe@binghamton.edu. You can also find more information on the rules and guidelines for Social Security numbers at http://www.ssa.gov/ssnumber/.
International students and scholars in the United States are subject to federal and state income taxation on any wages earned by themselves and their families. Following is a summary of how the required federal forms need to be filled out by international students and scholars.

**FORMS W-4 AND IT-2104**

Because the United States requires employers to withhold tax on wages earned by employees, all employees must fill out a W-4 and an IT-2104 form before going on a payroll. International students in F-1 or J-1 status who have been in F-1 or J-1 student status in the U.S. for less than five years must claim either zero or one allowance on both forms regardless of the number of family members, unless they are citizens of Canada, Mexico, India, or Korea, and have dependents, or are married to a U.S. citizen or permanent resident. Citizens of Canada or Mexico must check the "single" box in item 3 of form W-4, even if married, but can claim additional allowances for themselves and their dependents on line 5, even if their dependents are abroad, provided that the dependents are not employed in the U.S. Citizens of Korea may follow the same instructions, but can only claim additional allowances for dependents if the dependents are in the U.S. Citizens of India may claim additional allowances on line 5 for dependents who are not in educational visa categories. Indian students may claim an additional allowance for a spouse provided that the spouse has no income. Indian students may claim additional allowances for dependent children provided that the children are U.S. citizens, permanent residents, or nationals of the U.S., Mexico or Canada.

Because of federal restrictions on your filing status, you should complete form W-4 as follows:

- You must check the "single" box in item 3 (even if you are married).
- Put a number "zero" or "one" on line 5 (unless you're a citizen of one of the four countries mentioned in the previous paragraph and have dependents).
- Enter NRA(Stands for non-resident alien) on line 6
- Leave line 7 blank

Claiming "zero" allowance will result in more tax being withheld from your check (meaning less income for you) but it is advisable if too little tax is taken out of your check, which may result in you owing money to the IRS next year.

For form IT-2104, put "zero" or "one" on line 1 (unless you are a citizen of one of the countries mentioned and have dependents with you in the U.S.), and leave the remaining lines blank. You are **NOT** eligible to claim exemption from withholding if you have been in the U.S. less than five years. Students in F-1 or J-1 status for five years or more are eligible to file as residents for tax purposes, unless exempt by tax treaty.

Sign and date both forms at the bottom and return them to the appropriate payroll office. See attachments for example. Failure to have taxes withheld can result in a $500 fine, plus other penalties.

Students in F-1 and J-1 status are exempt from Social Security (FICA) and Medicare tax, which are different from federal or state income tax, during their first five years in the U.S. After that time, FICA and Medicare tax must be withheld, unless the employment involves services performed by the student for the school he/she regularly attends or services performed for a state or local government (unless an agreement with the federal government is involved).
Form W-4 (2014)

Purpose. Complete Form W-4 so that your employer can withhold the correct federal income tax from your pay. Consider completing a new Form W-4 each year and when your personal or financial situation changes.

Exemption from withholding. If you are exempt, complete only lines 1, 2, 3, 4, and 5 and sign the form to validate it. Your exemption for 2014 expires February 17, 2015. See Pub. 505, Tax Withholding and Estimated Tax.

Note. If another person can claim you as a dependent on his or her tax return, you cannot claim exemption from withholding if your income exceeds $1,000 and includes more than $300 of untaxed income (for example, interest and dividends).

Exceptions. An employee may be able to claim exemption from withholding even if the employee is a dependent, if the employee:
• Is age 65 or older.
• Is blind, or
• Will claim adjustments to income, tax credits, or itemized deductions, on his or her tax return.

The exceptions do not apply to supplemental wages greater than $1,000,000.

Basic instructions. If you are not exempt, complete the Personal Allowances Worksheet below. The worksheets on page 2 further adjust your withholding allowances based on itemized deductions, certain credits, adjustments to income, or two-earner/multiple-earner situations. Complete all worksheets that apply. However, you may claim fewer (or zero) allowances. For regular wages, withholding must be based on allowances you claimed and may not be a flat amount or percentage of wages.

Head of household. Generally, you can claim head of household filing status on your tax return only if you are unmarried and pay more than 50% of the costs of keeping up a home for yourself and your dependents or other qualifying individuals. See Pub. 501, Exemptions, Standard Deduction, and Filing Information, for information.

Tax credits. You can take projected tax credits into account in figuring your allowable number of withholding allowances. Credits for child or dependent care expenses and the child tax credit may be claimed using the Personal Allowances Worksheet below. See Pub. 505 for information on converting your other credits into withholding allowances.

Nonwage income. If you have a large amount of nonwage income, such as interest or dividends, consider making estimated tax payments using Form 1040-ES, Estimated Tax for Individuals. Otherwise, you may owe additional tax if you have pension or annuity income. See Pub. 505 to find out if you should adjust your withholding on Form W-4 or W-4p.

Two earners or multiple jobs. If you have a working spouse or more than one job, figure the total number of allowances you are entitled to claim on all jobs using worksheets from only one Form W-4. Your withholding usually will be most accurate when all allowances are claimed on the Form W-4 for the highest paying job and zero allowances are claimed on the others. See Pub. 505 for details.

Nonresident alien. If you are a nonresident alien, see Notice 1065, Supplemental Form W-4 Instructions for Nonresident Aliens, before completing this form.

Check your withholding. After your Form W-4 takes effect, use Pub. 505 to see how much you are having withheld compared to your projected total tax for 2014. See Pub. 505, especially if your earnings exceed $50,000 ($60,000 Married).

Future developments. Information about any future developments affecting Form W-4 such as legislation enacted after we released it will be posted at www.irs.gov/w4.

---

Personal Allowances Worksheet (Keep for your records.)

A Enter “1” for yourself if no one else can claim you as a dependent:
• You are single and have only one job; or
• You are married, have only one job, and your spouse does not work; or
• Your wages from a second job or your spouse’s wages (or the total of both) are $1,500 or less.

B Enter “1” if:
• You are married and have only one job; or
• Your wages from a second job or your spouse’s wages (or the total of both) are $1,500 or less.

C Enter “1” for your spouse. But, you may choose to enter “0-0” if you are married and have either a working spouse or more than one job. (Entering “0-0” may help you avoid having too little tax withheld.)

D Enter number of dependents (other than your spouse or yourself) you will claim on your tax return.

E Enter “1” if you will file as head of household on your tax return (see conditions under Head of Household above).

F Enter “1” if you have at least $2,000 of child or dependent care expenses for which you plan to claim a credit.

G Child Tax Credit (including additional child tax credit). See Pub. 972, Child Tax Credit, for more information.
• If your total income will be less than $85,000 ($165,000 if married), enter “2” for each eligible child; then less 1” if you have three to six eligible children or “2” if you have seven or more eligible children.

H Add lines A through G and enter total here. (Note. This may be different from the number of exemptions you claim on your tax return.)

For accuracy, complete all worksheets that apply.

---

Employee’s Withholding Allowance Certificate

Form W-4
Department of the Treasury Internal Revenue Service

2014

Whether you are entitled to claim a certain number of allowances or exemption from withholding is subject to review by the IRS. Your employer may be required to send a copy of this form to the IRS.

1 Your first name and middle initial
Akash

2 Your social security number

3[ ] Single [ ] Married [ ] Married, but withheld at higher Single rate.

Note. If married, but legally separated, or spouse is a nonresident alien, check the "Single" box.

4 If your last name differs from that shown on your social security card, check here. You must call 1-800-772-1275 for a replacement card.

5 Total number of allowances you are claiming (from line H above or from the applicable worksheet on page 3)

6 Additional amount, if any, you want withheld from each paycheck.

7 I claim exemption from withholding for 2014, and I certify that I meet both of the following conditions for exemption.
• Last year I had a right to a refund of all federal income tax withheld because I had no tax liability, and
• This year I expect a refund of all federal income tax withheld because I expect to have no tax liability.

If you meet both conditions, write "Exempt" here.

Under penalties of perjury, I declare that I have examined this certificate and, to the best of my knowledge and belief, it is true, correct, and complete.

Employee’s signature

Date

For Privacy Act and Paperwork Reduction Act Notice, see page 24.

Cat. No. 102003 Form W-4 (2014)
New York State Department of Taxation and Finance  
Employee’s Withholding Allowance Certificate  
New York State • New York City • Yonkers  

<table>
<thead>
<tr>
<th>First name and middle initial</th>
<th>Last name</th>
<th>Apartment number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Akash B</td>
<td>Shelar</td>
<td>#2</td>
</tr>
</tbody>
</table>

Permanent home address (number and street or rural route)  
123 Blue Street  
Binghamton  
NY  
13905  

City, village, or post office  
State  
ZIP code  

Are you a resident of New York City?  
Yes [X]  
No [ ]  

Are you a resident of Yonkers?  
Yes [ ]  
No [X]  

Complete the worksheet on page 3 before making any entries.  

1️⃣ Total number of allowances you are claiming for New York State and Yonkers, if applicable (from line 17)  
2️⃣ Total number of allowances for New York State (from line 26)  

Use lines 3, 4, and 5 below to have additional withholding per pay period under special agreement with your employer.  

3️⃣ New York State amount  
4️⃣ New York City amount  
5️⃣ Yonkers amount  

I certify that I am entitled to the number of withholding allowances claimed on this certificate.  

Employee’s signature:  

Date: 8/11/2013  

Penalty – A penalty of $500 may be imposed for any false statement you make that decreases the amount of money you have withheld from your wages. You may also be subject to criminal penalties.  

Employee: detach this page and give it to your employer; keep a copy for your records.  

Employers only: Mark an X in box A and/or box B to indicate why you are sending a copy of this form to New York State (see instr):  

- A Employee claimed more than 14 exemption allowances for NYS  
- B Employee is a new hire or a retiree ...  

Are dependent health insurance benefits available for this employee?  
Yes [ ]  
No [X]  

If Yes, enter the date the employee qualifies (mm-dd-yyyy):  

Employer’s name and address (Employee complete this section only if you are sending a copy of this form to the NYS Tax Department)  

Employer identification number  

Instructions  

Changes effective for 2013  
Form IT-2104 has been revised for tax year 2013. The worksheet on page 3 used to compute your withholding allowances and the charts beginning on page 4 used to enter an additional dollar amount of withholding have been revised. If you previously filled out a Form IT-2104 and used the worksheet or charts, you should complete a new 2013 Form IT-2104 and give it to your employer.  

Who should file this form  
This certificate, Form IT-2104, is completed by an employee and given to the employer to instruct the employer how much New York State (and New York City and Yonkers) tax to withhold from the employee’s pay. The more allowances claimed, the lower the amount of tax withheld.  

If you do not file Form IT-2104, your employer may use the same number of allowances you claimed on federal Form W-4. Due to differences in tax law, this may result in the wrong amount of tax withheld for New York State, New York City, and Yonkers. Complete Form IT-2104 each year and file it with your employer if the number of allowances you may claim is different from federal Form W-4 or has changed. Common reasons for completing a new Form IT-2104 each year include the following:  
- You started a new job.  
- You are no longer a dependent.  
- Your individual circumstances may have changed (for example, you were married or have an additional child).  
- You itemize your deductions on your personal income tax return.  
- You claim allowances for New York State credits.  
- You owed tax or received a large refund when you filed your personal income tax return for the past year.  
- Your wages have increased and you expect to earn $102,900 or more during the tax year.  
- The total income of you and your spouse has increased to $102,900 or more for the tax year.  
- You have significantly more or less income from other sources or from another job.  
- You no longer qualify for exemption from withholding.  
- You have been advised by the Internal Revenue Service that you are entitled to fewer allowances than claimed on your original federal Form W-4, and the disallowed allowances were claimed on your original Form IT-2104.
FORM I-9

On November 6, 1986, the Immigration Reform and Control Act of 1986 (IRCA) became law. The act states that all U.S. employers must verify that all newly hired employees are eligible to work. International students in F-1 or J-1 status are permitted to engage in a maximum of 20 hours per week on-campus employment.

The Employment Eligibility Verification Form I-9 must be completed by all employees before going on a payroll. Form I-9 contains two sections. The employee completes the first section. The second section is completed by the employer. See attachment for example.

When completing the Form I-9, you will need to provide the following documents to establish identity and employment eligibility:

- I-94 Arrival-Departure Record
- I-20 or DS-2019
- Passport
- Verification of Work Authorization (for J-1 students only). This is a letter issued by your J-1 sponsor authorizing permission to work on campus.
- I-20 or DS-2019

The following offices are responsible for the I-9s of students:

The Office of Human Resources will examine and certify identification and employment eligibility for graduate students on the State payroll.

The Office of Sponsored Funds Administration will examine and certify identification and employment eligibility for individuals appointed directly to the Research Foundation payroll.

Sodexo Dining Services and Barnes and Noble will examine and certify identification and employment eligibility for their employees.

The Office of Human Resources will examine and certify identification and employment eligibility for students hired on the State temporary service payroll.

Note: Any change/updates to documents should be reported to the appropriate office.
Section 1: To Be Completed by the Employee:

Step 1:
Fill in your personal information.

Step 2:
Check fourth box.
Write the number on the I-94 card, followed by the completion date from form I-20 (F-1 Students) or form DS-2019 (J-1 Students)

Step 3:
Read, sign and date.
**Section 2: To Be Completed by the Employer:**

Step 4: Examine the verification of work authorization, passport, DS–2019 or I–20, and I–94.

Step 5: Fill in the document title (passport, DS–2019 or I–20, and I–94), the name of the country issuing the passport, the passport expiration date, the admission number from the I–94, and the completion date on the DS–2019 or I–20.
Applying For Work Permission For J-2 Dependents

This handout is designed for the J-2 dependents of J-1 Exchange Visitors. It lists the eligibility conditions of J-2 work authorization, and tells you how to apply.

Eligibility Conditions

1. You must hold valid J-2 status, and the Exchange Visitor must hold valid J-1 status, as shown on the Exchange Visitor's Form DS-2019 and your I-94 Departure Record cards.
2. Your income may not be used to support your J-1 spouse or parent.
3. You may work when you receive your Employment Authorization Document (EAD) from United States Citizenship and Immigration Services (USCIS). The EAD is an identification card laminated in plastic, with your photograph, fingerprint, and the expiration date of your permission to work.
4. You may work part-time or full-time, at any job, for any employer (except that you may not practice medicine, even if you have a license). There is no legal limit to the amount that you may earn.
5. USCIS can authorize J-2 employment for as long as the J-1 Exchange Visitor has permission to stay OR for four years, whichever is shorter. Permission to stay expires on the date shown on the I-94 card. If the I-94 card shows "Duration of Status" or "D/S," permission to stay expires on the date shown on Form DS-2019.

How To Apply

You will need to apply by mail to the USCIS Vermont Service Center. It can take as long as ten to sixteen weeks for the EAD card to be processed and mailed back to you. You may not begin work until you receive the EAD card.

- The following items will need to accompany your application to USCIS and are indicated on the check list which will be given to you by the Office of International Student and Scholar Services:
  2. 2 photographs (see specific instructions on check list).
  3. A photocopy of the ID pages from your passport (if you are Canadian you may use another form of photo-bearing identification) and your visa
  4. A photocopy (both sides) of Your I-94 Departure Record card.
  5. A photocopy of the J-1 Exchange Visitor's Passport and I-94 form
  7. A copy of marriage certificate
  8. A check for the appropriate fee, $380., payable to Department of Homeland Security
  9. A photocopy (both sides) of your previous EAD if any.
  10. A letter (see sample below) from you, the J-2 dependent, to USCIS requesting work permission. The point of the letter is not to demonstrate need; it is to show the reasons for which you are requesting work permission. It may be some worthwhile interest or activity that might include family travel or recreational, educational, or cultural activities. In your letter you must say specifically that income from your earnings will not be used for the J-1 Exchange Visitor's support.

Authorization To Work

Form I-9, "Employment Eligibility Verification." When you begin work, your employer will ask you to complete Form I-9, which requires you to document your work authorization. For Form I-9, your EAD card is acceptable proof both of your identity and your permission to work.

If your permission to stay expires, so will your EAD. Your spouse's (or parent's) J-1 Responsible Officer will explain how to extend permission to stay for the J-1 and all J-2 dependents, and will
know whether you may apply for a new EAD with the application for extension, or after it has been approved. A pending application for extension of stay, or for a new EAD, does not authorize you to continue working. When you have the new EAD, you will have to update Form I-9 with your employer.

A Social Security Number. To put you on the payroll, your employer will need your Social Security number, which you can obtain by applying for a Social Security card. Take your passport (if you are Canadian you may use another form of photo-bearing identification), I-94 Departure Record card, your copy of Form DS-2019, and your EAD (once you receive it), to the office of the Social Security Administration, located in the Federal Building on Henry Street in downtown Binghamton.

➢ Taxes

The earnings of J-2 dependents are subject to applicable federal, state and local taxes, and Social Security, and employers are required by law to withhold those taxes from paychecks. By April 15 you must file an income tax return, Form 1040NR or 1040NR-EZ, with the Internal Revenue Service (IRS), covering the prior calendar year. The return determines whether you owe more taxes, or have a refund coming. With Form 1040NR, or 1040NR-EZ you must also file a "Required Statement." See IRS Publication 519, "U.S. Tax Guide For Aliens."

➢ Sample Letter Of Application For J-2 Work Permission

[Your street address]
[Your city, state, and zip code]
[Date]

United States Citizenship and Immigration Services
Vermont Service Center
75 Lower Welden Street
St. Albans, Vermont 05479-0001

To Whom It May Concern:

I would like to apply for work permission as the J-2 spouse of a J-1 student/scholar/faculty member.

The reason why working is necessary to my income is because (you may want to mention reasons relating to cultural, educational, or recreational activities, or travel plans).

I understand that my earnings must be used to support these activities of mine and will not be used to support my J-1 spouse.

Sincerely,
[Your signature]
[Your name]
J-2 Work Authorization (EAD) Application Checklist

For Your Convenience, Please Check Off As You Complete The Following Steps:

____ Completed Form I-765 (Revised 2/2010). **Use Blue Ink And Sign Your Name In Blue Ink.**

____ Note: Answer Question 16, (C)(5).

____ Completed Form G-1145 Attached To Form I-765

____ $380.00 Check Or Money Order Made Payable To Us Citizenship And Immigration Services Or Department Of Homeland Security

____ Photocopy Of J-2 Dependent’s I-94 (Both Sides), Identity Pages In Passport (Which Includes Both Your Birth Date And Photograph) And Visa

____ Photocopy Of J-2 Dependent’s Ds-2019

____ Photocopy Of J-1 Principal’s Ds-2019

____ Photocopy Of J-1 Principal’s I-94 (Both Sides) And Identity Pages In Passport

____ Copy Of Previous Ead (Both Sides) If Applicable

____ 2 Photos With A White Background *(Please See Reverse Side For Important Information On Photo Requirements)*

____ Copy Of Marriage Certificate, In English

____ Written Statement, With Supporting Evidence Showing That Your Employment Is Not Necessary To Support The J-1 But Is For Other Purposes

____ Cover Letter From Karen Keefe-Guzikowski (This Is Included In The Attached Materials From The Office Of International Student & Scholar Services)

To check on the progress of your EAD card go to:
Important Information On USCIS Photo Requirements

Often applicants will have their photos rejected for failing to meet the required specifications. In order to avoid this, be sure to show these instructions to the photographer before the photos are taken. Then, carefully review your photos before mailing them to the USCIS Lockbox Facility with your application.

Special instructions regarding photos for your EAD card:

For an example of the photo style go to: http://travel.state.gov/passport/guide/composition/composition_874.html  This link includes information on the required dimensions of the photos, how the photos must be posed etc. The photo should not be larger than 2 by 2 inches, with the distance from the top of the head to just below the chin measuring about 1-3/8 inches.

1. Frame subject with full face, front view, eyes open.
2. Make sure the photo presents full head from top of hair to bottom of chin; height of head should measure 1 inch to 1-3/8 inches. (25mm to 35mm)
3. Center head within the frame of the picture
4. Make sure eye height is from between 1-1/8 inches to 1-3/8 inches (28mm and 3mm) from the bottom of the photo
5. Photograph subject against a plain white or off-white background
6. Position subject and lighting so that there are no distracting shadows on the face or background
7. Compose your face in a natural photo.
8. There must be no spots on the photo.
9. There must be no shadows on the photo.
10. Eyeglasses worn on a daily basis can be worn for the photo. However, there should be no reflections from the eyeglasses that obscures the eyes.
11. Sunglasses or tinted glasses cannot be worn in the photos.
12. Print your name and I-94 number on the back of the photos in PENCIL. DO NOT PRESS ON THE PICTURE.
13. Place the picture in an envelope or small plastic sandwich-size bag and attach the envelope or bag to the OPT application packet. Be sure not to staple or otherwise put any holes in the pictures.

The photos can be taken locally at one of the businesses and organizations listed below. Prices subject to change.

<table>
<thead>
<tr>
<th>Store</th>
<th>Address</th>
<th>Phone No.</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>CVS Pharmacy</td>
<td>50 Pennsylvania Ave, Binghamton</td>
<td>772-0656</td>
<td>$10.00 for photos</td>
</tr>
<tr>
<td></td>
<td>68 Main St, Binghamton</td>
<td>773-8338</td>
<td></td>
</tr>
<tr>
<td></td>
<td>345 Main St, Johnson City</td>
<td>729-6549</td>
<td></td>
</tr>
<tr>
<td></td>
<td>* Available at all local stores EXCEPT Oakdale Mall and Court Street. <a href="http://www.cvs.com">www.cvs.com</a> to find the store nearest you</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Walmart Portrait Studio</td>
<td>2405 Vestal Parkway East</td>
<td>729-2484</td>
<td>$10.00 for 2 photos</td>
</tr>
<tr>
<td>AAA Travel Agency</td>
<td>Campus Plaza (Olums), Vestal</td>
<td>754-1060</td>
<td>$5 for 2 photos for AAA members. $7 for 2 photos for non-AAA members</td>
</tr>
</tbody>
</table>
Lockbox locations for filing the I-765 for F-1 Optional Practical Training applications are as follows:

For those filing I-765 employment authorization applications, with a mailing address in: Alabama, Arkansas, Connecticut, Delaware, District of Columbia, Florida, Georgia, Kentucky, Louisiana, Maine, Maryland, Massachusetts, Mississippi, New Hampshire, New Jersey, New Mexico, New York, North Carolina, Pennsylvania, Puerto Rico, Rhode Island, South Carolina, Oklahoma, Tennessee, Texas, Vermont, Virginia, U.S. Virgin Islands, or West Virginia

The new mailing address is:
- **For US Postal Service Deliveries:**
  USCIS
  PO Box 660867
  Dallas, Texas 75266

- **For Express Mail and Courier Deliveries:**
  USCIS
  Attn: AOS
  2501 S. State Hwy. 121 Business
  Suite 400
  Lewisville, Texas 75067


The new mailing address is:
- **For US Postal Service Deliveries:**
  USCIS
  PO Box 21281
  Phoenix, AZ 85036

- **For Express Mail and Courier Deliveries:**
  USCIS
  Attn: AOS
  1820 E. Skyharbor Circle S
  Suite 100
  Phoenix, AZ 85034

The ISSS encourages anyone filing an application with the USCIS lockbox facilities to request email or text notification that your application has been received by USCIS. To obtain this service, complete form G-1145: “E-Notification/Petition Acceptance” and clip it to the first page of your application. This form may be obtained from: [http://www.uscis.gov/files/form/g-1145.pdf](http://www.uscis.gov/files/form/g-1145.pdf)

*ISSS\shared\employment\J2\EAD-J2.ckl  REV 1/2011*
## Section 4

### Securing Services in the Community

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<th>Topic</th>
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<td>Ethnic Restaurants and Grocery Stores</td>
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</tbody>
</table>
Foreign Drivers Licenses and Driving in New York State

Many international students have questions about whether it is possible to drive in New York State with a valid foreign driver’s license, rather than a New York State license. In fact, it is perfectly legal to drive in New York State using a valid foreign driver’s license. However, not everyone is familiar with this policy. Even police officers have, on some occasions, ticketed an international student for “driving without a license” if the only license presented was from a foreign country. If your driver’s license is written in a language other than English, police officers may have difficulty reading it. In that case, it is recommended that you have an International Driving Permit to present with your foreign driver’s license.

The best information on this issue comes from the New York State Department of Motor Vehicles website. [http://www.dmv.ny.gov/](http://www.dmv.ny.gov/)

We repeat the text from their web link below:

A valid driver license from another country is also valid in NYS. You do not need to apply for a NYS driver license unless you become a resident of NYS. Read a definition of a New York State resident at the following website: [http://www.dmv.ny.gov/](http://www.dmv.ny.gov/)

According to NYS law, a resident of another country can get a NYS driver license. The DMV does not recommend this because:

- NYS recognizes your foreign driver license if you remain a resident of the nation that issued the license. You do not need to have a NYS driver license to drive in NYS unless you become a resident of NYS.
- If you have a driver license from any nation except Canada, you must pass a written test, complete a 5-hour pre-licensing course and pass a road test to qualify for a NYS driver license. See the following website with information about "New Drivers - How to Apply". [http://www.dmv.ny.gov/license.htm#newdrivers](http://www.dmv.ny.gov/license.htm#newdrivers)
- You must show a Social Security Card. If you are not eligible for a Social Security Card, you must provide a letter or form SSA-L676 from the US Social Security Administration (SSA) that states that you are not eligible. The SSA Letter or form must have been issued no more than 30 days before the date of your application. You must also show the immigration documents that the SSA used to determine that you are not eligible for a Social Security Card. Read about the specific requirements on the identification requirements page at the following website: [http://www.dmv.ny.gov/forms/id44.pdf](http://www.dmv.ny.gov/forms/id44.pdf)
- When you receive your NYS driver license, you must surrender your foreign driver license to the DMV road test examiner. The local DMV office keeps your foreign driver license, and then destroys the license after 60 days. If you plan to return to your home country and use your foreign driver license, ask the road test examiner how to make sure that your foreign driver license is not destroyed. If you need to get your foreign driver license, go to the local DMV office where you applied for your NYS driver license.

International Driving Permit

An International Driving Permit is not a driver license. The permit only verifies that you hold a valid driver license in your home country. Your foreign driver license, not the International Driving Permit, allows you to drive in NYS. Contact the authorities in your home country to get an International Driving Permit. If you are not a resident of the US, you cannot apply for an International Driving Permit in the US. You are not required to have an International Driving Permit to drive in NYS, but the permit has value. The permit verifies, in several languages, that you have a valid foreign driver license. A police officer who cannot read the language on your foreign driver license can read the permit.

- A final note: Different states have different rules. What applies in New York State may not apply in other states.

Please note that applications for driving permits are accepted up to one hour before closing each day.
Applying for a NYS Learner’s Permit or NYS Driver’s License

The New York State Department of Motor Vehicles (DMV) provides eligible persons in New York State (NYS) with documents necessary to legally drive a car in New York State, and identity documents (NYS ID card).

International students are allowed to drive in New York State using their home country driver’s license and an International Driving Permit if your home country license is not in English.

You may also wish to apply at the NYS DMV for a NYS Learner’s Permit or a NYS Driver’s License.

To apply for a NYS Learner’s Permit or NYS Driver’s License you need to bring the following documents with you to the NYS DMV:

- A Letter of Certification prepared for you by the ISSS office. This letter will confirm you valid visa status and enrollment in full-time study at Binghamton University
- Your immigration documents, I-20 or DS-2019 (you will need the one with the most recent entry stamp, if you have a document issued after your most recent entry, you need both documents) visa and passport, and I-94 card
- Your name must be the same on all your identity documents (passport, I-94, I-20 or DS-2019)
- US Social Security card or a Letter of Ineligibility from the Social Security Administration
- Additional proof of identity to meet the 6 points of identity required by NYS DMV (see the attached information sheet on documentation to prove your identity to the NYS DMV) or look at the following website: http://www.dmv.ny.gov/forms/id44.pdf
- NYS DMV application for the NYS Learner’s Permit or NYS Driver’s License

For more information about owning a car in the United States go to http://www2.binghamton.edu/isss and click on “Publications.”

Binghamton Department of Motor Vehicles Office
81 Chenango St, Binghamton, NY 13901
Monday – Friday 8:00am – 5:00pm
Phone (607) 778-2337

- Directions to the NYS Department of Motor Vehicles:

  - All persons in F or J visa status must go to the Chenango Street office of the NYS DMV. This is the only office presently equipped with the technology required to process applications where verification of a passport identity pages is necessary.
  - The Binghamton branch office of the NYS DMV is located at 81 Chenango Street, downtown Binghamton next to the bus junction.
If you go to the Endicott or Broome County Office Building DMV offices, DMV staff will send you to the Chenango St. office.

You can check on office hours by calling 607-778-2337. Remember office hours may change so be sure to check for the hours during the week you plan to visit the DMV office.

The DMV Office is closed on Saturday.

It is against the law to drive a motor vehicle that is not registered, or not covered by auto insurance to the NYS DMV office. The NYS DMV has the legal authority to seize your vehicle and impound it (keep it). You will be ticketed for a violation of the law and you may also be fined.
New York State Identification Cards

International students often find it convenient to purchase a New York State Identification Card from the Department of Motor Vehicles. These cards show your name, address, date of birth, and photograph. They are generally used for check-cashing purposes or to prove your age. By having a New York State ID, you will not have to carry your passport when needing to prove your age or identity for non-governmental purposes.

You may choose a short-term non-driver ID card valid for 4 to 5 years, or a long-term ID card valid for 8 to 9 years. The exact period of your ID card and your fee depend on whether you select a short-term or long-term ID and the relationship between the date you apply and the expiration date (your month and day of birth). A short-term ID card will cost between $9.00 and $10.00. A long-term ID will cost between $13.00 and $14.00. These fees include a $5.00 photo document fee. Read about Identification cards at this website: [http://www.dmv.ny.gov/broch/c-33.htm](http://www.dmv.ny.gov/broch/c-33.htm).

Protect it with a plastic sleeve in your purse or wallet, but do not laminate it. Laminating could destroy special built-in security safeguards and make it invalid. The replacement fee is $15 for a "duplicate" photo license. The photo-ID replacement fee is $8.00 for cards valid up to 8 years, and $6.50 for 10-year discounted cards. (The replacement fee may change.)

While you must have a Binghamton University ID card for on-campus use (and to ride Broome Transit buses), the University card does not show your date of birth. International students often find that having a New York State ID card allows them to safely secure their passports in their room or apartment. (You must carry your passport when traveling or when it is required by a governmental agency.)

International students needing further information on driver's licenses or applications must go to the following location of the Broome County Department of Motor Vehicles:

Broome County Department of Motor Vehicles
81 Chenango Street
Binghamton
Monday - Friday
8:00am - 5:00pm
Phone Number (607) 778-2337
Opening A Bank Account

What do you need to open a local bank account? Banks require different amounts of money needed to open a savings or checking account. Contact the bank to find out more information. A social security number is not needed to open a bank account. However, you will need to show identification. You will need to present the forms of identification below if you are in F-1 or J-1 visa status. The following is information from four local banks.

<table>
<thead>
<tr>
<th>Bank</th>
<th>Types of Identification Needed</th>
</tr>
</thead>
<tbody>
<tr>
<td>M &amp; T Bank</td>
<td>Two forms of valid ID (Passport, I-20 or DS-2019, Visa, and a Student ID), one of which must have a picture, Current address, Phone number, Opening deposit</td>
</tr>
<tr>
<td>First Niagara Bank</td>
<td>Two forms of ID (Passport with visa, I-20 or DS-2019, Student ID, Driver’s license), current address</td>
</tr>
<tr>
<td>Citizens Bank</td>
<td>Your passport with Visa or driver’s license and a student ID (I-20 or DS-2019 required for students without a Social Security Number), current address</td>
</tr>
<tr>
<td>NBT Bank</td>
<td>Only your passport with Visa, current address</td>
</tr>
</tbody>
</table>

Please note that checks in U.S. dollars drawn from overseas banks will not be credited to your bank account until the check clears. This process may take one to two weeks and some banks will charge extra for this service. Depending on the bank, a fee may also be charged for international wire transfers of money to and from your bank account. See Banking Chart on the following pages for more information.

If you are a graduate student and will receive an assistantship or fellowship, you may arrange through the University to have your checks directly deposited to your bank account. Arranging direct deposit may help you to open a checking account on very favorable terms. Ask your bank for more information.

*Based on information provided by Broome Community College. Used with permission. Information is up to date as of June 21st, 2013.*
There are two types of cell phone options available in the United States: either Pre-Paid “pay-as-you-go” packages (purchase your air-time minutes in advance) or individual plans (you are billed monthly). The type of package you choose may depend upon whether or not you have a Social Security Number. When calling abroad, using pre-paid international phone cards with a cell phone might be the best option for you. Otherwise, it is very expensive. The phone card will use minutes off of your cell phone plan, but it is usually the cheapest option available for international calling. You can purchase international phone cards via the internet or at grocery stores, Target, and Walmart.

<table>
<thead>
<tr>
<th>Carrier</th>
<th>Address</th>
<th>Required Documents</th>
</tr>
</thead>
</table>
| AT&T             | ● 3108 Vestal Pkwy E, Vestal, (607) 766-0548  
                   ● 109 Oakdale Mall, Johnson City, (607) 798-0301  
                   You receive special discounts as a student. Contact Telecom for more information.  
                   http://www.telecom.binghamton.edu/services.html | Passport and 1 other form of Identification  
                   Credit Check                                |
| Verizon Wireless | ● 3951 Vestal Parkway, Vestal, (607) 763 – 1000  
                   ● Toll Free: 1-800-256-4646  
                   ● 109 Oakdale Mall, Johnson City, (607) 348-0600 | Sign 1 year or 2 year contract  
                   (2 year has discount rates-ask for student discount)  
                   Passport                                      |
| Virgin Mobile    | ● Target (Parkway Plaza), (607) 729-6611  
                   ● Radio Shack (Vestal Plaza), (607) 729-1525  
                   ● Radio Shack (Oakdale Mall), (607) 798-0301 | No Documents Required                     |
| Sprint           | ● 2520 Vestal Pkwy E, Vestal, (607) 644-9166  
                   ● Oakdale Mall, Johnson City, (607) 798-0550  
                   http://www.sprint.com/personal/wireless/     | Sign 2-year contract  
                   2 Forms of ID (Passport, Driver’s license, etc.)  
                   Social Security Number (or) a deposit of up to $500 |
| T - Mobile       | ● Wal-Mart, Vestal: 2405 Vestal Pkwy E Vestal, (607) 798-1011  
                   ● Wal-Mart Johnson City: 2 Gannett DR Johnson City, (607) 644-9101 | No annual contract for any plan  
                   No documents required                        |
| H2O              | ● Any Family Dollar, Big Lots, 7 eleven, Best Buy and any cell phone service store.  
                   https://www.h2owirelesssnow.com              | No Documents Required                      |
| Straight Talk    | ● Wal-Mart, Vestal: 2405 Vestal Pkwy E Vestal, (607) 798-1011  
                   ● Wal-Mart Johnson City: 2 Gannett DR Johnson City, (607) 644-9101 | No Documents Required                      |
| Boost Mobile     | ● Target: 3112 Vestal Pkwy E, Vestal (607) 729-6611  
                   ● RadioShack: 109 Oakdale Mall, Johnson City (607) 798-0301 | No annual contract for any plan  
                   No documents required                        |

All information is subject to change. This information is correct as of June 24th, 2013
Please contact the company for more information about their services and specials.
These are non-credit bearing classes for spouses of BU international students, faculty and staff. BU Research Scholars are welcome to join as well. These classes are NOT intended for current BU students.

The fee is 5$ total for the semester for each class level you wish to attend. For example, if you wish to attend the elementary level class, the total is 5$. If you wish to attend the elementary level class and the discussion group, the total is 10$, etc. This money is used to cover the cost of copies and is paid only once.

No need to register for these classes beforehand. Please go to the class(es) you wish to attend. The instructor will register you at that time.

Instructor: Myriam Stanton  
Email: mstanton@binghamton.edu

I am looking forward to another semester here at Binghamton University as the ISP ESL instructor. I am trilingual myself. While I learned my third language, I lived in the target language’s host country just like all of you are doing right now. Therefore, I’m very familiar with the challenges and rewards that come from acquiring a foreign language and adapting to a new culture. Your experiences and insights regarding your acclimation to the United States are encouraged as topics to discuss in these classes. There is an endless amount to learn when living in a foreign country.

These classes have also become a means to meet others in your exact situation. I have witnessed many of my students become great friends as a result of their participation in this program. I know from experience how vital it is to feel a connection to others and establish a support system while living in a foreign country. I can happily testify to the family that is created in these classes.

The language learning process is very involved. Even if you attend all the ISP ESL classes this semester, there is still a need to practice all four skills (reading, writing, listening, and speaking) in various capacities outside of the classroom. I hope to see you in my classes so I can be a part of the complex but rewarding process that is language learning.

The ISP ESL classes will begin Tuesday September 2nd. On the other side of this flyer, I have included a short description of the classes along with the days, times, and locations of each. Course books are not a required purchase. I provide the material for you.

- **Basic Conversational English (Beginner-Pre-Intermediate)**
  
  Time and Location:  
  **Mondays—1:45-3:15**  
  **Student Wing 330**  
  **Wednesdays—1:45-3:15**  
  **Academic B Building 113**

  Time is spent on all four skills. There is work done using material out of various ESL text books that include a focus on grammar and sentence structure, while conversation is always incorporated into the lessons as well.
• **Intermediate-Advanced**
  Time and Location:  **Tuesdays & Thursdays—1:45-3:15**
  Science 2 – G38

There is an ongoing focus on grammar and sentence structure while tenses such as the passive, past perfect, future perfect may also be covered. Additional topics may include verb patterns, everyone’s favorite verb “get”, reported speech as well as other topics in between. Articles covering topics of interest will also be discussed.

• **Discussion Group**
  Time and Location:  **Fridays—12:30-2:00**
  G552—Under the Library and around the corner from the ISSS Office.

My intention in this class is to bring as much diversity into the discussions as possible. In the past, memorable discussions were had on the books: *The Precious Present* by Spencer Johnson and *The Four Agreement* by Don Miguel Ruiz. If you have read an interesting book, bring it in! You can read excerpts from it and give us food for thought and discussion. I’m especially open to your contributions. You are also welcome to bring in excerpts from articles that interest you. I also have a vast collection of material that I will always have available. Possible topics for discussion: adapting to a new culture, learning a new language, how to be happy, stress, careers, raising children in a foreign country, the existence of God, etc...?? Individuals at all levels of English are welcome and can benefit through listening and/or speaking.

I look very forward to learning with you!

Sincerely,

Myriam Stanton
### FUN TIPS for the Greater Binghamton Area

#### Where is the best place to buy things for my room or apartment?

<table>
<thead>
<tr>
<th>Store Name</th>
<th>Website</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bed Bath &amp; Beyond, Parkway Plaza</td>
<td><a href="http://www.bedbathandbeyond.com">www.bedbathandbeyond.com</a></td>
</tr>
<tr>
<td>Dollar Tree, all locations</td>
<td><a href="http://www.dollartree.com">www.dollartree.com</a></td>
</tr>
<tr>
<td>Sam's Club (membership required), Town Square Mall</td>
<td><a href="http://www.samsclub.com">www.samsclub.com</a></td>
</tr>
<tr>
<td>Staples, Campus Plaza</td>
<td><a href="http://www.staples.com">www.staples.com</a></td>
</tr>
<tr>
<td>Target, Parkway Plaza</td>
<td><a href="http://www.target.com">www.target.com</a></td>
</tr>
<tr>
<td>Walmart, Town Square Mall</td>
<td><a href="http://www.walmart.com">www.walmart.com</a></td>
</tr>
</tbody>
</table>

#### Where is the best place to buy personal items?

<table>
<thead>
<tr>
<th>Store Name</th>
<th>Website</th>
</tr>
</thead>
<tbody>
<tr>
<td>CVS, Oakdale Mall and other locations</td>
<td><a href="http://www.cvs.com">www.cvs.com</a></td>
</tr>
<tr>
<td>Price Chopper, Binghamton and Endicott</td>
<td><a href="http://www.pricechopper.com">www.pricechopper.com</a></td>
</tr>
<tr>
<td>Rite Aid, all stores</td>
<td><a href="http://www.riteaid.com">www.riteaid.com</a></td>
</tr>
<tr>
<td>Sam's Club (membership required), Town Square Mall</td>
<td><a href="http://www.samsclub.com">www.samsclub.com</a></td>
</tr>
<tr>
<td>Target, Parkway Plaza</td>
<td><a href="http://www.target.com">www.target.com</a></td>
</tr>
<tr>
<td>Walgreens, Binghamton and Johnson City</td>
<td><a href="http://www.walgreens.com">www.walgreens.com</a></td>
</tr>
<tr>
<td>Walmart, Town Square Mall</td>
<td><a href="http://www.walmart.com">www.walmart.com</a></td>
</tr>
<tr>
<td>Wegmans, Johnson City</td>
<td><a href="http://www.wegmans.com">www.wegmans.com</a></td>
</tr>
<tr>
<td>Weis Markets, all stores</td>
<td><a href="http://www.weismarkets.com">www.weismarkets.com</a></td>
</tr>
</tbody>
</table>

#### Where is the best place to buy school supplies?

<table>
<thead>
<tr>
<th>Store Name</th>
<th>Website</th>
</tr>
</thead>
<tbody>
<tr>
<td>Barnes &amp; Noble / University Book Store/ campus and Town Square Mall</td>
<td><a href="http://www.barnesandnoble.com">www.barnesandnoble.com</a></td>
</tr>
<tr>
<td>CVS, Oakdale Mall and other locations</td>
<td><a href="http://www.cvs.com">www.cvs.com</a></td>
</tr>
<tr>
<td>Sam’s Club (membership required), Town Square Mall</td>
<td><a href="http://www.samsclub.com">www.samsclub.com</a></td>
</tr>
<tr>
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<td><a href="http://www.staples.com">www.staples.com</a></td>
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<td>Target, Parkway Plaza</td>
<td><a href="http://www.target.com">www.target.com</a></td>
</tr>
<tr>
<td>Walgreens, Binghamton and Johnson City</td>
<td><a href="http://www.walgreens.com">www.walgreens.com</a></td>
</tr>
<tr>
<td>Walmart, Town Square Mall</td>
<td><a href="http://www.walmart.com">www.walmart.com</a></td>
</tr>
</tbody>
</table>

#### Where is the best place to buy computers and electronic equipment?

<table>
<thead>
<tr>
<th>Store Name</th>
<th>Website</th>
</tr>
</thead>
<tbody>
<tr>
<td>Best Buy, Vestal Parkway</td>
<td><a href="http://www.bestbuy.com">www.bestbuy.com</a></td>
</tr>
<tr>
<td>Computer Man, Harry L Drive, Johnson City</td>
<td><a href="http://www.the-computerman.com">www.the-computerman.com</a></td>
</tr>
<tr>
<td>Staples, Campus Plaza</td>
<td><a href="http://www.staples.com">www.staples.com</a></td>
</tr>
<tr>
<td>Target, Parkway Plaza</td>
<td><a href="http://www.target.com">www.target.com</a></td>
</tr>
<tr>
<td>Unicorn Electronics, Valley Plaza, Johnson City</td>
<td><a href="http://unicornelex.com">unicornelex.com</a></td>
</tr>
<tr>
<td>Walmart, Town Square Mall</td>
<td><a href="http://www.walmart.com">www.walmart.com</a></td>
</tr>
</tbody>
</table>

#### Where is the best place to buy CDs?

<table>
<thead>
<tr>
<th>Store Name</th>
<th>Website</th>
</tr>
</thead>
<tbody>
<tr>
<td>Best Buy, Vestal Parkway</td>
<td><a href="http://www.bestbuy.com">www.bestbuy.com</a></td>
</tr>
<tr>
<td>Barnes &amp; Noble, Town Square Mall</td>
<td><a href="http://www.barnesandnoble.com">www.barnesandnoble.com</a></td>
</tr>
<tr>
<td>Store Name</td>
<td>Website</td>
</tr>
<tr>
<td>------------</td>
<td>---------</td>
</tr>
<tr>
<td>Kmart, Binghamton Plaza</td>
<td><a href="http://www.kmart.com">www.kmart.com</a></td>
</tr>
<tr>
<td>Made in Japan, 113 Washington Ave, Endicott</td>
<td><a href="http://www.madeinjapan.us/">http://www.madeinjapan.us/</a></td>
</tr>
<tr>
<td>Music City, Vestal Parkway</td>
<td><a href="http://www.musiccitystny.com">www.musiccitystny.com</a></td>
</tr>
<tr>
<td>Oakdale Mall, various stores</td>
<td><a href="http://www.oakdalemall.com">www.oakdalemall.com</a></td>
</tr>
<tr>
<td>Target, Parkway Plaza</td>
<td><a href="http://www.target.com">www.target.com</a></td>
</tr>
<tr>
<td>Walmart, Town Square Mall</td>
<td><a href="http://www.walmart.com">www.walmart.com</a></td>
</tr>
</tbody>
</table>

- **Where can I find Manga?**

- **Where is the best place to have your hair cut?**
  - Bill’s Barber Shop, 259 Floral Ave, Johnson City
  - Cost Cutters, Vestal Plaza and other locations [www.costcutters.com](http://www.costcutters.com)
  - Oakdale Mall, Various Stores [www.oakdalemall.com](http://www.oakdalemall.com)
  - SmartStyle, inside Walmart [www.smartstyle.com](http://www.smartstyle.com)
  - Tommy’s Hairstylists, 1290 Upper Front St, Binghamton

- **Where is the best place to have photos developed?**
  - Barnes & Noble University Book Store, on campus [www.barnesandnoble.com](http://www.barnesandnoble.com)
  - CVS, all locations [www.cvs.com](http://www.cvs.com)
  - Target, Parkway Plaza [www.target.com](http://www.target.com)
  - Walmart, Town Square Mall [www.walmart.com](http://www.walmart.com)
  - Wegmans, Johnson City [www.wegmans.com](http://www.wegmans.com)

- **Where is the best place to buy clothes?**
  - Boscov’s, downtown Binghamton [www.boscovs.com](http://www.boscovs.com)
  - JC Penny's, Oakdale Mall [www.jcpenney.com](http://www.jcpenney.com)
  - Kmart, Binghamton Plaza [www.kmart.com](http://www.kmart.com)
  - Kohl's, Vestal Parkway [www.kohls.com](http://www.kohls.com)
  - Target, Parkway Plaza [www.target.com](http://www.target.com)
  - Oakdale Mall, Various stores [www.oakdalemall.com](http://www.oakdalemall.com)
  - Walmart, Town Square Mall [www.walmart.com](http://www.walmart.com)
  - Old Navy, Vestal Parkway [oldnavy.gap.com](http://oldnavy.gap.com)
  - T. J. Maxx, Town Square Mall [www.tjmaxx.com](http://www.tjmaxx.com)

- **Where can I buy “Second-Hand” (used) clothing?**
  - Fabulous Finds, 125 Rano Blvd Vestal [fabfindsweb.com](http://fabfindsweb.com)
  - Plato's Closet, 1708 Vestal Parkway [www.platoscloset.com](http://www.platoscloset.com)
  - Salvation Army Family Store (for used clothing) [www.salvationarmy.org](http://www.salvationarmy.org)
  - Goodwill Industries International (for used clothing) [http://www.goodwill.org/](http://www.goodwill.org/)

- **Where can I buy used furniture?**
  - America’s Attic, 308 Harry L Drive, Johnson City [www.americasattic.com](http://www.americasattic.com)
  - Check the classifieds in the local paper [www.pressconnects.com](http://www.pressconnects.com)
  - Criagslist on used furniture [binghamton.craigslist.org](http://binghamton.craigslist.org)
  - Salvation Army Family Store [www.salvationarmy.org](http://www.salvationarmy.org)
Where is the cheapest place to shop for food?

- **Aldi**, 619 Main St, Johnson City
  - aldi.us
- **Price Chopper**, Binghamton and Endicott
  - www.pricechopper.com
- **Sam’s Club (membership required)**, Town Square Mall
  - www.samsclub.com
- **Weis Markets, all stores**
  - www.weismarkets.com
- **Target, Parkway Plaza**
  - www.target.com
- **Walgreens, Binghamton and Johnson City**
  - www.walgreens.com
- **Walmart, Town Square Mall**
  - www.walmart.com

Where is the best Asian grocery store?

- **Ali’s Halal Meat and Grocery**, 208 Grand Ave, Johnson City
- **Asia Food Store**, 200 Main Street, Binghamton
- **Dnister Euro Foods**, 9 Glenwood Ave, Binghamton
- **Hang Phat**, 278 Main Street, Binghamton
- **Kim’s Oriental Grocery Store**, 3740 Vestal Parkway, Vestal
- **Spartan Market (Greek)**, 50N. Ave B, Endwell

Which grocery store has the best selection of fresh fruits and vegetables?

- **Down to Earth Whole Foods Company**, 305 Grand Ave, Endicott
  - www.downtoearthwholefoods.com
- **Price Chopper**, Binghamton and Endicott
  - www.pricechopper.com
- **Walmart, Town Square Mall**
  - www.walmart.com
- **Wegmans Food Market, Johnson City**
  - www.wegmans.com
- **Weis Markets, all stores**
  - www.weismarkets.com

Are there Farms in the area where I could buy fresh fruits and vegetables? (Or “U-Pick”)

- **Apple Hills**, Brooks Rd, Binghamton
  - www.applehills.com
- **Our Green Acres, Waverly Rd, Owego**
  - ourgreenacres.farfalladesign.com
- **Iron Kettle Farms**, Owego Rd, Candor
  - www.ironkettlefarm.com
- **Lone Maple Farm**, Hawleyton Rd, Binghamton
  - www.lonemaplefarm.com
- **Downtown Farmers’ Market** (Summer only), Collier St. Binghamton

What is there to do On-Campus?

- **Evening activities, programs and movies**
  - latenite.binghamton.edu
- **Student Clubs and organizations**
  - https://bengaged.binghamton.edu/Organizations
- **Get-Away Trips**
  - getaway.binghamton.edu
- **Campus Recreation**
  - campusrecreation.binghamton.edu
- **Binghamton Outdoor Pursuits**
  - outdoorpursuits.binghamton.edu
- **Bearcat Games**
  - athletics.binghamton.edu
- **Anderson Center Performances**
  - anderson.binghamton.edu
- **Binghamton University Theater Shows**
  - http://www2.binghamton.edu/theatre/upcoming-shows.html
- **Center for Civic Engagement**
  - www2.binghamton.edu/cce/volunteer

What are some local attractions I should visit?
<table>
<thead>
<tr>
<th>Binghamton Visitor’s Bureau</th>
<th><a href="http://www.binghamtoncvb.com">www.binghamtoncvb.com</a></th>
</tr>
</thead>
<tbody>
<tr>
<td>6 free Merry-Go-Rounds (also called “Carousels”)</td>
<td><a href="http://www.gobroomecounty.com">www.gobroomecounty.com</a></td>
</tr>
<tr>
<td>Ross Park Zoo, Southside of Binghamton</td>
<td><a href="http://www.rossparkzoo.com">www.rossparkzoo.com</a></td>
</tr>
<tr>
<td>Skate Estate, Water Slide and roller-skating rink, Vestal</td>
<td><a href="http://www.skateestate.com">www.skateestate.com</a></td>
</tr>
<tr>
<td>Kopernik Space Education Observatory</td>
<td><a href="http://www.kopernik.org">www.kopernik.org</a></td>
</tr>
<tr>
<td>Tioga Downs, Horse Racing and Video Gambling</td>
<td><a href="http://www.tiogadowns.com">www.tiogadowns.com</a></td>
</tr>
<tr>
<td>Waterman Conservation Center, Apalachin</td>
<td><a href="http://www.watermancenter.org">www.watermancenter.org</a></td>
</tr>
</tbody>
</table>

### How do I know what’s happening in the area?

- Check the Entertainment section of the online Press and Sun Bulletin or the “Good Times” section of print version
- Binghamton Visitor’s Bureau
- City of Binghamton website
- Tioga County website

### Where can we go for Arts and Cultural Activities?

- Anderson Center Performance
- Binghamton Philharmonic
- BU Art Museum
- Cider Mill Playhouse, Endicott
- EPAC, Endicott Performing Arts Center
- First Fridays, Binghamton Arts Walk first Friday of every month
- Parks & Recreation, Binghamton
- The Roberson Museum and Science Center
- Tri-Cities Opera

### Where can we go to watch a movie?

- AMC Loews Cinema, Town Square Mall, Vestal
- Cinema Saver (“Cheap Theater”), 19 Madison, Endicott
- Late Night movies
- Regal Cinemas, Upper Front Street, Binghamton
- The Art Mission and Theater
- Take One Video at Munchies, University Union, on campus

* (Bring your Student ID to ask for a Student-Discount ticket!)

If you want to see good foreign films, which movie theater should you visit?

- Harpur Cinema
- The Art Mission and Theater

### Where is best coffee bar?

- Antonio’s Galleria and Cafe, 100 Oak Hill Ave, Endicott
- Barnes & Noble, Town Square Mall
- Lost Dog Café, Water Street, Binghamton
- Cyber Café West, Main Street, Binghamton

*www.antoniosgalleriacafe.com*
*www.barnesandnoble.com*
*www.lostdogcafe.net*
*www.cybercafewest.com*
Dunkin' Donuts, various locations  www.dunkindonuts.com
Panera Bread  www.panerabread.com
Starbucks, Pier 1 Plaza and University Plaza  www.starbucks.com
Brewed Awakenings Cafe, 20 Hawley St, Binghamton
John Arthur Café, Fine Arts Building, Binghamton University

➢ Where can I find Bubble Tea?

K & K The Old Teahouse, Bunn Hill Road, Vestal
We Tea, University Plaza, Binghamton

What is the name for marinated lamb, pork, or chicken, cooked on a skewer over an open flame and served on fresh bread?

* Spiedies!  en.wikipedia.org/wiki/Spiedie  www.spiediefest.com

➢ Where can you find a good, inexpensive restaurant?

Consol Family Kitchen, Bunn Hill Road, Vestal  www.consols.net
Denny’s, Vestal Parkway and various locations  dennys.com
Friendly’s, Vestal Parkway  www.friendlys.com
Tony’s Italian Grill, Endicott Plaza, Endicott  www.tonyssitalianguil.com
Whole in the Wall (Vegetarian), Binghamton  www.wholeinthewall.com
Mekong Vietnamese Restaurant, 29 Willow St, Johnson City  www.mekong-dining.com
Moe’s, Vestal Parkway  www.gotomoes.com
Panera Bread  www.panerabread.com
The Park Diner, Conklin Ave Binghamton
The Plaza Diner, 3605 Vestal Parkway
Los Tapatios, 1101 Bunn Hill Road, Vestal

➢ Where is the best Chinese restaurant?

Buffet Star, 4089 Old Vestal Rd, Vestal  http://www.buffetstarvestal.com/
New Panda Chinese Restaurant, Robinson St, Binghamton  www.newpandachineserestaurant.com
China Wok Parkway Buffet, 3701 Old Vestal Road, Vestal
Foliage, 47 Riverside Drive, Johnson City
Grand China Wok Buffet, 2433 Vestal Parkway, Vestal
Great Chinese Buffet, 560 Harry L Dr, Johnson City
Moon Star, 3218 E. Main St, Endicott  http://www.moonstarac.com/

➢ Where is a fun place to go when it’s cold outside?

Broome Community College Ice Center  sunybroome.edu/icecenter
Chenango Ice Rink, Chenango Bridge  chenangoicerink.com
Elk Mountain, PA  www.elkskier.com
Greek Peak, Cortland  greekpeak.net
Hill behind East Gym for sledding and snowball fights
Stay warm indoor and rent a movie!

➢ Where is a fun place to go when it’s hot outside?
Buttermilk Falls State Park, Ithaca  
Cayuga Lake, Ithaca  
Chenango Valley State Park, Port Crane  
Dorchester Park, Whitney Point  
Nathaniel Cole Park, Colesville  
Otsiningo Park  
Taughannock Falls, Ithaca  

- **Where can I go to exercise?**
  - Fitspace, East Gym on campus  
    - www2.binghamton.edu/campus-recreation
  - Open Recreation Hours, on campus  
    - www2.binghamton.edu/campus-recreation
  - Planet Fitness, University Plaza  
    - www.planetfitness.com
  - YMCA  
    - ymcbroome.org

- **Where can I go for a walk?**
  - Around the “brain” on campus  
  - Chenango Valley State Park, Port Crane  
    - nysparks.state.ny.us/parks
  - Vestal Rail Trail  
    - http://www.ptny.org/newtrailfinder/vestaltrailfinderameset.html
  - Nathaniel Cole Park, Colesville  
    - www.gobroomecounty.com/parks/natcole
  - Nature Preserve, on campus  
    - naturepreserve.binghamton.edu
  - Oakdale Mall  
    - www.oakdalemall.com
  - Otsiningo Park  
    - www.gobroomecounty.com/parks/otsiningo
  - Recreation Park, Binghamton  
    - www.westsidebinghamton.org/recpark.html
  - East Gym Track Field

- **Where can I play sports?**
  - Binghamton Tennis Center (Indoor and Outdoor)  
    - www.tennisctr.com
  - BU Club Sports  
    - clubsports.binghamton.edu
  - BU Intramural Sports  
    - intramurals.binghamton.edu
  - Campus Recreation (East Gym)  
    - campusrecreation.binghamton.edu
  - Hickories Park, Owego (Volleyball, Basketball, Walking trails)  
    - www.townofowego.com/parksdepartment.html
  - MacArthur Park (Tennis), Vestal Ave, Binghamton  
    - www.cityofbinghamton.com/MacArthur
  - Otsiningo Park, Binghamton (Volleyball, bicycling)  
    - www.gobroomecounty.com/parks/otsiningo
  - Recreation Park, Binghamton (Tennis)  
    - www.westsidebinghamton.org/recpark.html

- **Where can I play special sports?**
  - Ahwaga Canoe Club  
    - www.ahwagacanoeandkayak.com
  - Binghamton Crew  
    - binghamtoncrew.org
  - Boys and Girls Club of Western Broome  
    - www.bgcwb.org
  - Broome County YMCA, Johnson City and Binghamton  
    - ymcbroome.org
  - Greater Binghamton Sports Complex  
    - www.greaterbinghamton.com
  - Midway Bowling  
    - www.midwaylanes1.com

- **What can I do if I want to sight-see in the region?**
Binghamton Visitor’s Bureau  www.binghamtoncvb.com
New York Tourism website  iloveny.com
Day-trips with Campus Life Office  getaway.binghamton.edu
Pennsylvania Tourism website  www.visitpa.com

➢ Where can I go to worship?

<table>
<thead>
<tr>
<th>Church</th>
<th>Website</th>
</tr>
</thead>
<tbody>
<tr>
<td>Good Shepherds Community Church</td>
<td><a href="http://www.goodshepherdcc.org">www.goodshepherdcc.org</a></td>
</tr>
<tr>
<td>Islamic Society of Southern Tier, JC</td>
<td><a href="http://www.iost.org">www.iost.org</a></td>
</tr>
<tr>
<td>Korean Baptist Church</td>
<td><a href="http://www.binghamtonchurch.org">www.binghamtonchurch.org</a></td>
</tr>
<tr>
<td>New Hope Presbyterian Church</td>
<td><a href="http://www.newhope1.net">www.newhope1.net</a></td>
</tr>
<tr>
<td>Newman House (Roman Catholic)</td>
<td>newman.binghamtonsa.org</td>
</tr>
<tr>
<td>Twin Orchards Baptist Church</td>
<td><a href="http://www.twinorchards.org">www.twinorchards.org</a></td>
</tr>
<tr>
<td>Union Center Christian Church</td>
<td><a href="http://www.unioncenter.net">www.unioncenter.net</a></td>
</tr>
</tbody>
</table>

Which University has the best International Students Office?

• Binghamton University, of course!  isss.binghamton.edu

Office of International Student and Scholar Services
Division of Student Affairs
Binghamton University
PO Box 6000
Binghamton, NY 13902-6000
1-607-777-2510
Visit us on the web at isss.binghamton.edu
# Ethnic Restaurants and Markets

## Restaurants

<table>
<thead>
<tr>
<th>Name</th>
<th>Address/Website</th>
<th>Phone Number</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Chinese</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Buffet Star</td>
<td>4089 Old Vestal Rd, Vestal, NY 13850</td>
<td>(607) 798-8060</td>
</tr>
<tr>
<td>China Chef Restaurant</td>
<td>1001 Union Center HWY Endicott 13760</td>
<td>(607) 754-4614</td>
</tr>
<tr>
<td>China Doll Restaurant</td>
<td>13 Washington Ave. Endicott 13760</td>
<td>(607) 748-5093</td>
</tr>
<tr>
<td>China Garden Restaurant</td>
<td>1011 North St. Endicott 13760</td>
<td>(607) 786-2165</td>
</tr>
<tr>
<td>China Lake Restaurant</td>
<td>3215 E Main St. Endicott 13760</td>
<td>(607) 748-2133</td>
</tr>
<tr>
<td>China Wok Vestal Park</td>
<td>4700 Vestal Pkwy E, Vestal, NY 13850</td>
<td>(607) 797-2288</td>
</tr>
<tr>
<td>Empire Chinese Restaurant</td>
<td>3502 Country Club Rd Endicott 13760</td>
<td>(607) 741-1888</td>
</tr>
<tr>
<td>Far East Chinese Restaurant</td>
<td>287 Main St, Binghamton, NY 13905</td>
<td>(607) 797-1166</td>
</tr>
<tr>
<td>Foliage Chinese Restaurant</td>
<td>45 Riverside Dr Johnson City 13790</td>
<td>(607) 798-8998</td>
</tr>
<tr>
<td>Fraternity Chinese Restaurant</td>
<td>1110 Chenango St , Binghamton, NY 13901</td>
<td>(607) 724-0633</td>
</tr>
<tr>
<td>Fu Star Chinese</td>
<td>1185 Vestal Ave Ste 3 Binghamton, NY 13903</td>
<td>(607) 722-5767</td>
</tr>
<tr>
<td>Grand China Wok Buffet</td>
<td>2433 Vestal Parkway E Vestal 13850</td>
<td>(607) 770-1268</td>
</tr>
<tr>
<td>Great China Buffet</td>
<td>560 Harry L Dr. Johnson City 13790</td>
<td>(607) 772-0722</td>
</tr>
<tr>
<td>Great Wall Chinese Take Out</td>
<td>1246 Upper Front St ,Binghamton, NY 13901</td>
<td>(607) 772-3388</td>
</tr>
<tr>
<td>Moon Star Chinese Restaurant</td>
<td>3218 E. Main St. Endicott, NY 13760</td>
<td>(607) 754-6778</td>
</tr>
<tr>
<td>New Century Chinese Restaurant</td>
<td>254 Main St, Johnson City, NY 13790</td>
<td>(607) 729-0156</td>
</tr>
<tr>
<td>New Panda Chinese Restaurant</td>
<td>199 Robinson St , Binghamton, NY 13904</td>
<td>(607) 772-0250</td>
</tr>
<tr>
<td>Panda-III Chinese Restaurant</td>
<td>3748 Vestal Pkwy E, Vestal, NY 13850</td>
<td>(607) 798-1833</td>
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<td>Red Wok</td>
<td>125 Main St, Binghamton, NY 13905</td>
<td>(607) 724-2003</td>
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<td>Japanese &amp; Chinese Food Dlvr</td>
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<td>(607) 797-3188</td>
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<td>Fuji San Japanese Restaurant</td>
<td>4105 Vestal Parkway East Vestal 13850</td>
<td>(607) 797-9888</td>
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<td>Kampai Japanese Steak House</td>
<td>108 N Jensen Rd Vestal 13850</td>
<td>(607) 798-7521</td>
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<td>Sakura Japanese Sushi Restaurant</td>
<td>1009 North St. Endicott, NY 13760</td>
<td>(607) 786-8028</td>
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<td>Sake-tumi Sushi Bar</td>
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<td>Curry's of India</td>
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<td>Taj Restaurant (Halal, Zabiha)</td>
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<td>Aiello’s Italian American Restaurant</td>
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<td>Brothers 2 Restaurant</td>
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<td>Cortese Restaurant</td>
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<td>Grotta Azzurra Italia Ristorante</td>
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<td>Little Venice</td>
<td>111 Chenango St. Binghamton 13901</td>
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<td>Despina's Mediterranean Taste</td>
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<td>Margaritias Cantina</td>
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<td>Lemongrass Kitchen &amp; Lounge</td>
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<td>Ali’s Halal Meat Shop (halal)</td>
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<td>City Rugs</td>
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<td>Kim’s Oriental Grocery Store (Asian)</td>
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<td>Lao’s Mini Store (Lao)</td>
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<td>European Market</td>
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Health Insurance for J-1 Scholars and Their Families

- All J-1 exchange visitor participants and their dependent family members entering the United States with J-2 visas are required to purchase health insurance which includes coverage benefits for both emergency and non-emergency medical services, plus medical evacuation and repatriation benefits. The State University of New York offers such coverage through an international plan provided by HTH Worldwide Insurance Services.

- Purchase of this insurance plan is mandatory regardless of coverage provided by an outside agency unless a specific exemption is approved by the International Student and Scholar Services Office (ISSS) prior to your arrival in the United States.

- Additional information can be found at: http://binghamton.edu/isss/health-insurance/waiverinfo.html

- The ISSS offers full support of the international health insurance plan. To contact a member of the ISSS Health Insurance Team please send an email to: intl.insure@binghamton.edu. Terry Creeden and Lorraine Medionte will answer your questions, assist in resolving problems related to health care bills and insurance coverage, assist in the renewal of your dependent’s health care coverage, and other related health insurance issues.

- Please visit the ISSS Health Insurance web pages for additional information regarding health insurance and medical care in the U.S.

http://www2.binghamton.edu/isss/health-insurance/index.html.
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