Center for Global Engagement
College of Extended Learning
San Francisco State University

Student Handbook
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Center for Global Engagement (CGE) provides international students and professional groups unparalleled access to pursue rigorous academic education, cutting-edge professional development, and enriching cultural exploration at an American university. SF State is committed to providing innovative, high-quality undergraduate and graduate programs for students, as well as continuing and professional educational opportunities. SF State educates 30,000 students, including 1,800 international students from over 100 countries each year.

Our dedicated staff at the Center are always ready to help international students with their adjustment to the new culture and educational system here in the United States, so they will be able to achieve their educational goals.

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**Location**
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College of Extended Learning  
San Francisco State University  
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San Francisco, CA 94132  

**Email:** celglobal@sfsu.edu  
The physical office is currently closed due to COVID-19, but please email us at celglobal@sfsu.edu or call at 415-3380-1438 (Mon-Fri: 8:30 am – 5:00 pm, Pacific Time).
ACCOMMODATION
Students with disabilities who need reasonable accommodations are encouraged to contact the instructor. The Disability Programs and Resource Center (DPRC) is available to facilitate the reasonable accommodations process. The DPRC is located in the Student Service Building and can be reached by telephone (voice/TTY 415-338-2472) or by email (dprc@sfsu.edu).

DRUG AND ALCOHOL POLICY
In agreement with SF State University policy, no one may use illegal substances, or abuse legal substances, including alcohol, in a manner which impairs the performance of assigned tasks.

Furthermore, international students are responsible for following federal immigration regulations. Federal Laws are established at national level, and federal laws override state laws. As an international student, you are subject to federal law. Even though marijuana is legal in some states (ex. California), it is not legal in federal law. Therefore, marijuana is illegal for international students because they must follow federal law.

PROGRAM REFUND POLICIES
Each Center for Global Engagement program has a refund policy. Please contact celglobal@sfsu.edu for any questions.

- Certificates
  - International Business, see the end of this page: https://cel.sfsu.edu/international-business/apply
  - Hospitality and Tourism Management, see the end of this page: https://cel.sfsu.edu/hospitality/apply
  - Paralegal Studies: https://cel.sfsu.edu/register/drops-refunds

- Pre-MBA
  - Refund policy listed here: https://cel.sfsu.edu/pre-mba/apply

- Summer in San Francisco
- Semester @
  - Refund policy listed here: https://cel.sfsu.edu/openuniversity/register

- ALI-English for Academic Preparation (EAP):
  - Refund policy listed here: https://ali.sfsu.edu/refunds
Immigration Information for F-1 Students

United States Citizenship and Immigration (USCIS)
San Francisco District Office
444 Washington Street
San Francisco, CA  94111
(800) 375-5283 (toll free)


VISITING THE OFFICE
All visitors must have an appointment to be admitted to the Information Unit of the San Francisco District Office.
Appointments must be made through the website:  https://my.uscis.gov/en/appointment/v2

Note:  You must bring your print-out INFOPASS appointment receipt and a photo identification (ID) to your appointment.

VISA:
- The visa in your passport allows you to ask to enter the US.  It does not decide how long you can stay in the U.S.  If your F-1 visa expires while you are in the US, there is no need to renew your visa.  However, if your visa has expired and you want to leave the US then return to the US, you must get a new visa. Visit an US Embassy or Consulate outside the US (in your home country) to apply for a new visa.  http://www.usembassy.gov/

- Immigration rules state that a person who enters the US with a business (B1) or tourist visa (B2) must change his/her status to student status (F1) before attending a school. In other words, the USCIS must approve the student’s change of status before the student studies at a full-time program. A prospective student can have an immigration attorney or a CGE Advisor help him/her to apply for a Change of Status.

- USCIS rules states that a person who enters the US with a student dependent visa status (F2) must change his/her status to student status (F1) before attending full-time at a school. A prospective student can have an immigration attorney or a CGE Advisor help him/her to apply for a Change of Status.

I-20:
- You received an I-20 when you were admitted to the program of Center for Global Engagement. It is important to keep a copy of all your I-20(s) with your passport. It is a good idea to make extra copies of your past I-20(s) and keep them in a safe place. It is your responsibility to keep record of your past immigration history for future use. Therefore, be sure to keep all of your immigration paperwork for your records.

I-94 Number:
- The I-94 is your arrival/departure record (number) given by the US DHS (Department of Homeland Security). To get your I-94 number, you must complete an online form soon after you arrive into the US. More information:  https://i94.cbp.dhs.gov/I94/#/home

REMINDER: IT’S YOUR RESPONSIBILITY TO KEEP A RECORD OF YOUR IMMIGRATION DOCUMENTS AND HISTORY. THEREFORE, MAKE COPIES OF YOUR:
1. Passport (visa and identification page)
2. SEVIS I-20(s)
3. I-94 card number

*NOTE:  Keep copies in a safe place that is different from where you keep your originals.
TO MAINTAIN YOUR F-1 STUDENT STATUS:

1. **Keep your passport valid**: It is your responsibility to keep your passport valid for a minimum of at least six months into the future at all times. If you need to get a new passport, contact your home country’s embassy in the US and apply for a new passport. When you receive your new passport, bring it to the CGE Office (HUM 101) so we can make a copy of it for your student file.

2. **Take a full course of study**: Immigration requires students in F-1 status maintain full-time enrollment. At For EAP-ALI students, if you will be absent from class, you must call the CGE Office at 415•338•1438 to give the reason for your absence.

3. **Follow the transfer procedures if you transfer to another school**: If you plan to transfer to another school, you need to follow these steps:

TRANSFER PROCESS

It is the student’s responsibility to inform the school that s/he is transferring to or from another school. A student has 60 days from the last day from their previous school’s program to tell their previous school’s Student Advisor about the transfer. In addition, it is the student’s responsibility to follow-up with the school to complete the transfer process.

SEVIS School to SEVIS School

1. **You MUST show proof of admission to your new school within 60 days from the last day of your completed session** to transfer to another school.

2. After you show proof of admission to your new school, the CGE Advisor will transfer your SEVIS (I-20) record in SEVIS, the USCIS online reporting system.

3. The CGE will record in SEVIS, the name of the school you will transfer to, the last day of your semester, and the transfer release date (when your student record will be sent to your new school). **Note**: You can ask a CGE Student Advisor to cancel your transfer request at any time before your transfer release date.

4. After your release date, your new school must issue you a “transfer pending” I-20.

5. You **MUST** contact your new school to complete the transfer process within **15 days from your new program’s start date**. This is 15 days from the start date printed on your I-20. If you do not complete your transfer process with your new school before this 15 day deadline, you will be out of status with immigration. After you contact your new school within the 15 days from your new school’s program start date, your new school will issue you a “transfer completed” I-20. You will use the “transfer completed” I-20 for travel. However, you should keep your “transfer pending” I-20 for your records.

TRAVEL

If you plan to travel to another country and return to the program of Center for Global Engagement at San Francisco State University, email celglobal@sfsu.edu and let us know first. Once the physical office will reopen (The CGE office is currently closed due to COVID-19), bring your I-20 to the CGE Office (HUM 101) for a travel signature. This travel signature will allow you to re-enter into the US at the port of entry.

If you are going to transfer to a different school, you will need to get your new school’s I-20 to travel outside and re-enter into the US.

CHANGE OF ADDRESS
As an F-1 and a J-1 student, you must tell the CGE office your current address. You must come to the CGE office, HUM 101 to fill out a CGE Change of Address Form or email celglobal@sfsu.edu within 10 days of your move. Once you inform us, CGE will update your SEVIS student and CGE record.

Or

Logon to Student Center at http://gateway.sfsu.edu and update your personal information. Start from the “Mailing Address” and “Home Phone” directly.
HEALTH INSURANCE

F-1 and J-1 visa students are required to have health insurance while studying at the Center for Global Engagement, College of Extended Learning (CEL). F1 and J-1 students who do not have health insurance are not allowed to study at the CGE programs. F-1 and J-1 students must buy the CSU sponsored health insurance plan through the CGE if they are not covered by a scholarship.

Students should **always** carry their health insurance card with them.

ALI-EAP students: [How to print your insurance card](#): click "Member Portal"

Certificate/Semester@ students: [How to print your insurance card](#): click "Member Portal"

Important Information:

1. **For emergencies call “911” or go to the nearest hospital emergency room.**
2. If you need to see a doctor or get a prescription while you are an ALI, CEL certificate or Semester@ student, you can see a private doctor or go to the SF State’s Student Health Center.
3. If you go to SF State’s Student Health Center, you may be referred to a specialist.
4. You should read and understand the rules of your health insurance plan before you see a doctor.
5. Ask the CGE office if you don’t understand your insurance policy.
6. Many doctor’s offices will complete your insurance claim form; however, it is your responsibility to make sure you or your doctor’s office sends your medical insurance claim form to the insurance company.
7. If you visit SF State’s Student Health Center, you will need to complete a claim form yourself. You can download a [claim form](#) (claim form instruction) by visiting the website (more information for [ALI-EAP students](#) and for [Certificates, Semester@, & Summer in SF students](#)) or come to the CGE office to pick up a claim form.
8. Send claim form with the bills and receipts for medical treatment to:
   Relation Insurance Services,
   P.O. Box 25936, Overland Park, KS 66225

**Finding a Doctor in the San Francisco Area:**
Find a preferred provider (a doctor or hospital on the insurance company’s list) before you see a doctor or go to a hospital. Do not do this when it is an emergency. You can find a doctor or hospital on the [online insurance list](#). You can also come to the CGE office to see a list of doctors and hospitals in the San Francisco area.

**If I have a medical emergency, what can I do?**

1. If you are not on campus and you need to see a doctor immediately, call 911 or go to a hospital emergency room.
2. If you are on-campus call 415-338-2222, tell your instructor, the CGE office (Currently CGE programs are offered online and the physical office is closed), or go to SF State’s Student Health Center.

**GENERAL GUIDELINES FOR SEEING A DOCTOR:**

**When you call:**

1. Always say that you are an international student.
2. Tell them where you are from and what languages you speak.
3. Ask if they have doctors who speak those languages.

**When you go to the doctor’s office:**
1. Always say that you are an international student.
2. Bring your health insurance card
3. Bring a picture ID card.

**HOSPITAL/CLINIC EMERGENCY ROOMS**

<table>
<thead>
<tr>
<th>Location</th>
<th>Name</th>
<th>Address</th>
<th>Contact Information</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>SAN FRANCISCO</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>San Francisco General Hospital</td>
<td>1001 Potrero Avenue</td>
<td>open 24 hours, 7 days a week</td>
</tr>
<tr>
<td></td>
<td></td>
<td>415-206-8000</td>
<td></td>
</tr>
<tr>
<td></td>
<td>UCSF Medical Center</td>
<td>505 Parnassus Avenue</td>
<td>415-353-1037</td>
</tr>
<tr>
<td></td>
<td></td>
<td>415-476-1000 (General Information)</td>
<td>open 24 hours, 7 days a week</td>
</tr>
<tr>
<td></td>
<td>California Pacific Medical Center</td>
<td>2333 Buchanan Street</td>
<td>415-600-6000</td>
</tr>
<tr>
<td></td>
<td></td>
<td>415-600-3333 (Pacific Campus)</td>
<td>open 24 hours, 7 days a week</td>
</tr>
<tr>
<td><strong>DALY CITY</strong></td>
<td></td>
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<tr>
<td></td>
<td>Seton Medical Center</td>
<td>1900 Sullivan Avenue</td>
<td>Emergency Department</td>
</tr>
<tr>
<td></td>
<td></td>
<td>650-992-4000</td>
<td>open 24 hours, 7 days a week.</td>
</tr>
<tr>
<td><strong>SAN MATEO</strong></td>
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<td></td>
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<tr>
<td></td>
<td>San Mateo County Hospital</td>
<td>222 W. 39th Avenue</td>
<td>Emergency Department</td>
</tr>
<tr>
<td></td>
<td></td>
<td>650-573-2222</td>
<td>open 24 hours, 7 days a week.</td>
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SF STATE STUDENT HEALTH CENTER (Currently phone appointments only. In-person appointments retemporary suspended)

GENERAL INFORMATION: 415•338•1251
AFTER HOURS ADVICE NURSE: 415•338•1251
APPOINTMENTS: Online, 415•338•1719, In-person

LOCATION: Across from Burk Hall near the Ethnic Studies & Psychology Building.

HEALTH CENTER HOURS:
Temporary Hours: Monday, Tuesday, Thursday, Friday: 9:00 am – 12 noon and 1:00 pm – 4:00 pm
Closed Wed & 12 – 1 pm M, T, Thu, F
Monday, Tuesday, Thursday, Friday: 8:10 am-4:45 pm
Extremely Urgent Services: 4:45 pm-5:00 pm
Wednesday: 10:00 am to 4:45 pm
Extremely Urgent Services: 8:10 am–10:00 am and 4:45 pm-5:00 pm

Closed on Saturday and Sunday and all SF State official holidays. Emergencies: Call 911

FEES
$60.00 for each visit. Lab, X-ray, Pharmacy services are additional fees. You will pay for your visit after you see the doctor.

PAYMENT:
Online: https://health.sfsu.edu and login to myHealth Login
In-Person: Bursar’s Window in Student Services Building (SSB) 1st floor or Administration Bldg (ADM)

INSURANCE REIMBURSEMENT
To get reimbursed for your payment complete the following steps:
1. Print Billing Statement: go online https://health.sfsu.edu to myHealth Log In and print a billing statement. This receipt shows:
   - How much you were charged for your doctor’s visit;
   - What is your diagnosis code (a number they give to explain why the doctor saw you)
2. Download a claim form from (Claim form instruction)
3. Send claim form with the bills and receipts for medical treatment to:
   Relation Insurance Services,
   P.O. Box 25936, Overland Park, KS 66225

APPOINTMENTS:
- Online: PREFERRED http://health.sfsu.edu/ Click on myHealth Login in the top right-hand side
- Phone: 415-338-1251 between 8:30am-4:45pm, Mon, Tue, Thu and Friday. on Wed 10am – 4:45pm.
- In Person: You must complete a form in person to make an appointment
Cancellation Policy

A student must cancel an appointment at least 24 hours in advance of the appointment or will be charged a $20.00 no show fee.

How to Cancel a Student Health Service Appointment:

Online:
- Go to https://health.sfsu.edu
- Click on myHealth Log In on the top right-hand side
- Log in with your ID number and password
- Click on Appointment, and cancel your appointment

Phone:
- Tel: 415-338-1251
- Press #1
- Leave a message stating your First Name, Last Name, Student ID number, and the date and time of the appointment you wish to cancel. Your message will be date and time stamped.

SERVICES:
1. General health visits. If you need several visits with a doctor, the SF State Health Center staff will refer you to a doctor off-campus.
2. Laboratory, x-ray and pharmacy services when a SF State Health Center staff person orders them.
3. Nutrition, smoking cessation (stop smoking), and relaxation information and counseling.
4. Psychiatric services for emotional difficulties.
5. HIV (AIDS) Testing.
6. Immunizations

Privacy & Appointments:
All medical visits are private and confidential (the doctor will not talk to anyone about your medical visit).
COUNSELING & PSYCHOLOGICAL SERVICES

Counseling and Psychological Services are available on-campus so students can see a counselor for free. A counselor is a person who is trained to listen and give advice about a person’s private problems. A counselor will be confidential (s/he will not talk to anyone about your conversation or problems). You can talk to a counselor about problems which make you feel sad or stressed. For example, a student can talk to a counselor about:

- Family problems
- Living in a new culture
- Money problems
- Boyfriend or Girlfriend problems
- Why you are feeling very sad
- Feeling stress and pressure about your future plans

Due to COVID-19, they are offering the option of remote counseling and groups. In accordance with California laws, currently they are only able to provide remote counseling to students residing in the state of California.

At this time, there are no in-person visits at CAPS.

If you would like to schedule a phone or video appointment, please call CAPS at 415-338-2208 during business hours (9am-4pm; closed noon-1pm).

If you prefer a phone appointment, please be sure you have a private space and good cell service for your appointment.

If you would like to have counseling via secure video conference (Zoom), you will need a good Internet connection, a private space, and a device with a camera. Video therapy will be offered via secure website (you won’t have to download any software). Please review our Telebehavioral Health Services page for more information about remote counseling.

Steps to See a Counselor (In-person appointments are not available due to COVID-19)

1. Go Student Services Building, Room 205 (2nd Floor)
2. Tell the Front Desk you would like to make an appointment to talk to a counselor and show them your SF State OneCard (ID Card).
3. Fill out an “Intake (Information) Form.” Write “CEL” on the form in the “Major” box.
4. Tell the front desk person if you would like to see a man or woman counselor and if you want to speak with a counselor who speaks your native language.
5. Before your appointment, the Counseling Office will call you to remind you of your appointment day and time.

Cancelling Appointments

1. You can cancel an appointment by calling (415-338-2208) or visiting their office, Room. 205 in the Student Services Building.
2. You must cancel an appointment at least 24 hours before your appointment or you will be charged $20.

Location: Student Services Building, Room 205

Fall & Spring Hours: Monday through Thursday: 8:00 am - 6:45 pm; Friday: 8:00 am – 4:45 pm
Winter & Summer Hours: Monday through Friday: 8:00 am - 4:45 pm
Phone: 415-338-2208
TDD: 415-338-4321
Website: https://psyservs.sfsu.edu/
CULTURE SHOCK

Definition: Culture shock is universal; it could affect anyone no matter how much you have lived or traveled abroad. Culture shock happens when you live in a new culture. San Francisco might not be like a place you have been before. The buildings, clothing, trees, and plants are different. And, most importantly, the people are different. They speak a different language, values, traditions, and eat different food. It may take some time for you to adjust to this new environment and you might have a lot of different feelings and surprises that you experience.

Feelings and Symptoms of Culture Shock: You might first be excited by the challenge of living in a new culture. It might seem like you are on vacation. After some time goes by, you may slowly realize or may not realize that you are not on vacation and that you live here now. The small differences over time may make you have different feelings and symptoms.

Examples of Culture Shock Feelings and Symptoms:

- become depressed
- tired
- develop insomnia (cannot sleep or sleep well)
- lose your appetite or eat a lot
- sad
- excited
- feel lonely, anxious, or angry
- feel that no one understands how you feel

Culture shock affects people differently and there are different ways to look at culture shock. However, here is one way you can view culture shock.

Happy
“Honeymoon”

Sad
“Depression”

Okay

Time

■ The time when you begin to live in new culture.

What You Can Do About Culture Shock?
Culture shock is universal which means that you are not alone and it happens to everyone. In addition, culture shock is temporary which means that it does not last forever; it will end. Sometimes you might feel like it will last forever, the sadness and homesickness, but it won’t. Every international student has some of these feelings when they come to live in a new culture or country. Talk to other international students about your feelings. In addition, here are some more ideas to cope with culture shock especially the toughest part when you are feeling sad and depressed.

1. Stay busy and go out:
   ■ Go out with friends and classmates
   ■ Attend classes
   ■ Go on CGE student activities

2. Talk:
   Talk to as many people as you can (family, friends, advisors).
   See a counselor at the SF State’s Counseling & Psychological Office.

3. Exercise:
   Your mind might be tired (from new surprises, learning English all day) but your body may not be. Maybe you might have a hard time trying to sleep (insomnia). Exercise will help your body to be more tired so you can sleep better.
SAFETY

San Francisco is a safe city but like in any large city, crimes happen. Knowing a few safety tips will help prevent you from becoming a victim. It’s important to always be alert, careful, and informed about crime prevention so that you and your property stays safe. Here are some safety tips:

HOME SAFETY

☑ Lock your doors.
☑ Be cautious when you open the front door of your home. Look through your door’s peep hole before you open the door. Remember you do not have to open the door.
☑ Shut your windows and close your curtains when you leave.
☑ Know your nearest police and fire station.
☑ Note the address and phone number of your country’s nearest consulate or embassy.

CAMPUS/STREET SAFETY

☑ Don’t carry a lot of money or unnecessary credit cards.
☑ Carry your purse or book bag between your arm and your body. Do not leave your book bag unattended.
☑ Pay attention to your surroundings at all times.
☑ Walk and park in well-lighted areas.
☑ Ask friends or ALI staff about areas you should avoid at night. Do not walk alone at night.
☑ Study in the library near other people.

PUBLIC TRANSPORTATION SAFETY

☑ Sit near the front of the bus.
☑ Don’t use your cell phone without being careful of your environment.
☑ Keep your bag close to you or your wallet in a side pocket.
☑ If someone bothers you, move away and tell the bus driver.
☑ Avoid riding the bus alone at night.
☑ Do not fall asleep: you could end up far from home.
☑ Avoid attention, don’t look at your map in front of people.
☑ Don’t show money, expensive jewelry or other valuable items.
☑ Don’t stand on the edge of the train platform.

AUTO SAFETY

☑ Keep your doors locked while you drive.
☑ Lock the doors and shut your windows when you park your car.
☑ Do not leave personal belongings or packages in your car. Place them in your trunk or hide them under the car seats.
☑ Park in well-lighted areas at night.
☑ Never pick up hitchhikers.
☑ Do not drink alcohol and drive; you may end up in jail even if you are not in an accident.
☑ Follow the speed limit signs.
☑ Report all accidents; failure to do so is a crime.
☑ Car insurance is required in California.
☑ Keep a flashlight, first-aid kits, and reflectors in your trunk.

AUTOMATIC TELLER MACHINE (ATM) & BANK
Avoid withdrawing money after dark.
Always observe people around you when you use the ATM.
Do not count your money at the ATM. Put it in your pocket or wallet or purse immediately.
It is not wise to carry large amounts of cash with you. It is safer to make large purchases by credit card.

MONEY AND CREDIT CARDS
- Be careful about giving or lending money to anyone, especially strangers. A good response would be “I’m sorry but I can’t help you.”
- Never give your credit card, bank account, or Social Security number to anyone unless you are sure the company is secure.

EMERGENCY ON-CAMPUS: Dial x82222 (or pick up an emergency phone on campus).
EMERGENCY OFF-CAMPUS: Dial 911.
PUBLIC TRANSPORTATION (Buses, Trains, Subways)

SF MUNI (Municipal Railway): The best way to come to class is by public transportation; it is both easier and cheaper than driving.

- **MUNI bus**
  - $3.00 per ride if you pay cash ($2.50 if you use Clipper Card or MuniMobile app) bus fare includes free transfer when you ask for it.
  - $81 (MUNI only) monthly pass
  - $98 (MUNI and BART in San Francisco) monthly pass.

- You can use a monthly pass as much as you want with your Clipper Card for one month. You can get a Clipper Card and MUNI bus route map at SF State Student Union Information Desk. [https://www.sfmta.com/muni](https://www.sfmta.com/muni)

- **CGE provides MUNI passes** to students in the following programs:
  - Certificate
  - San Francisco Discover
  - Students on special custom programs

BART (Bay Area Rapid Transit): If you live in the East Bay, you can take BART (subway system) to the Daly City BART station and then take the free SF State Shuttle to SF State’s main campus. The cost depends on which place you begin your ride. You can buy BART passes at SF State’s Student Union Information Desk. [https://www.bart.gov/](https://www.bart.gov/)

- If you travel to Daly City by BART, you can have a free round-trip bus ride to campus on the 28 and 28L buses if you use your Clipper card.

SAMTRANS (San Mateo Transit System): If you live in San Mateo County, you can take a SAMTRANS bus. You can buy SAMTRANS tickets at SF State’s Student Union Information Desk. [www.samtrans.org](http://www.samtrans.org)

SF STATE FREE SHUTTLE: There is no shuttle service available in Fall 2020 and spring 2021.

SF State offers free shuttle services during Fall and Spring semester only. There is no shuttle service in the Summer. There are Express shuttles from Daly City BART station to campus (19th Ave). The other shuttles makes more stops around campus. Shuttles run every 10-15 minutes. Shuttle info and map: [parking.sfsu.edu/transit/shuttle-service](http://parking.sfsu.edu/transit/shuttle-service)

Shuttle hours:
Monday-Thursday: 7:00 am-10:30 pm
Last 19th Avenue pick-up at 10:00 pm
Friday: 7:00 am-7:15 pm
Last 19th Avenue pick-up at 6:50 pm

CAR
If you drive to class, you will find that parking is difficult. You can park in Lot 20 (levels 1 through 4) of the parking garage and Lot 25 located on Winston Drive. The student parking lot fills up early in the morning. It costs $8/day to park in this lot or $5.25 hours (a maximum of $8 per day). **Do not** park on the top level of SF State's parking garage or at the Stonestown shopping center parking lot because you will get a parking ticket. The Stonestown mall parking
lot is only for people who are shopping in the mall. Also, be careful that you do not park in 1 or 2-hour zones on the streets near the campus. If you park there longer than 1 or 2 hours, you will get a ticket and they are expensive. We strongly advise you to take public transportation to class.

**CAMPUS PARKING**
http://parking.sfsu.edu/sfsu-parking/campus-parking

**Parking Garage Information**

**Parking Lot 20:**
- Open 24 hours a day, 7 days a week.
- $5.00 for two hours or $8.00 a day. (Daily permits expire at midnight.) Exact change is required. The parking payment machines do not give out change.
- Do not park on the top level of the parking garage. This is Lot 19 and is ONLY for staff and teachers

**Parking Lot 25:**
- Paid parking area for public, visitor/guest, students.
- Open seven days a week 7 a.m. to 10 p.m.
- $5.00 for two hours or $8.00 a day. (Daily Permits expire at midnight) Exact change is required. The parking payment machines do not give out change.
- Debit cards are not available at the parking office.

**BICYCLES:**
SF State offers over 800 designated bicycle parking spaces throughout campus in bike racks. Please refer to the On-Campus Bike Parking Map for bike parking locations.

**Other Parking Tips:**
Parking in San Francisco can be difficult. Street parking is hard to find and ruled by time limits. Parking tickets are expensive and easy to get. To help prevent parking problems, here are some parking tips:

- Always read the street signs.
- Remember to curb your wheels on hills.
- Your tires must be within 1 foot (12 inches) of the curb.
- Never park in an intersection, driveway, handicap zone, crosswalk or in front of a fire hydrant.
- Do not double park. Double parking is when you leave your car in the street next to another parked car and you block the flow of traffic.

**WHAT STREET CURB COLORS MEAN:**

**RED:** No stopping at any time, standing or parking.

**WHITE:** Very short stop—only to pick up or drop off people.

**GREEN:** Park for a limited time. The time is usually shown on a sign next to the green zone, or painted on the curb.
YELLOW: Loading zone. You may stop only long enough to load or unload packages or passengers. Drivers are usually required to remain in their cars.

BLUE: Parking only for handicapped persons with handicapped ID.

If you receive a parking ticket, pay it as soon as possible. The longer you wait to pay parking tickets, the more expensive they become. If you get a parking ticket and you need information about paying your parking ticket, please visit the website: http://www.sfmta.com/cms/penf/13441.html

Remember: Never drink alcohol and drive a car!

PARKING METERS

When you park in San Francisco, be sure to check the parking meter rules. When you park and you stay over the amount of time you paid, you may get a ticket. You will get a ticket even though you put money in after you get a ticket or if the meter is broken. All parking meters in San Francisco accept credit card, pay-by-phone, SFMTA parking card and coins. On some holidays, the parking police do NOT check parking meters. Visit the website: https://www.sfmta.com/getting-around/parking/holiday-enforcement to find out which holidays are not enforced in specific areas in San Francisco.
California Driver's License

It is not recommended that you use your passport as identification. For cashing checks, visiting bars or restaurants that serve alcohol, an acceptable form of California Identification is necessary. If you drive, a California Driver’s License is acceptable (and you should apply for one immediately; an International License does not permit you to legally drive).

If you are an F-1 student and do not have a Social Security Number (only given for jobs), you can still apply to the Department of Motor Vehicles (DMV) for either a California Driver’s License or Identification Card. The DMV will give you a special ID number which you will use for your application after you tell them that you are not eligible for a Social Security Number. Don’t be surprised, however, if you find that different DMV Offices follow different process (and some offices know more than others about F-1 visa benefits). You will need to bring when you apply: Passport, I-94 card, I-20 form

Online DMV appointments: https://www.dmv.ca.gov/foa/startOfficeVisit.do

Department of Motor Vehicle Offices near SF State:

San Francisco Phone: 800•777•0133
1377 Fell St San Francisco CA 94117
Website: https://www.dmv.ca.gov/portal/dmv/detail/fo/offices/fieldoffice?number=503

Daly City Phone: 1•800•777•0133
1500 Sullivan Ave Daly City, CA 94015
Website: https://www.dmv.ca.gov/portal/dmv/detail/fo/offices/fieldoffice?number=599

Who needs a California Driver’s License? You need to get a California Driver’s License if you want to drive any motorized vehicle (car, motorcycle, and scooter) in the state of California. A driver’s license can also be used for identification.

“I have an international driver’s license and a driver’s license from my country. Do I still need a driver’s license?”

Yes, if you have an international driver’s license or a driver’s license from your country, you still need a California Driver’s License if you want to drive. You will need to pass a written traffic law and a driving test.

Does the DMV require me to have a social security number (SSN) in order to get a driver’s license?

If you are not eligible for a SSN, you do NOT have to give a SSN. (You may find that the a DMV employee may say that you get a SSN or a letter from the SSA Office saying that you do not qualify for an SSN, but you should say that you do not need an SSN or need to have a SSA Office letter.) The DMV officer should be able to see into an immigration data base, and can check that no employment authorization has been given and you do not qualify for an SSN. If you continue to have problems because of the SSN, then ask to speak to the DMV Office Supervisor and say that internal memo (DMV DL 2003-37) about the new SSN on-line verification system says that the DMV “should not refer customers to the SSN office to determine SSN eligibility.” (This memo was sent on Dec. 3, 2003 and started on Jan.1, 2004.)

“I have a driver’s license from another state (like Oregon). Do I need to get a California Driver’s License?”

Yes, you will will need to get a California Driver’s License. You will only have to take the written traffic law test. If you have a license from another state, you do not have to take the driving test.

IMPORTANT

IT IS THE LAW, YOU MUST HAVE CAR INSURANCE TO DRIVE IN THE US!
Student Resources
Student resources are available on https://cel.sfsu.edu/global/student-resources

CGE Updates (e.g. CGE Newsletters)
New Student Checklist (e.g. To do list before a semester begins)
Current Students
Student Forms
Campus Resources