



HOBART AND WILLIAM SMITH

LEADING LIVES OF CONSEQUENCE



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2025–2026

# INTERNATIONAL STUDENT HANDBOOK

# WELCOME TO OUR CAMPUS!

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## Welcome to Hobart and William Smith!

Our campus community is thrilled you have chosen to study with us at HWS, and we are so excited to welcome you to our life on the lake. We hope this handbook will help you thrive while in the United States, and give you a head-start on your college career. This handbook was designed with the help of current students for future students, and we hope this unique approach will give you the tools for success.

Our International Student Success Manager, Sherri Martin-Baron will cover some of this information during the mandatory International Student Orientation in August; however, you should read this entire handbook and keep it easily accessible. We believe it will be useful to you throughout your years here. Some topics within the handbook may become more or less relevant as time passes.

Sincerely,

**Madeline Hall '26**

Woking, United Kingdom

**Sherri Martin-Baron**

International Student Success Manager

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# HOBART AND WILLIAM SMITH







Illustration by  
Mark Patrizio

# CAMPUS MAP

## ALPHABETICAL LISTING OF FACILITIES

Our campus is home to a wealth of facilities and opportunities—from Main Campus, to the Arts Campus, to off-campus sites in Downtown Geneva, Waterloo, and Seneca Falls.

- 19. Abbe Center for Jewish Life
- 47. Adams Intercultural Center**
- 4. Admissions Office**
- 23. Albright Auditorium
- 62. The Barn
- 28. Bartlett Theatre
- 52. Miller House
- 50. Blackwell House
- 66. Boswell Field at David J Urick Stadium
- 3. Bozzuto Boat House and Dock
- 9. Bozzuto Center for Entrepreneurship
- 65. Bristol Field House
- 49. Bristol Gymnasium
- 26. Buildings and Grounds
- 67. Caird Center for Sports and Recreation
- 59. Gulick Hall
- 26. Campus Safety
- 1. McGuire House – Advancement Office
- 6. Centennial Center
- 45. Center for Teaching and Learning
- 21. College Store
- 53. Comstock Hall
- 38. Coopers' Woods
- 40. Counseling Center
- 29. Cozzens Memorial Field
- 56. de Cordova Hall
- 11. De Lancey House
- 13. Demarest Hall
- 24. Eaton Hall
- 57. Emerson Hall
- 7. Finger Lakes Institute
- 13. Fisher Center for Gender and Justice
- 27. Gearan Center for the Performing Arts
- 14. Geneva Hall
- 35. Goldstein Family Carriage House
- 30. Gulick Hall
- 70. Hanley Preserve
- 17. Harris House/Conferences & Events
- 10. Henry House
- 51. Hirshson Hall
- 31. Hobart Mini Quad – Durfee Hall, Bartlett Hall, Hale Hall
- 34. Houghton House
- 42. Hubbs Health Center
- 20. JPR – Jackson Hall, Potter Hall, Rees Hall
- 37. Katherine D. Elliott Studio Arts Center
- 22. Lansing Hall
- 81. LGBTQ+ Resource Center
- 8. Marketing & Communications Office
- 61. McCooey Memorial Field
- 58. McCormick House
- 25. Medbery Hall
- 45. Melly Academic Center
- 16. Merritt Hall
- 52. Miller House
- 69. The Miltenberger and Bennett-Hooper Rowing Center
- 39. Richard S. Perkin Observatory
- 64. Thomas B. Pool '61 and Family Sports Dome
- 18. President's House
- 32. Rosenberg Hall/ Napier Classroom
- 15. Salisbury Center at Trinity Hall (Career Services, Global Ed)**
- 46. Scandling Campus Center
- 5. Seneca Room
- 33. Sherrill Hall
- 43. Smith Hall
- 45. Warren Hunting Smith Library
- 12. Spiritual Engagement Office
- 12. St. John's Chapel/ St. Mark's Tower
- 44. Stern Hall
- 35. Sunken Gardens
- 55. Tennis Courts
- 42. Title IX Programs and Compliance Office
- 68. The Trias Residency for Writers
- 63. Village at Odell's Pond
- 46. WHWS-FM and WEOS-FM
- 2. William Scandling Research Vessel
- 60. William Smith Field
- 28. Williams Hall
- 64. Winn-Seeley Gymnasium

At the locations in bold you will find faculty and staff who represent the international community.

**Adams Intercultural Center** (315) 781-3319  
aic@hws.edu

**Admissions** (315) 781-3622  
admissions@hws.edu

**Athletics (Hobart)** (315) 781-3570  
athletics@hws.edu

**Athletics (William Smith)** (315) 781-3500  
athletics@hws.edu

**Buildings & Grounds** (315) 781-3660  
facilities@hws.edu

**Campus Safety** (315) 781-3666  
**EMERGENCY** (315) 781-3333

**Community Engagement  
& Service Learning** (315) 781-3825  
serve@hws.edu

**Counseling Center** (315) 781-3388  
counselingcenter@hws.edu

**Center for Teaching & Learning**  
(315) 781-3351  
ctl@hws.edu

**Belonging, Diversity & Equity** (315) 781-4555  
dei@hws.edu

**Financial Aid** (315) 781-3315  
finaid@hws.edu

**Center for Global Education** (315) 781-3307  
hwsabroad@hws.edu

**HUBBS Health Center** (315) 781-3600  
hubbs@hws.edu

**Marylyn Uhnak (Admissions)** (315) 781-3750  
uhnak@hws.edu

**Dylan George (Admissions)** (315) 781-4993  
george@hws.edu

**Registrar** (315) 781-3656  
registrar@hws.edu

**Sherri Martin-Baron (OISS)** (315) 781-3048  
smartinbaron@hws.edu

**Student Accounts** (315) 781-3343  
studentaccounts@hws.edu

**Title IX** (315) 781-3922  
titleix@hws.edu

# IMPORTANT INFORMATION

**Academic and Faculty Affairs**  
**Adams Intercultural Center**  
**Admissions**  
**Athletics, Hobart**  
**Athletics, William Smith**  
**Campus Safety/Buildings & Grounds**  
**Campus Office**  
**Campus Life**  
**Career Services**  
**Center for Global Education**  
**Center for Teaching and Learning (CTL)**  
**College Store**  
**Deans: Hobart and William Smith**  
**Dining Services**

**Diversity, Equity & Inclusion**  
**HUBBS Health/Counseling Center**  
**Human Resources**  
**Information Technology**  
**Sherri Martin-Baron**  
**(International Student Success)**  
**Student Engagement**

Coxe Hall, Second Floor  
288 Pulteney Street  
629 South Main Street  
Bristol Gymnasium  
Winn-Seeley Gymnasium  
Medberry Parking Lot  
101 St. Clair Street  
Smith Hall, First Floor  
Trinity Hall, First Floor  
Trinity Hall, First Floor  
Library, Second Floor  
51 St. Clair Street  
Smith Hall, First Floor  
Scandling Café, Finger Lakes Coffee Express,  
Saga, Cellar Pub, A.B.P, Arts Campus Delivery  
Smith Hall, First Floor  
119 St. Clair Street  
451 Pulteney Street  
Lansing Hall, First Floor  
Adams Intercultural Center, 204  
  
Scandling Campus Center, Second Floor



# GET TO KNOW OUR CAMPUS

## Academic Resources

At Hobart and William Smith, we pride ourselves on an education that places you, the student, at the forefront. This life on the lake is special and so are you! We are an institution known for consistent success in preparing students to lead lives of consequence—while advancing scholarship and inquiry that examines and previews the world you, as our students, will go on to lead. We hope the spaces we have built on campus solidify these ideas and help you find your community in this newest chapter of your journey. The Warren Hunting Smith Library is home to a wealth of books and study spaces, The Center for Teaching and Learning (CTL), IT Services, The Writer's Nook, Au Bon Pain® and much more!

There are lots of systems in place to help you be at your best as students. CTL is on the second floor of the library and works with all students, faculty and staff to help create the best possible learning environment. The CTL has many programs to help you develop your active learning strategies: Teaching Fellows are student-led study groups that provide content support in 15 departments.

Writing Fellows can support you at any stage of your writing. Study Mentors can help you develop your time management and study strategies. Disability Services provides individualized accommodations (academic, non-academic, temporary), when necessary to mitigate barriers for students with documented disabilities. It's incredibly easy to get in touch with them through the online portal, an email, or popping by.

## Athletic Resources

As a student here, you have many sporting opportunities available to you; some of these may be student-athlete specific and those will be clearly stated. Bristol Field House is a multi-purpose facility where you will find a huge variety of facilities including: cardio and strength training equipment, a sauna, an indoor track, indoor tennis/basketball courts, the Dr. Frank P. Smith '36 Squash Center and more! Bristol Gymnasium is located centrally on campus and houses offices for the athletic department—you will also find a 25-yard swimming pool with open hours each week. Intramurals are offered each semester for the entire student body; these are casual competitive leagues/tournaments to foster sportsmanship, teamwork, healthy competition and staying active! Winn-Seeley Gymnasium has additional athletic department offices with spaces for every team's head coach.

## Student Resources

There are many activities offered outside of your scheduled classroom hours: club sports, academic enrichment, arts and design, music, dance, student government, student leaders, Greek life and more. HWS hosts an activities and involvement fair at the start of every semester where each student organization hosts a table where members can provide you with more information, and get you signed up if you're interested! Your OneCard is your official college ID and is used across campus: accessing your residence hall, working out at the gym, and attending campus events are all made easy with this multi-purpose card. For more information about what you'll use it for, head to our "tips and tricks" section.

## Dining Services

There are a wide variety of dining options available to all students. In the Scandling Campus Center there is SAGA (our all-purpose dining hall), the Scandling Campus Center Café and the Finger Lakes Coffee Express (serving local coffee, specialty drinks, smoothies and bakery items). On the first floor of the library we have Au Bon Pain® (a more traditional café that does pre-prepared snacks, made-to-order food and drinks!), and in the basement of Coxe Hall you will find The Cellar Pub (a casual dining place which provides in-house or to-go options). There is also a meal delivery service on the Arts Campus, providing lunch and dinner options for order every day.

## Other Important Places

There are many exciting places across campus, but here are a few that you will undoubtedly utilize in your time here!

The Arts Campus is home to Houghton House, the Goldstein Family Carriage House, the Katherine D. Elliott Studio Center, the Richard S. Perkin Observatory and Coopers' Woods. Houghton House has a gallery on the first floor and the Architecture department's studio spaces on the third; its expansive facilities make it a hive of student activity at all hours of the day. Both the Carriage House and the Elliott Center are part of the Studio Arts Department. The Carriage House features a state-of-the-art photography lab and poster printer, and the Elliott Center is home to classrooms, offices, studios, and a wood and metal shop.

The Adams Intercultural Center (AIC) is a recently renovated building dedicated to Rev. Dr. Alger L. Adams '32 D.D.'83. It is a space for all students to come together, fostering a welcoming and supportive environment to help with personal growth, academic success and leadership skills. You'll find the Office of International Student Success on the second floor! The Gearan Center is a hub on main campus and is a home for the Music, Dance, Theatre and Media and Society departments. The state-of-the-art building is a standout on our campus, not least because it is LEED Gold certified and helps push forward our sustainability goals! As of 2023-24, we are one of 11 college campuses to reach climate neutrality!

The Scandling Campus Center is a hub for everything you might need! On the first floor you'll find dining options, the Post Office and radio stations WHWS and WEOS. At the Post Office, all students are able to send and receive mail. When you receive your first housing assignment you will also receive a four-digit "box" number enabling you to have your mail safely delivered and sorted! On the second floor is the Student Engagement Center—an office that combines Residential Education, Student Activities and Greek Life to provide a holistic student experience. They can help you start a club, join Greek Life, make housing changes, adjust your meal plan, attain leadership positions or generally get involved on campus.

Hubbs Health Center is the student health center and an on-campus resource committed to assisting you on your journey of health and wellness. They can help you care for any acute or chronic illness, as well as wellness and preventative care. HWS believes that health promotion and our academic mission of higher education are intertwined. Visit [hws.edu/offices/health-center/default.aspx](https://hws.edu/offices/health-center/default.aspx) to make an appointment.

# GET TO KNOW GENEVA, NY

**Hobart and William Smith is located on the traditional territory of the Onöndowa'ga ("the people of the Great Hill"). In English, they are known as the Seneca people, "the Keepers of the Western Door." They are one of the Six Nations of the Haudenosaunee Confederacy.**

**Today, Geneva is located on the northernmost point of Seneca Lake and is a tourist destination for travelers who wish to experience the Finger Lakes wine region. It is also known as the "Lake Trout Capital of the World."**

**Wine Industry:** Geneva and its neighboring communities are well known for their vineyards and wineries. The region is popular with wine enthusiasts, with many wineries offering tours and tastings. There are 20+ vineyards and breweries within a 20-minute drive of campus.

**Historic Downtown:** The downtown area of Geneva is known for its quaint stores, eateries and old buildings. The Smith Opera House is a historic theater which opened in 1894, and presents various shows and activities.

**Outdoor Recreation:** Hiking, boating and fishing are just a few of the outdoor recreation options available in the Finger Lakes region. You can access our lake for swimming, picnics and other activities at Seneca Lake State Park, within walking distance of downtown Geneva.

**History:** Geneva has a rich history dating back to the colonial era. It was a key strategic location during the Revolutionary War and served as a stop on the Underground Railroad.

All things considered, Geneva, New York, provides a fusion of scenic beauty, cultural diversity and historical significance, rendering it an enticing travel destination as well as a cherished residence for locals.

## Some places to eat off-campus:

- Anorah Restaurant & Bar \$\$
- Bad Burro Coffee Company \$
- Bagels and Cakes \$
- C.L. Luffy Japanese Restaurant \$\$
- Eddie O'Brien's Grille and Bar \$
- Empire Coffee & Donuts \$
- Grounded Coffee Shop \$



- Ichiro Japanese Restaurant \$
- Kindred Fare \$\$\$
- Man Yuan Asian Cuisine Restaurant \$
- Monaco's Coffee \$
- Taqueria Los Amigos \$
- The Elephant Thai Restaurant \$\$
- The Linden Social \$\$
- The Rusty Pig \$\$
- Water St. Cafe \$\$

### **A non-exhaustive list of Holidays in the United States for 2025–26:**

<b>2025–26 Calendar Dates</b>	<b>US Holidays/Observances</b>
September 1 <sup>st</sup>	Labor Day
September 22 <sup>nd</sup> – 24 <sup>th</sup>	Rosh Hashanah
October 1 <sup>st</sup> – 2 <sup>nd</sup>	Yom Kippur
October 13 <sup>th</sup>	Indigenous Peoples' Day
October 21 <sup>st</sup>	Diwali
October 31 <sup>st</sup>	Halloween
November 11 <sup>th</sup>	Veterans Day
November 27 <sup>th</sup>	Thanksgiving
December 14 <sup>th</sup> – 22 <sup>nd</sup>	Hanukkah
December 25 <sup>th</sup>	Christmas Day
December 26 <sup>th</sup> – January 1 <sup>st</sup>	Kwanzaa
January 1 <sup>st</sup>	New Year's Day
February 14 <sup>th</sup>	Valentine's Day
February 17 <sup>th</sup>	Lunar New Year
February 17 <sup>th</sup> – March 19 <sup>th</sup>	Ramadan
March 19 <sup>th</sup> – 20 <sup>th</sup>	Eid al Fitr
March 4 <sup>th</sup>	Holi
March 17 <sup>th</sup>	Saint Patrick's Day
April 5 <sup>th</sup>	Easter
April 1 <sup>st</sup> – April 9 <sup>th</sup>	Passover/Pesach
May 10 <sup>th</sup>	Mother's Day
May 25 <sup>th</sup>	Memorial Day
May 26 <sup>th</sup> – 27 <sup>th</sup>	Eid al Adha
June 21 <sup>st</sup>	Father's Day
July 4 <sup>th</sup>	Independence Day
August 28 <sup>th</sup>	Raksha Bandhan/Rahki

# LIFE IN THE NORTHEAST

**Studying in the United States is an exciting opportunity to further your academic and personal career, develop new friendships, build your skill set and be a global citizen pushing our campus forward. It will have similarities and differences to your home country.**

## CULTURAL NORMS

### Alcohol and Smoking:

Alcohol can only be served or sold to people who are at least 21 years old in New York State and in most other states. This includes hard liquor, wine, and beer. To buy alcohol from an establishment (both stores and restaurants), you must present a government-issued photo ID. The age to purchase tobacco-based products, including cigarettes, e-cigarettes, vapes, zyns and other tobacco products is also 21. Cannabis is legal over 21 in New York State; however, possession on a college campus is not permitted. As a result of the separation of federal and state law, New York colleges have policies in place to keep you as safe as possible. This includes a Campus Safety emergency hotline, the blue light system across campus, our student-volunteer run EMS (Emergency Medical Services) and the Amnesty Policy. We will talk about all of these in more detail in the section on Campus Safety. For more information on Hobart and William Smith's alcohol and drug policies, you can refer to the Handbook of Community Standards ([https://www.hws.edu/offices/campus-life/pdf/community\\_standards.pdf](https://www.hws.edu/offices/campus-life/pdf/community_standards.pdf)).

U.S. immigration law treats **any** marijuana-related activity as a crime, with harsh immigration penalties, **even** if it is permitted under state law. A non-citizen who admits to an immigration official that they possessed marijuana can be denied entry into the United States and could be subject to removal. Below are important guidelines that can help you navigate the intersection of U.S. immigration law and controlled substances law:

- **Stay away** from marijuana until you are a U.S. citizen.
- If you truly need medical marijuana, get a legal consult.
- **Do not carry** marijuana, a medical marijuana card or other license, or marijuana-related paraphernalia.
- **If you have already been involved in a situation involving marijuana, get a legal consult before leaving the United States or applying for immigration benefits.**
- **Never discuss** conduct involving marijuana with immigration, border, consular, or law enforcement authorities unless your immigration attorney has advised that this is safe.

### Concept of Time:

The work/college week runs from Monday through Friday and the weekends are Saturday and Sunday. Time is taken seriously by Americans as they consider it to be a limited commodity.

Arriving on time, meeting deadlines, following a set schedule are all things you can expect during your time here. Since time is precious, Americans would consider success to be accomplishing tasks and checking off your "to do" list. As such, we would encourage you to think of being on time as a way of showing respect. Whether you show up a few minutes early to a meeting, submit an assignment exactly when it's due or earlier or arrive on time to an activity—being on schedule indicates to others that you are considerate and caring, and have a drive to be involved. Consistently missing deadlines or showing up late indicates to people that you may not value their time and therefore not care in general; with that, if you need an extension or extra help with your classes just reach out to your professors—they are all reasonable people! In the case of class, showing up a few minutes early is important. However, if you're invited to a party then you can arrive and leave anytime in the scheduled hours provided to you!

## **Gun Culture:**

Guns are legal across the U.S. though regulated differently in different states depending on their mandate. In the South it is common to have weapons in both your house and your vehicle, though in the North this is less common. People may keep guns in their homes, but these will be stored in a locked safe. New York State has some of the strongest gun control laws in the country, with a good set of checks in place to keep the population safe. Some of the gun control measures include universal background checks, partial gun owner licensing, domestic violence gun laws, assault weapon restrictions, large capacity magazine ban, open carry regulations and more. Weapons of any kind are not allowed in HWS residences, Greek housing or on-campus at any time. Failing to adhere to this violates New York State penal codes.

## **Social Hierarchy:**

Treating all people as equal is paramount to American culture. With that, there are some regional customs that allow people to show one another more respect. While many people will prefer to be called by their first name, when interacting with someone older than you for the first time, it is best to refer to them by their full name and title. These titles would include "Mr.", "Mrs.", "Ms.", and "Mx."; some people may request no such title is used. If you travel to the South during your time at HWS you will hear people being referred to as "sir" and "ma'am".

## **Tipping:**

Tipping is customary in the U.S. in many service sectors, including dining establishments, cab services and hospitality. In restaurants, gratuities usually range from 15% to 20% of the entire bill before taxes, unless a service charge is already included. A gratuity of 10% to 20% is often expected for various services such as hair stylists and taxis. When you experience a quick-service place, like a coffee shop or fast food restaurant, you don't have to tip, although if you experienced great service it will always be appreciated. In the U.S., tipping is commonly regarded as a gesture of gratitude for excellent service and is often included in the total cost of the service being given, even though it may seem strange or even unnecessary in other countries. While visiting the U.S., you can improve your interactions with service providers and your overall experience by being aware of and following conventions about tipping.



# COLLEGE NORMS

## Dating and Relationships:

You might find that dating in the United States is different or unusual compared to the dating culture you grew up in. It is not uncommon (nor considered inappropriate) for someone to date more than one person at the same time or to date someone of a different race, ethnicity or gender. Dating in college is usually more casual due to the environment and the expense of dining and other date activities; there are no rules about who can initiate or pay for these dates. Dating is an incredibly personal experience, and you should always make sure to trust your gut and follow your instincts. Don't let yourself be pressured into engaging in anything that makes you uncomfortable, be clear about your morals and personal boundaries. "No" is a full sentence.

According to the **Title IX and Sexual Misconduct Policy**, Affirmative Consent is defined as "knowing, voluntary, and mutual decision among participants to engage in sexual activity. Consent can be given by words or actions, as long as those words or actions create clear permission regarding willingness to engage in the sexual activity... The definition of consent does not vary based upon a participant's sex, gender, sexual orientation, gender identity, or gender expression." (P. 17) One Love Foundation, a national non-profit work to empower healthy relationships, has a great infographic on the 10 Signs of a Healthy Relationship—including Healthy Conflict, Equality, Fun and Independence.

Should you ever find yourself in a situation where your consent was not freely and willingly given, or you feel unsafe in any friendship or relationship, we are here to support you at HWS. You have the right to make a report to law enforcement, HWS, neither or both. Reports can be anonymous, confidential (employees are prohibited from sharing information unless there's written consent or direct danger to you or others), or private (shared with limited employees required to know to assist in any review, investigation, and/or resolution). You can reach out to the Title IX office in person, over email or by phone to begin the reporting process if you wish. Other resources include HWS Title IX Coordinator, National Domestic Violence Hotline, the LGBTQ+ Resource Center, the Office for Spiritual Engagement and the Abbe Center.

If you make the choice to be sexually active, it's important to protect both yourself and your partner(s) by being adequately informed about your options and making use of them. Staff at Hubbs Health Center are available to advise you about the different options available to you, and HWS has condoms available free of charge. By practicing safe sex, you can protect both you and any partners from potential sexually transmitted infection transmission; should you experience symptoms and become concerned you have an STI, Hubbs will be able to help with next steps.

## LGBTQIA+ Resources:

In the United States, the LGBTQIA+ community (lesbian, gay, bisexual, transgender, queer, intersex, asexual and more) is becoming more and more accepted and normalized. During your time at college, you will most likely interact with a friend, professor, classmate or roommate who is a member of the community. Hobart and William Smith is "committed to fostering a community that is open, safe and inclusive for all students, making LGBTQIA+ students feel welcomed, supported and encouraged during their time on campus" [LGBTQ+ Resource Center]. In 2002, we became the first college in the country to offer a lesbian, gay, bisexual and transgender studies curriculum. Our **LGBTQIA+ Resource Center** is committed to creating a safe and welcoming space for all students and assisting students with whatever accommodations they might need to feel seen and heard on our campus. Remember to be kind and considerate to all people you meet, and treat everyone with the same respect you would want to experience.

## Religion:

The United States is home to a wide variety of faiths—it is important not to assume the faith and/or beliefs of anybody when meeting them for the first time. According to the Pew Research Center (2015), Christianity is the most practiced religion—but everyone has the right to participate (or not participate) in whichever religion they choose. It is important to know that one of the founding reasons for the United States was the desire for religious freedom, and the separation of church and state. The nation's founding documents were based in belief in God and absence of a national church. This is still something held to high importance by the American people today. Some people may feel uncomfortable discussing their religious beliefs with you, and some will openly express their views. If you are ever engaged in conversation about religious beliefs and feel uncomfortable, you're not obligated to remain in the conversation and can politely remove yourself.

Your religious choices are personal, and you should be able to continue any practices in the United States, on our campus. The Office of Spiritual Engagement is here to support you on the journey, and we have many resources, including access to the Abbe Center for Jewish Life, the Muslim Life Center, St. John's Chapel and Temple Beth-El. In combination St. John's Chapel and the local community Baha'i offer; Baptist, Jewish, Episcopal, Unitarian Methodist, Presbyterian and Roman Catholic services. HWS also hosts Jumah Prayers every Friday in the Muslim Life Center. You will have the opportunity to join a local church or other place of worship or a religious group during your time here. This can be a chance to connect with a new community and make friends who share your values and viewpoints. If you want to learn more about what's available within Geneva, NY and the surrounding area we would encourage to reach out to the Office of Spiritual Engagement at [spiritual@hws.edu](mailto:spiritual@hws.edu).

# MAINTAINING YOUR STATUS

While studying at HWS you will be on an F-1 visa, allowing you to study, intern over summers, work on campus and more. You will need to keep in touch with your Designated School Officials (DSOs) throughout your time as they will be your primary contact for all visa questions, as well as to update your record and help maintain your status! Sherri Martin-Baron is your primary DSO, however we also have other DSOs on campus. Marylyn Unhak, Amy Teel, Shelle Basilio-Murray and Dylan George, if Sherri is unavailable. You can find their contact details in Section Three.

## Here are some things you must keep in mind to maintain your status:

- 1. Keep Your Address Up-to-Date** — This includes your physical address in the U.S., your mailing address (your box number!), your email address and your home country address. Should any of these things change you must notify the Office of International Student Success (henceforth OISS) within 10 days.
- 2. Maintain Full-Time Enrollment** — For a student to be considered in full-time status you need to be enrolled in three or more classes per semester. If you find yourself enrolled less than full time, reach out to OISS immediately. In the final semester of your degree you may eligible to attend HWS part-time; if this interests you, reach out to OISS before proceeding.
- 3. Make Regular Progress Towards Your Degree** — As an F-1 student you only have eight semesters to accumulate credits and complete your studies. If you fall behind by more than 4 credits, this may negatively impact your status.
- 4. Follow HWS Community Standards and U.S. Laws** — Remember anything that jeopardizes your ability to be a student, jeopardizes your ability to remain in the country!
- 5. Take Care of Your Visa and I-20 Documents** — Both your F-1 visa and your I-20 allow you entry into the U.S. While the visa itself is usually glued inside your passport, your I-20 is a piece of paper. It is important that they reflect any significant changes to your record—this can include: major/minors, biographical data, program dates or level of study. Keep the most recent I-20 issued to you easily accessible as you'll almost always need them for re-entry or other purposes.
- 6. Keep All Prior I-20 Documents** — Keep all previous I-20's in a safe and accessible place as they will be required should you continue to study and/or work in the U.S. post-graduation.



- 7. Check Documents Before International Travel** – Review any necessary documents and obtain a travel endorsement from your DSO before leaving campus. These are valid for one year during the program of study and six months during post completion OPT/STEM.
- 8. Expired Visas?** – When your status is D/S (duration of status, found as the expiration date on your immigration document), you can stay in the U.S. as long as your I-20 remains accurate and active. You cannot travel out of the U.S. and back in on an expired visa (check your passport for your visa expiration date).
- 9. Be Mindful of Work and Employment Authorization** – There are three types of employment available to F-1 Students: on-campus employment, Curricular Practical Training (CPT) and Optional Practical Training (OPT). While you are permitted on-campus through multiple positions, your hours for all jobs cannot exceed 20 hours per week while classes are in session. You may work full-time (40 hours) during semester breaks.

**Be aware that CPT and OPT must be approved before you begin working in a qualifying position. If you have questions, you should speak with a DSO before you engage in any employment.**

- 10. On-Campus Jobs** – Active F-1 students may apply for on-campus employment up to 30 days before the start of classes. Once you have been hired for an on-campus position, bring the following documents to Human Resources (HR) at 451 Pulteney Street: Original I-20, Passport and F-1 visa. For more information, please see <https://www.hws.edu/offices/hr/employment-opportunities/international-students.aspx>. We will go into more details on this, CPT and OPT in Section Eight!
- 11. Social Security Number** – Once you hold an on-campus job you are required to obtain a Social Security Number (SSN) and provide it to HR in compliance with HWS policy. Visit [ssa.gov/pubs/EN-05-10096.pdf](https://ssa.gov/pubs/EN-05-10096.pdf) for more information.
- 12. Keep in Mind Your Program End Date** – F-1 visa holders have a 60-day grace period after their program end date to leave the United States. For students who are participating in post-completion OPT/STEM, they have 60 days after the authorized end date to depart. You cannot depart and return to the U.S. during this period.

# EMPLOYMENT — ON AND OFF CAMPUS

As mentioned in "Maintaining Your Status," students on an F-1 visa can have three types of employment:

1. **ON-CAMPUS EMPLOYMENT**
2. **CURRICULAR PRACTICAL TRAINING (CPT)**
3. **OPTIONAL PRACTICAL TRAINING (OPT)**

**F-1 visa students can work on-campus without work authorization. However, off-campus employment or training requires work authorization from an HWS DSO or from USCIS.**

## ON-CAMPUS EMPLOYMENT:

Students actively enrolled at HWS can hold one or more on-campus jobs. However, there are a few important rules to follow to maintain your status! During the semester your total working hours cannot exceed 20 hours per week. If this happens to you, it's a serious violation of your immigration status and you will need to let the Office of International Student Success know immediately. During a semester break (winter and summer break) you may work full-time, aka 40 hours per week. (But students can work more than 40 hours if they want/are able to...) Semester breaks do not include Fall Break or Thanksgiving Break. Once you get a job you will be paid by either check or direct deposit. For this to be successful, you will need a U.S. bank account.

Once you are actively employed on-campus, you will need to obtain a Social Security Number (or SSN). This tracks your income and reports it to the government, ensuring you are taxed properly. It is a campus requirement that you obtain your SSN and report it to HR as soon as possible. Visit [hws.edu/offices/international-student-success/work.aspx](https://hws.edu/offices/international-student-success/work.aspx) for more information.

## CURRICULAR PRACTICAL TRAINING:

CPT allows active students to engage in a temporary practical training experience directly related to their major field of study, when it is considered to be an integral part of the established curriculum at HWS. Therefore, CPT must always be tied to college credit. You will need to explain to your DSO how the internship or job you found relates to the major(s) you have chosen; you cannot choose an internship related to your minor as this will not be approved.

### TO BE ELIGIBLE FOR CPT YOU MUST:

- Be in valid F-1 immigration status for at least two consecutive full-time semesters (or one academic year). This means you won't be eligible until the summer after your first year, though many students choose to wait until the summer after their sophomore year.
- Students must secure the opportunity before CPT can be authorized. The student is responsible for finding the opportunity, not HWS.

- Your internship must be tied to college credit to show that it is an integral part of the school's curriculum. This can be a half credit or full credit.
- CPT is for academic enrichment only, and not for regular on-going off-campus work.
- CPT requests must be received and approved **before** the start of CPT. If you begin working prior to receiving a new I-20 with work authorization, or prior to the date of your work authorization, **you will be in violation of your status. This cannot be corrected.**

## OPTIONAL PRACTICAL TRAINING:

OPT occurs prior to or after completion of your studies. All OPT must be directly related to your major area of study and approved by USCIS, **not** your DSO.

As an F-1 student, there are two ways you may be eligible to participate in OPT:

### 1. Pre-Completion OPT:

- a. You may be eligible for this after you have been lawfully enrolled on a full-time basis for one full academic year.
- b. If you have a job offer, a job offer at the time of application is not required.
- c. If you are authorized for pre-completion OPT, you may work part-time (20 hours or less per week) while school is in session. You may work full-time when school is out.
- d. If you participate in pre-completion OPT, USCIS will deduct that amount of time from your post-completion OPT period.

### 2. Post-Completion OPT:

- a. You may apply for participation in 12 months of post-completion OPT after your studies have ended.
- b. You do not need a job to apply for post-completion OPT.
- c. If you are authorized, you can work part-time at least 20 hours, or full-time per week.
- d. Students who are on post-completion OPT and have earned a STEM degree may apply for a 24-month extension of employment authorization, provided certain requirements are met. There are currently nine majors that meet this requirement.

## **Programs at HWS that can be considered for the STEM Extension:**

- Biology BA, BS
- Biochemistry BA, BS
- Computer Science BA, BS
- Chemistry BA, BS
- Economics BA, BS
- Environmental Studies, BA
- Geoscience BA, BS
- Mathematics BA, BS
- Physics BA, BS

# MEDICAL CARE IN THE U.S.

The U.S. does not have publicly funded healthcare/hospitals, instead relying on a private healthcare system. Hobart and William Smith require our international students to be enrolled in a U.S. medical insurance. We provide United Healthcare Student Resources (UHSR) Insurance billed as an annual premium of \$3,598 (2025–26). You will have access to your online portal detailing insurance information, where you should request your physical insurance card or download an electronic one. As a student, you may also be eligible for medical financial aid—see the next page for more information on all aspects of health insurance.

## MINOR ILLNESS/INJURY

If you are experiencing:

- Fever
- Minor cuts
- Cold, cough, sore throat, or the flu
- Skin rashes
- Diarrhea
- Vomiting



## WHERE TO GO

**Hubbs Health Center**      Fall & Spring Semester:  
119 St. Clair Street,      Mon-Fri, 9AM- 5PM  
Geneva, NY      Summer Hours may vary  
315-781-3600

.....  
**FLH Medical, P.C. Urgent Care**  
789 Pre Emption Rd,      8AM - 8PM  
Geneva, NY      7 days a week  
315-781-2000



## MAJOR EMERGENCY

If you are experiencing:

- Severe shortness of breath
- Head Injury
- Severe Bleeding

## WHERE TO GO

**Geneva General Emergency Department**  
196 North St, Geneva, NY 14456

.....  
315-787-4000  
Open 24 hours a day, 365 days a year!



## LIFE THREATENING

In the case of:

- A severe car accident
- Potential loss of life
- Loss of consciousness

## WHERE TO GO

Dial **911** to request an ambulance with paramedics for on-site help.

If you are unsure (and nearby HWS) you can also dial Campus Safety Emergency line for EMS to assess the situation - **315-781-3333**





# YOUR HEALTH INSURANCE

## DEFINITIONS:

- Annual Deductible** — the amount you could owe during the coverage period (usually one academic year) for covered health care services before your plan begins to pay.
  - In-Network:** \$200
  - Out-of-Network:** \$500
- Annual Out-of-Pocket Maximum** — the most you could pay during the coverage period (usually one academic year) for your share of the costs of covered services. After you meet this minimum, the plan will usually pay 100% of the allowed amount.
  - In-Network:** \$1,450
  - Out-of-Network:** \$10,000
- Copay** — a fixed amount you pay for a covered health care service, usually when/after you receive the service. Copay varies by type of service received, e.g. an office visit is a \$25 copay.
- Coinsurance** — your share of the cost of a covered health care service, calculated as a percentage of the allowed amount for the service. You generally pay coinsurance plus any deductibles you owe, e.g. in-network coinsurance is 10%.
- In-Network vs. Out-of-Network** — an in-network provider list compiles the health care providers that have agreed with your insurance plan's contract to provide medical care to its members for agreed-upon prices. If the provider didn't sign this contract with your plan, they are out-of-network providers. Generally, all local providers will be considered in-network, but if you have questions, it's best to call and ask if they take your insurance.

## As seen here, your anticipated costs in 2025–26 would be:

Benefit	In-network	Out-of-network
Deductible	\$200	\$500
Coinsurance	10% Coinsurance	30% Coinsurance
Out-out-pocket maximum	\$1,450	\$10,000
Office Visit	\$25 Copay	30% Coinsurance
Specialist Visit	\$25 Copay	30% Coinsurance
Preventative Care	Covered in full	30% Coinsurance after deductible
Urgent Care Center	Covered in full	30% Coinsurance after deductible
Emergency Department	\$100 Copay	\$100 Copay
Prescription Drug Coverage - 30 day supply	Tier 1: \$10 Copayment Tier 2: \$45 Copayment Tier 3: \$75 Copayment	30% Coinsurance after deductible

Since you will be predominantly accessing healthcare through Finger Lakes Health, you can apply for their financial aid program, providing up to 100% coverage for your bills. Visit [flhealth.org/patients-visitors/patient-financial-services/financial-aid-program](https://flhealth.org/patients-visitors/patient-financial-services/financial-aid-program) for the application and more information.

# CAMPUS SAFETY

On our campus, there are several resources available to keep you safe and happy. Campus Safety is a hub for these resources and a wealth of information; they are open 24 hours a day, 7 days a week, 365 days a year. Their vision is: "to provide safety, security, essential services and other personalized assistance to the Hobart and William Smith Community in a manner that exceeds expectations." Campus Safety officers occupy several roles across campus to keep students and faculty safe and comfortable and to identify and enact crime prevention strategies that promote this environment.

They work on-campus and at all non-campus locations owned and controlled by HWS. Campus Safety officers do not have police or arrest authority; instead they coordinate all on-campus requests for help via law enforcement agencies, fire services, emergency medical services and other emergency response agencies. They are investigators of criminal law violations and will involve the appropriate authorities where needed, including Geneva Police Department (GPD), Ontario County Sheriff's Office, Seneca County Sheriff's Office and the New York State Police. All required criminal investigations and motor vehicle accidents are reported to GPD for investigation and arrest purposes. They enforce Hobart and William Smith's institutional rules and regulations as defined in the Handbook of Community Standards and will investigate and report on any alleged community standards violations.

## HERE ARE SOME OF THE KEY PROGRAMS THEY OFFER:

**Alcohol and Marijuana Policies:** You are not allowed to purchase or consume any alcohol on or off campus until you are 21, and marijuana is not allowed on campus at any age. Once 21, you may possess a small quantity of alcohol in any college-owned or operated residence hall room or apartment. This is limited to: twenty-four (24) 12-ounce containers of beer/malted beverage, hard cider, or hard seltzer or a reasonable combination of these types. You cannot possess bulk quantities of any type of alcohol or any hard liquor. See page 16 for more information.

**Amnesty Policy:** This policy recognizes that the health and safety of each and every HWS student is of the utmost importance. When alcohol or other drugs are involved in a situation, students may be hesitant to seek support or assistance due to fear of consequences. This policy helps mitigate these situations and allows students to immediately seek medical assistance if needed.

"In situations where students call for help for themselves, or a student (or group of students or organization), seeks assistance for another student and individuals (or group), the student who needs assistance and individuals seeking assistance (for themselves or others) will not be subject to the Hobart and William Smith disciplinary actions for violations of alcohol and/or drug use policies based on ingestion occurring at or near the time of the incident. The Director of Community Values and Conflict Resolution or their designee may decide whether amnesty applies to other violations of the Community Standards on a case-by-case basis" (Alcohol and Other Drugs Information 2024–25). For more information, visit: <https://www.hws.edu/offices/campus-life/pdf/aod-prevention-program.pdf>. See page 14 for more information.

**Blue Light Emergency Phones:** 38 blue light telephones and emergency call boxes are placed across campus along the most used walking routes and entrances to most residence halls. They are patrolled and checked for proper operation daily by Campus Safety officers. Upon pressing the red button on these emergency phones, the Campus Safety emergency line will be dialed directly and the phone will relay the caller's exact location to the Campus Safety dispatch unit. Our community is encouraged to use these phones to request immediate assistance or report suspicious conditions. To view the most updated map of these emergency assistance phones, visit [hws.edu/offices/campus-safety/pdf/blue\\_lights.pdf](https://www.hws.edu/offices/campus-safety/pdf/blue_lights.pdf)

**Campus Shuttle Services:** There is a shuttle that operates throughout campus and some off-campus locations during the academic year. Off-campus locations include Wegmans, Walmart and downtown Geneva. The shuttles are owned and operated by Finger Lakes Limousine Service and one is handicap accessible. The shuttles operate across campus and to the arts campus from 8 a.m. – 4.30 p.m. every weekday. It then operates through the full route (including off-campus) from 7 p.m. – 12:30 a.m. Sunday through Wednesday, until 1 a.m. on Thursday, and until 2 a.m. Friday and Saturday. For more information download the BusWhere app.

Campus Safety organizes the operation of the evening shuttle program, which runs each night of the week during the academic year. Shuttles are owned and operated by Finger Lakes Limousine and run on the days and times listed below. Shuttles run a fixed route with fixed stops. Students are encouraged to download the BusWhere for HWS mobile app. This free app is available for both iOS and Android and allows users to view shuttle routes and see the shuttle(s) moving along their route in real time.

**Medical Transports and Escorts:** If you experience a medical condition that limits your ability to move around campus, you are eligible to receive medical transport and escort by a Campus Safety officer. This includes transportation to a doctor's appointment.

**Safe Ride Program:** This program provides transportation to any student who may feel uncomfortable or unsafe walking back after dark. Students are advised to find a safe location and call Campus Safety, then wait until picked up by an officer (who will be in uniform). Campus Safety do their best to answer these calls as quickly as possible whilst also responding to any emergency calls.

## USEFUL TIPS AND TRICKS

During your time in the United States, you may come across things you are unsure how to do, or problems you have never experienced before. This section will talk through some of the more common problems international students experience, and how to work through it!

### HOW DO I...

#### DO LAUNDRY?

Doing laundry at HWS is free! You'll find washers and dryers in a central location within your dorm building, and you can ask your CA for specifics. We recommend liquid laundry detergent as it works best for these machines—you can purchase this from Wegmans, Walmart or the Dollar Tree, amongst other places locally.

We recommend using a laundry basket and separating your clothes by color, as well as washing sheets and towels separately to clothing. Add one measured cup of laundry detergent then add the clothes to the drum around the central pillar (called an agitator!). Select a cycle—for the dorm washers the "ultra" cycle works best and then a temperature. For most clothing, a cool or cold cycle is best, but you can use warm or hot water for towels and sheets. Be sure to set a timer so you can move your clothes promptly when the cycle is done.

After washing, move your items to the dryer. Be sure to clean the lint filter before starting. A low-heat setting is best for delicate items, while a high-heat setting works well for towels and sheets. Dryer sheets and/or dryer balls can speed up this experience, and it may not take as long as the automated timer suggests. Once finished, don't leave your clothes in the dryer too long, as others will need to use the machine. If you leave laundry unattended for too long, others will move it.

#### SEND & PICK UP MY MAIL?

To send mail to campus, please use your four-digit box number found in Peoplesoft. This is a unique set of identifying numbers, without which the post office cannot efficiently sort your items. Your address should be written:

First Name Last Name,  
XXXX Scandling Center  
Geneva, NY, 14456

Mail can be picked up at the Post Office using your OneCard. The Post Office is found in Scandling Campus Center and is usually open for item pick-up: Monday and Wednesday 1–6 p.m., Tuesday, Thursday, and Friday 1–5 p.m. and Saturday 11 a.m.–1 p.m. Your OneCard is required on pick up to verify your identity—if you would like someone else to pick up your items you'll need to email the Post Office with their name, OneCard number and the tracking number of the item(s).



There is also an after-hours pick up service available from lockers in the Scandling Campus Center; use this form ([docs.google.com/forms/u/0/d/1za3PeG7TuaZk2fNgR4ptYWkfegmNKU6CMrcULmiUPN0/viewform?edit\\_requested=true](https://docs.google.com/forms/u/0/d/1za3PeG7TuaZk2fNgR4ptYWkfegmNKU6CMrcULmiUPN0/viewform?edit_requested=true)) to complete a request. If your request is approved, you will receive a confirmation email with instructions and your package/mail will be available for pickup after 5 p.m., during hours that Scandling Campus Center is open, to 9 a.m. the following business day.

## USE MY ONECARD ON CAMPUS?

You will use your OneCard all day everyday on our campus. It is your official HWS ID and is used to: enter your residence hall, work out at the gym, utilise your snack money, enter the dining hall, attend campus events, get local discounts and more! Should you lose your OneCard, you must report it to Student Engagement immediately. There will be a \$25 fee to replace it. However, if your card stops working, it will be replaced without a fee. If your preferred or legal name is not the same as the one provided on your OneCard, please visit Student Engagement and they will update it free of charge.

**Meal Plans & Snack Money** — Your OneCard gets you access to the amenities that come with your meal plan. You'll swipe it to enter the dining hall (SAGA) and swipe it to spend snack money/meal swipes at one of our cafes. All First-Years are on the Finger Lakes Plan which will provide you: Unlimited access to SAGA (open to close), \$325 Snack Money, 8 guest passes, 4 retail equivalency meal swipes per week, parents eat FREE with students (excluding campus special events), and a FREE birthday cake!

**Door Access** — If you forget your OneCard inside your dorm, you'll have to call Campus Safety to be let back in. Please be mindful of their time and your own! You will also need your OneCard for door access to the Arts Campus after 7 p.m. on weekdays and from 7 p.m. Friday to 7 a.m. Monday. This is only granted if you are taking a class on the Arts Campus. If you ever find that your card doesn't work when it should; call Campus Safety for access to the building, then reach out to Student Engagement to resolve the issue.

**Access to Library Materials** — With your OneCard you are able to rent library books, both in person and online. If you want to learn more about the wealth of materials the library has available, visit [library.hws.edu/](http://library.hws.edu/)

**Campus and Sporting Events** — Often there are events all across campus, and your OneCard will gain you access to free perks, this might include: food and drinks, seats to a sports event, merchandise, food truck access and more. Information about this will be published by Student Engagement on HWS Engage and posters displayed in Scandling Campus Center.

## RENT A YELLOW BIKE?

Yellow Bikes are found across campus and owned by HWS. They are offered to students for a returnable \$60 deposit. Yellow Bikes are distributed on a first come, first served basis at the beginning of each semester and for summer students. You will receive an email each semester indicating when Yellow Bikes will be made available. Bike locks and cables come included. There is a limited number of helmets available for those interested. For more information about the Yellow Bike program, contact the Office of Sustainability.

## STUDENT ADVICE

*Say yes to all the activities so you can meet everyone and get out of your comfort zone!*

McKeyla B. '27  
Costa Rica

*It's important to expand your social circle to include domestic as well as international students. We are all doing college for the first time!*

Tim T. '27  
Ukraine

*Learn to embrace the hard moments, and enjoy being outside of your comfort zone.*

Anna O'C. '24  
New Zealand

*If something is free on campus, don't hesitate, just take it! From snacks to supplies, those little things can be surprisingly helpful.*

Christina M. '27  
Bangladesh

*Embrace every challenge as an opportunity to grow, and remember, you're not just studying in a new country; you're building a future full of limitless possibilities.*

Biruk A. '25  
Ethiopia

*Find a space on campus that feels like home to you. It could be a spot in the Library or in the Blackwell Room; somewhere on the arts campus or downtown, in the Scandling Center, or a quiet corner in your residential hall. Having a place that brings you comfort will mean more than you realize, and you will thank me later.*

Christina M. '27  
Bangladesh

*Put yourself out there during orientation week, and try all the activities on offer.*

*Andy D. '27  
Vietnam*

*Know that it is okay to be homesick; that we have all been there with you. Seek support from all of the community. Your mental health matters.*

*Maddie H. '26  
Bangladesh*

*Be as involved as possible. Try and meet people through events and clubs as well as classes. Remember your social life is just as important as your academic life in making HWS your home.*

*Peace M. '25  
Kenya*

*Stay organized and try to keep up with all of the deadlines and important tasks. Reading the syllabus and connecting with professors go a long way.*

*Katya R. '26  
Ukraine*

*Be curious and open to doing things differently, even if they feel strange at first. You are not here to recreate home, so try things and let yourself be surprised.*

*Tim T. '27  
Ukraine*

*Wherever you go, carry your roots and identity with pride. Your background and experiences are uniquely yours, and that's what makes you special.*

*Souvick R. '25  
Bangladesh*





## **Non-Discrimination Statement and Policy**

Hobart and William Smith Colleges are committed to providing a non-discriminatory and harassment-free educational, living, and working environment for all members of the HWS community, including students, faculty, staff, volunteers, and visitors. HWS prohibits discrimination and harassment in their programs and activities on the basis of age, color, disability, domestic violence victim status, gender, gender expression, gender identity, genetic information, national origin, race, shared ancestry, religion, sex, sexual orientation, pregnancy, veteran status, or any other status protected under the law. Discrimination on the basis of sex includes sexual harassment, sexual violence, sexual assault, other forms of sexual misconduct including stalking and intimate partner violence, and gender-based harassment that does not involve conduct of a sexual nature.

