



This manual has the purpose of  
help you in this new experience

# International Students' Survival Manual

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## Introduction

The mission of this survival manual is to guide you through the process of applying to Texas Tech University. The manual was organized in chronological order and is divided into three sections: before arrival, during the trip and what to do once you arrive to Texas Tech.

Read it carefully and follow all the steps. If you have additional questions or suggestions for improving this manual, please do not hesitate to contact the Department Agricultural Education and Communications or email us at: [carla-andrea.millares@ttu.edu](mailto:carla-andrea.millares@ttu.edu)

We hope this handbook will be useful to you in this new life experience.

Good luck and welcome!

## Pre-Arrival

### Getting to Know Texas Tech

Texas Tech University was founded in 1923. The university is located in the city of Lubbock, Texas and has more than 35,000 students from all over the United States and the world. The University has the second largest continuous campus across the country and is ranked as one of the most beautiful in the nation. For these reasons, we recommend that you always have a map and a camera at hand. You can find a complete map of the University at the following link:

<http://www.ttu.edu/map/>

On this map you will find the Departments, dorms, important buildings, such as the library and administration building, and other places of interest within the campus. Moreover, this map has the option to view the free bus routes that run through campus and externally.

If you're in the United States you can attend the tours that the students of Texas Tech provide on campus. These tours visit the major campus buildings and are a good way to learn about the history and environment of the university. To subscribe to these tours you can visit the following link: <http://www.admissions.ttu.edu/index.php/schedule-a-tour/>

If you cannot attend the tours on campus, you can take an online tour through this link: <http://www.youvisit.com/tour/ttu?pl=v>

Texas Tech currently has ten colleges:

- College of Agricultural Sciences & Natural Resources
- College of Architecture
- College of Arts & Science
- Jerry S. Rawls College of Business Administration
- College of Education
- Edward E. Whitacre Jr. College of Engineering
- Honors College
- College of Human Sciences
- College of Media & Communication
- College of Visual & Performing Arts

For more information enter to this link: <http://www.ttu.edu/majors-and-colleges/>

It also has a Graduate, a Law School, a Medical School, and an Elearning Worldwide Program. In total, Texas Tech offers 150 undergraduate courses, 100 masters and 50 doctoral degrees.

## Getting to Know Lubbock

Lubbock is located in northwest Texas, in a region known as the South Plains. The city is 3,256 feet above sea level (992 MASL) and is relatively flat. It has an area of 370 km<sup>2</sup> and a population of 240,000 inhabitants (2013). Lubbock is also known as the "Hub City" because it is the axis for the surrounding cities.

South Plains is one of the most productive agricultural areas across the United States as a result of mechanization, technology, and research. In this area cotton, sorghum, maize and other forage are produced. Twenty percent of all cotton grown in the country come from the South Plains which makes this region the largest continuous cotton production area in the world. In addition, the highest concentration of beef cattle is in the northern plains Texas.

## The Weather in Lubbock?

Weather in Lubbock varies greatly by season, between November and March temperatures can drop to 17° F (-8 °C), but the wind chill can be even lower. Therefore, it is important for you to be prepared and bring warm clothes. The months of March and April are particularly windy. In summer the temperature can exceed 100 °F (38 °C), so you should bring a swimsuit.

## How Can I apply to a Master's or Doctorate Degree at Texas Tech?

If you want to apply for a master's or doctorate degree at Texas Tech you must:

1. Apply to Graduate School
2. Apply to the department of your choice

It is important to prepare and submit your document before deadlines.

### 1. To Apply for Graduate School you must:

- Complete an online application for the State of Texas
- Complete an online application for Graduate School
- Pay a fee of \$60 (This amount tends to vary)
- Present your documents from previous universities such as transcripts and Diploma
- Present a method of identification. For internationals the Passport.
- Have a minimum of 79 on the Test of English as a Foreign Language (TOEFL) which costs approximately \$200. <http://www.ets.org/toefl>).

For more information visit:

<http://www.depts.ttu.edu/gradschool/admissions/international/gradindex.php>

## **2. To Apply for a Department:**

Each department has different steps and requirements for application. It is important to check if the department to which you are applying has different requirements. Most departments require:

- A complete application
- A copy of your CV
- Three letters of recommendation
- A letter of purpose
- GRE score. This exam is an examination for Grad students. It has an approximate cost of \$200. <http://www.ets.org/gre>

If you are interested in working with a specific professor, you should contact that professor first. In this way, the process will be easier and you will have a better chance of acceptance in the program.

## **How Can I Apply for an Internship at Texas Tech?**

The best option for applying for an internship at Texas Tech is to search the university webpage for a professor who has a focus that you like and send that professor an email.

You can also go to the webpage of Texas Tech University where you can apply for internships.

## **What Should I Receive Once I Got Accepted?**

Once you have been accepted to Texas Tech, you will receive a letter of acceptance. You will also receive a document called I-20 (for masters or doctorate) or DS-2019 (for internship) from Graduate School.

To receive the document in your country, you have to enter a page called eShipGlobal. You must register with your personal information and pay the shipping of the physical documents. With this documentation, you will also receive some papers from the office of international affairs and admissions with a little information and guidance.

This document (I-20 or DS-2019) is important because it specifies the funds that you are going to receive (previously negotiated with the professor), the dates for the visa and the specifications of your stay in the United States. It is very important to have this document with you for the appointment at the U.S. Embassy and to pass through immigration at the airport.

## **I Have the University Documents but...How Do I Get a Visa?**

The process for applying to a student (F1) or intern (J1) visa is similar to the process for a tourist visa.

1. You should enter the US Embassy webpage of your country and complete an online application with all your personal information.
2. You must request an appointment at the Embassy with a cost of \$160.
3. Make the SEVIS payment. The SEVIS is a fee that you have to pay to study or do an internship in the United States. The cost of this fee is \$200 and you can make this payment online at the following address: <http://www.ice.gov/sevis/i901>
4. On the day of the appointment it is highly recommended to arrive before the appointment hour and take the following documents with you:
  - Passport (The Embassy will keep your Passport while they print your visa)
  - Previous Visas to United States
  - The documents of the University, such as the I-20 or DS-2019
  - Proof of the SEVIS payment
  - All backup you consider important (Ex. Financial support)

For more information please enter the following link:

<http://travel.state.gov/content/visas/english/study-exchange/student.html>

## **Health**

### **Medical Insurance**

- Interns will not receive medical insurance; therefore, it is recommended that you sign up for an international insurance valid for the United States in case of an emergency.
- Students have medical insurance. This insurance is part of your tuition:  
<http://www.depts.ttu.edu/international/issf1/healthinsinfo.php>

### **Required Vaccination**

A requirement of the University is to have the following vaccines:

- Meningitis
- A proof of MMR (Measles, Mumps and Rubella)
- Tuberculosis\* (Students are also required to take a Tuberculosis test in Lubbock)

## **How Much Money Do I need?**

Prices vary widely, depending on if you have financial assistance or not. Estimates for one year are:



### **Estimated Costs for the academic year 2014-2015**

Tuition and fees	15,224
Room	9,760
Books and supplies	1,200
Transportation	2,300
Personal	2,800
Total	31,284
Source: Texas Tech University, Graduate School, 2014	

For more details you can access this link:

<http://www.irim.ttu.edu/Tuition/TUITIONFY2014-15.pdf>

### **Purchasing Your Plane Ticket**

There are three airlines that arrive at Lubbock Preston Smith International Airport: American Eagle (American Airlines), SouthWest, and United.

- American Eagle has connections in Dallas and Denver. For more information, you can access this website: <http://www.aa.com/homePage.do>
- Southwest is an airline that flies only inside United States: <http://www.southwest.com/>
- United Airlines with connections in Houston: <http://www.united.com>

## During the trip

### What Should I Do at The Airport?

It is important to have the enough time in each airport to catch your connection. You need at least two hours at the airport in which you go through US immigration.

Coming from Latin America, you will arrive at one of these airports: Miami, Dallas, Houston, and Denver. These airports are particularly large, so be prepared. When you arrive it, is important to check your flight status and the boarding gate for your connection so you arrive on time and do not miss your flight.

### What Should You Have in Your Hands at the Airport?

- Your Passport with a visa J1 (exchange) or F1 (study)
- Your boarding pass
- The forms you filled out at the airport
- The documents of the University (I-20 or DS-2019)
- A pencil to fill out forms

## In Lubbock

### How Do I Get to Texas Tech from the Airport?

Texas Tech is approximately 13 kilometers from the airport, about a 16-minute drive. If no one will pick you up from the airport, which is what it usually happens, you can rent a car, order a taxi, or call Uber ([www.uber.com](http://www.uber.com)) from the airport.

- To rent a car there are several options:

Company	Phone	Webpage
Alamo	(806) 762-2161	<a href="http://www.alamo.com">www.alamo.com</a>
Avis	(806) 763-5433	<a href="http://www.avis.com">www.avis.com</a>
Thrifty	(806) 747-5855	<a href="http://www.thrifty.com">www.thrifty.com</a>
Enterprise	(806) 747-7921	<a href="http://www.enterprise.com">www.enterprise.com</a>
Hertz	(806) 762-0222	<a href="http://www.hertz.com">www.hertz.com</a>
National	(806) 762-2161	<a href="http://www.nationalcar.com">www.nationalcar.com</a>

To get a cab, you can call from phones at the airport or you can call ahead. You can find the numbers of taxis in the following link:

[www.mylubbock.us/departamental-websites/departments/airport/parking-transportation/shuttles-taxis-etc-](http://www.mylubbock.us/departamental-websites/departments/airport/parking-transportation/shuttles-taxis-etc-)

### Where Can I Live?

You have two options:

1. Live in the dorms on campus
2. Live in an apartment off campus.

#### 1. How are the Dorms on Campus?

Dorms are buildings where students live. Each building has several floors and on each floor there are many rooms. Depending on the type of dorm, there is space for two or more people in each room. Dorms are furnished and beds have mattress but you must supply your own wedding.

Distribution of the rooms and prices depends on the dorm. Many dorms have shared bathrooms for many rooms, while others have an individual bathroom in each room. Some buildings have small apartments instead of rooms, and some are co-ed while others only accept students from a particular gender.

Each dorm has washers and dryers for common use. You should be aware of your clothes while they are washing, and you need to supply your own detergent.

The benefits of living on campus are that you make friends for life, and everything is close. In addition, you do not have to cook, you save money on gas, and you don't have to worry about furnishing your room.

Room/Dorms: Bledsoe, Sneepe, Horn/Knapp, Chitwood/Weymouth, Coleman, Stangel /Murdough, Hulen/Clement and Wall/Gates.

Apartments/Dorms: Murray Hall, Gordon Hall, Carpenter/Wells Complex, Talkington Hall.

For more information, please go to: <http://www.housing.ttu.edu/signup>

### **Where Can I Eat on Campus?**

Restaurants have different styles and different prices. You can see the restaurants on campus in the following link: <http://www.depts.ttu.edu/hospitality/dining.php>

To eat at these restaurants, you can pay in cash or with your university ID. It is important to keep this ID. Also, with this Student ID, you can access a discounted meal plan. The meal plans are:

Red and Black, Matador, and Double T, ordered from most expensive/large quantity to least expensive/least quantity.

### **2. How Are the Apartments off Campus?**

Lubbock is city for students and has a lot of accommodation options outside the university. The prices, distances and services offered. But as a recommendation, if you have no car, it is important to live in a place near either the city or TTU bus lines.

In the following link, you can find a list of some of the apartments that are available in Lubbock:  
<http://www.lubbockapartments.com/?gclid=CJmf5Zqv8cMCFY9gfgodYrYAaw>

If you choose an apartment that does not include services you should take into account:

1. **Insurance:** In many places they ask you for it. Insurance companies ask you to leave a deposit.
2. **Internet, cable, and phone:** There are several companies that provide these services, including Suddenlink (<http://www.suddenlink.com/>) and AT&T (<http://www.att.com/>).
3. **Electricity:** With the company of LPandL (<http://www.lpandl.com/>). It is important to know that you must leave a deposit of \$150

## Who Do I Report When I Arrive at Texas Tech?

1. If you have been assigned a professor or counselor, it is important that you go to visit with him/her.
2. The Office of International Affairs (ICC): You must make an appointment with a supervisor who is assigned according to your last name. To make the appointment, you can call or send an email. You can find information from the supervisors on the following page in the counselor info section:  
<http://www.depts.ttu.edu/international/issf1/index.php>  
You must take your passport and immigration papers (I-20 or DS-2019) with you.

## What is a Social Security card?

It is very important to get a social security card because with it you can achieve social and government benefits, such as receiving a salary legally. Once you receive the card, do not lose it or damage it. To get one you should go to the Social Security Office located at: 5825 16th St Lubbock, TX 79416

You should take the following documents:

- Passport
- The I-94 which can be obtained online at the following link:  
<https://i94.cbp.dhs.gov/I94/request.html?jsessionid=n4hrJm4CC9HR2bKyDlyLNGJjXnntjTp2yJQbtp2gbhtFvq90W93C!2141787111>
- A record of where you are working and for the length you plan to work there.
- The original documentation that the University sends you such as I-20 or DS-2019.

When you go to the Social Security Office, be prepared because you will have to wait at least an hour. You must be at least ten days inside the United States because after this time you will appear in the system. The card will arrive at your home approximately a week after the appointment. It is important to memorize the number because it is necessary for different paperwork inside the United States.

## eRaider Account

eRaider account is important because it is your electronic identification at the University. With your eRaider account you can access different student' resources, including: Your email, R number\* academic portal library, financing, payments, grades, have internet on campus, and you can check your status at the university.

\*R number: "The "R" number is your TechID Number".

Once you get to Tech and you sign up for the University, you will have to ask for a code to open and activate the account at the following link:  
<https://eraider.ttu.edu/signin.asp>

### **How do I get a student ID at the University?**

You can get an ID from the University after you have register into classes. To apply go to the Office 103 which is located on the first floor of the Student Union Building and bring your passport with you.

You are going to receive the ID with your R number immediately. This ID is important because with it you will have access to the dorms, check out books from the library, activities on campus and you can sign for a meal plan. If you lose the card, do not worry, for a price of \$15 you can get a replacement.

### **How do I get an ID/Driver license\* identification of the State of Texas?**

To obtain an identification of the State of Texas you will need:

- Have unless 30 days in the State
- Complete an application
- Present two different proofs of your current address (Bills)
- Provide your Social Security number
- Show your passport
- For obtaining a driver' license, you will have to take an oral and practical exam

For more information please go to:

<http://www.dps.texas.gov/DriverLicense/applyforID.htm>

### **What do I need to open a bank account?**

Even if you are not a US resident, you can open a bank account. In Lubbock there are several banks, based on your preference.

Some of the things you will need to open a bank account are:

- State ID or passport
- A minimum deposit (The amount depends on the bank)
- Your social security number
- Proof of your address (A bill under your name)
- Ask the bank if you should bring your student ID for any special offer

Other requirements may be requested depending on the institution. There is also the possibility of having a credit card, but if you have no credit history is very likely that they will give you a low credit at first.

### **How can I get around Lubbock?**

There are several ways for you to transport in Lubbock:

#### **Buses**

One option that you can use are the buses of the city and if you have your student ID from Texas Tech you can use them for free. These buses travel to the main places of the city from 5:30 am to 8:00 pm Monday through Saturday. The two external bus routes that pass within the campus are the 5 and 19 with a stop at the student union building (SUB). The buses run every 30 minutes on weekdays and every hour on Saturdays.

#### **Taxis**

You can also use the taxi service of the city:

Yellow Cab: (806) 765-7777

City Cab: (806) 765-7474

#### **University Services (With your student ID)**

Night Ride: (806) 742-NITE

That goes to campus from 7 pm until 1:30 am

Safe Ride: (806) 742-RIDE

These taxis take you to your apartment and dorms 10 pm until 3 am

#### **Bicycle**

You can buy a bicycle and use it on and off campus. But it is important to consider the weather. To register the bike you must enter the following link:

<https://eraider.ttu.edu/signin.asp?redirect=https://upsweb.trpk.ttu.edu/eParkApp/Account/Login.cshtml&>

It is important to register your bike because the police will help you to find it if it is stolen or lost.

In this link you can also register your **vehicle** and obtain a permit for parking. When you register, remember to have all the information at hand (Your information and the information of your car or bicycle).

## How Can I Get a Phones

You can get a cellphone plan via a pre-paid or post-paid.

1. The pre-paid plan is recommended if you stay less than two years, if you have no credit history or if you bring your own cellphone. There are several phone companies that offer prepaid plans in Lubbock.
2. Post-paid plan. All the companies have it. To have a postpaid plan you have to have credit history, otherwise, you must to leave a deposit of 500\$. Furthermore, it is advisable to have a plan if you stay at least two years because of length plan.

Some of the companies that offers these services are: AT&T, Verizon, Sprint, StraightTalk, and T-Mobile

## What can I do in Lubbock?

### During the day

Jones AT & T Stadium: Is the football Stadium of Texas Tech and the home of the Red Raider team. After numerous renovations and expansions the Stadium holds 60,454 fans. For more information you can enter the following link:

<http://www.texastech.com/facilities/fac-jones-stadium.html>

The Club of Texas Tech: This is a private club located in Jones AT&T Stadium that offers a panoramic view of the stadium.

REC Sport Center: Is a sports recreation center where you can find all the equipment to your physical development. The sport complex has swimming pools, basketball courts, volleyball courts, soccer courts, and a very equipped gym. In addition, it has a climbing wall, a jogging track and different classes for you to join. During the summer, the outdoor section with swimming pools, is perfect for you to go with family.

To use this facilities you must have a pass from the REC center, which has a cost that varies depending on the month (for graduate students and interns). For undergraduates admission is free. For more information enter the following link:

<http://www.depts.ttu.edu/recsports/fitwell/about>.

The schedule of this recreation center is:

Monday to Friday: 6:00 am-12: 00 am

Saturday: 8:00 am - 10:00 pm and Sunday: 12:00 pm-12:00 am

Bayer Museum of Agriculture: "To preserve the history of, tell the story of, and instill pride in American agriculture and values"

It is a museum with agricultural machinery that tells the history of the Agriculture in the United States.



**Contacts:**

1121 Canyon Lake Drive, Lubbock, TX 79403

Phone number: 806-744-3786

Tuesday, Thursday and Saturday from 10 a.m. to 5 p.m.

5\$ per person

Texas Tech University Museum: "The Museum of Texas Tech University, as an education resource for a diverse audience, collects, researches, and disseminates information about the natural and cultural heritage of local and related regions." It is a museum with more than five million pieces of art related to the humanities and other sciences. The museum also has The Moody Planetarium which is a dome with a modern digital projection system.

Contact them:

3301 4th Street, Lubbock, TX 79409

Phone: 806-742-2490

Tuesday to Saturday: 10 am - 5 pm

Sunday: 1 pm - 5 pm

Website: <http://www.depts.ttu.edu/museumttu/about.html>

Free admission

Cactus Theater: Built in 1938, it is a theater where live music is performed.

Buddy Holly Center: The center is named for Buddy Holly one of the pioneers of rock and roll. The Center houses a museum of the artist and a gallery of Art.

Lubbock Memorial Civic Center: A center that commemorates the residents who died in the tornado of 1970. It is a large place for exhibitions, commemorative events, fairs and concerts.

More Information: (806) 775-2242

National Ranching Heritage Center: A place where you can see structures of the eighteenth, nineteenth, and twentieth centuries with homes, railroads, farms, schools, windmills and many other traditional structures

Tuesday to Saturday 10 am - 5 pm

For more information: (806) 742-0498

**At night**

You can go to restaurants, bars and also to listen live music and dance. For a complete guide with information about the activities and places to go out for fun, you can

access to the following link: <http://www.lubbocknightout.com/> . In this link you will also find a list of the best restaurants in the city.