

ORIENTATION HANDBOOK

for

Norwegian Fulbright Grantees
2006-2007



U.S. -NORWAY FULBRIGHT FOUNDATION FOR
EDUCATIONAL EXCHANGE

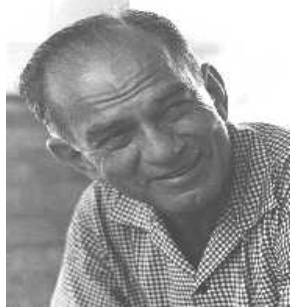


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PART ONE:
THE FULBRIGHT PROGRAM



"Our future is not in the stars but in our own minds and hearts. Creative leadership and liberal education, which in fact go together, are the first requirements for a hopeful future for humankind"

Senator J. William Fulbright, *The Price of Empire*

HISTORY

U.S. Congress created the Fulbright Program in 1946, immediately after World War II, to foster mutual understanding among nations through educational and cultural exchanges. Senator J. William Fulbright, sponsor of the legislation, saw it as a step toward building an alternative to armed conflict.

The Bureau of Educational and Cultural Affairs of the United States Department of State is responsible for administering the Fulbright program. Their primary mission is to foster mutual understanding between the people of the United States and the people of other countries through educational and cultural programs. The Bureau does so -- in close cooperation with US embassies -- by promoting personal, professional and institutional ties between private citizens and organizations in the United States and abroad, as well as by presenting U.S. history, society, art and culture in all of its diversity to foreign audiences.

Underlying the Bureau's activities is the belief that mutual understanding is of vital importance in an increasingly interdependent world; that person-to-person exchanges and training is the most effective way to promote mutual understanding; that international exchanges enhance the effectiveness of the United States in dealing with other nations; and that the exchange of persons and ideas is essential to the promotion of democracy, economic prosperity, international cooperation and global peace.

Each year the program awards approximately 4500 new grants to American and international students and scholars to study or conduct research in 140 nations. The Fulbright Program is funded by an annual Congressional appropriation and contributions from other participating countries. Under the policy guidance of the Presidentially-appointed J. William Fulbright Foreign Scholarship Board, the U.S. State Department sponsors the program in cooperation with binational Fulbright Commissions and Foundations abroad as well as U.S. embassies. Currently, there are 51 countries with binational Fulbright Commissions and Foundations.

FULBRIGHT PROGRAM GOALS

The general objectives of the Fulbright program are

- to strengthen and expand educational exchanges between the United States and Norway;
- to further mutual understanding and respect between the two countries on cultural, educational and scientific levels,
- to create and promote international understanding.

Along with opportunities for intellectual, professional, and artistic growth, the Fulbright Program offers invaluable opportunities to meet and work with people of the host country, sharing daily life as well as professional and creative insights. The program promotes cross-cultural interaction and mutual understanding on a person-to-person basis in an atmosphere of openness, academic integrity, and intellectual freedom. The best way to appreciate others viewpoints, their beliefs, the way they think, and the way they do things, is to interact with them directly on an individual basis, work with them, live with them, teach with them, learn with them, and learn from them.

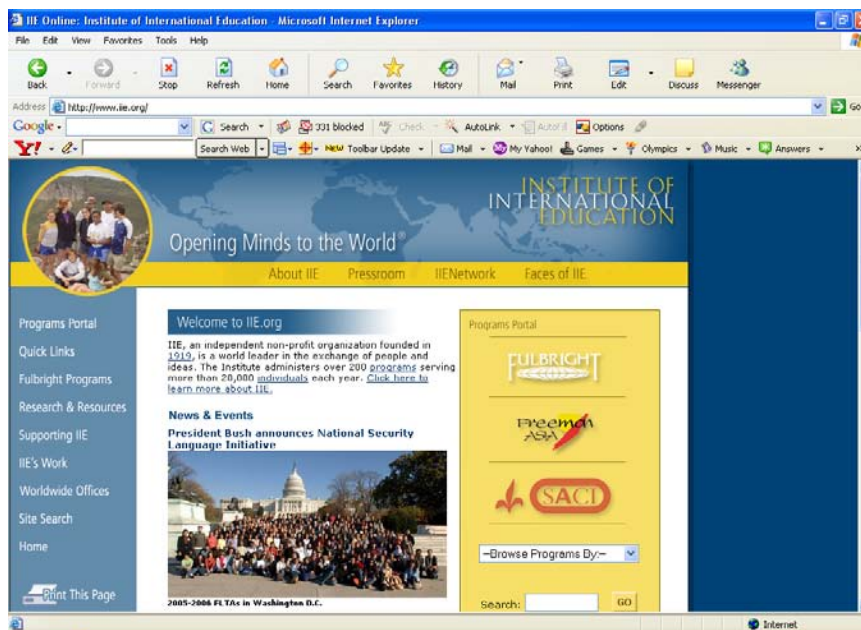
The Fulbright Program is an exchange of persons program. The success of the program depends upon the persons selected. Through exchanges of ideas, experiences and skills in your professional and social contacts with Americans, you can do much to promote mutual international understanding.

Interest in the Fulbright Program on the part of participating countries continues to be strong. The Norwegian government gives evidence of their support by sharing costs of the program with the U.S. Government.

YOUR HOSTS IN THE UNITED STATES

The Institute of International Education (IIE) coordinates the activities relevant to the graduate student program (Master's degree and PhD or PhD level studies). When Fulbright student grantees have arrived in the United States, they will receive information direct from IIE. IIE also issues Health Insurance Card and provides the student grantee with information on insurance coverage. Notify them as soon as you have an address and keep in touch with your respective IIE office throughout the year. **It is imperative that you report an address to IIE within 10 days of your arrival in the United States.** IIE can then activate your record in the SEVIS database. If you fail to report to IIE within ten days of your arrival in the United States, then your record in the SEVIS database is automatically noted as a "no show" and will seriously impact your ability to stay in the United States to begin your program.

IIE can answer questions regarding renewals and extensions of visas, and they often arrange events which can be of interest for Fulbright grantees. IIE's website is www.iie.org.



The following page:

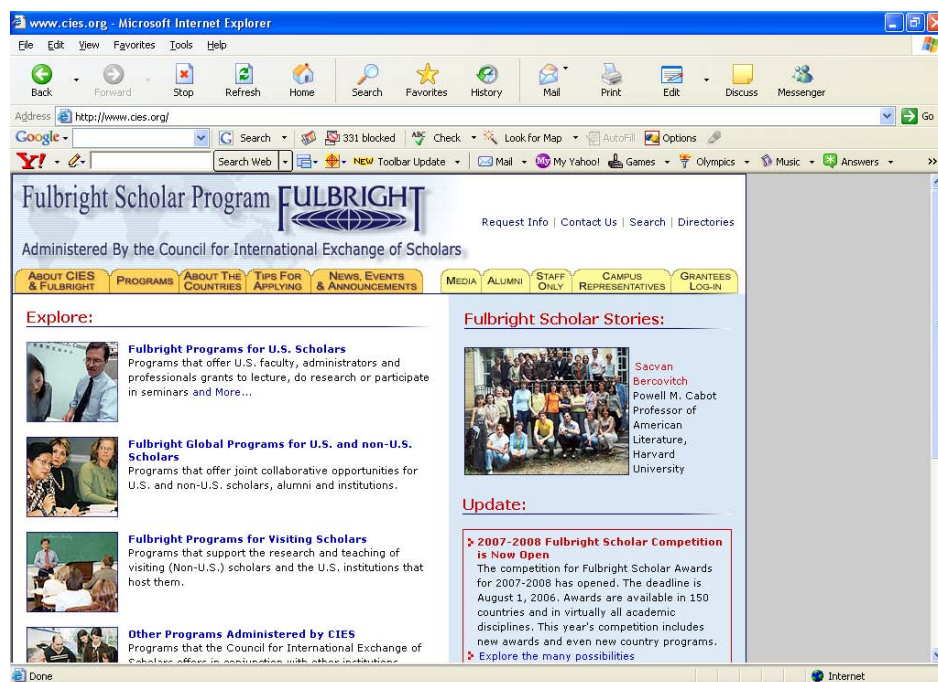
http://www.iie.org/Content/NavigationMenu/Fulbright_Demo_Site/Foreign_Student_Program/Resources_for_Non-U_S_Grantees/Active_Grantees.htm

contains extremely useful information for Fulbright students, including downloadable versions of required forms. Be sure to check this page first when you have a question regarding your stay – most likely you will find the answer here!

Source: *The 2003-2004 Fulbright Foreign Fellows Handbook*

The Council of International Exchange of Scholars (CIES) helps administer Fulbright grants for university lecturing and advanced research. They send out an extensive information packet when all the formalities of your grant are completed in Norway. Information on health insurance coverage is included in the information packet. Notify them as soon as you have an address and keep in touch with your respective IIE office throughout the year. **It is imperative that you report an address to CIES within 10 days of your arrival in the United States.** Use the “Notification of Arrival Form” which can be found in the Arrival Packet at your host university. CIES can then activate your record in the SEVIS database. If you fail to report to CIES within ten days of your arrival in the United States, then your record in the SEVIS database is automatically noted as a “no show” and will seriously impact your ability to stay in the United States to begin your program.

They can also answer questions regarding renewals and extensions of visas. CIES offers participation in interesting activities or seminars throughout the year, generally on a first come, first served basis. CIES’ website is www.cies.org.



REQUIRED REPORTS

Final reports are required from all grantees, as well as an additional mid-year “progress report” for full-year student grantees. Report forms are included in the information packet from IIE for students and from CIES for lecturers/researchers.

Remember to always keep your contact person at CIES or IIE, as well as the Fulbright Office in Oslo, updated about your contact information and plans for travelling abroad while on your stipend.

Source: 2003-2004 Fulbright Scholar Program: Guide for Fulbright Visiting Scholars

PART TWO:

EDUCATION IN THE UNITED STATES

INTRODUCTION

Each state is responsible for education, as there is no form of Federal government control. The state's department of education is controlled by an elected board of education and is divided into local school districts, which are governed by a superintendent and locally elected board. The public school system is primarily funded by state and local governments, and only marginally by Federal funds.

The state board is responsible for allocating state and Federal funds, certification of teachers, and determining the ages for compulsory education (usually ages 6-16). The school districts build school sites, determine educational policies, employ teachers, purchase equipment, determine academic calendar/holidays and generally oversee the daily operation of the schools. Parents may choose to send their children to the local public school where education is free or to a private school where fees are charged. Private schools are organized like public schools, although the curricula of many are directed towards ensuring the student's admission to a university (called "prep schools"). There are also a number of church affiliated schools where religious instruction is included.

Elementary and secondary education includes instruction given from the ages of 6 through 18, called "grades 1-12. Almost all children, however, start half-day sessions at age 5 attending Kindergarten. This program was originally intended to introduce the child to the social environment of school and to concentrate on basic skills of co-ordination. The emphasis has now expanded to include alphabetic and numerical orientation, so that a child entering Grade 1 without Kindergarten is usually at a slight educational disadvantage. Independent private nursery schools for children under age 4 are also popular and commonplace. And, although one may legally "quit" school at age 16, this is discouraged, and the vast majority stays on until they graduate from high school at age 18.

The twelve years of formal education are most commonly organized under the "6-3-3 Plan": Grades 1-6 in elementary school, Grades 7-9 in junior high school and Grades 10-12 in senior high school. Some school districts operate under 8-4 plan, but no matter which plan is followed, the basic state-mandated curriculum for each grade is the same.

Elementary schools provide instruction in the fundamental skills of reading, writing and arithmetic as well as in history, geography, civics, crafts, music, science, health and physical education. Foreign languages, which used to be offered only at the secondary level, are now often introduced in the last few years of elementary school.

Public high school education is co-educational and comprehensive. Schools offer a wide range of subjects from which a student sets up a program leading to college/university entrance or to a career in business or industry. Every student must take certain required courses for a prescribed number of years. Required courses include English, mathematics, health, physical education, general science and social sciences, which include US history and government, world history and social problems. Apart from these subjects students elect subjects according to future career plans. Students who intend to go to college/university elect courses with a special emphasis on academic sciences (biology, chemistry, physics), higher mathematics (algebra, geometry, trigonometry, calculus), foreign languages, advanced English literature, composition and social sciences. Students interested in business or industry may take typing, shorthand, bookkeeping, business machines or "business English". It is often possible to take agricultural, technical or fine arts subjects as well.

HIGHER EDUCATION



The term “higher education” is used to indicate education beyond secondary school. It includes colleges, universities, professional schools and junior/community colleges. Admission to higher educational programs usually requires the completion of 12 years of elementary and secondary school or the equivalent.

In the United States, educational institutions are not accredited by the government but rather by committees of educators. There are two main types of accreditation; regional (geographical) and professional. At their own request, institutions are visited periodically by assigned committees and are later included on a list indicating that they are regionally accredited.

Regional accreditation guarantees a minimum of adequacy in terms of academic facilities and programs, not necessarily excellence. In addition, groups of professional organizations, operating in a similar manner, accredit programs that lead to membership and/or licensing to practice in the various professions. Professional accreditation indicates a high standard of academic facilities, faculty and program content in that particular subject area.

The American *college* is an institution having no exact counterpart in the educational system of any other country. It is commonly called a “liberal arts college” and offers a university education combining the natural sciences, the social sciences and the humanities. Most institutions of higher learning in the United States have developed from the college. Its curriculum covers four years, called *undergraduate study*, and leads to either a Bachelor of Arts or a Bachelor of Science degree. A college graduate is qualified for admission to a graduate school.

The American *university* is the outgrowth and expansion of the college. It usually consists of an undergraduate college of arts and sciences, a graduate college and professional schools/colleges. In everyday speech, the terms “college” and “university” are used interchangeably. The term “professional study” has come to be associated with fields such as accounting, agriculture, architecture, business administration, dance, dentistry, design, teacher-education, engineering, fine arts, forestry, home economics, journalism, law, library science, medicine, music, nursing, pharmacy, public administration, public health, social work, theater arts, theology and veterinary medicine.

The *junior/community college* provides a two-year study for students who have completed high school or equivalent. About one-half of the students take terminal courses which lead directly to employment; the others take studies similar to those in the first two years of a four-year college and then transfer to another institution to obtain a bachelor’s degree. Graduates of junior colleges are awarded an Associate degree. A large number of courses for adults in the community are also offered in these institutions. In many cases, the junior college is supported by local taxes and intended primarily for residents of the community.

University Calendar

There are two main systems for dividing the academic year, which is eight or nine months in duration:

- Semester system- 2 semesters plus optional summer session. Fall semester begins late August or early September; Spring semester begins late January or early February. During each semester, students enroll in four or five courses of 3 credits each. 30 credits per year is normal under the semester system.
- Quarter system- 4 quarters of about 3 months each. (an academic year would be 3 quarters). During each quarter, students enroll in three or four courses of 4 credits each. 45 credits per year is normal under the quarter system.

University Grading

The quality of work done by a student in a course is recorded at the end of each term in the form of a letter or number grade. The final grade is usually based on a combination of performance on short exams during the term, participation in class, written papers during the term and a final examination. Grades are as follows:

U.S.	Norwegian
A = 4; excellent	A 1.0-2.3
B = 3; good	B 2.4-2.8
C = 2; average	C 2.9-4.0
D = 1; passing	
F = 0; failure	F 4.1-6.0

Source: World Education Services, www.wes.org

Undergraduate study

During the four years of a college or university program leading to a bachelor degree, the student is known as an undergraduate. An undergraduate is classified by credits (also called "units") according to the year of study:

Freshman	0-29 credits (semester) or 0-45 credits (quarter)
Sophomore	30-59credits or 45-90 credits
Junior	60-89 credits or 90-135 credits
Senior	90-128 credits or 135-180 credits

During the first two years of a bachelor program, a student follows a general program of courses chosen from many fields. The majority of courses during the last two years are in the major subject or related fields. A degree is awarded based on the following:

- ca. 120 semester credits or 180 quarter credits
- the required general education courses as well as requirements for the major
- at least a "C" average.

Graduate study

Graduate study begins after the bachelor degree and is more specialized. The credit system in the graduate school is similar to that used for undergraduate work, however, a "B" average is normally required. (See comparison under University Grading)

Master Degree

A Master of Art or Master of Science is awarded after one or two years of study. Requirements for the degree include:

- 30-45 credits, depending on institutional requirements, the majority in the major field, but the student has a great degree of choice in courses
- maintaining at least a "B" average
- presentation of an acceptable thesis based on original research
- pass an oral examination in one or more foreign languages

A professional Master Degree, such as a Master of Business Administration, Master of Public Health, Master of Social Work, etc., is usually a two-year degree with specific requirements completed in a specific time sequence.

Doctor of Philosophy (PhD) Degree

The PhD is offered in many fields and requires a minimum of four years after the bachelor degree and two more years of study after the master degree. There is a growing tendency to by-pass the master's degree for those who are working toward a PhD. In fact, many universities do not offer a terminal master degree in various subjects.

Detailed information about degree requirements is available from the pertinent department at each university in question. Requirements for the degree usually include:

- a certain number of credits in the major field: the student works closely with an advisor
- a "B" average
- a qualifying comprehensive examination after completion of the required courses
- presenting and defending a dissertation which is the result of original research

International Students

Once you have been formally admitted into a graduate program and have submitted evidence of your source or sources of financial support, the school will send you Form I-20 or Form DS-2019, Certificate of Eligibility for Non-Immigrant Status. **Please Note; the IIE and CIES in cooperation with the Fulbright Office issues the DS-2019 to Fulbright grantees.** You must present this document, along with your Norwegian passport and evidence of financial support, to the U.S. embassy in Oslo to obtain an international student visa (F-1 with the Form I-20 or J-1 with the Form DS-2019). For more information regarding the visa process, please see: www.usa.no

When you arrive on your American college campus, you will want to contact the international student adviser. This person's job is to help international students in their academic and social adjustment. The international office will also usually have the information packet from CIES or IIE ready for you to be picked up.

The adviser often coordinates special orientation programs for new students, which may consist of lectures on American culture, intensive language instruction, campus tours, academic placement examinations, and visits to places of cultural interest in the community. This adviser will also keep copies of your visa documents on file, which is required by U.S. immigration law.

PART THREE:

PRACTICAL CONCERNS BEFORE DEPARTURE

PASSPORTS AND VISAS



Fulbright grantees and all accompanying family members, including small children, must have valid passports. Make sure your passport is valid for at least **six months beyond** the expiration date of the grant period. With a visa, you are not *required* to have an electronical readable passport, but we do recommend that you have this type of passport (see picture to left. Picture is from the U.S. Embassy's website: www.usa.no).

All Fulbright grantees must enter the U.S. on an *Exchange Visitor visa (J-1)* under the sponsorship of the United States Department of State (Exchange Visitor Program No. G-1-0001). Federal J-visa regulations state that, as a foreign grantee, upon expiration of your Exchange Visitor visa status at the conclusion of your authorized U.S. study activities, you are required to reside

in your home country or your country of last residence, for at least **two years** before you may apply for a non-immigrant H or L visa as a temporary worker, for permanent residence in the U.S., or as an immigrant.

The form DS-2019 is always issued to Fulbright grantees by the CIES or IIE in the U.S. when all the formalities of funding and university acceptance are finalized. Exchange visitors on a J-1 visa are not eligible for a fiancé, immigrant or "H" or "L" temporary worker visa in the United States until they have accumulated two years residence in Norway, or in the country of their last residence, after their return.

TRAVEL OUTSIDE THE U.S. WHILE ON EXCHANGE VISITOR VISA

If you leave the U.S. and intend to return to the U.S., please make sure you carry your passport that contains your visa with you. The US Immigration officials will check your SEVIS number on your visa. **You must always inform your contact person at IIE or CIES about your travel plans (especially outside the U.S).** At least three weeks before your planned departure, send the copy of your form DS-2019 to IIE/CIES to have it signed.

Make sure that the "Arrival and Departure Record", I-94 (a white form which the immigration official stamps with your dates of admission and termination and attaches to your passport) is valid. If it is due to expire, contact your foreign Student Advisor or your regional representative of IIE/CIES concerning renewal of this document.

DEPENDENTS OF A J 1 VISA HOLDER (J 2 VISAS)

Family Members

The spouse and minor children of participants in "J" exchange programs may apply for derivative "J-2" visas to accompany or follow to join the principal alien. The application procedure is the same; separate DS-2019 forms will be required for each applicant. If applying at a later date, a copy of the main exchange visitor's visa must also be furnished with the application. The family members must demonstrate that they will have sufficient financial resources to cover all expenses while in the United States. Dependents may apply to the DHS for authorization to accept employment in the U.S.

INCOME TAX

It is important to clarify your tax situation before leaving Norway. Included in the Orientation folder is information written by a Norwegian lawyer who was in the U.S. as a Fulbright grantee for the academic year 1997-98. (The information is updated annually). The information is intended **only** as a handy reference guide for Norwegian grantees who will be studying or doing research in the United States. It is not a legal document.



HEALTH INSURANCE

The health care system in the U.S. has both public and private medical services and facilities.

Most Americans belong to (pay for) a health care plan as medical care in the United States is very costly. Foreign students are often required to pay for health care as a part of their university fees. Enrolled students are normally eligible to use university health clinics.

U.S. government insurance - Norwegian Fulbright grantees

As a part of the terms of your award, the U.S. Department of State provides grantees with supplemental health and accident insurance (ASPE-Accident and Sickness Program for Exchanges) for the period of your grant, plus direct travelling time from the Norway to the U.S. and return. The benefits include reimbursement of expenses incurred, up to \$50,000, for each injury or sickness. In case of death, payment of the cost of preparation and shipment of remains is covered up to \$5,000. This insurance is not intended to replace the grantee's normal insurance policy, which should be maintained during the grant period. Bring a copy of a medical certificate, including all your immunizations and vaccinations.

Dental care

The ASPE does not cover dental treatment unless it is directly related to a covered injury or accident, or if you are in extreme pain. Dental care is expensive in the U.S. and it is a good idea to pay a visit to your dentist before leaving for the U.S., or while visiting Norway during holidays.

Folketrygd

Students who are partially supported by "Lånekassen" are automatically covered. Researchers/Scholars can pay for Membership in "Folketrygdkontoret for Utenlandssaker" which covers all aspects of health insurance. (See appendix specific benefits.) Contact them for application forms, which should be returned to them before you leave Norway.

Folketrygdkontoret For Utenlandssaker eksp.tid 9-14.30
Havnelagerbygningen, Langkaia 1 (9.etg- oppgang B), Pb.8138 Dep,
0033 Oslo, Telephone: 23 31 13 00 E-post: ffu@trygdeetaten.no



Travel Insurance

It is possible to extend travel insurance bought in Norway to cover you and your family for the entire duration of your stay.

Other Insurance Coverage

ANSA members can buy special insurance from Gouda Reiseforsikring. For more information regarding this insurance, please contact ANSA at 22477600 or write an e-mail to: ansa_forsikring@aon.no, or visit their web page at www.ansa.no

HOUSING

Finding the right place to live is an important part of a successful educational experience. Many international students, particularly graduate students, prefer the independence of living off campus. Universities often maintain a list of available housing or may provide students with names of other students who are seeking a roommate.

Lease Agreements- a lease is a legal binding contract between you and the property owner (see appendix VIII). Most leases are for 9 or 12 months, and it is usually difficult to break or alter a lease. Never sign a lease unless you are completely satisfied with the apartment and the surrounding property and until you understand all the terms of the lease. If you have any questions, contact your university advisor.

In addition to a deposit equal to one month's rent to the property owner, you may also be required to pay a deposit for gas, electricity and telephone service.

Schools for grantee's children

As mentioned in Part Two: The United States Educational System, children usually begin school at the age of 5 in kindergarten (similar to today's 1. klasse) or at the age of 6 in first grade.

All children on J-2 visas are eligible to attend public schools free of charge. Children usually attend the public school nearest to their home. Your U.S. contact can usually give you valuable information about neighborhoods that are known for having "good schools". Most schools will be able to offer some ESL (English as a Second Language) training for international students.

For all children, be sure to bring a record of their **birth certificate, school transcripts and proof of vaccinations**. (see appendix). It will be helpful if your child's primary teacher can write a short description of subjects covered and anything specific about your child that might be important for the U.S. teacher. More specific explanation of subjects and grades will be important for the placement of a junior high school or senior high school student.

When you arrive in the United States, take your child to see the school before school starts. You can either call in advance or just go to the school. As a rule, public schools offer a variety of after school activities, including sports or other interest groups at the junior and senior high level.

Parents are expected to participate in the affairs of their child's school. Most schools have a Parent Teacher Association (PTA) that meets regularly during the school year to discuss school matters of interest. Parent-teacher conferences are held several times a year and offer parents a chance to

meet privately with teachers to discuss their child's progress. Volunteering at your child's school to either help in the classroom or with after-school activities is a good way to support your children and to meet people in the area.

More information about enrolling your children in U.S. schools can be found on the Fulbright website: www.fulbright.no under "Student Advising."

Useful tips from former grantees regarding school and children:

Fulbright stipendiat med familie til UC San Fransisco, 2005-06:

"Mange skoler krever hepatitt B-vaksine før ungene kan begynne. Sjekk med skoledistriktet hva de krever, og sørg for å vaksinere hjemme.

Veldig mye av barnas skolearbeid gjøres på PC. Vi hadde med to bærbar PC'er, og det har vært nødvendig utstyr. Jeg vil ikke anbefale å kjøpe PC her, for da får man tastatur uten æ, ø, å."

Fulbright stipendiat med familie til UC San Diego, 2003-04:

"Når man skal velge bosted, kan det også være lurt å sjekke hvor det går skolebusser. Bor man nær en skolebuss, kan man spare mye tid på henting og bringing til skolen. Det er svært uvanlig å la barn ta rutebuss alene, og selv store barn (ungdomsskolealder) må følges til og fra skolebussen hvis man ikke bor på et uvanlig trygt sted. Det er ikke mange som går til skolen og knapt noen som sykler, og nesten ingen gjør det uten voksenfølge. Tilsvarende må man regne med å bruke tid på kjøring til og fra alle fritidsaktiviteter. Man må ganske enkelt regne med at det er mer tidkrevende å være foreldre også til store barn i USA enn i Norge. Det er en stor fordel med aktiviteter som er organisert gjennom skolen, fordi barna ofte kan bli igjen etter skoletid og hentes noe senere. Dessuten blir barna bedre kjent med andre på skolen, som vil gjøre overgangen fra Norge mye lettere. Sportsaktiviteter er langt mer sesongpregede enn vi er vant til, og de fleste er derfor med i flere forskjellige grener i løpet av et år. Norske barn som er gode i fotball kan regne med å bli populære i soccer-sesongen.

Skolene er også nokså forskjellig fra de norske. Kravene både til kunnskap og innsats er vanligvis langt større og pensum er annerledes enn i Norge. Barna forholdsvis mye lekser, og de fleste foreldre må sette av rikelig ekstra tid til å hjelpe barna med lekser, særlig den første tiden. Ta med en tykk toveis engelsk-norsk ordbok, evt. norske ordbøker i andre språk man skal ha som skolefag (tysk, fransk). Der det er valgmuligheter mht. fagkrets og/eller nivå, er det fornuftig ikke å velge for ambisiøst. Kravene til orden og oppførsel er også strengere enn vi er vant til. De fleste steder gjelder "no nonsense" – og brudd på de ofte omfattende reglementene gir håndfaste reaksjoner. På den annen side vil den som gjør så godt han eller hun kan, viser høflighet, innsatsvilje og entusiasme, bli belønnet. Det er vanligvis lett å få kontakt med lærerne for ekstrahjelp, og skolene har rådgivere som er meget hjelpsomme ved spørsmål om fagvalg, trivsel osv. Barna må regne med å bli testet for engelskkunnskaper og evt. plassert i egen klasse for fremmedspråklige hvis nivået deres ikke ansees å være tilstrekkelig. Dette er ikke å betrakte som noe nederlag, og amerikanerne har et helt ubesværet forhold til at barn får undervisning på ulikt nivå etter hva slags forutsetninger de har. Fra ungdomsskolen (et år tidligere enn norsk ungdomsskole) er timeplanen ofte individuell for hver enkelt elev på et gitt trinn, og elevene skifter grupper mens hver lærer har sitt faste klasserom. Dette kan virke uvant i starten, men gjør det lettere å bli kjent med flere. Mange steder må elevene ta igjen med kort frist alt inklusive lekser og prøver de ikke fikk med seg ved skolefravær, selv om årsaken var sykdom. Det er derfor ikke sikkert barna er særlig entusiastiske til reiser utenom skolens ferier og fridager, fordi de kan ende med å måtte bruke det meste av "ferien" til skolearbeid.

Skolene forventer foreldrekontakt og frivillig innsats i større grad enn vi er vant til. Hvis en ektefelle ikke er i arbeid/studier under oppholdet, vil det å melde seg til ulike typer frivillig innsats på skolen være en utmerket måte å bli kjent med andre foreldre/familier og knytte kontakter til amerikanere. Oppgavene er mange – fra å være ”lesehjelper” i klassen til å organisere turer og aktiviteter, skaffe penger til nytt utstyr til skolen osv. osv. Noen steder er det foreldregrupper til støtte for enkelte fag, f.eks. sport, musikk/orkester, dans/drama etc. Det forventes ofte noe dugnadsinnsats og pengetilskudd selv om man ikke har anledning til å ha faste oppgaver ved skolen.

De enkelte statene har lover for obligatoriske vaksinasjoner avhengig av alder for at et barn får komme inn på skole eller barnehave. Her gjøres heller ikke ofte unntak. Minst 6 måneder før avreise bør man derfor sette seg inn i disse kravene for stedet man skal til (på nettet eller ved henvendelse til skolen/barnehaven), skrive dem ut og kontakte helsesøster på hjemstedet i Norge. Hun vil kunne sjekke hvilke vaksinasjoner som evt. mangler og sørge for at de blir gitt i tide. Få alle vaksinasjoner helt fra spedbarnsalder skrevet inn på et internasjonalt vaksinasjonskort du tar med ved innskrivning til skolen/barnehaven. Det kan også være nødvendig med blodprøver for å vise at barnet er immunt mot enkelte barnesykdommer. Ved universitetene gjelder ofte tilsvarende regler for voksne, slik at man bør sjekke sin og evt. ektefellens vaksinasjonsstatus i tilsvarende god tid og evt. kontakte fastlegen.”

Husk, som denne stipendiaten skrev, at man må sjekke i god tid før man forlater Norge hvilke vaksiner som er påkrevd og evt få tatt disse her hjemme i Norge før avreise. Slike vaksiner og legesjekker, som ofte er påkrevd i USA, kan være dyre og det dekkes ikke av folketrygden her hjemme hvis de gjennomføres mens man er i USA.

PART FOUR: PACKING FOR YOUR STAY IN THE UNITED STATES

SHIPPING OF PERSONAL ITEMS

If you wish to ship some belongings in advance, check with your institution for the appropriate delivery address.

Airlines allow each family member to check two pieces of baggage. Most allow a maximum size of 4.5 cubic feet. (Check with your airline.) Boxes of this size are available at moving companies and usually hold more than a large suitcase.

You can ship books and papers in "M-sekker" These bags are available at your local Post Office, and can be taken home for packing. The minimum charge is for 2 kg and the maximum weight allowable is 25 kg. The bags can either be sent by A or B post. Ask your post office for current prices.

If you wish to ship a larger articles or larger consignments, contact a local shipping or moving company through the yellow pages.

HOUSEHOLD ARTICLES

Apartments and houses are normally rented "unfurnished" which means they are usually equipped only with a stove and refrigerator. Furnished apartments usually have basic furniture such as a couch, chairs, tables, beds and chest of drawers in addition to the stove and refrigerator. Dishes, cooking utensils, bedding and towels are usually not provided. (For information about furnishing an apartment, see Shopping)

You may want to bring your favorite cookbook and items such as measuring cups and spoons, a tape measure and a ruler since the metric system is not used in the United States. For bedding, Americans invariably use sheets and blankets. If you will be in a cold climate or otherwise can't live without your *dyne*, we advise you to bring the *dyne* and a couple of *dynetrek* as these are difficult to find in the U.S. (unless there is an IKEA store in your area). Sizes of beds and pillows in the U.S. are different from Norway, so you should purchase fitted sheets, pillows and pillowcases in the U.S.

CLOTHING

Bring a variety of clothes to suit the climate where you will be living. Any clothing you need to replace during your year in the U.S. would be cheaper to buy once you arrive. (See Shopping)

Generally speaking, Americans dress more formally for work than Norwegians do, and they dress much more informally for after-work activities than Norwegians. Americans come home from work, change out of their suit into jeans or other casual wear for going to a party. Students dress much the same in both countries.

ELECTRICAL EQUIPMENT AND CONVERTERS

The electrical current used in the United States is 110 volts/60 cycles. It is advisable to buy a few of the most important electrical items such as iron, hair dryer and electric shaver in the United States.

COMPUTER EQUIPMENT

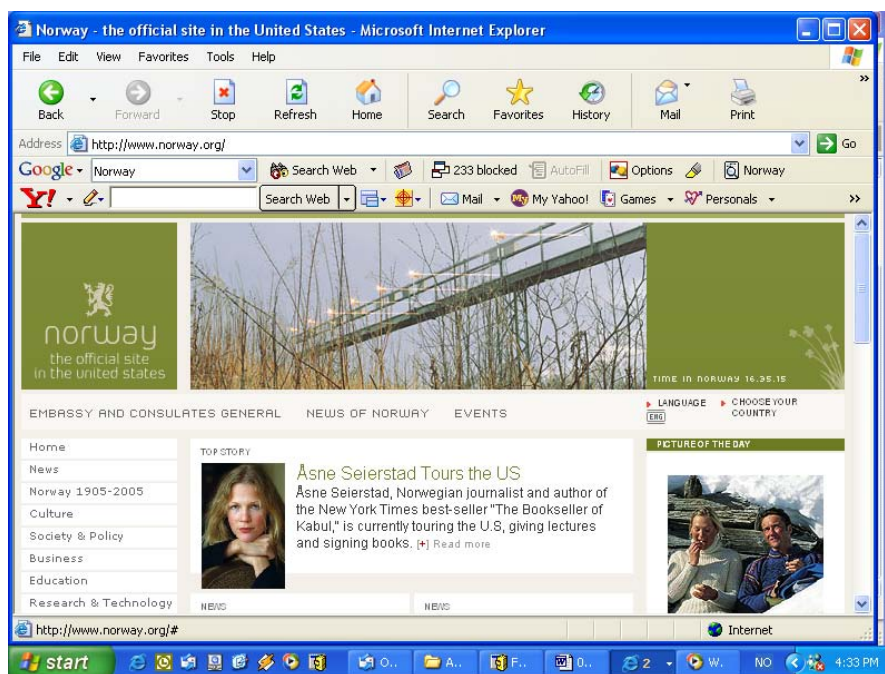
If you own a laptop computer, you can buy an adapter so that it can be used in the United States. Otherwise, most universities have a number of computer labs for student use. These labs have much longer opening hours than in Norway, and at many universities you can work late at night.

PHARMACEUTICAL SUPPLIES

Although most drugs are cheaper in the United States, we advise you to bring any medications that you use regularly. You may also want to bring a thermometer from Norway since they do not use the metric system in the United States. (See section on Shopping for more information)

BOOKS & OTHER MATERIALS ABOUT NORWAY.

We recommend that you bring an illustrated book about Norway, and any other available illustrated material, in addition to possible videotapes (see above). You will find such material useful in a variety of professional and social situations. We also recommend that you bring pictures, slides and other materials which would be useful if you are asked to speak about Norway or if your university has an "International Day" where international students present their respective countries and cultures. The Royal Norwegian Consulate General in New York can lend you videos about Norway. A list is available on their web page <http://norway.org>



PART FIVE:

GETTING SETTLED IN THE UNITED STATES

Arrival in the U.S.

The main U.S. airports are large, particularly JFK in New York. Remember, never to leave your baggage unattended because airport security will dispose of it.

In a large city, taxis are a good option. Ask about the probable amount before entering the taxi. Upon arrival, you pay the metered amount, plus any tolls. A tip of 10 - 15% is expected. In New York City, there is a fixed rate from all the airports (including Newark) into Manhattan. Try to have small bills, as taxis are generally not required by law to make change for anything over a twenty.

Other modes of travel are shuttles or buses. They usually have fixed prices for specific destinations. A shuttle is a van (mini bus) which operates like a taxi but can take up to 8 passengers at a time to the same part of town. They will drop you off at your destination. Buses have set routes and often stop at bus terminals, hotels and/or civic centers in suburbs or towns near to the airport.

Social Security Number

Every person who receives income in the United States is identified by either a Social Security number or an Individual Taxpayer Identification Number (ITIN). These are unique personal identification numbers, widely used in the United States. Your grant payment is issued by the Fulbright Commission here in Norway, but you are still recommended to obtain Social Security number or ITIN.

If you have been issued a Social Security number during a previous stay in the United States, bring it with you. Otherwise, you should apply for a Social Security Number (SSN) *as soon as you arrive in the United States*. You should not try to apply for an SSN until after you have reported electronically to IIE, your arrival in the United States.

Inform IIE and CIES of your Social Security number as soon as you get it.

Applying for your Social Security number

To apply for a Social Security number, you must appear in person at the office of the Social Security Administration nearest your host institution.

To locate your Social Security office, consult the Social Security Administration Web site at: <https://s044a90.ssa.gov/apps6z/FOLO/fo001.jsp> or call 1-800-772-1213. IIE/CIES can provide a letter of support upon your request.

Take the following documents with you:

- ◆ Social Security application form (available online at <http://www.ssa.gov/online/ss-5.pdf>)
- ◆ Your passport
- ◆ Form DS-2019
- ◆ Form I-94

The application form asks for the name of the applicant's father and the maiden name (name before marriage) of the applicant's mother. When completing the application, NOTE that it is **extremely**

important that your name on your Social Security card be exactly the same as your passport and your Fulbright grant document.

If your local Social Security Administration office will not accept your application for a Social Security number, you should first try another office. If you are still unable to obtain a Social Security number, request a letter of rejection from them. You will then need to obtain an ITIN from the Internal Revenue Service.

More detailed information can be found at the Social Security Administration USA's website:
www.socialsecurity.gov

Money/Finance

When you first arrive you will need cash in small denominations for tipping, transport, snacks etc. Take enough cash with you to cover your initial expenses. You will be able to withdraw cash from an Automated Teller Machine (ATM) or bank with any major credit card (Visa, MasterCard).

Bank Accounts

Once you arrive at your institution, open a bank account at a local bank. Several students have advised that it is easiest to use your Norwegian credit card to make a large cash withdrawal and deposit directly into your new U.S. bank account. You may also transfer money with a Valutagiro, which takes about 4 working days.

Banks offer many different services, and you should compare costs and services before choosing a bank. The website <http://www.investorguide.com/> has some useful tips on shopping for banking services. Once you decide upon a bank, bring your university identification and your passport. A customer service representative can open a bank account for you and explain all the bank's services in detail. Most banks offer two main types of accounts; a savings account and a checking account. They correspond to Norwegian "sparekonto" and "personkonto". Checks rather than giros are used for paying bills and can be used when paying for merchandise in some stores. Many banks offer so-called NOW (notice of withdrawal) accounts that combine the features of checking and savings accounts. This type of account allows only a certain number of checks per month and can be very handy for grantees who maintain a relatively high balance and write relatively few checks.

U.S. banks also offer "debit cards", which allow you to withdraw money from your account at ATMs (minibank) or to make purchases in stores. Debit and credit cards are used as much in the U.S. as they are in Norway.

Telephones/Communications

In the U.S., you will need to choose both a local and a long-distance phone service provider. Calls within the state are made and billed through your local service provider, while international and inter-state calls are made and billed through your long-distance carrier. Students who live on campus will usually be provided with local telephone service through the university. There are many long-distance phone service providers and plans available in the U.S. and before choosing any one, it is a good idea to shop around for the best rates.

Pre-paid "calling cards" are also a reasonable option for long distance service. These cards are available everywhere and are also offered at discount prices. For example, a \$20 calling card may cost \$18 at a discount grocery store. ANSA members can arrange reasonable long-distance telephone rates with ABM in Norway.

Cell Phones/Mobile Phones

Generally speaking, European cell phones don't work in the U.S. However, a growing number of "global" cell phones that work internationally on all systems are now available. Before you leave Norway, find out if your phone will work in the U.S. and if your service plan will cover you overseas. If purchasing a cell phone and service in the U.S., again, be sure to shop around for the best deal.

Public Telephones

Although coins may still be used for many public telephones, most now allow you to make local and long-distance calls using a credit card or a pre-paid "calling card" which can be purchased at a variety of locations.

Public Transportation

Generally speaking, public transportation is not as good as in Norway. While major cities such as New York, Boston, and Washington D.C. do have large metropolitan transit systems, smaller cities do not. Most grantees with families find that they need a car, especially if they live some distance from the university. American life, with large shopping centers located outside civic centers, revolves around the use of an automobile. In the U.S., most roads are built for cars – not for people; roads are not walking friendly!

In less urban locations, universities usually provide bus service convenient for students who live close to campus. Bicycles are also common on most campuses. A new bicycle can be purchased for less than \$150 at places like Wall-Mart, and will cheaply, easily and hastily get you around any campus area.

EMERGENCY PHONE NUMBERS

The following emergency phone number is used to call the police, medical emergency teams and firefighters throughout the entire country.

- **911**

DRIVING IN THE U.S.



Driver's licence

If you intend to drive a car in the U.S., you must arrange to get a valid driver's license for the state in which you reside. Even if you don't intend to drive, a U.S. driver's license is good to have as it is used almost exclusively as a means of identification (ID), although official state ID cards are available for non-drivers. Each state has its own licensing regulations. Search the Internet by "www.(state's abbreviation).gov" and find information on "Driver's License". When you arrive, contact the nearest Department of Motor Vehicles (DMV) for more information.

Driving Rules

International rules for driving apply in the U.S. and are essentially the same as in the Norway. However, some driving regulations vary from state to state and you should be sure to check on specific state laws at your local DMV. In general you should be aware of the following:

- The speed limit is indicated in miles per hour.
- The driver coming from the right at an intersection generally has the right of way, but not always. Be prepared to yield.
- At 4-way stop sign intersections, the first car to reach the intersection has the right of way. If two cars reach the intersection at the same time, the car to your right has the right of way.
- Norwegian laws regarding drinking and driving are stricter than in the U.S, but the safest rule is do not drink and drive. It is also illegal to have an opened bottle of any kind of alcohol in the vehicle.
- Automobile insurance is required.
- In some states, you may make a right hand turn on a red light if the traffic situation permits.

Buying or leasing a car

If you plan to buy (or sell) a car, the best place to start is the internet. Kelley Blue Book (www.kbb.com) is a good place to find out about prices of used cars (note the difference between the private party and retail price of used cars - private party is always cheaper, of course with a certain risk). Make sure you check out their "10 Steps to Buying a Used Car". For listings of used cars, check out cars.com. This is also a good place to sell your car (an online ad starts at \$30). When buying a car, it is advisable to do a "title check" which only costs \$20-25 (carfax.com) and gives you a comprehensive listing of the vehicle history. Ask if the seller has a recent carfax of the car you're interested in. If a used car seems "too cheap" to be true, chances are it's been salvaged (repaired after a major accident).

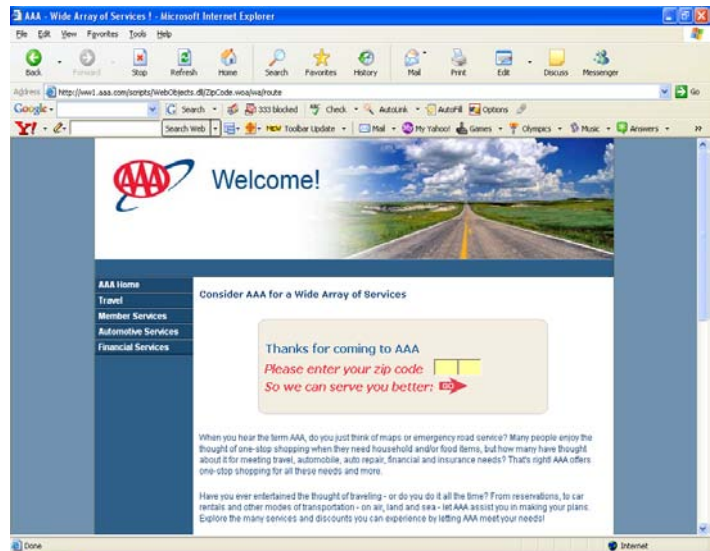
There is a great deal of helpful advice available on the internet which can help you decide whether to buy new or used, from an individual or from a dealer, or whether to lease instead of buy. Check out <http://www.consumerreports.org/> and <http://www.investorguide.com/>, for good tips on how to proceed.

Automobile Insurance

Car insurance is very expensive, especially for drivers under the age of 25. When you buy insurance in the U.S. it will help with a letter from your Norwegian insurance company, stating how long you have been insured and that you have driven without accidents (hopefully!).

The American Automobile Association, AAA

"Emergency road services and providing maps, although fairly well known, are not the only member services provided by AAA. A member-owned organization, AAA is dedicated to making the road of life as smooth as possible. After more than 100 years of experience in meeting member needs, AAA now offers even more products and services than ever before. Included in these member services are an array of travel assistance and information services, car purchase assistance and repair services, financial services, as well as credit and insurance products." Source: www.aaa.com



The following information is from a grantee from 1995-96:

"The American Automobile Association (AAA) acknowledges Norwegian policies and the bonus. There is a 2-3 months waiting period before one can get an appointment with AAA to sign a car policy. Get an appointment in Norway before you go!"

The grantee had a 50% bonus in Norway which the AAA accepted (the only American insurance company which would).

Other requirements for insurance with AAA:

- Membership with NAF or KNA is transferable to the US.
- No accidents in the last 3 years.
- A statement in English from the police and/or insurance company to prove the 3 years without accidents.
- Membership card from Norway.

SHOPPING

Shopping is one of America's most popular pastimes. In almost all locations, you will find a large selection of goods and tremendous variation in prices. The following are some useful tips for shopping:

- Be a "comparison shopper", check prices at several locations before you buy.
- Shop at discount stores rather than at department stores.
- Wait for "sales". These are advertized in newspapers or flyers.
- Talk to other students or friends about where to shop.

- "Sales tax" (where applicable) is not included on the price tag of an item. The clerk adds it onto the price of the item at the cash register.

In addition to discount stores, check classified ads in newspapers, go to a thrift store supported by the Salvation Army or another charitable organization or buy items at garage or yard sales. Americans hold such sales in their yard or garage to clear their home of unwanted items. In university communities, students often sell their goods when they finish their studies and move away.

Be aware that prices for prescribed drugs also vary tremendously. Large discount stores, such as Target or WalMart often have lower prices than drug stores.

Talk to other students or university contacts for shopping tips.

ALCOHOL and SMOKING

U.S. laws concerning the sale and consumption of alcohol may seem liberal, but it is illegal to purchase alcoholic drinks, including beer and wine, until the age of 21. Other laws pertaining to alcohol differ from state to state; for example, it might be illegal to be on the street with an open container of alcohol. Learn the laws in the state where you live.

Most public buildings are designated "smoke-free" meaning you cannot smoke in any part of the building. Many restaurants now offer only non-smoking seating. If you are a guest in someone's home, always ask permission before you smoke. Be prepared to see No Smoking signs in most offices, classrooms and stores.

PART SIX:

ENJOYING YOUR STAY THE UNITED STATES

RELIGION

The United States is a multicultural society founded on tolerance and mutual respect. America has a higher rate of church attendance than most other western societies. The church offers many activities, and Americans use their church in a social capacity.

You should not hesitate to seek out opportunities to practice your religious beliefs. Organized religious groups of many denominations are likely to be found near your university. The international student office will be able to help you locate the church of your choice.

The Norwegian State Church has established "Sjømannskirker" in several large cities in the United States. Check out their websites: www.nettkirken.no and www.sjomannskirken.no for more information. A "studentprest" visits all universities with a Norwegian population during the academic year and is also available for consultation and other services.

Studentprest *Bjørn Olav Bøe* har base i Minneapolis, og har ansvaret for USA og Canada.

Tlf.privat/kontor: +1 952 226 3182
Mobiltelefon: +1 651 398 1947
E-mail: bob@sjomannskirken.no

13937 Shoreside Circle
Savage, MN 55378

Source: <http://www.sjomannskirken.no>



AMERICAN HOLIDAYS

The following holidays are observed in America. Public institutions are generally closed on these days, while grocery markets and shopping malls are often open:

New Years Day	January 1 st
Martin Luther King Day	January 15
President's Day	3 rd Monday in February
Memorial Day	Last Monday in May
Independence Day	July 4
Labor Day	1 st Monday in September
Thanksgiving Day	4 th Thursday in November
Christmas Day	December 25 th

TIME OFF and TRAVEL WITHIN THE UNITED STATES

Find out right away when the fall and spring "breaks" are on your campus and plan ahead for the Christmas and summer recesses. During these recesses almost everything will be closed on campus. In a matter of hours, everyone will be gone and the campus will be quiet, deserted and shut down. These will be your chance to take a break from your studies and travel in the U.S.

Americans usually spend the holidays with their families. If you are invited to spend one of the holidays with a student, professor or local family, don't miss the opportunity to experience how Americans celebrate their holidays, what these holidays mean and what they cook for the occasion.

When students don't go home, they often travel in groups to participate in outdoor activities and sporting events. Check if your campus has an outdoors club for organized adventures such as skiing, white water rafting, horseback riding or going to the beach, as the club will usually offer inexpensive travel and lodging for their members. Another alternative is to ride with somebody who owns a car. Check the "rides" board on your campus. Students with cars put their names on lists to offer a ride and share the expenses.

Other travel destinations might include some of America's natural wonders such as the Grand Canyon in Arizona, Yosemite National Park in California, Yellowstone National Park in Wyoming and Niagara Falls on the border between New York State and Canada. A web site, Great Outdoor Recreation Pages, www.gorp.com, gives information on outdoor travelling.

No matter where you would like to travel, information about destinations, method of transportation and lodging, can be found on the Internet. Using a "search engine" and choosing travel will give you a long list of Internet sites.

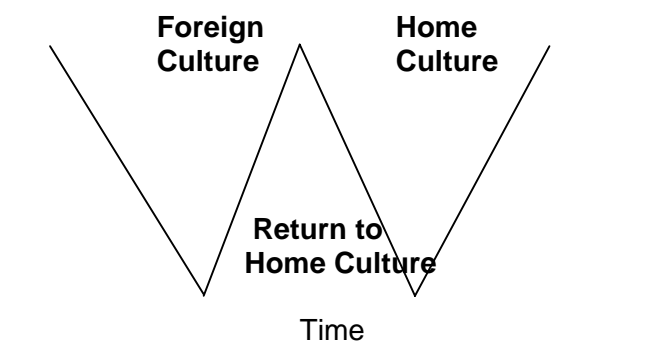
Do remember to keep IIE and CIES updated on your travel plans!

CULTURAL DIFFERENCES

Studying abroad means making big changes in your daily life. Generations of students have found that they go through a predictable series of changes as they adjust to living abroad. At first, most find the new situation very exhilarating, a time of new experiences, sights, sounds and activities. People are usually helpful and friendly and there are patterns you can learn and depend on. As you become more involved in activities and get to know people around you, differences rather than similarities will become more apparent. A very common occurrence is the "three months blues" when most students experience a real feeling of homesickness. Later when students start looking forward to returning to their home country, the W curve points upwards.

Few people anticipate that upon their return they will experience culture shock as they did when they first came to the United States. "Reverse culture shock" is most pronounced for those who expect everything at home to be the same as when they left it. As you see on the W curve, reverse culture shock follows the same pattern as when you first arrived in the United States.

The following is known as the W curve of Cultural Adjustment that everyone experiences in varying degrees:



As cultural differences emerge, for some people the process may culminate in an emotional state known as culture shock. Common symptoms of culture shock are:

- Extreme homesickness
- Desire to avoid social settings that seem threatening or unpleasant
- Physical complaints and sleep disturbances
- Depression and feelings of helplessness
- Difficulty with course work and concentration
- Loss of sense of humor
- Boredom or fatigue
- Hostility toward the host culture

The most effective way to combat culture shock is to be aware of the typical pattern. Try the following:

- Observe how others are acting in the same situation
- Describe the situation, what it means to you and your response to it
- Ask American students or residents how they would have handled similar situations
- Plan how you might act in the future

Throughout the period of cultural adaptation, take good care of yourself. Spoil yourself by eating good food, spending time with friends, staying in touch with Norway, exercising and getting plenty of sleep.. It is also useful to realize that the reactions and perceptions others have of you, and you have of them, are not personal evaluations, but are based on a clash of cultural values. The "shock" gradually eases as you begin to understand the new culture. With understanding you will start to do your best in your studies and social life and to relax and fully enjoy your new situation.

STAYING IN TOUCH WITH NORWAY

The Norwegian Embassy in Washington, DC puts out a monthly newsletter in English called NEWS of NORWAY, also accessible through www.norway.org.

In addition to the websites of all the major Norwegian newspapers, other sources of information are:

NORWAY DAILY, <http://odin.dep.no>
 NORWAY POST, <http://www.norwaypost.no>

ANSA (Association of Norwegian Students Abroad) is an interest group for Norwegian students. ANSA members in the U.S. often organize gatherings or parties and can be a good way to keep in touch with other Norwegians. For information on some of the benefits of ANSA membership, see "Other Insurance" and "Telephones"

ANSA, Storgata 19, 0184 Oslo
 Tlf: 0 45 44
 E-mail: studinfo@ansa.no
 Homepage: <http://www.ansa.no>

NORWEGIAN OFFICES IN THE UNITED STATES

Royal Norwegian Embassy
2720 34th Street, NW
Washington, DC 20008
Vice Consul: (202) 944-8939
Fax: (202) 337 0870
www.norway.org

Royal Norwegian Consulate General
2777 Allen Parkway Suite 1185
Houston, TX 77019
Tel: (713) 521-2900
Fax: (713) 521-9473
E-mail: mcq@net1.net

States:
Alabama, Arkansas, Kansas, Louisiana,
Mississippi, Missouri, Oklahoma, Texas,
Puerto Rico, territories

Royal Norwegian Consulate General
1007 North America Way Suite 305
Miami, FL 33132
Tel: (305) 358-4386
Fax: (305) 374-4369

States:
Florida, Georgia, South Carolina

Royal Norwegian Consulate General
800 Foshay Tower
821 Marquette Ave.
Minneapolis, MN 55402-2961
Tel: (612) 332-3338
Fax: (612) 332-1386
E-mail: minneapolis@norway.org

States:
Iowa, Michigan, Minnesota, Montana,
Nebraska, North Dakota, South Dakota
Wisconsin

Royal Norwegian Consulate General
825 Third Avenue 38th Floor
New York, NY 10022
Tel: (212) 421-7333
Fax: (212) 754-0583
e-mail: cons.gen.newyork@mfa.no
Contact: Hilde Haaland Kramer,
Coordinator of International Education

States:
Connecticut, Delaware, Illinois, Indiana,
Kentucky, Maine, Maryland,
Massachusetts, New Hampshire, New
Jersey, New York, North Carolina, Ohio,
Pennsylvania, Rhode Island, Tennessee,
Vermont, Virginia, Washington DC, West
Virginia

Royal Norwegian Consulate General
20 California St. 6th Floor
San Francisco, CA 94111-4803
Tel: (415) 986-0766
Fax: (415) 986-3318
e-mail: norwaysf@pacbell.net

States:
California, Alaska, Arizona, Colorado,
Hawaii, Idaho, Nevada, New Mexico,
Oregon, Utah, Washington, Wyoming

References:

NAFSA's International Student Handbook
ANSA's homepage
Peterson's Guides homepage

APPENDIXES

APPENDIX I-	Tables of conversion
APPENDIX II-	Notes on American University Education
APPENDIX III	How to Write Papers for American Professors
APPENDIX IV	University vocabulary
APPENDIX V	Student medarbeider i New York
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APPENDIX 1: Tables of conversion

1. CLOTHING SIZES

Since sizes are not standardized, this is just a guide; try on, when possible.

Women's Dresses, Coats, Suits, Skirts

U.S.	10/32	12/34	14/36	16/38	18	20
Europe	38	40	42	44	46	48

Junior Dresses, Coats, Suits, Skirts

United States	7	9	11	13	15	17
England		9	11	13	15	17
Europe	34/36	36/38	38/40	40/42	42/44	44/46

Ladies' Blouses and Sweaters

U.S. & England	30	32	34	36	38	40	42
Europe	38	40	42	44	46	48	50

Ladies' Shoes

U.S.	4	5	6	7	8	9	10
Continental	34	35	36	37	38	40	41

Men's Shirts

U.S. & England	14	14 1/2	15	15 1/2	16	16 1/2	17
Europe	36	37	38	39	40	41	42

Men's Shoes

U.S.	5	6	7	8	9	10	11	12
Europe	38	39	40	41	42	43	44	45

Measurements Chest and Waist

U.S.	30	32	34	36	38	40
Continental	37/38	40	42/43	45	47/48	50

APPENDIX II: Weights and Measures

<u>Metric</u>	<u>American</u>
1 gram	0.353 ounce
1 kilogram	2.204 lbs.
0.453 kilograms	1 pound
1 liter	1.057 liquid quarts
0.473 liters	1 pint
3.785 liters	1 gallon
1 kilometer	3.280 feet or 5/8 of a mile
10 kilometers	1 Norwegian mile
1.61 kilometers	1 English (American) mile
1 meter	1.094 yards / 39.37 inches
2.54 centimeters	1 inch

3. TEMPERATURE CONVERSIONS**Oven Temperature Conversions**

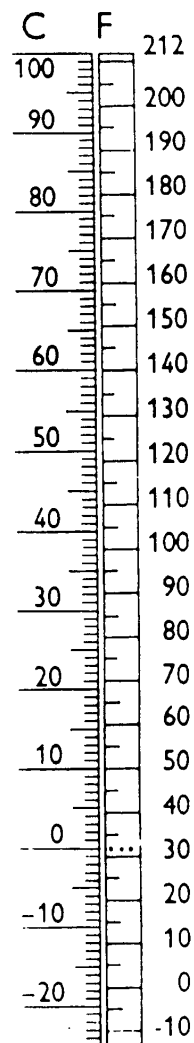
<u>Fahrenheit</u>	<u>Centigrade</u>
300	149
325	163
350	177
375	191
400	204
425	218
450	232

From Celsius to Fahrenheit:

Multiply C degrees by 9/5 and add 32.

From Fahrenheit to Celsius:

Subtract 32 from F degrees and multiply by 5/9



APPENDIX III: Notes on American University Education

SOME NOTES ON AMERICAN UNIVERSITY EDUCATION

-- Paul Christensen, Texas A&M University, Fulbright Lecturer, University of Oslo (1996-97)

American education is predicated on the making of individuals. The Jeffersonian model, on which most university curricula are based, pursues the ideal of a "liberal arts" education. By liberal is not meant any political persuasion left of center, but liberation from the body and from nature, from the baser instincts, but also from the ties and bonds of groups, clans, faiths, and other loyalties. The idea is to build a strong, autonomous self that is both creative and guided by self-interest. To achieve this goal requires that a student willingly immerse himself/herself in the life of the university, but at the same seek to distinguish oneself from others. Successful students make themselves known personally to their professors, through office conferences, and by vigorous participation in class, as well as by the excellence of their research and test performance.

In the arts and humanities, discussion is a key way of developing a leadership role in class. The successful student is someone who, not only excels on tests and papers, but who projects a strong personality and can take over and lead discussion, can engage in dialogs with the professor, and demonstrate personal drive and ambition. Where European students may well succeed as passive learners who rarely or never contribute to discussion or pose questions, in American classrooms, professors often conduct their classes through a network of student discussion-leaders. The class is a microcosm of American society, with some students proving to be more resourceful and aggressive in controlling the flow of discourse, and in demonstrating ability and creativity through debate.

Even in the most technical fields of the hard sciences, engineering, law, and medicine, students are expected to be forceful in the classroom, and to be open and sociable in academic settings. This does not mean students should be overbearing or always eager to be heard; rather, there is a mode of being in the American classroom that demonstrates interest, willingness to learn, and the energy to create new ideas. The Norwegian student may find this openness strange at first, and perhaps never quite adapt to the frankness, spontaneity, and argumentation that characterize the best classrooms. But it is crucial to the meaning of education in America, and the more one prepares for, and tries to adapt to, this style of learning the better the experience will be.

In seminars and discussion groups, it is often the students who teach each other, with the professor serving as moderator or catalyst. Hence, one should choose a university for study with two criteria in mind: the quality of the instruction, and the quality of students who come there. One will be dependent on both for a good education. Quality is often shown in the variety of student organizations on campus, the number of professional and learned societies, student publications, and the like. Other measures of quality are admission criteria, numbers and kinds of graduate degrees granted, average length of candidacy for degrees, and job placement data, if available.

APPENDIX IV: How to Write a Paper

HOW TO WRITE PAPERS FOR AMERICAN PROFESSORS

A few tips from an American English Professor: Paul Christensen

You have been assigned a short (5-10 pp.) paper to write. You have learned the Norwegian way of writing papers -- a formal presentation of ideas numbered by section and subtitled according to a certain fixed procedure. Can you transfer this method to your American classroom? No.

The ideal paper will have some or all of the following features for your American professor:

- A single, undivided text that opens with a forceful premise, definition of key terms, statement of purpose or means of demonstration, followed by a smoothly flowing argument for or against, and ending with a conclusion that restates the premise or tidies up all the loose ends of the evidence.
- **Voice:** Instead of the conventional “objective” tone of third-personal narrative, use the “I” wherever it is obvious you are stating your own opinion or insight. Use the surname of the researcher when citing other evidence or sources. Do not over-document your sources, but sparingly interrupt text with citations in text, or even more sparingly use footnotes/endnotes to indicate sources. The voice is important throughout the paper; it should be informal without being casual or colloquial. It should also be that of someone who is neither an authority nor a rube, but is in the process of investigating and discovering the truth about something. The voice should be that of the intelligent letter-writer or in the tone used in serious classroom debate.
- **Reasoning:** A paper should reflect both one’s own hard thinking and sifting of facts and the proof of the ideas through careful, relevant research. A good argument depends largely on the writer’s own logic, and less so on the evidence assembled. The evidence, such as it is, should be confined to those experiences not otherwise available to the writer: statistics, polls, primary texts, interviews, etc. Public domain information is not subject to documentation: weather, historical dates and figures, battles, natural disasters, and the like. A paper should read like a good conversation, driven by a fast-paced tempo of logic and evidence, and unencumbered by irrelevant learning or pedantry.
- **Prose style:** A learned discourse need not exhaust the thesaurus or break the dictionary. The rule of thumb in good paper-writing prose is a diction that moves effortlessly between informality and precision, with competent use of the key technical terms, and little or no professional jargon. While some professors may be uncritical of jargonizing prose, most are suspicious of the overuse of such terminology -- and find it masking either incompetence or empty argument.
- **Evidence:** It is crucial that students use information available from the present back to ten years. Unless the evidence needed is of a historical nature itself, the latest criticism is the best or most appropriate evidence. Not only because it “corrects” former mistakes, but also because it reflects current values and perspectives and the state of the profession or discipline. But too narrow a field of reference is to avoided as well. In the age of ecumenical learning and multi-disciplines, evidence from other fields or from popular culture and the media, can prove or illustrate arguments as well as or better than professional commentary. Relating information from other disciplines is a test of the argument’s validity or universality.

- **Documentation:** The rule is less is more. But whatever “least” is should be the most germane, and the most valuable information to bring to the proof. Use the standard mode of documentation for the field. In the case of modern languages and literatures, the preferred style manuals are the *MLA Handbook* and the *Chicago Manual*. The social sciences have their own standards, as do the science and engineering fields.
- **Abstracts and précis:** Unless a professor specifically requests an abstract or précis to precede the paper, avoid them. Begin the paper with your premise and definitions, and proceed directly to proof and conclusion, and endnote documentation, a “Works Cited” page if required. An abstract should be no longer than a long paragraph, in which the precise order of premise and ideas is repeated in miniature. A précis is a reduction of the argument but not in its original structure.

Goals of paper writing: Papers long or short are demonstrations of one’s ability to join the field and conduct research. It is a test of one’s skills to pose new questions and to synthesize the knowledge already assembled on the question. The act of writing should neither remove the writer from the focus of the question nor over-assert his or her presence. The writer is a concerned investigator using his or her wits and analytical skills to correct a notion or to introduce a new relation; the quality of that act will depend upon a sense of fairness, modesty, personal involvement, and thoroughness of the search. All these are criteria in judging a good paper.

Formality and stiffness, needless pedantry and over-elaboration of principles or analysis are viewed as weaknesses by American professors. A great paper is one in which the writing seems effortless, the evidence transparent, the thesis sensible and necessary, and the documentation exact and tight-fitting.

APPENDIX V: University Vocabulary

Academic Credit- (or credit hours or, simply, credit): generally one academic credit is earned for every one hour of lecture per week.

Academic Probation- a term for when a student's **grade point average** falls below an acceptable level.

Academic Year-

Semester system-2 16 week **terms**- exclusive registration and exam week-plus summer session.

Quarter system- 3 10-week **terms**-exclusive registration and exam week- plus summer session.

Accredited- quality of academic programs has been approved by an outside rating agency.

Add- see **drop and add**.

Admission- a student's acceptance for enrolment.

Advisor- faculty member who offers academic advice, explains requirements, and assists in **scheduling**. You do have an advisor; ask your **department** head.

Calendar- important dates of the academic year.

Catalog- information from an individual institution includes **calendar, courses, and programs**.

Co-requisite-a course to be taken during the same **term** as another course.

Cognate- a specified course, generally in field other than the **major**, which must be taken for the **program**.

Courses- listed in the **catalog**; generally show a course number- **EN101**-followed by the course name- **Freshman English 1**- and the number of academic credits for the course- (3)- shown in parentheses.

Crash- collapse from exhaustion. **Generally after extensive study but not always.**

Credit- see **Academic credit**.

Curriculum- (**program**)-courses required for a specific degree or certificate.

Departments-division of a college or school offering courses in one or more **disciplines**.

Discipline- group of related courses, such as mathematics.

Drop & Add- change of schedule by dropping or adding courses after the **schedule period**. Check **calendar** for drop-add period.

Elective- course distinguished from **required course**. Chosen from a number of specified courses.

Financial Aid- includes scholarships, loans or work-study grants or jobs.

Full-time student- student enrolled in 12 or more credits per term.

Grade Point Average- (GPA) number of points earned divided by the hours of credits attempted.

Major- concentration of courses in a specific area, approximately 1/3 of the total number of credits required for a bachelor degree.

Minor- a lesser concentration of courses in a specific area.

Professor- general term for all faculty; also, a specific rank of college teachers who progress from instructor, assistant professor and associate professor to (full) professor. If a professor has a doctoral degree, he/she may be referred to as "doctor".

Prerequisites- courses which must be successfully completed before taking other specific courses.

Program- (also **curriculum**)- a group of courses to be taken in order to earn a degree or certificate.

Registration- a period of time before each term when the student pays tuition, requests courses, etc.

Schedule of classes (a free best-seller)-published before each term and includes course details and scheduling procedures.

Syllabus- written description of course content, usually including textbooks and other written materials used in the course.

Term- see **academic year**.

Transcript-record of all a student's courses kept by the registrar's office.

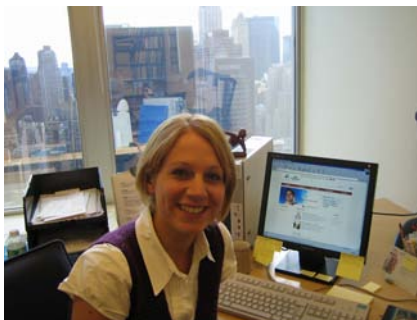
Transcript, Official- record of a student's educational background mailed directly from the registrar's office of issuing institution to admissions office. It must bear the seal of the institution and signature or stamp of school official.

Withdrawal- procedure for dropping a course.

APPENDIX VI: Student Adviser in the U.S.

STUDENTMEDARBEIDEREN VED GENERALKONSULATET I NEW YORK

HVEM ?



Linda Petrine Prestegård

Bakgrunn:

Cand.Mag. I anvendt språkvitenskap fra NTNU, Fulbright stipendiat 2002-03 for å ta en Mastergrad i *International and Intercultural Communication* fra University of Denver, Colorado.

HVA?

Studentmedarbeiderens arbeidsområde:

Bindeledd mellom norske studenter og amerikanske og norske institusjoner:

- spørsmål om evaluering av norsk utdanning
- spørsmål om lån/stipend etc
- spørsmål om visum og oppholdstillatelse
- spørsmål om godkjenning
- spørsmål om practical training
- generell info om utdanning i USA og Canada
- andre spørsmål

Samarbeid med ANSA:

ANSA Oslo: holder nær kontakt, utveksler info, deltar på generalforsamling. ANSA USA/Canada: prøver å delta på alle landsmøter, noen org. kurs, samarbeider med landsstyret

Besøksvirksomhet::

Besøker universiteter for å samtale med norske studenter og for å bistå admissions office/international student office med info om norsk utdanning. Deltar på konferanser og møter i USA og Canada for å være oppdatert på viktige endringer og nyheter som angår internasjonal utdanning. Markedsfører utdanning i Norge for amerikanske og kanadiske studenter

HVOR?

Generalkonsulatet i New York, <http://www.norway.org>

Adresse: Royal Norwegian Consulate General, 825 Third Ave, 38th floor, New York, NY 10022

Telefon: 212-421-7333, ext 505 Fax: 212-745-0583

Mobil: 646-427-0811

E-mail: lpr@mfa.no

APPENDIX VII: Medical coverage for Norwegian students abroad

Please remember to check updates directly with the National Office for Social Insurance Abroad! www.trygdeetaten.no

Medical coverage for Norwegian students abroad

Explanation of benefits (updated 2005)

In-patient

- Necessary in-patient services in hospital in a semi-private room are covered in full, including Psychiatric Hospitals and Maternity Clinics.
- Necessary laboratory tests, x-rays, pathology, anaesthesiology, etc. relating to the hospitalization date(s) are covered in full.
- Ambulance service is covered in full.

Out-patient

- Medical treatment, psychotherapy, laboratory tests, x-rays, medication, travel expenses.
- For ambulatory services there is a deductible of NOK 968,- (approx. USD 145) a year (1997).
- Only medication for chronic diseases (as defined in Norwegian law) is covered.
- Psychotherapy must be performed by a M.D. (psychiatrist) or a Ph.D. (psychologist), who must submit a written evaluation every three months. A written referral to psychotherapy must be given by a M.D. Psychotherapy must be approved in advance in each individual case.
- Necessary treatment by a Doctor of Osteopathy and a Podiatrist is covered in the U.S.A. only.

Out-patient

- Dental treatment, physical therapy, Chiropractor, speech therapist, hearing aid.
- Prophylactic dental treatment is not covered. Other dental treatment is covered 0 - 100 %. Subject to approval in advance.
- Physical therapy must be prescribed by a Medical Doctor. Necessary expenses are covered 75 % or in full.
- Necessary expenses for treatment by a Chiropractor is covered with NOK 35,- (approx. USD 5.50) per treatment. Limited to 14 sessions per year.
- Speech therapist is covered with fixed amount per session or in full. Subject to approval in advance.
- Hearing aid is covered in full. Subject to approval in advance.

Out-patient

- Not covered: Routine check-ups, health certificates, most vaccinations, acupuncture and pediatric care (well child check-ups) are not covered.
- Exams by Optometrist and Homeopath are not covered.
- There are also other limitations on out-patient expenses not listed above.

Death

- Necessary funeral expenses abroad are covered in full. Transportation expenses of urn or bier to Norway are also covered in full.
- In serious cases of mental disturbance, the nearest Norwegian Foreign Service Office should be contacted immediately.

Norwegian Foreign Service Offices are local claim handling agents for Norwegian students abroad.

FOLKETRYGDKONTORET FOR UTENLANDSSAKER eksp.tid 9-14.30
Havnelagerbygningen, Langkaia 1, Pb.8138 Dep, 0033 Oslo
Telephone: 810 59 338 Fax: 23 31 13 01 E-mail: ffu@trygdeetaten.no
For further information, check the following website: www.trygdeetaten.no

APPENDIX IX: Signing a Lease in the United States

WHAT DO YOU NEED TO KNOW ABOUT HOUSING LAWS?

These are the DO's and DON'Ts of signing a lease.

- ✓ **DO** discuss and negotiate any problem areas in the lease before you sign it; be sure to sign your initials next to all changes that you or the landlord make in the lease.
- ✓ **DO** make sure that you have a copy of the lease with both your signature and the landlord's signature on it.
- ✓ **DO** check whether or not the cost of utilities (gas, electricity) is included in your monthly rent.
- ✓ **DO** make sure that all the provisions of the lease are legal. Clauses which prohibit children or overnight guests are NOT legal; check with a tenants' association or a lawyer if you have questions about your lease.
- ✓ **DO** remember that you are legally responsible for the sum payment of rent quoted in the lease.
- ✓ **DO** find out what the rules are about such things as keeping a pet, disposing of garbage, making noise, subletting, etc.
- ✓ **DO** find a safe place to keep the lease. You may want to consider renting a safe deposit box at the bank as a very secure way of storing important documents.

DON'T rely on oral agreements. Only written agreements in a lease are legally binding.

DON'T sign the lease unless it is written in plain English, not in legal jargon.

DON'T sign the lease if there are blank spaces. Cross out all blank spaces before you sign so nobody can make any new changes.

DON'T feel pressured into signing the lease before you've had time to read it over slowly and carefully. Spend as much time as you need reading the lease before you sign it.

APPENDIX X: Enrolling Children in U.S. Public Schools

Enrolling Children in U.S. Public Schools

Many times the international student seeking admission to a U.S. institution, particularly at the graduate level, is a mature professional with a family. These students often have questions regarding enrolling their children in the U.S. public school system. While each local school district—there are literally thousands—has its own regulations for the admission of international students, there is some general information which may be of assistance.

First, each prospective student must have had a complete physical examination within the last year and be able to furnish a report listing all results. The physical examination should include a hematocrit or hemoglobin test (to test for anemia), blood pressure reading, and the date and results of a tuberculin test.

Most states have laws concerning immunization requirements, and the following immunizations are generally required:

- 4 DPT (diphtheria, tetanus and whooping cough)
- 4 Oral Polio vaccine
- Measles (rubeola)
- Rubella
- Mumps

It is strongly recommended that parents have the physical examinations conducted and the immunizations administered before leaving their home country since medical care is extremely costly in the United States. A physical examination in the United States with the necessary immunizations could easily run \$75 to \$100 per child. Such routine examinations are usually *not* covered by insurance policies. It is advantageous for students to bring complete medical records for themselves and their families.

In addition to health records for each child, parents should bring records of each year's academic work taken in the home country. These school records should be in the student's native language (or language of instruction) with an accompanying English translation. It will be much easier for the family to bring educational records with them than to write to the home country requesting educational records after arriving in the United States.

The public school system is free to U.S. citizens because the schools are funded through citizen tax dollars. Some school districts require nonresidents to pay a tuition charge in order for their children to attend school.

In addition to the public school system, there are usually some privately operated schools in each city. Some of these schools are operated by a particular religious group, although religious content in the curriculum will vary by school. Since they often charge a substantial fee, private schools are probably a viable alternative only for the wealthiest families.

In the United States, children normally begin the first grade when they are six years old. They may attend kindergarten at age five. Uniforms are not worn in the public schools but may be required in private schools. Children may either bring their lunch from home or purchase it in the school cafeteria. American children go to school six hours per day, five days per week, September through June. In addition, "homework" is assigned to be completed outside of class and returned the following day.

American schools have an organization called the PTA—Parent-Teacher Association—which plans school social functions, raises money for the school, and presents programs of interest to parents. International parents may find it informative and worthwhile to participate in the PTA or other activities of their children's school.

More information about enrolling your children in U.S. schools can be found on the Fulbright website: www.fulbright.no under "Student Advising"