Making a Trip to the Social Security Office

1. **Making the trip**
   - The entire trip takes about 2 hours, so be sure you set aside an entire morning or afternoon. Be sure you have checked-in with the Office of Global Engagement. Your SEVIS record must be Active before you go to the Social Security Administration. Make sure you have all the necessary documents complete and ready to go. Social Security Administration can only accept original documents or documents certified by the issuing agency. Notarized copies or photocopies of documents are not acceptable.

2. **Going to the office**
   - Take bus #7 (Prince Avenue) from the Arch or Multi-Modal Transportation Center (MMTC).
   - For the current bus schedule, visit: https://www.athensclarkecounty.com/7565/Route-7---Prince-Avenue
   - Swipe your UGA ID Card as you get onto bus #7 (Prince Ave).
   - If you get on the bus at the Arch, the bus will stop for about 10 minutes at the MMTC.
   - The Social Security Office is the stop directly after the Athens Regional Medical Center (the hospital is on the left).
   - A good clue is when you see a long, wrought iron fence on the left, pull the stop request cord; the fence is located right before your stop.

3. **At the office**
   - Go to the kiosk by the door and press the number for first-time card application on the screen.
   - Take the number printed out and wait until your number is called.
   - When your number is called, go to the desk that you are instructed to go to.
   - For assistance, ask the police officer located at the help desk by the door.
   - Once you are at a desk with a Social Security Officer, tell the officer that you’d like to apply for a first-time card and give them your paperwork.

4. **Getting back to campus**
   - When you leave the office, go back to the same bus stop you got off and take bus #7 (Prince Avenue) back to the Arch.

5. **Getting your card**
   - Ask the Social Security Officer how long it will take for your card to arrive in the mail. The card will come to the address you provided on the SS-5 form.
   - Take your new Social Security Card to your employer. Your employer will update your information with UGA using this card.
When someone steals your identity, they can open new credit cards and bank accounts, establish phone services, apply for loans and government benefits, write bad checks, and file for bankruptcy in your name. Consequently, victims have great difficulty clearing credit reports, obtaining loans, and getting their finances back in order.

**CONSEQUENCES**

- Stealing
- “Dumpster Diving” (going through people’s garbage to steal information)
- Social Engineering (contacting organizations pretending to be the member to obtain personal information)
- Change of Address Forms

Although thieves may gain personal information from records within stolen wallets, purses, and mail, they often obtain it through bill statements or financial documents thrown away in the trash.

Thieves are also becoming savvy in getting individuals to disclose personal and financial information over the internet or via the telephone. Using a technique called ‘phishing,’ thieves create websites that mimic legitimate sites such as financial institutions then record information as individuals attempt to login. Thieves also use techniques via ‘spam’—email disguised as legitimate financial correspondence to obtain account numbers and personal data.

Using a technique called ‘social engineering,’ thieves may contact organizations and pretend they are members in an effort to obtain personal information. Lastly, they may complete “change of address” forms to reroute financial records and bills.

There are many ways to prevent identity theft. Some of these include:

- Keep personal papers in a safe place.
- Use a cross-cut shredder to destroy documents and mail containing personal information.
- Protect your social security number by removing it from your wallet or purse, checks, and drivers license and only giving it out when absolutely necessary. (NEVER give it out via e-mail or the Internet and be extremely cautious about giving it out over the telephone.)
- Never answer unsolicited email requests for personal information even if the source appears to be legitimate.
- Never post identifiable information about you or your family on a personal website (for example your birth date, address, phone number).
- Always shop with online merchants that you know and that have secure sites for purchase information.
- Keep passwords on all financial accounts like banks, credit cards, phones, and investments. Change these regularly.
To minimize harm from identity theft, be vigilant in checking your credit reports from the three major reporting agencies (Equifax, Experian, and TransUnion) every six months. Georgia residents may obtain two free reports per year. Look for red flags like incorrect mailing addresses, variations of your name, companies that the credit bureau mailed your report to without your permission, etc. When checking these reports, please note that there is no charge for the report as long as you request only one per year.

Also be aware of when bills and statements normally arrive in the mail. Check them immediately to detect unauthorized purchases. Be suspicious if your bill fails to arrive on time and contact the company for details.

If you fall victim to identity theft, act immediately. Contact one of the three credit reporting agencies (Equifax, Experian, and TransUnion) and place a fraud alert on your credit report. This ensures that creditors will have to follow stricter procedures before opening accounts in your name.

Close any accounts that have been tampered with or established fraudulently and file a police report and report the theft to the Federal Trade Commission. This will help you appease creditors that may want proof of the crime.

Identity theft poses a serious threat. However, several procedures can be taken to reduce personal risk.

These websites provide detailed information about identity theft prevention, detection, and reclamation:

Credit Reporting Agencies:
- Equifax: 1-800-525-6285
  www.equifax.com
- Experian: 1-888-397-3742
  www.experian.com
- TransUnion: 1-800-680-7289
  www.transunion.com

Federal Trade Commission Identity Theft Helpline:
- 1-877-ID-THEFT

https://eits.uga.edu/access_and_security/infosec/
https://www.idtheftcenter.org/
UGA Auxiliary Services is centralizing all customer service functions for its units at the One Stop Shop at Tate Plaza to provide a more streamlined customer service experience in a central campus location.

ABOUT

One Stop Shop is designed to assist with matters related to the UGA Bookstore, Dining Services, Golf Course, Transportation and Parking Services, and Vending Services.

ONE STOP SHOP SERVICES INCLUDE:

- Customer service support for Auxiliary-related services
- Meal plan, Paw Points, and Bulldog Bucks account management
- Parking permit registration
- Parking account management
- Bus route information
- Lost and found items from the UGA buses
- Vending refunds

Parking Information: 706-542-7275

Contact

One Stop Shop office address: 40 Baxter Street, Room 100 Athens, GA 30602
For more information about the One Stop Shop, please contact 706-542-6985.

*Note: Joe Frank Harris Commons will continue to house offices for Transportation and Parking Services, but any customers needing assistance should visit the One Stop Shop.
UGAMAIL EMAIL ACCOUNT
You must create a UGA MyID in order to set-up an email account
• Go to http://ugamail.uga.edu/
• A total of 10 GB available for email, WebPages and other files

INTERNET SERVICE PROVIDERS
Charter: 1-877-906-9121, https://www.charter.com/browse/content/internet

POSTAL SERVICE IN ATHENS
Downtown: 115 E. Hancock Ave., Suite 100
Five Points: Add Drug Store (next to Earth Fare), 1695 South Lumpkin Street
East Side: 575 Olympic Drive
West Side: 3700 Atlanta Hwy, Suite 135 (Georgia Square Mall)

INTERNET CALLING/ VIDEO CHAT
Skype: For more information visit their website at http://www.skype.com/
Google Voice: For more information visit their website at http://www.google.com/voice
FaceTime: For more information visit their website at http://www.apple.com/facetime

CELL PHONE STORES
Verizon Wireless
www.verizonwireless.com
1761 Epps Bridge Parkway
Suite 103
Athens, GA 30606
(706) 543-5150

Sprint
www.sprint.com
1880 Epps Bridge Pkwy
Suite 106
Athens, GA 30606
(706) 549-2144

T-Mobile
www.t-mobile.com
124 Alps Road
Athens, GA 30606
(706) 353-3155

Metro PCS
www.metropcs.com
2235 West Broad Street
Athens, GA 30606
706-354-8077

AT&T
www.att.com/wireless/
1750 Epps Bridge Pkwy
Athens, GA 30606
(706) 355-7000

AT&T
www.att.com/wireless/
191 Alps Road
Athens, GA 30606
(706) 559-4831

TELEMARKETING
This is when businesses contact you to try to sell you one of their products. They talk very fast and try not to give you a chance to say no. Make sure you make an effort to interrupt them and say NO; also remember to tell them to remove you from their calling list. You can also register on The National Do Not Call Registry. Click on this link for more information: https://www.consumer.ftc.gov/articles/0133-cell-phones-and-do-not-call-registry

A zip code is a 5-digit code that identifies a specific geographic delivery area
UGA Zip Codes
• 30609- All UGA residence halls
• 30605- Family and Graduate Housing
• 30602- All UGA offices and departments
The following numbers are UGA offices and departments that may be useful. Keep this list of important phone numbers easily accessible to you.

<table>
<thead>
<tr>
<th>Service</th>
<th>Phone Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Emergency - 24 Hours</td>
<td>911</td>
</tr>
<tr>
<td>Admissions, Undergraduate</td>
<td>(706)-542-8776</td>
</tr>
<tr>
<td>Admissions, Graduate</td>
<td>(706)-542-1739</td>
</tr>
<tr>
<td>Athletic Intercollegiate Ticket</td>
<td>(706)-542-1511</td>
</tr>
<tr>
<td>Bookstore</td>
<td>(706)-542-3171</td>
</tr>
<tr>
<td>Bulldog Bucks</td>
<td>(706)-542-8257</td>
</tr>
<tr>
<td>Bursar’s Office</td>
<td>(706)-542-2965</td>
</tr>
<tr>
<td>Bus - Athens Transit</td>
<td>(706)-613-3430</td>
</tr>
<tr>
<td>Bus - UGA Transit</td>
<td>(706)-542-6220</td>
</tr>
<tr>
<td>Campus Mail</td>
<td>(706)-542-5286</td>
</tr>
<tr>
<td>Career Center</td>
<td>(706)-542-3375</td>
</tr>
<tr>
<td>Disability Services</td>
<td>(706)-542-8719</td>
</tr>
<tr>
<td>Campus Police</td>
<td>(706)-542-5813</td>
</tr>
<tr>
<td>Emergency Medical Problems</td>
<td>(706)-542-1163</td>
</tr>
<tr>
<td>Financial Aid</td>
<td>(706)-542-6147</td>
</tr>
<tr>
<td>Graduate Studies</td>
<td>(706)-542-1739</td>
</tr>
<tr>
<td>Health Center</td>
<td>(706)-542-1162</td>
</tr>
<tr>
<td>Housing, Campus</td>
<td>(706)-542-1421</td>
</tr>
<tr>
<td>Housing, Family &amp; Graduate</td>
<td>(706)-542-1473</td>
</tr>
<tr>
<td>International Student Life Office</td>
<td>(706)-542-5867</td>
</tr>
<tr>
<td>Legal Affairs</td>
<td>(706)-542-0006</td>
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<tr>
<td>Library, Main</td>
<td>(706)-542-3256</td>
</tr>
<tr>
<td>Library, Science</td>
<td>(706)-542-4535</td>
</tr>
<tr>
<td>Meal Plan</td>
<td>(706)-542-1256</td>
</tr>
<tr>
<td>Miller Learning Center</td>
<td>(706)-542-7000</td>
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<tr>
<td>Multicultural Services and Programs</td>
<td>(706)-542-5773</td>
</tr>
<tr>
<td>Office of International Education</td>
<td>(706)-542-2900</td>
</tr>
<tr>
<td>Parking Services</td>
<td>(706)-542-7275</td>
</tr>
<tr>
<td>Performing Arts Center</td>
<td>(706)-542-4400</td>
</tr>
<tr>
<td>Phone Directory</td>
<td>(706)-542-3000</td>
</tr>
<tr>
<td>Print &amp; Copy Services</td>
<td>(706)-542-8493</td>
</tr>
<tr>
<td>Ramsey Student Center</td>
<td>(706)-542-1454</td>
</tr>
<tr>
<td>Red &amp; Black</td>
<td>(706)-433-3000</td>
</tr>
<tr>
<td>Registrar</td>
<td>(706)-542-4040</td>
</tr>
<tr>
<td>Sexual Assault Referral Service</td>
<td>(706)-542-1912</td>
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<tr>
<td>Sexual Harassment (Judiciary Affairs)</td>
<td>(706)-542-1131</td>
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<tr>
<td>Student Accounts</td>
<td>(706)-542-2965</td>
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<td>Student Affairs</td>
<td>(706)-542-3564</td>
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<td>Tate Student Center</td>
<td>(706)-542-3816</td>
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<tr>
<td>Tickets - Athletic</td>
<td>(706)-542-1231</td>
</tr>
<tr>
<td>Tickets - Concerts</td>
<td>(706)-542-8579</td>
</tr>
<tr>
<td>Testing Services</td>
<td>(706)-542-3183</td>
</tr>
<tr>
<td>Tutoring</td>
<td>(706)-542-7575</td>
</tr>
<tr>
<td>UGA Card</td>
<td>(706)-542-9226</td>
</tr>
<tr>
<td>UGA Alert</td>
<td>(706)-542-5845</td>
</tr>
<tr>
<td>University Union</td>
<td>(706)-542-6369</td>
</tr>
</tbody>
</table>
Graduate students should research Graduate or Teaching Assistantship opportunities from the following places:

- Academic Departments
- The UGA Graduate School
- Student Affairs (process begins in Fall semester)

Check with UGA Financial Aid office (https://osfa.uga.edu/) regarding loan or scholarship options for international students.
- Typically, these funds are VERY limited for international students
- Usually, there are more funds available for international graduate students than international undergraduate students

International students may want to inquire about scholarships to study abroad in the U.S.
They are often offered by their home country’s consulate or government as well as from international organizations (such as U.N. or the Fulbright Commission).

The Office of Global Engagement (OGE) may offer tuition waivers for international students who have met certain eligibility requirements.
- Go to OGE (or visit their webpage at https://osfa.uga.edu/policies/ tuition-and-fee-waivers/) for more information regarding the requirements.

Discover Student Loans is one loan option for internationals (offered by Discover Bank)

i. Visit https://www.discover.com/student-loans/ for more information
ii. International students need a U.S. citizen or permanent resident to co-sign the loan application
iii. Make sure to read all conditions of any loan carefully

For U.S. immigration regulations that guide where you can seek employment, visit OGE’s website: http://international.uga.edu/
Financial Aid Resources

NEED SOME ASSISTANCE?

LOANS FOR INTERNATIONAL STUDENTS
www.edupass.com/finaid/loans.phtml
www.studentloans.com
www.wellsfargo.com/student/

THE AMERICAN ASSOCIATION OF UNIVERSITY WOMEN (AAUW) EDUCATION FOUNDATION
https://www.aauw.org/what-we-do/educational-funding-and-awards/

SCHOLARSHIP SEARCH
https://www.fastweb.com/
http://www.finaid.org/

THE INSTITUTE OF INTERNATIONAL EDUCATION
https://www.fundingusstudy.org/

THE JOHN D AND CATHERINE T MACARTHUR FOUNDATION
https://www.macfound.org/

INTERNATIONAL EDUCATION FINANCIAL AID
https://www.iefa.org/
The Basics

Resident Tax Resources

Please note that ISL has made every attempt to ensure the accuracy of the following information. However, information listed below is subjected to change, without notice, according to the services offered by the organizations and businesses below. This information is only for individuals considered "residents for tax purposes."

Online Resources

Internal Revenue Services

Free File Program: Provided by your Internal Revenue Service and the Free File Alliance.

Important:

- Before selecting a company link, review the tax software company’s criteria to confirm that you meet their eligibility for preparing and e-filing your federal return for free.
- Fees for state tax returns may apply. Some companies offer free state tax return preparation and e-filing. Check company websites for more details.
- You are under no obligation to buy any of the company’s other products or services.

Local Resources

Georgia United Credit Union and UGA College of Family and Consumer Sciences

Volunteers are available to assist low to moderate income individuals with resident tax returns. The site is located at Georgia United’s East Side Branch, 190 Gaines School Road. For a complete list of available dates and times or to make an appointment, visit https://georgiaunitedcu.org/interior/membership/taz.asp. For those without Internet access, phone reservations may be made at (706)-224-5400 ext. 6486.

AARP Tax Guide

Volunteers are available to assist low income individuals with resident tax returns. Location: Kroger Grocery Store, 1720 Epps Bridge Road
E-Filing is available, and walk-ins are welcome.

For more information, visit:
https://www.aarp.org/benefits-discounts/all/aarp-foundation-taxaide/
Athens-Clark County Library
2025 Baxter Street Athens, GA 30606
Services: You can pick up paper copies of the state and federal tax forms
Contact: Visit the following website for more information: https://www.clarke.public.lib.ga.us
THE BASICS

The Study Cycle

1. Preview before Class
   Skim the chapter, note headings and boldface words, review summaries, and chapter objectives, and come up with questions you’d like the lecture to answer for you

2. Attend Class
   Go to class! Answer and ask questions and take meaningful notes.

3. Review After Class
   As soon after class as possible, read notes, fill in gaps, and note any questions

4. Study
   Representation is key. Ask questions such as "why", "how", and "what if".
   - Intense Study Sessions: 3-5 short sessions per day
   - Weekend Review: read notes and material from the week to make connections

5. Access Your Learning
   Periodically perform reality checks:
   - Am I using study methods that are effective?
   - Do I understand the material enough to teach it to others?

Intense Study Sessions

1. Set a Goal
   1-2 minutes
   Decide what you want to accomplish in your study session

2. Study with Focus
   30-50 minutes
   Interact with the material - organize, concept map, summarize, process, re-read, fill-in notes, reflect, etc.

3. Reward Yourself
   10-15 minutes
   Take a break - call a friend, play a short game, get a snack

4. Review
   5 minutes
   Go over what you just studied

For additional information, email Keith Allen in the Division of Academic Enhancement at khallen@uga.edu

Adapted from: McGuire, S. Y. (2015) Teach STEM Students HOW to Learn: Metacognition is the Key!
- Discuss visiting hours/procedures for guests, if there will be any

- Make a cleaning agreement, including sweeping, vacuuming, dishes, cleaning the bathroom. Create a schedule about when these cleanings should take place (daily, weekly)

- Agree on a food policy. Are you going to share the cost of food? Will you shop individually?

- Respect your roommate's space and belongings.

- Establish rules for drinking (if over 21) and smoking.

- Discuss study habits and expected study environment. Will you have “quiet hours” after a certain time?

- Be careful about lending money. If possible, download apps such as Venmo or other digital wallets that let you make and share payments with friends/roommates so that you can track your money more efficiently.

- Get to know your roommate! Take interest in his/her day, how their studies are going, and what exciting events may be coming up in their life. The more you speak to your roommate and stake interest in their life, the more you will be able to understand their perspective that may seem foreign.
**When should I look for housing?**

Most students look for housing many months in advance. Students start to secure housing for the next academic year as early as November. To be safe, you should have all your housing secured by March at the latest. The majority of leases are year-long and do not have contractual subleasing agreements. There are some select places that do offer six month leases. If you sign a 12-month lease, you are required to pay for those 12 months, as outlined in your lease. Leases are legally binding documents. There are housing options that are on and off campus. On campus housing applications can be done at housing.uga.edu.

**General Prices (Off-Campus Housing)**

Most students look for housing many months in advance. Students start to secure housing for the next academic year as early as November. To be safe, you should have all your housing secured by March at the latest. The majority of leases are year-long and do not have contractual subleasing agreements. There are some select places that do offer six month leases. If you sign a 12-month lease, you are required to pay for those 12 months, as outlined in your lease. Leases are legally binding documents.

**Subleasing (Off-Campus Housing)**

You will need to check your landlord to determine if subletting is allowed within your lease agreements. If you choose to sublet your place to someone, it often means you will still be liable to any rent, utilities, etc. that your sublessee will pay you. This is a Facebook group that lots of people join to find subletors and to sublease: https://www.facebook.com/groups/UGASubleasesRoommates/

**More Information (Off-Campus Housing)**

Visit our website for a full, comprehensive off-campus living housing guide: isl.uga.edu.
American Football

- Played in Sanford Stadium
- August-December Season
- For tickets, click here, under the “Tickets” menu at the top, then click on "Student Tickets"
- Students must have a valid UGA Student ID Card, and will need a MasterCard or Visa credit/debit card to purchase tickets. If you do not have access to this method of payment, call the Ticketing Office

Men and Women's Basketball

- Played in Stegman Coliseum (near Snelling Dining Hall)
- November-March Season
- Women's Team: Tickets are free and are automatically loaded onto your UGA Student ID Card
- Men's Team: Tickets are free and are automatically loaded onto your UGA Student ID Card

Gymnastics

- Takes place inside Stegmen Coliseum (near Snelling Dining Hall)
- January-March Season
- Tickets are free and are automatically loaded onto your UGA Student ID Card

Baseball

- Played at Foley Field (behind Stegmen Coliseum)
- February-May Season
- Tickets are free and automatically loaded onto your UGA Student ID Card

Women's Volleyball

- Played at Ramsey Center (near Village Summit on East Campus)
- August-November Season
- Tickets are free and are automatically loaded onto your UGA Student ID Card

Men and Women's Swimming and Diving

- Played at Ramsey Center in Gabrielsen Natatorium (near Village Summit on East Campus)
- October-March Season
- Tickets are free and are automatically loaded onto your UGA Student ID Card