IUPUI COMPUTER SCIENCE
INTERNATIONAL GRADUATE STUDENT GUIDE
2012-2013

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Contents

1. About IUPUI
2. Creating your network account
3. Before you arrive
   a. Packing
   b. Campus Housing
   c. What to Bring
   d. Health Insurance
   e. TSA rules
   f. At the Port of Entry
4. After you arrive
   a. Getting from the airport to campus
   b. Getting around (without a car)
   c. Setting up a bank account
   d. Phone and Internet
   e. Where to shop
5. Campus
   a. Our Department
   b. School of Science
   c. Campus Center
   d. University Library
   e. JagTag
   f. OneStart
   g. Oncourse
   h. IUware
   i. Getting textbooks
6. About Indianapolis
   a. Indy from my perspective
   b. Indy Profile
7. On Campus Jobs
8. Checklist
9. Campus map
Welcome to IUPUI’s Department of Computer and Information Science and our graduate program for the 2012-2013 year; we’re glad you’ve decided to come to IUPUI and are dedicated to making your experience as a graduate student as pleasant and enriching as possible. We hope that this guide will help you to make a smooth transition to IUPUI and Indianapolis, and into your graduate studies in our department. If you still have any questions/concerns/issues, please don’t hesitate to contact someone in the department and we would be happy to help. We in the department look forward to meeting you in August!

**Please note, this guide is for informational purposes only and is intended to be an informal guide; please treat as such. Items and numbers listed in the “What to Bring” section are only an approximation, please tailor to your own needs. By no means is this a steadfast guide to what you must do or what your experience will be like. Every effort has been made to ensure numbers given are accurate (prices, walking distances, etc.) but these are, of course, subject to change at any time.**

ABOUT IUPUI

IUPUI is Indiana’s premier urban public research university; the campus awards houses programs from both Purdue University (Science programs, Engineering) and Indiana University (Liberal Arts, Business, Medicine) and awards degrees from both. The IUPUI campus benefits from its location in the center of downtown Indianapolis, which is the capital of the state of Indiana. This puts IUPUI students in close proximity not only to the many cultural activities of a larger city, but also provides the added benefit of being close to many large businesses (Eli Lilly, Anthem, WellPoint) and the opportunities that come with that proximity.

USEFUL LINKS

* [www.iupui.edu](http://www.iupui.edu) → IUPUI homepage
* [www.cs.iupui.edu](http://www.cs.iupui.edu) → Computer Science homepage
* [www.onestart.iu.edu](http://www.onestart.iu.edu) → Onestart – register for classes, change profile information, unofficial transcripts, etc. Probably, the most important site during your graduate program.
* [www.oncourse.iu.edu](http://www.oncourse.iu.edu) → Oncourse – view course materials, submit assignments, etc.
* [http://istart.iu.edu](http://istart.iu.edu) → This website is for the international students. Students can apply for insurance waivers, view information about their status, etc.
* [www.visitindy.com](http://www.visitindy.com) → Indianapolis Convention & Visitors Bureau - everything about Indy—event/museum/activity listings, restaurant info, neighborhoods, cultural districts, etc.

CREATING YOUR NETWORK ACCOUNT

In order to access many university systems, you need to have set up your IUPUI network account. The sooner you set up your account, the sooner you’ll have access to course registration and other systems and you can even do this before you arrive in Indy. All you need is your University ID number, which will be on your I-20 letter issued by OIA. If you aren’t sure of your
university ID, please contact Nicole and she can give it to you. To set up your network account, please visit http://uits.iu.edu/page/achn and follow the steps listed (follow the instructions in the Student section; ignore what it says for International students—which applies to undergrads).

**BEFORE YOU ARRIVE**

**PACKING**

- Airline Baggage Allowance
- Documents to carry
- What to Bring with You
- Things to leave at Home
- Baggage
- Immigration documents
- U.S. customs
- Pre-departure checklist

Before you start packing, there are many things to consider. How much can you bring? What is safe to bring? Will you bring it with you to the United States or send it separately? This section will help you understand how to get your luggage safely from your home country to the United States.

Airline Baggage Allowance

There is a limit to the amount of baggage you can take with you on an airplane. The number of pieces of baggage and the size and weight of those pieces determine this limit. Confirm your airline's baggage allowance when you purchase your ticket. Be aware that allowances to North America are often more generous than allowances elsewhere in the world. Regulations are subject to change.

Since most people travel economy class, the following limitations are given as guidelines. To North America, passengers are usually allowed two pieces of baggage, plus one small piece of hand or "carry-on" baggage that can be carried onto the airplane and must be able to fit under the airplane seat. Each piece must not surpass a certain weight and size restriction, as established by the airline. If your luggage exceeds these limitations, you will be asked to pay excess baggage charges.

**Documents to carry:**

- Legal Documents
- Certificates of Immunization and Vaccination
- Prescriptions for Medication and Eyeglasses
- Medical and Dental Records
- Academic Documents
- Contact Information

It is necessary to take along with you all the important documents concerning your legal, medical, and academic history.

Please note that do not hand over these documents to anyone unless that the person is authorized to receive them. Also while traveling to the United States and when you are in the country, it is important that you carry all-important documents on your person and do not put them in a suitcase.
One of the main things you’ll need to get working on as soon as possible is finding a place to live in Indy. While you can’t apply for apartments yourself until you’re actually here, it is highly recommended that you at least:

1) Research places you might be interested in as thoroughly as possible before you get here
2) Get in contact with possible roommates as soon as possible to work out arrangements beforehand.

Below is a lot of information about off-campus apartments (generally within walking distance, unless it says otherwise), where the great majority of our grad students live and also info about the campus apartments. If you’ve setup your IUPUI network account, you should be able to access OneStart, which has a ~Classification~ section where people post ads looking for roommates. Another resource for roommates are the CS Fall 2011 M.S. Facebook and Orkut groups, where you can connect with other students starting in Fall 2011 (and thus probably looking for housing too) as well as some current students who may be looking for roommates themselves or may know of others who are.

The main advice we can give here is to try and work out your living arrangements before you arrive in Indy. If you wait until you arrive to start looking around, you run the serious risk of not finding a place that is open. This has happened to a number of students in the last few semesters who’ve waited until the last minute; by the time they arrived, there was no place near campus that didn’t have a long waiting list and they were forced to live far from campus, which is very difficult without having a car. If you’re having trouble finding roommates or need more info about your housing options, please don’t be afraid to Alhad!

**Please note: In all the maps below, “A” represents the location of the apartments and “B” is the SL building, where our department is located**

**CAMPUS HOUSING**

While the vast majority of our graduate students live in apartments off campus, there have been a few that were able to get a room in the small on-campus apartment complex (there is space for only 747 residents total; 95% of these are undergraduates). In particular, we have had a few students live in the section of the apartments designated as the International House (I-House) where there are typically residents from 15-20 different countries living each year. I-House residents organize programs on global issues for the campus and community, providing a forum for the exchange of ideas and dialogue about international events and cross-cultural learning opportunities. Residents also participate in the International Club, a student organization that plans events ranging from weekly Friday culture hours to assisting with the International Festival each spring. For more info about I-House, email ihouse@iupui.edu.
The campus apartment complex offers one, two and four bedroom fully furnished apartments; for more information about the apartments (including virtual tours and floor plans), visit [http://life.iupui.edu/housing/oncampus/apartments.html](http://life.iupui.edu/housing/oncampus/apartments.html). If you have any interest in possibly living in the apartments, you should submit your application as soon as possible (just so you know, the priority application deadline for the apartments was March 15, so it’s highly likely that all spaces have already been filled although cancellations are always possible). You can either fill out and mail the printable application, or apply online (you must have created your IUPUI network account to apply online).

**Canal Square Apartments**
[www.canalsquareapartments.com](http://www.canalsquareapartments.com)
LeasingInfo@CanalSquareApartments.com, (800) 357-7048
359 N. West Street, Indianapolis, IN 46202

Directly across the street from campus (closest to our department) with direct access to the canal walk; a large number of our department’s grad students live in this complex. 1 and 2 bedrooms from $900 to $1,500 per month. IUPUI grad students also get $250 off the first month’s rent when signing a 12-month lease. Apartments here typically have a long waiting list.

**Lockefield Gardens**
lockefield@sextonproperties.com, (317) 631-2922
737 Lockefield Lane, Indianapolis, IN 46202

They have 1 and 2 bedrooms ranging from $694-$1000 per month. This complex is actually located on the IUPUI campus and is very close to the SL building and just down the street from the Campus Center. It’s also right across from the Lockefield Commons area where there are a number of restaurants (Papa John’s, Taco Bell, a Chinese buffet, Qdoba), a Starbucks and a Staples office supply store.
**Gardens of Canal Court**

Canal@sextonproperties.com, (317) 636-2126
434 Canal Courts S. Drive, Indianapolis, IN 46202

1 and 2 bedrooms from $932 to $1,300 per month. This complex is located a little further from campus than Canal Square and Lockefield, but is still around a 5-7 minute walk. They also offer direct access to the canal walk.

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**Canal Overlook Apartments**
www.canaloverlookapts.com

Leasing@canaloverlookapts.com, (317) 634-6090
430 Indiana Avenue, Indianapolis, IN 46202

These are 1 and 2 bedrooms and range from $775-$1,115 per month; these are also canal front. They’re currently running a special of a 13-month lease for the price of 12 months; it doesn’t say how long this special will be running though.
Riley Towers Apartments
www.rileytowers.com
Home@RileyTowers.com, (800) 947-2230
650 North Alabama Street, Indianapolis, IN 46204

This complex is a bit farther away but they do have a free shuttle service to IUPUI; it’s probably about a 20-25 minute walk from campus. They have everything from studios to 3-bedroom townhouses starting from $800 all the way up to $2,030 per month. They offer a deal to IUPUI student of $250 off the first month’s rent when signing a lease of 6 months or longer.

Senate Manor Apartments
http://www.coreredevelopment.com
senatemanor@att.net, (317) 636-7669

These are 1 and 2 bedrooms from $700-$1,200 per month; about 10-15 minutes from campus.
The Avenue Apartments  
www.theavenueindy.com  
(888) 290-6088

These are new apartments. You need to contact the office for further information.

1201 INDIANA  
http://1201indiana.com/home.aspx  
317-245-8059

These are 1 and 2 bedrooms, duplex from $850-$1,400 per month; about 20-25 minutes walk from campus.

There are plenty of other apartment complexes around the city that IUPUI has special negotiated deals with (so they are often cheaper than downtown), but they are not within walking distance from campus—you would either need to have a car or be comfortable with taking the bus back and forth. If you’d like more info about such places, just email Nicole or Abhijeet.
**WHAT TO BRING**

The following list has been compiled with an aim to help students gain an overview of things to bring to the U.S. and a checklist for students who are leaving their home for the first time. Please note that almost all the items mentioned below are readily available in Indianapolis - i.e. this is not a list of things you must bring. If you forget something or simply don’t have room to carry it with you, it will not be a problem getting it once you’re here (although, it will likely cost much here). Also, the quantities mentioned are just an approximation, so please modify them according to personal use.

It is advised that students have 3 copies of all their important documents - leave 1 copy at home and carry 2 along with you. It is also recommended that you carry your documents with you neatly arranged in folders, so that it is easier to produce them during inspection at the airport (do remember that customs officials require original documents). DO NOT keep your originals in your checked luggage, just in case your checked luggage is lost; instead, keep your passport and I-20 in your cabin luggage. Also, if you are carrying large amounts of cash or Travelers Cheques DO NOT keep them in your checked luggage. Finally, it is recommended that you carry some $1 and $5 dollar bills (USD) with you so you can purchase food and beverages at the airport or to pay for transportation from the airport, if you’ve not made other arrangements. Also keep 25¢ (cents) coins (for phone). Do keep a small amount of cash ($1,500-$2,000) for making purchases after arrival before you set up your bank account (grocery stores and restaurants don’t typically accept travelers cheques).

**Important Documents**

- Passport (with stamped visa)
- Form I-20 (Note: You must present your original I-20—NO PHOTOCOPIES—at the port of entry to be stamped by visa officials.)
- Correspondence regarding your admission to IUPUI
- Letter of financial aid (if present)
- Graduation Diploma (if available)
- Transcripts/Mark sheets of previously attended schools
- Any other bona-fide certificates/documents
- Doctor prescription for all medicines being carried in the luggage

What you bring with you is largely a matter of personal choice. You will have to carry whatever you bring, so it is in your interest to keep it light and compact. If you need advice, write to the international student adviser at the college or university you plan to attend or talk to another student who has recently been to the United States. Start to pack early, so that excess weight and bulk can be eliminated and essential items not overlooked. Do not worry if you cannot bring everything, since most goods are available in a wide range of prices in the United States. Small items can be sent by airfreight or through the postal system. Shipping by sea can take several months.
**NOTE** – *Below you will find a list of all the things that a student might find useful in bringing from their home country. But you will get each and everything thing here and that too at a descent price*

**Clothes**

- 4 pairs jeans
- 5 light t-shirts (summer wear)
- 2 thick/long-sleeved t-shirts (or sweatshirts)
- 3 shorts
- 1 cap/Hat
- 1 pair sneakers
- 2 to 3 formal shirts, trousers/dresses (for presentations, etc.)
- 1 formal blazer or suit (for interviews, etc.)
- 1 pair formal/dress shoes (carry shoe-polish too)
- 2 to 3 neckties
- 2 to 3 belts (formal and informal)
- 1 light jacket for fall (winter jackets are best bought in the U.S.)
- 2 sweaters
- 1 woolen cap for cold weather
- 2 pairs thermal wear (OPTIONAL)
- 2 pajamas
- 14 pairs underwear (note: laundry normally done once in 2 weeks)
- 8 pairs socks
- 1 pair slippers/sandals
- 1 or 2 wallets (preferably with pockets for lots of plastic cards)
- 1 or 2 traditional

**Toiletries**

- 2 toothbrushes
- 1 tube of toothpaste
- 1 or 2 razors
- 1 shaving cream
- 1 after-shave lotion
- 1 shampoo and conditioner
- 2 soaps
- Deodorant
- Favorite perfume or cologne
- 1 bottle hair oil
- Comb and/or hair brush
- Nail clippers

**Cooking**

- Large frying pan (non-stick is best)
- Wok for deep frying (non-stick is best)
- Pressure cooker (bring extra parts)
- Tea strainer
- Slotted/strainer spoon
- Rolling pin set (optional)
- 2-3 kitchen knives, different sizes (remember not to pack these in your carry-on luggage)
- Peeler
- Pot holders
- 3-4 cooking spoons
- Serving ladle
- 2-3 wooden spatulas
- Small plastic bottles for salt, spices, etc. (these are fairly cheap here too)
- Cutting board (wooden or plastic)
- 3-4 dinner plates (microwaveable)
- 2-3 plastic bowls (microwaveable)
- Flatware (spoons, forks)
- 2 coffee cups
- Food items (spices, tea, pickles, sweets, snacks)

**Miscellaneous Items**

- Laptop
- 1 umbrella
- 1 bag/backpack
- 1 scientific calculator
- 1 stationery set (pens, pencils, erasers, tape, etc.)
- 1 can opener
- 2 towels
- 3 handkerchiefs
- 1 sewing kit (needles, thread, buttons, safety-pins, scissors, etc.)
- 1 screwdriver
- 1 watch
- 1 alarm clock
- 2 bed sheets or sheet sets (make sure you bring the appropriate size for the bed you plan to have)
- 1 pillow
- 2 pillow cases
- 1 blanket
- 1 flashlight
- 1 electric converter kit
- 1 international calling card (Optional: Better deals are available here on calling cards, but having one initially may be useful for making a few calls soon after arriving, especially if you are calling from a public phone)
- Text books - important ones in your field of study; please note textbooks are much more expensive to purchase in the U.S.
Medical Kit

Please carry prescriptions from your doctor for ALL medicines that you bring to the U.S., as these will likely be checked by Customs. If you wear glasses or contact lenses, it is advisable to bring an extra pair because new glasses or contacts are very expensive here. If you can’t bring an extra pair, it would be helpful to at least bring a copy of your vision prescription so you can more easily get a replacement here. It is also recommended to have a dental and an eye check-up prior to coming to the U.S. Please check with OIA or the TSA if you have more specific questions about allowable medications and rules regarding transporting medicines.

In addition you might consider bringing the following items:

- Fever Reducers
- Pain Relievers
- Anti-allergy, cold and cough medicines
- Band-aids
- Ointments for burns and cuts
- Stomach ache medicine
- Pain relieving sprays/ointments
- Moisturizing cream

Health Insurance

It is compulsory for all international students studying in the USA to have medical insurance coverage, but students are permitted to purchase insurance coverage from their home country if they would like (provided certain minimum coverage requirements are met). If you purchase health insurance before coming to the U.S., you must apply for a waiver from OIA so that you are not automatically charged for insurance coverage by the university. If you do not have coverage beforehand, you will automatically be enrolled in and billed for the university’s health insurance plan administered by Aetna Health Insurance (you will receive your insurance cards and information about the plan 3-4 weeks after the start of the semester. You can find more information about the insurance (including how to apply for the waiver) at the following link: http://iservices.iupui.edu/health-insurance/students/.

If you become sick, the IUPUI campus has a student health center, where students can go to see a doctor in non-emergency situations and get it reimbursed later from the insurance company. For emergencies, students can go to IU Hospital on campus or nearby Wishard Hospital where you can also be reimbursed later from the insurance company.

TSA rules

Students who are carrying food items (like spices and pickles), it is best to pack things in sealed plastic packs and carry them in your checked luggage. Please also note that you are restricted in the amount of liquid items you are permitted in your carry-on luggage; this includes ANY liquid items, such as lotion, shampoo, soap, perfume, etc. Current TSA regulations permit such liquids in carry-on luggage only in a clear plastic container of 3.4 ounces (100ml) or smaller.
The full list of items prohibited by the Transportation Security Administration can be found at the following link:
http://www.tsa.gov/travelers/airtravel/prohibited/permitted-prohibited-items.shtm

The following provides more complete guidelines on carrying food and other liquid items:
http://www.tsa.gov/travelers/airtravel/holiday.shtm

Remember that every airline has different policies about items that are allowed on a flight; please be sure to check the guidelines for your particular airline before you depart.

At the Port of Entry

You are not guaranteed entry in the USA just because you hold a visa. The Department of Homeland Security, Custom officials and Border Protection decide whether to let you into the country or not at the port of entry.

All international immigrants are required to fill out a form called I-94, which keeps a record of the Arrival and Departure of foreigners. This form will be provided to you by the airline at the port of entry, usually while you are still inside the aircraft. Your date of entry is stamped on this form by the Border Protection officials and then attached to your passport. This is the only record you have of entering the country legally, so do not remove the form from your passport at any time.

Once inside at the port of entry, be sure to have all your documents ready (the list has been mentioned in documents section). The officials hold the right to inspect your document’s, search your luggage and ask questions about your travel and intention to enter the USA. Be pleasant and patient in the process.

Note: The Border officials select people randomly for luggage checks, so do not be worried if your luggage is selected for checking as it does not necessarily mean that there is an issue.

For more information about U.S. Immigration laws and policies, visit the following link:
http://www.uscis.gov/portal/site/uscis.

AFTER YOU ARRIVE

Getting from the airport to campus

Our Office of International Affairs runs a free (or for a very less charge like $5) shuttle service for incoming students from the Indianapolis airport to the campus area during peak arrival times (usually the week before Orientation week). To get more information about the shuttle service, including times/availability and to reserve a spot you need to email them prior to arrival (a week or two before would be recommended) at iwelcome@iupui.edu.

Other options are taking IndyGo’s Route 8 bus (see more information in the IndyGo section below), or taking a taxi. A taxi can be somewhat expensive for just one person, so this option is
best if you have several people who are going to the same place and willing to split the cost. You can find available taxis at the airport’s Ground Transportation Center located on Level 1.

If you are unable to make arrangements with OIA for the shuttle service and have not been able to make other arrangements for transportation from the airport, please contact Nicole as soon as possible.

Here’s a list of some things that we’d recommend you do after you arrive in Indy and have settled into your new place:

- Visit our department’s offices and introduce yourself to the faculty and staff, particularly your advisor. If you were offered any kind of financial aid from the department, it’s important to meet with Nicole as soon as possible to fill out the necessary paperwork.
- Take a walk around campus to acquaint yourself; take a walk along the Canal Walk and visit some downtown landmarks (Monument Circle, Circle Centre Mall, etc.)
- Visit the Campus Center—get your JagTag and bus pass, set-up a bank account with IMCU or at least get info about a bank account
- Start looking for job postings and applying, if you’re interested in part-time work
- Try to meet other grad students in the department (we typically try to organize an informal -night out at a restaurant downtown before classes start)
- Take some time to familiarize yourself with the bus schedules (if you don’t have a car) and make a trip to the grocery store to stock your kitchen; once classes start, it will be more difficult to find time for this, especially if you need to take the bus to get groceries (the ethnic grocery stores in Indy aren’t within walking distance of campus).
- Attend both OIA’s and the department’s orientation session
- After you’ve registered for classes, make arrangements to get all of your textbooks. If your plan is to not purchase books and to check them out from the library instead, do this as soon as you can. Often, the library only has 1 or 2 copies of a particular book and if it’s being used as a course text, it can be difficult to get access to it through the library. The library does have some books available in e-book form as well.
- If you plan to get a cell phone, get it set up as soon as possible (you can get discounts as an IUPUI student)

Getting around (without a car)

IndyGo
Indianapolis’ public bus service, called IndyGo, runs buses to nearly all areas of the city at fixed intervals. IUPUI students are entitled to a free IndyGo bus pass, called S Pass, which allows you to travel for free on all normal routes (you must have the pass with you when boarding the bus). Students can pick up their pass from the Jagtag office in the IUPUI Campus Center, Suite #217. More info about the S Pass can be found here - http://www.jagtag.iupui.edu/Gift-Cards-Tickets.asp?content=Temp. All routes leave from downtown Indianapolis, near the state Capitol Building, which is about a 10 minute walk from campus.
Detailed route schedules and maps can be found at the IndyGo website http://www.indygo.net in the Maps & Schedules section. Do note that the route timings are typically different on weekends (Saturday and Sunday) than on weekdays. Some popular routes for our students are:

- Route 37 and 38 to the Lafayette Square Mall area. A Wal-Mart is located nearby, as are Saraga international grocery and Patel Brothers Indian grocery.
- Route 31 to Greenwood Park Mall; there are a number of other stores within walking distance, as well as a large movie theater.
- Route 19 to Castleton Square Mall. There are also a number of other stores within walking distance of this mall as well. There is a movie theater in the mall itself.
- Route 8 to the Indianapolis airport.

IndyGo also runs the Red Line Downtown/IUPUI circulator every 15 mins (from 7am-10pm Monday through Saturday; no service on Sundays). The Red Line has a number of stops directly on campus (including one directly in front of the SL building) and then makes a loop downtown stopping at many locations. This service is also free for students provided you show your S Pass when boarding. More info about the Red Line, including a map, can be found at http://www.indygo.net/.

**Taxi/Cab**

There are several taxi companies around Indianapolis that can take you most anywhere in the city (and sometimes places outside the city). Yellow Cab is one popular company, although there are many other. The total fare depends on the number of miles of the trip; typical prices are $2 per mile plus a $3 –pick-up| fee. It’s generally expected to give the driver a tip of 15-20% of the total trip cost, particularly if they’ve helped you with any bags or luggage.

Here is a list of all the taxi companies along with their contact numbers:

- Yellow Cab – (317) 487-777
- Midwest – (317) 261-1111
- Indy Airport – (317) 381-1111
- Nationwide – (317) 293-3333
- Prompt – (317) 927-7070
- Broad Ripple – (317) 487-6666
- Capitol – (317) 381-9999
- Freedom Cab – (317) 244-4448

**Greyhound**

Students can travel to other cities by Greyhound bus service. The Greyhound stand is a 15 minute walk from campus; tickets can be obtained online from their website http://www.greyhound.com.

**Megabus**

Students can travel to other cities by Megabus bus service. The Megabus stand is a 15 minute walk from campus; tickets can be obtained online from their website http://us.megabus.com/
Train Service
Amtrak provides connectivity to the entire U.S. Trains leave from the same station as the Greyhound buses and tickets can be purchased online at their website: http://www.amtrak.com.

Setting up a bank account
It is important to get your bank account set up as soon as possible after arrival. Most students use Indiana Members Credit Union, which has a branch on campus inside the Campus Center, as their bank. Creating an account involves simply filling out a few documents and showing your passport (with visa) and I-20. After set-up, you will be able to:

- Bank online or in person through the Campus Center branch
- Receive a debit card that can be used to make purchases, or withdraw cash from ATMs
- Complete wire transfers to your account from your home country and also easily transfer between multiple IMCU accounts
- Pay your bursar bill either through online banking, or using your bank account info through OneStart
- Have any university paychecks direct deposited to your bank account (this is required if you work on campus)

Some students open their bank accounts with Chase Bank, which offers the same services as IMCU, although they don’t have a branch located directly on campus. Most students open their accounts at their branch on Monument Circle (111 Monument Circle, 46204), which is about a 15 minute walk. There are also a few Chase ATMs located on campus where you can withdraw cash, including one on the side of Cavanaugh Hall which is very near to the SL building where the Computer Science offices are located. One advantage of Chase over IMCU, is that Chase in a national bank and has branches and ATMs located all across the U.S., rather than only in Indiana.

Here, most people don’t carry much cash with them regularly (perhaps no more than $30) and instead use their debit card for regular purchases, as these are accepted nearly everywhere, even for very small purchases. In many larger stores, international debit cards or foreign travel cards (State Bank of India’s Vishwa Yatra, for example) are also accepted. For safety purposes, you can also bring large amounts in Travelers Cheques (American Express, for example) rather than in cash. These can be used to make purchases at larger stores and can be deposited into your bank account.

Phone & Internet

Local calls
There are a number of popular cellular service providers here (AT&T, Verizon, Sprint, T-Mobile), that offer a variety of plans. Typical plans cost around $45 per month (approximation) and standard plans typically include a free phone, and free night and weekend calls. Plans that include text messaging or internet use are additional. Each of the main cell companies provides discounts to IUPUI students.
• Verizon:  http://www.verizonwireless.com/b2c/index.html
• AT&T: http://www.att.com/
• Sprint: http://www.sprint.com/index.html
• T-Mobile: http://www.t-mobile.com/shop.aspx?WT.srch=1&WT.mc_id=151m1

**International calls**
Students can purchase calling cards to make international calls, however many people now use Vonage. Using Vonage, you can make unlimited calls to over 60 different countries for around $25-35 per month (this can be split among roommates, if you’re not living alone). To use Vonage, you will need to have an internet connection and purchase a landline phone. You can find more information about Vonage at: http://www.vonage.com/

**Internet Connection**
Most apartment complexes will recommend an internet provider with your move-in information, for example Canal Square Apartments suggests their residents use Brighthouse Networks. Other popular providers are Comcast or AT&T (for DSL). A typical plan costs around $40 per month, however, this charge can be split among roommates.

**Where to shop**

**Groceries**
Most of our grad student living downtown will make a –big! grocery shopping trip to Wal-Mart maybe once a month, as they have a huge selection and very low prices. Making a trip to the closest Wal-Mart requires a trip on the bus (if you can’t drive yourself), which can be awkward especially trying to bring back many bags of groceries at once. It makes more sense to try and plan your trip in advance when you can go with a group of other students so you can all help with carrying bags, etc. You can also get much more at Wal-Mart than groceries—toiletries, clothing, office/school supplies, electronics, DVDs, etc.

For convenience sake, many students will often visit the Marsh Supermarket downtown (320 N. New Jersey St.), since you can actually walk there from the campus area in about 15-20 minutes. The Red Line also makes a stop at the corner of Delaware Street and Massachusetts Avenue, which is a 5 minute (or less) walk from Marsh. The prices are a bit more than Wal-Mart though and they don’t carry additional things like Wal-Mart does.

For international students, Saraga International Grocery is a popular shopping place and can be reached via IndyGo routes 37 and 38. Most of our Indian students make frequent trips to Patel Brothers, which is located along the same bus route directly across the street from the Lafayette Square Mall. Chinese students also go to Lee’s Supermarket, which is in the same area.

**Drug stores**
Unless you plan well enough to buy everything on a trip to Wal-Mart, it is typically cheaper to go to a drug store (CVS and Walgreens are the most popular ones in Indy) to buy toilertry items (shampoo, soap, razor blades, etc.) and medicines (over the counter pain relievers, cold medicines, etc.). These stores also have pharmacies, where you would need to go to get a prescription filled if you ever visited the doctor and needed prescription medication. The closest drug store to campus is the CVS located at 175 North Illinois Street (about 10-15 minute walk).
They have a free -coupon card you can sign up for that will automatically give you coupons after you spend a certain amount.

**CAMPUS**

**Our Department**
The Computer Science department is located on the second floor of the SL building in Room 280. Currently, all of our department’s faculty and staff are located in SL 280. In particular, the faculties in our department make a great effort to make themselves available to assist students during normal office hours (typically 9-5:30) and are also available via appointment. Staff members are also available to assist students during normal business hours in SL 280 with anything from advising issues, help with registration, International Affairs issues, help with bursar bill, etc.

The large majority of Computer Science courses are held in the SL building itself; some are also held in the LD building, which is directly connected to SL. Both the SL and LD buildings provide a number of student lounge/study areas where wireless access to the IUSecure network is available (more info about IUSecure and connecting can be found below). The SL building is also located a short walk from many other campus -landmarks— the Campus Center, University Library, UITS (university tech services), the soccer field and Natatorium, and the canal walk.

**School of Science**
The School of Science has more than 200 full-time faculty, scientists and staff dedicated to helping our students achieve their academic goals. Last year, nearly a quarter of IUPUI’s -Top 100- students hailed from the School of Science. With hundreds of classes, plus certificate and degree programs in 22 disciplines, students have the incredible opportunity to earn either a Purdue University degree or an Indiana University degree at one location (degrees vary according to major). Our proximity to prestigious international companies such as Eli Lilly and Company, Roche Diagnostics, and Dow AgroSciences, facilitates partnerships and collaborative research.

The School of Science Dean’s Office offers a number of services that can be of great assistance to our graduate students. These include a Career Development Services office and a Graduate Student Council (which awards travel funding to students to attend conferences). You may, on occasion, need to visit the Dean’s Office when making changes to your course schedule late in the semester (dropping or adding courses late in the semester typically require the signature or approval of the Dean’s Office). You will also need to work with the Dean’s Office when it comes time for your graduation, in making sure all paperwork is properly filed on time, making arrangements for the graduation ceremony, and obtaining your diploma.

**Campus Center**
The newly-built Campus Center is considered the recreation -hub- for students on campus, and houses a number of important administrative offices as well. The first and second floors are occupied by a number of different places to eat (pizza, burritos, salads, Chick-Fil-A, subs) with lots of seating available both inside and outside, for when the weather is nice. The main bookstore on campus, which is run by Barnes and Noble, is also located on the main floor of the
Center. Here you can buy all your course textbooks (more info about textbooks below), IUPUI memorabilia and clothing and get coffee at Starbucks. The bookstore is also where you need to go to purchase student technology discs for programs that can’t be downloaded from IUWare (more about IUWare below), such as Windows 7.

In the basement is the student lounge area and game room (usually open until 11pm) where you can go to play Xbox or Playstation, ping pong, pool and other games, as well as just hang out and watch TV. Apart from this, there are a number of other important places located within the Campus Center like the Registrar’s Office, Bursar’s Office, IMCU bank branch, and the JagTag office.

For more info about the Campus Center, visit [http://life.iupui.edu/campus-center](http://life.iupui.edu/campus-center).

**University Library**

The University Library (UL on the campus map) is your main resource for books to check out and also for access to journal articles and conference publications from IEEE, ACM, etc. Fortunately for students, the library has subscriptions to the electronic/online versions of a huge number of journals and other publications, which allow you to access them remotely, even from off campus and to download articles in pdf. Further, if the IUPUI library doesn’t hold a subscription or own a particular book, it’s very likely that another of the libraries in the IU system does and we have a very good interlibrary loan system. We’ve found in the past that new students often don’t know how to access these library resources, which are extremely helpful in writing research or survey papers for courses. If you would be interested in a –tutorialll on this once classes have started, email Nicole and let her know. If enough students are interested, we might hold an informal info session sometime toward the beginning of the semester.

The library has a number of lounge and study spaces, as well as access to the IUSecure wireless network. It is usually open from 8am to 12pm on weekdays and 8am to 6pm on Saturdays and on Sundays it is open from 12pm to 12pm. Some other places of interest in the library include the Lilly Auditorium (in the lower level) where there are often lectures on all sorts of topics and the newsroom lounge, which allows students of different countries to watch their native news channels.

For more info about the library, visit [http://www.ulib.iupui.edu/](http://www.ulib.iupui.edu/).

**JagTag**

Your JagTag is considered your official IUPUI student identification card, and can also be used to pay for things around campus—most of the campus food places and vending machines accept JagTag as a form of payment. To load funds onto your JagTag, you just go to the JagTag website and use a credit card to add the funds. Once you’ve used up all your funds, you can just go back to the site and add more. Your JagTag is also important for other things around campus—if you need to print pages in any of the public university computer labs, you need funds on your JagTag to pay the $0.04 per page printing costs (students in our department are allowed to use department printers without charge, within reason) and you’ll need to show your JagTag to get the free bus pass available to IUPUI students. Our department also uses the JagTag as a keycard to allow access to our various lab facilities (SL 247 and 251). Apart from this, having a JagTag entitles you to a number of other benefits that IUPUI has negotiated with various vendors on everything from movie and attraction tickets, to cell phone services.
Visit http://jagtag.iupui.edu to learn more about using the JagTag to pay for purchases around campus and the various discounts available to IUPUI student. To obtain your JagTag (as well as your free bus pass, called S-Pass), visit Campus Card Services in the Campus Center, Suite 217.

**OneStart**

OneStart presents a single front door to online services for IU students, faculty, and staff. OneStart provides easy access to services such as searching the web, personal calendaring, registering for classes, reading email, browsing the library catalog, checking the IU Auditorium schedule, reading campus news, browsing the classifieds, and more. By editing your "My Zone", you can add personalized content to the portal. OneStart is located at https://onestart.iu.edu; to access most services in OneStart, you need to have set up your IUPUI network account. OneStart currently works with the Linux, Macintosh, and Windows operating systems. To access the OneStart tutorial, go here-- https://onestart.iu.edu/dav/MY/os2-tutorial/tut2.html.

Class registration is done solely through OneStart (including dropping and switching courses); a more detailed guide on the registration process in OneStart can be found in the document named -Student Registration Guide."

**Oncourse**

Oncourse is the university’s online collaboration and learning environment which supports teaching and learning, committees, projects, research, and portfolios for students, faculty, and staff. As a student, you will most often be using Oncourse to submit assignments, view grades for assignments and exams, and access resource materials for particular classes. You can also use Oncourse to communicate with your instructor and other students in the class via Oncourse mail, forums and chat. You can access Oncourse at https://oncourse.iu.edu/portal, or through the Oncourse dashboard in OneStart.

**IUware**

IUware is a software distribution service for IUPUI students, faculty, and staff. IUware offers a wide variety of software packages at no charge, including site-licensed products from Adobe, Microsoft, Symantec, ISI ResearchSoft, and others. Software packages include programs for reading email and web browsing, as well as antivirus and office applications, as well as most operating systems. The university pays for the relevant licenses through agreements with vendors, allowing students, faculty, and staff to use the programs available through IUware free of charge. The IUware server is regularly updated, and so patches and upgrades for IU-supported software are consistently available. The full list of software available through IUware, as well as the links to download most programs, is available at http://iuware.iu.edu/. Programs that can't be downloaded can be purchased on CD from the bookstore at a significantly reduced price (usually $10-$20).

You do not technically own IUware software loaded onto your computer; however, as long as you are a student, faculty member, or staff member at IU, you are entitled to use the software, subject to the terms and conditions specified by IU and the publishers of the software. If you leave IU, you must remove any IUware software that you have installed on your computer, though students may retain software made available through the IU-Microsoft agreement.
**Getting textbooks**

It is advisable to bring as many textbooks as you can with you, as they are very expensive to purchase once on campus. It is possible to check out books from our library (or get books in eversions through our library subscriptions) but the library often only owns 1-2 copies of a book and popular books are checked out even before the semester begins. Below is the current list of textbooks being used for our grad courses in the Fall semester; please note, this list may very well change before the start of the semester.

**CSCI 503** (Operating Systems, class number 20321, instructor Dr. Mihran Tuceryan)
Author: Andrew S. Tanenbaum

**CSCI 506** (Management of the Software Development Process, class number 18086, instructor Dr. James Hill)
Software Engineering: Modern Approaches, 2nd ed.
Author: Eric J. Braude, Michael E. Bernstein

**CSCI 536** (Data Communication and Computer Networks, class number 14802, instructor Dr. Yao Liang)
Author: Larry L. Peterson, Bruce S. Davie

**CSCI 537** (Introduction to Distributed Computing, class number 30106, instructor Dr. Rajeev Raje)
Distributed Systems: Concepts and Design, 4th
Author: Jean Dollimore, Tim Kindberg, George Coulouris

**CSCI 541** (Introduction to Relational Database, class number 19857, instructor Dr. Yuni Xia)
An Introduction to Database Systems, 8th edition
Author: C.J. Date

**CSCI 549** (Intelligent Systems, class number 19855, instructor Dr. Snehais Mukhopadhyay)
Artificial Intelligence: A Modern Approach, 3rd edition
Author: Stuart Russell, Peter Norvig

**CSCI 550** (Computer Graphics, class number 14803, instructor Dr. Shioyen Fang)
Author: Francis S. Hill Jr., Stephen M. Kelley

**CSCI 565** (Programming Languages, class number 14804, instructor Dr. Rajeev Raje)
Advanced Programming Language Design
Author: Raphael A. Finkel
CSCI 590 (Topics in Computer Science: Data Mining, class number 18639, instructor Dr. Mohammad Al Hasan)
Data Mining: Concepts and Techniques, 3rd edition
Author: Jiawei Han, Micheline Kamber, Jian Pei

CSCI 590 (Topics in Computer Science: Cryptography & Network Security, class number 14805, instructor Dr. Xukai Zou)
Cryptography: Theory and Practice, 3rd edition
Author: Douglas R. Stinson

CSCI 590 (Topics in Computer Science: Algorithms in Bioinformatics, class number 19856, instructor Dr. Jing-Yuan Liu)
An Introduction to Bioinformatics Algorithms
Author: Neil C. Jones, Pavel A. Pevzner

CSCI 590 (Topics in Computer Science: Image Processing & Computer Vision, class number 30993, instructor Dr. Gavriil Tsechpenakis)
Computer Vision
Author: Linda G. Shapiro, George C.
ABOUT INDIANAPOLIS

Indy from my perspective:
The city of Indianapolis is small but vibrant and downtown Indianapolis, in particular, has a lot to offer in terms of fun and excitement. The IUPUI campus is located in the heart of the city and so it gives the students an opportunity to savor various museums, restaurants, parks, etc.

Most IUPUI graduate students live downtown (for more information about accommodation, refer to apartment info section), in rented apartments or campus housing i.e. I-House. In general, the city of Indianapolis is pretty safe and secure. People usually go out for walks and strolls as late as even 2 am at night along the canal all the way up to the White River. If hunger strikes at midnight, Steak and Shake is the perfect option which is open 24 hrs. Friday nights are very happening in America--people go out with their friends to bars, clubs and pubs in downtown Indianapolis and Broad Ripple to enjoy a great evening. On weekends, the streets are usually hustling and bustling with people going for shopping in the malls, having food at the restaurants or just for hanging out on the canal walk or the war memorial. I usually go out for grocery shopping on weekends or to Greenwood Mall to do some shopping. Along with shopping, having lunch buffets at various Indian restaurants is also a part of the routine. Sundays are usually quiet and peaceful; this is because of the various sports activities going on around. Indianapolis is home to one of the biggest football giants in the U.S.—the Indianapolis Colts. Many fans show up to Lucas Oil Stadium to support the Colts, while the rest cheer on their favorites from their home. Soccer fans need not be disappointed either; I am myself a soccer fan and I love going to Chatham Tap--a sports bar--for viewing the exciting EPL matches. In fact, I plan to go there during the FIFA World Cup 2010. Basketball fans can go to Conseco Field House for watching the local NBA team—the Indiana Pacers. Victory Field, home of the Indianapolis Indians baseball team, is a short walk down West Street from campus.

International students have many other things to deal with apart from studies like adjusting to a new country, a new culture, and a completely new and different society. Various student organizations, like ISAC (Indian Student Advisory Council) and ISCA (Indian Student Cultural Association), organize many events which bring together fellow students for various social and cultural activities. IUPUI’s Student Activities Programming Board (SAPB) provides students with entertaining, educational, and social campus-wide programs throughout the year. Last year it organized Free Movie Nights, Spring Formal Masquerade, discount Broadway tickets, and famous speakers and comedians.
For shopping, students usually go for groceries once every two weeks to Walmart, Patel brothers (Indian store) and Saraga International Market. However, there are many other grocery stores and drug stores like Marsh and CVS pharmacy in downtown. For shopping, malls like Circle Centre, Greenwood Park, Castleton Square and Edinburgh Outlet Mall offer a wide variety of clothes, shoes, accessories etc. Stores like Macy’s, J.C. Penney, Nordstrom, Kohl’s, Fossil, American Eagle Outfitters, Aeropostale, Old Navy, Gap, Banana Republic, Hollister, A&F and Buckle provide an awesome collection of clothes to shop at affordable prices. Huge discounts are there almost all round the year (especially during Thanksgiving) in all the stores. All the malls have tons of other stuff that can be purchased with showrooms of almost all big brands.

Indianapolis offers a wide variety of food options too. Some of my favorites are listed below:

- India Sizzling (best Indian non-veg restaurant)
- Amber Indian Restaurant
- India Diner
- Udupi (only Indian veg restaurant)
- P.F. Chang’s China Bistro (best Chinese cuisine)
- Yats
- Barcelona Tapas (best Spanish cuisine)
- Buca de Beppo (best Italian cuisine)
- Buffalo Wild Wings (famous for chicken wings)
- Stir Crazy (best noodles)
- Starbucks (best coffee)
- Dunkin Donuts
- Chinese Buffets
- Fast food places: Papa John pizza, Qdoba, Subway, Taco Bell, Pizza Hut, Noodle and Company, McDonalds, KFC, Dominos, Donatos Pizza, Steak n Shake.

Some popular restaurants for Chinese students

- [Ontime Seafood Restaurant](#) (seafood, dim-sum)
- [Szechwan Garden](#) (spicy food)
- [Sichuan Chinese restaurant](#) (spicy food)
- [Journey Buffet](#) (seafood buffet)

Bars

- Ram Brewery
- Brugge Brasserie
- Wild Beaver
- Rock Bottom brewery
- Bourbon Street Distillery (canal square has free beer parties)
- Chatham Tap (sports bar)
- Old Point Tavern
- Shallos (best beer pub)
- Rathskeller (German pub)
Usually on long weekends, students go to nearby parks and cities for a retreat from their busy college life. Most of the destinations listed below are within driving distance (usually 3 – 4 hrs). Renting cars is very easy and cheap in USA (For example- Enterprise). However, the driver must have a valid IDP (International Driving Permit) to be able to rent a car.

Parks
- Eagle Creek Park (nearest park)
- Fort Harrison State Park
- Brown County State Park (largest park in the state of Indiana)
- Indiana Dunes State Park (Michigan lakeshore)
- Mammoth Caves National Park (longest caves in the world)
- Marengo Cave U.S. National Landmark
- Turkey Run State Park

Major nearby cities
- Chicago
- Cincinnati
- St. Louis
- Louisville
- Columbus

Amusement Parks
- Kings Island (2nd most popular amusement park in North America)
- Coney Island Cincinnati
- Holiday World (Water Park)
- Six Flags Great America

**The following information has been taken from the Indianapolis Convention & Visitors Association website. For more information about the city, including more detailed descriptions of attractions and restaurant lists, please visit their website.**

**Indy Profile**
In Indianapolis, it's so easy to do so much. Indy offers big-city amenities in a convenient, easy-to-navigate package wrapped in a friendly, inviting atmosphere. The nation's 13th largest city has gone through a dramatic revitalization and a stunning renaissance that makes it a different place than it was just a decade ago. Indy is the perfect balance of cosmopolitan style and small-town charm that makes it a successful destination for leisure travel, conventions and group tours, catering to nearly 22 million visitors a year.

**Crossroads of America**
Indianapolis is commonly referred to as the Crossroads of America and is easily accessible from a wide variety of locations, with many interstate highways bisecting our city. Not only that, but half the nation's population is within a day's drive, which makes traveling to Indy by car an attractive option for many. If flying is more your speed, the Indianapolis International Airport
offers travel on 11 airlines and nonstop and direct flights to 39 destinations. And, it's only a short 15-minute drive to the heart of downtown.

**Attractions Abound in Downtown Indy**
Once you arrive, you'll find Indy to be a fresh and diverse cultural city with an enriching array of arts, attractions, historical sites and special events. Visit the Indiana Repertory Theatre for the best in professional theatre including comedies, dramas and musicals, both contemporary and classic, on two stages. Take a listen to the Indianapolis Symphony Orchestra while they move you with music at the Hilbert Circle Theatre. With a year-round performance schedule of 200 classical, pop and seasonal concerts, you can't miss it.

Let Indiana history and heritage stir your spirit. Monument Circle is home to the 284-foot Soldiers' & Sailors' Monument. Dedicated in 1902 and made of Indiana limestone, the Soldiers' & Sailors' Monument stands as a tribute to the Indiana servicemen who served in the Civil and Spanish-American Wars. Thirty-two stories up, an observation tower provides a panoramic view of the city skyline. Considered second only to Washington, DC in number of memorials, Indianapolis pays homage and respect to Medal of Honor recipients, fallen law enforcement and firefighters and Indiana servicemen and women who died in conflicts from the Civil War to Somalia. Indianapolis is also home to one of only 26 national monuments in the country. Situated on the east bank of the Central Canal, the USS Indianapolis Memorial recognizes those who died on the last U.S. ship to sink during World War II. Etched on one side is the story of the sinking with the names of all those who served on the other.

Please everyone in your party by visiting attraction-filled White River State Park. White River State Park, nestled in the heart of downtown Indianapolis, has cultural, educational and recreational activities to offer something interesting to each visitor. The Eiteljorg Museum of American Indians and Western Art is a showplace for the art, culture and history of the American West and its indigenous people. Indian Market is their signature event, held each summer, featuring works from more than 150 Native American artists from across the country. Follow the journey of the student-athlete at the NCAA Hall of Champions. Through a variety of highly interactive displays and video presentations, visitors are able to see and hear athletes and coaches describe how they excelled in their respective sports.

Get back to nature at the Indianapolis Zoo, and White River Gardens, where plants and animals are the main attraction. The nation's only accredited combined zoo, aquarium and botanical garden, it occupies 64 acres in White River State Park. The Indianapolis, divided into biomes,
features nearly 4,000 animals and is home to the state's largest aquarium and the country's first totally submerged, underwater dolphin viewing dome and a huge shark touch tank. White River Gardens gets two green thumbs up for its seasonal botanical shows, theme demonstration gardens and 5,000 square-foot conservatories filled with tropical plants. Explore Indiana's past, present and future through a variety of interactive exhibits at the Indiana State Museum. While there, get a first-hand account of the state's African-American history in the Legacy Theater, where four themed performances stages provide a diverse cultural experience of black heritage in Indiana, or see a larger-than-life movie at the IMAX Theater.

Get your Cultural Kicks in Indy
Venture outside of our compact, convenient downtown and you'll find more of the same...exciting and educational attractions for visitors of all ages. Feast your eyes on paintings, sculptures, photographs and textiles from African, American, Asian and European collections at the Indianapolis Museum of Art (IMA), one of the largest general art museums in the United States. While on the IMA grounds, glimpse Indiana history and take a tour of Oldfield’s - Lilly House and Gardens museum home with eight restored and furnished historic rooms or enjoy a leisurely stroll around their 152 acres admiring gorgeous gardens and al fresco art.

Plan to explore Conner Prairie, a 19th century interactive history park and frontier village, where the past becomes the present. Experience authentic frontier activities, including a pioneer wedding celebration, baseball game and barn dancing. It's good, old-fashioned family fun.

Speaking of families and fun, one cannot visit Indianapolis without frolicking at The Children's Museum of Indianapolis. The five-story museum houses 100,000 artifacts in 11 galleries that explore the physical and natural sciences, history, foreign culture and the arts. Many of the exhibits are interactive and participatory, encouraging hands-on learning. Take a ride on the turn-of-the-century carousel or get a great view of the stars at Space Quest Planetarium. Dinosphere represents one of the largest displays of real juvenile and family dinosaur fossils in the United States and invites you to experience the Cretaceous Period in a multi-level, multi-sensory, immersive environment that intrigues and educates visitors of all ages.

Racing Reigns Supreme in Indy
When it comes to racing, Indianapolis takes the checkered flag every time. Commonly referred to as the "Racing Capital of the World," Indianapolis hosts the two largest single-day sporting events in the world: the Indianapolis 500 and the Allstate 400 at the Brickyard. Visit the Hall of Fame Museum on the grounds of the Indianapolis to discover how the city's love affair with racing started, where it's been and where it's going.
Be part of more high-octane action at O'Reilly Raceway Park at Indianapolis (ORP), just a few short miles from the Indianapolis Motor Speedway and home to the richest drag racing event in the world. Lightening speeds and the deafening roar of massive motors return to the quarter-mile drag strip each Labor Day weekend for the Mac Tools U.S. Nationals. ORP's six-month season includes more than 100 days of racing excitement, including the Kroger SpeedFest, NASCAR Nationwide and Craftsman Truck Series and five annual USAC races.

**Sporting & Special Events Score Big**
Racing is certainly not all Indy has to offer the sports-minded. The city boasts professional teams in most major sports including basketball, football and baseball. Enjoy America's favorite pastime with an incredible view of the downtown skyline with the Indianapolis Indians at Victory Field. Watch the NBA's Pacers or WNBA's Fever drive and score at Conseco Fieldhouse, a monument to Indiana's rich basketball tradition reminiscent of times gone by with the state-of-the-art capabilities for today. The NFL's Indianapolis Colts, Super Bowl XLI Champions, will take to the gridiron in their brand new home, Lucas Oil Stadium, for high energy, adrenaline pumping excitement during the 2008 season.

From sporting events to special events, Indianapolis hosts all kinds. In May, swells of people come to the city to participate and spectate during the 500 Festival, a series of fun and family-friendly events culminating in the running of the Indianapolis 500. Events include the Mini Marathon, Community Day at the Indianapolis Motor Speedway and the 500 Festival Parade. Listen to the smooth sounds of the Indy Jazz Fest in White River State Park. Explore the city's African-American heritage and culture with the Indiana Black Expo Summer Celebration. This weeklong event includes an employment fair, health and wellness fair, concerts and more than 1,000 consumer exhibits. Revel in the sights, sounds, smells and sensations of the Indiana State Fair, the oldest state fair in the country held for a dozen days each August.

**Superb Shopping**
Explore the Circle Centre mall, where you'll find the state's only Nordstrom among 100 other specialty stores. For an upscale shopping experience, visit the Fashion Mall at Keystone Crossing, featuring Saks Fifth Avenue, Crate & Barrel and Tiffany & Co. Check out Indy's interesting cultural districts, including Massachusetts Avenue with its galleries, shops and one-of-a-kind restaurants. If antiques are what you're looking for, take a short drive southeast of downtown to Fountain Square, where you'll find more than 200 antique dealers in specialty stores and art galleries. Or, browse the eclectic boutiques and vintage clothing shops of Broad Ripple Village and dine in one of their many restaurants, featuring a vast array of offerings from sandwiches to sushi to steak. Stroll the brick-lined streets of quaint and quiet Zionsville, located 20 minutes north of downtown Indianapolis, where more than 50 specialty shops and restaurants await.
Delectable Dining
Did someone mention food? Indy's diverse and abundant restaurant selection gives diners a lot to chew on, from familiar chain restaurants to exciting and surprising independent, local establishments. Tempt your taste buds with succulent steak or savory seafood. Travel around the globe without ever leaving the city with Indy's impressive variety of ethnic eateries, located all across town. Catch the big game on one of the many TVs at area sports bars and neighborhood pubs, many located in or near hotel properties. The nightlife in Indianapolis is as varied and vibrant as its other offerings. Relax in a cozy lounge while listening to cool jazz, get your groove on in a high-energy dance club or sip sophisticated concoctions in an upscale martini bar. Whatever your pleasure, Indianapolis promises to not go to sleep until you do!

ON CAMPUS JOBS

Please note: you should not apply for any campus jobs until you’ve arrived in Indianapolis and have a local address. If you apply before you have a local address, employers will likely not even look at your application. Also, if you are an international student you can still apply for positions without having a social security card; once you are hired, you can apply for a social security card which will legally allow you to be employed in the U.S.

It is true that many on campus employers prefer applicants with work-study eligibility (this would only be U.S. students, usually only undergraduates) but there are certainly many positions given to non-work-study and international students, so don’t be afraid to apply somewhere that says work-study preferred. Once you arrive on campus and have made your living arrangements, you should apply as early as possible (several weeks before the start of the semester, if possible). Hopefully by looking through this brief guide I’ve put together, you’ll be able to decide on some places you’d like to apply to once you arrive and will have a head start on the application process.

JagJobs provides access to a comprehensive job, internship, and mentor database for IUPUI students, alumni, and staff. The JagJobs web site is coordinated by the IUPUI Career Center.

JagJobs serves as an online resource of postings for on-campus and off-campus student employment, including work-study positions, internships, and full-time positions. JagJobs coordinates the arrangement of on-campus interviews and resume referrals. JagJobs also helps students find mentors. Employers worldwide may access JagJobs to scan resumes posted by IUPUI students and alumni, set up interviews, post job descriptions, and access other recruiting services through the Internet.

The service is free to IUPUI students and alumni. If you are an international student, please note that JagJobs contains postings for both on-campus AND off-campus jobs. If you are studying at IUPUI on a F-1 visa, you are eligible to work on-campus only so please be sure you only apply to on-campus jobs. If you are unsure about whether a job is considered on-campus or not, please contact IUPUI’s Office of International Affairs (onia@iupui.edu). To access postings on JagJobs,
you will first need to register your account. Please visit the following website for instructions:

Math Assistance Center (MAC)

http://www.math.iupui.edu/mac/positions.php
A number of our students work at the Math Assistance Center (MAC) on campus, which is a tutoring center sponsored by IUPUI’s Department of Mathematics. The MAC offers walk-in tutoring for students in undergraduate Math classes (typically pre-algebra, algebra and calculus) and help with online homework assignments and projects in things such as Maple and Matlab. The majority of positions at the MAC are of the type mentioned above, but there are occasionally general administrative openings for things such as receptionist, etc.

**Positions and Opportunities at MAC**
The vast majority of the opportunities at the MAC are available only to current IUPUI students. These part-time positions/opportunities usually require a commitment of five to twenty hours per week; there are no full-time positions available. Tutor positions and mentor positions are among the types most frequently offered at the MAC. Applicants passing the interview and evaluation process must also submit to a background security check before they are granted a position at the MAC.

**Tutoring**
Generally speaking, applicants for a tutor position should have completed a full calculus sequence (e.g., IUPUI Math courses 163, 164, and 261); this amounts to at least 14 credit hours of coursework including differential calculus, integral calculus, and multi-variable calculus. Additional mathematics coursework should be noted on the application form. Tutors are typically paid an hourly rate ranging from $8.00 to $9.50 per hour. **One note here—graduate students in science programs (Computer Science included) are typically assumed to have the required calculus background.**

**Other**
Other positions such as receptionist, supervisor, and specialist (web and/or database programming) are less frequently available, but applications for these positions are accepted at all times. Applicants for the supervisor positions must have the ability to oversee several tutors and mentors in action, must have a demonstrated proficiency in mathematics or statistics, and must be proficient in standard computer skills, such as typing. Applicants for the receptionist positions should be eligible for work-study funding.

**Deadlines**
Employment and service opportunities for students with varied backgrounds and interests arise throughout the academic year at the MAC. However, most of the available positions are filled before the beginning of the semester under consideration, so applications should be submitted early. Generally speaking, applications should be submitted before the end of the preceding full-term semester; however, consideration is given to applications arriving as late as the first full week of class, if positions remain to be filled at that time.

**Application Process**
If you are interested in pursuing a tutoring position you must download and read the *Tutor Application Information* document found on the MAC website. Additional documentation such as your current schedule-of-classes, transcripts, and letters of recommendation may be included with the application, although these items are usually not required of the applicant.
All others should download the general **MAC Application** found on the MAC website. Additional documentation such as your current schedule-of-classes, transcripts, and letters of recommendation may be included with the application, although these items are usually not required of the applicant.
The forms must be completed in ink, and then handed to a receptionist at the MAC (UC-102), or mailed to:
Mathematics Assistance Center
Dept. of Mathematical Sciences, IUPUI
402 N. Blackford St., LD270
Indianapolis, IN 46202

**University Information Technology Services (UITS)**

[http://www.indiana.edu/~uitshr/services/jobs/IUPU/hourly.html](http://www.indiana.edu/~uitshr/services/jobs/IUPU/hourly.html)

University Information Technology Services (UITS) is the administrator of the campus-wide IT infrastructure. They develop and maintain a modern information technology environment throughout the university in support of the university’s vision for excellence in research, teaching, outreach, and lifelong learning. They provide tools and services to support the academic and administrative work of the university, including a high-speed campus network with wireless access, central web hosting, a rich selection of free and low-cost software for personal use, tools and support for instruction and research, and supercomputers for data analysis and visualization.

The most widely available part-time position available with UITS is that of a Technology Center Consultant for one of the many student Technology Centers (open computer labs) operated by UITS for student use.

**Responsibilities and duties of Technology Center Consultant**

Under general supervision, consultants provide direct support to customers of the Student Technology Centers (STCs). They answer questions relating to software applications, resolve printer problems, and maintain the lab environment. Consultants are to provide technical assistance, demonstrate exemplary interpersonal communication skills, be professional at all times, and support and comply with all IU, UITS, STC, AND TCC policies and procedures. The consultant position requires exemplary customer service skills. Working closely with customers in a one-on-one atmosphere is a daily activity. If you are not comfortable providing one-on-one assistance and feel that you cannot provide excellent customer service, the consultant position is probably not for you.

Specific responsibilities include answering customer questions, reporting software and hardware problems, enforcing policies, and assisting the TCC support staff with projects. In addition, all consultants are required to read email that pertains to TCC a minimum of once every 48 hours, be familiar with any information received in the monthly newsletter, and attend mandatory training meetings once a month. In support of these responsibilities, consultants will learn and implement all procedures at the sites, and will develop and maintain both a specified level of expertise in applications and a proactive ownership of customer support issues.

Applicants for Technology Center Consultant positions will be considered based on:

- Customer service skills and experience
- Technical skills and abilities
- Student status (hiring priority is given to students of the university)
- Applicant availability
The hiring process consists of both an online application (which includes applicant availability) and an interview. You may submit one application per year; make sure yours is complete, accurate, and representative of your skills, abilities, and work history. Once submitted, your application will be reviewed and you will be notified of your status via email. Please be patient, as the hiring process often takes 30 to 60 days.

**Qualifications**

- Proactive and friendly customer service attitude
- Strong organizational and interpersonal skills
- Professional attitude and demeanor
- Excellent verbal communication skills
- Computing skills across the Windows, Macintosh, and Unix platforms, including operating systems and applications
- Ability to work a minimum of 12 hours per week
- Ability to attend mandatory training meetings once a month

**Consultant shifts**

All consultants are required to work a minimum of 12 hours per week. Our staffing hours are generally Monday-Thursday 8am-10pm and Friday 8am-6pm, as well as minimal graveyard and weekend shifts.

Consultants are assigned shifts at the beginning of the semester and retain these shifts for the entire semester. Shifts are scheduled in two-hour blocks with no more than eight hours (four blocks) allowed during any 24-hour period. For a complete list of staffing hours and locations, see [Staffing Hours](#).

**Compensation**

During the first semester of employment, consultants are paid $7.50 per hour 8am-midnight, and $8.25 per hour midnight-8am. Upon successful completion of one full semester, consultants receive a $.50/hour pay increase.

IUPUI part-time hourly staff are paid on an hourly, biweekly basis, with no remission of academic fees and no commitment to continuous employment.

**Application form**

Apply by completing the [Consultant Application form](#). When you access the application form, it may indicate that they have no open positions currently but they will always accept applications and will contact candidates when positions are available.

For more information, you can read the [Hourly Consultant Handbook](#).

**Other positions at UITS**

Non-consultant, part-time positions do also open up with UITS and these are posted on the IUPUI UITS hourly jobs website as they become available. Job description, qualifications and application process will be posted along with each available job. As the start of the semester gets closer, I would recommend checking this site frequently as it changes often. Below are a few
examples of the types of positions that may be posted, but these are examples only. Please check the site for specific opportunities.

- **Classroom Technology Services Technician**
  Under general supervision deliver and set-up instructional support technology in various locations, and assist faculty and staff in its operation. Perform general maintenance on instruction equipment; maintain equipment pool inventory, assist faculty, staff and students with all media hardware / software applications available in the classrooms. Perform other duties as assigned by supervisor. This position requires 12-20 hours per week, and the starting pay is $8.50 per hour, going to $9 after a successful three months training probation. Some evening work required. **Qualifications:** High School Diploma or GED Equivalency is required. Basic computer concepts, including word processing and spreadsheets required. Windows OS Vista, XP, Mac OS, Office Applications, PC platform workstations, LCD Projectors, VCRs, monitors, cameras, television receivers, audio systems etc. Able to enter and retrieve data and prepare reports. Motivated and dependable individual, detail oriented, able to meet customer requests and deadlines. Good oral, written and interpersonal communication skills.

- **Network Operations Technician, Hourly**
  Under general supervision, Provide support to the Global Research Network Operations Center (GRNOC) daily shift operations in the areas of networks including the IUPUI campus network, the IU state data and video networks, the Indiana Giga-POP, along with other IU supported national and international high performance research and education networks. Helps ensure operational availability of networks and related systems, high level network monitoring, problem analysis, tracking, resolution, with strong customer service for all network support areas. Assist with diagnosing problems and taking appropriate corrective action. Job entails rotating shift work, including nights and weekends.
  
  - Participate in the operation, support and problem resolution of network support services supported by the IU/IUPUI Global Research Network Operations Center.
  - Help ensure operational availability of networks and related systems.
  - Participate in network problem analysis, tracking and documenting. Assist with diagnosing problems and taking appropriate corrective action. Provide problem resolution.
  - Perform network monitoring and assessment. Provide input to the shift supervisor concerning networking problems.
  - Ascertain specific facts of interrelated problems, thus ensuring cross-functional collaboration and information gathering;
  - Follow up on customers' problems, requests, and questions with a high degree of customer service for all network support areas.

  This position requires 30-36 hours per week, which may include shift work, nights and weekends. Pay is commensurate with experience. **Qualifications:** High School diploma is required. Some college or equivalent work experience in the areas of computer and network operations, customer support, telecommunications or related field is desired. Knowledge of local and wide area networks is a plus. Good oral and written communications skills as well as problem solving and analytical skills. Must be a team player and must type 40-45 WPM.

*University Library*
The University Library is the main library on campus and they hire students for various part-time positions including such things as Circulation Desk Attendant (checks out books, etc.), Computer Consultant (the library has a number of public use computers), Security Monitor and Shelving Specialist (sorts returned books and re-shelves them appropriately). I don’t have any detailed information about these positions; you can access the library’s online application form at [http://www.ulib.iupui.edu/pte/](http://www.ulib.iupui.edu/pte/). By completing this application form, you will be applying for any part-time position at the library.

**IUPUI Bookstore**

[http://www.iupui.bncollege.com](http://www.iupui.bncollege.com)

The main bookstore at IUPUI is located in the new Campus Center building and hires part-time students to work as cashiers, stockers, etc. They do not typically advertise specific part-time position openings, but rather simply accept applications on an ongoing basis and contact candidates when positions are open. They do not offer an online application; a copy of their paper application form can be found at the end of this document.

**Other opportunities**

There are other opportunities available for part-time jobs on campus, but they require a bit more searching and work to find than those described above. Here are some other suggestions for places to look for opportunities:

- **Campus food service establishments**—there are numerous restaurants, cafeterias and fast food places run by the University all around campus; a large number of these can be found in the Campus Center. You will need to visit these places in person in order to find out if they have position openings or to obtain an application. The University Place Hotel on campus also hires students to work in the hotel itself, hotel restaurant and hotel food court. If you are an international student on F-1 or J-1, you may work only in the restaurant or food court, NOT the hotel itself. University Place opportunities are sometimes posted on the Careerbuilder.com website or you can contact UP Human Resources at smith20@iupui.edu.

- **IU and Riley Hospitals**—both the IU and Riley Hospitals on campus hire students for part-time work. You can sometimes find these positions listed on JagJobs, posted on bulletin boards around campus, or you can contact each hospital directly to find out about openings. If you are an international student studying on F-1 or J-1, you may only work in a hospital position if it is paid by Indiana University; you may not work in a position paid by Clarian Health (who is the hospital’s affiliate). If you are unsure of the pay status of a particular position, make sure to ask.

- **JagTemps**—the university recently started a new pilot program called JagTemps which is a service for both IUPUI departments and students looking for part-time, temporary work. Through the JagTemps service, interested students must first apply and be accepted into the program as a -JagTemp‖ by the Career Center. Once accepted, JagTemps are eligible to apply to any specifically posted temporary position available on campus (these positions vary widely in nature of the job, duration, hours, etc.) when a department has a need for a temporary employee. You must be willing to accept temporary work and to change positions frequently, as campus needs change. For more information on JagTemps and the process of applying to the program, please contact Lauren DeWells of the Career Center at ldewell@iupui.edu.
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<td>1.</td>
<td>Passport (and visa)</td>
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<td>Original Form I-20</td>
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<td>IUPUI admission letter</td>
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<td>Financial aid letter (if any)</td>
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<td>Certificates (originals)</td>
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<td>Medicines</td>
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<td>Textbooks</td>
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<td>13.</td>
<td>Short sleeve T-shirts</td>
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<td>Full shirts</td>
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<td>15.</td>
<td>Jeans pants</td>
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<td>Formal pants</td>
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<td>Shorts</td>
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<td>Suit/Blazer</td>
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<td>Shoes</td>
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<td>Neckties</td>
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<td>Belts</td>
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<td>Jackets/Sweaters</td>
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<td>Caps</td>
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<td>Thermal wear</td>
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<td>Underwear</td>
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<td>Socks</td>
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<td>Slippers/Sandals</td>
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<td>Wallets</td>
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<td>Traditional outfit</td>
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<td>Toothbrush</td>
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<td>Toothpaste</td>
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<td>33.</td>
<td>Shaving kit</td>
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<td>34.</td>
<td>Soaps</td>
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<td>35.</td>
<td>Shampoos</td>
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<td>36.</td>
<td>Deodorant</td>
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<td>37.</td>
<td>Perfume/Cologne</td>
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<td>38.</td>
<td>Hair Oil</td>
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<td>39.</td>
<td>Hair brush/Comb</td>
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<td>Nail clipper</td>
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<td>Frying pan</td>
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<td>Kadhai or Wok</td>
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<td>43.</td>
<td>Wooden spatulas</td>
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<td>44.</td>
<td>Pressure cooker</td>
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<td>45.</td>
<td>Peeler</td>
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<td>46.</td>
<td>Knives</td>
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<td>Spoons/Forks</td>
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<td>48.</td>
<td>Pot Holders</td>
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<td>49.</td>
<td>Tea strainer</td>
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<td>Egg Beater</td>
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<td>51.</td>
<td>Cutting Board</td>
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<td>Plates (microwaveable)</td>
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<td>53.</td>
<td>Bowls (microwaveable)</td>
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<td>54.</td>
<td>Cups</td>
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<td>Bottles</td>
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<td>56.</td>
<td>Food (spices, tea, etc.)</td>
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<td>Laptop</td>
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<td>Umbrella</td>
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<td>Bag/Backpack</td>
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<td>Scientific Calculator</td>
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<td>Stationeries (pen, pencils)</td>
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<td>62.</td>
<td>Can opener</td>
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<td>Towels</td>
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<td>Electric converter</td>
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<td>Handkerchiefs</td>
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<td>Sewing kit</td>
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<td>Watch</td>
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<td>Screwdriver</td>
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<td>Alarm clock</td>
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<td>Bed sheets</td>
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<td>71.</td>
<td>Pillow covers</td>
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<td>Blankets</td>
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<td>Pillows</td>
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<td>Flashlight/Torch</td>
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<td>International calling card</td>
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<td>76.</td>
<td>Extra glasses/contact Lens</td>
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