

Black Hills State University

BHSU International Acceptance Guide



Welcome

We are looking forward to having you join the Black Hill State University community!

Black Hills State University, located in the scenic northern Black Hills – Spearfish, South Dakota, offers 77 academic programs at the associate, bachelor, and master degree levels. BHSU, which has over 4,000 students, has earned a reputation for innovative, high-quality academic programs and a dynamic learning community. The staff and volunteers at the Office of International Relations and Global Engagement (IRGE) are committed to Black Hills State University’s global mission and vision and we invite you to join with us as we help prepare world citizens and develop global leaders here in South Dakota. Please read this guide carefully. It gives important information on your visa application process, your rights and responsibilities as an international student and practical resources to help you get settled at BHSU.

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How to use this BHSU International Acceptance Guide

The following guide is here to help you navigate your enrollment in Black Hills State University. Throughout the guide there are several icons in which you should give extra attention:



This icon indicates something that you need to do



This icon indicates an important regulation that is especially important for International Students.



This icon indicates an important date or deadline

Black Hills State University

Quick Statistics:

- **ENROLLMENT:** 4,489
- **CAMPUS:** 123 acres
- **MASCOT:** Yellow Jacket (Mascot name: Sting)
- **SCHOOL COLORS:** Green & Gold
- **FACULTY WITH TERMINAL DEGREE:** 69%
- **HOUSING:** 5 Residence Halls (All Co-ed), 8-Building Apartment Complex
- **ACADEMIC PROGRAMS:** 77 bachelor, associate and master degree programs and 20 pre-professional programs
- **STUDENT BODY:** 84% from South Dakota from all of the 66 South Dakota counties, 16% from 44 other states and 29 countries
- **FINANCIAL AID:** 78% of BHSU students receive assistance
- **AFFILIATION:** 4-year South Dakota public liberal arts university
- **ACCREDITATIONS:** Association to Advance Collegiate Schools of Business, National Association of Schools of Music, National Council for Accreditation of Teacher Education, Commission on Institutions of Higher Education of the North Central Association of Colleges and Schools, South Dakota Department of Education and Cultural Affairs, Wyoming Professional Teaching Standards Board



BHSU Mission Statement

Black Hills State University is a master's level university that promotes excellence in teaching and learning; supports research, creative and scholarly activities and provides service to the state, region, nation and global community. BHSU provides innovative, high quality undergraduate (associate and baccalaureate) programs in the arts, humanities, education, behavioral sciences, mathematics, social sciences, natural sciences, business and technology as well as selected disciplines of strength at the graduate level. Black Hills State University is the only comprehensive University in western South Dakota.

BHSU Vision

Black Hills State University will be recognized as an innovative, high-quality University in the Black Hills region, the state, the nation, and the world. We, at Black Hills State University, are committed to:

Scholarship

We engage in the scholarship of research and creative activity to contribute knowledge and art to the community, the state, the region, the nation, and the world; we engage in the scholarship of teaching by using relevant and cutting edge practices to prepare students for the future; and, we engage in the scholarship of service by accepting leadership roles in society and making meaningful contributions to the profession and to the general public.

Student-Centeredness

We accept the responsibility of transforming student lives and treat each student with dignity and respect.

Educational Excellence and Life Long Learning

We engage in doing quality work by reflecting on our performance, our creativity and ingenuity, and in continuously challenging ourselves to improve.

Integrity

We adhere to ethical standards of excellence and accept accountability for personal decisions and actions, which impact our reputation as a dynamic and resourceful institution of higher learning that places students front and center.

Inclusiveness

We embrace the multi-dimensions of human differences by practicing inclusive education and unconditional positive regard, supporting multicultural learning experiences for all, and encouraging international exchange.

Innovation and Change

We anticipate future needs and use our imaginations to be responsive to unique opportunities for growth by encouraging respectful dialogue that encourages an open-minded exchange of ideas whereby active listening and critical thinking sustain a vibrant learning community for students, staff, faculty, administration, alumni, and the public.



Office of International Relations and Global Engagement

The Office of International Relations and Global Engagement is a center point for all international students at the university. We offer the following resources to our international students to ease the transition from secondary school or a previous university to life at BHSU.

Office of International Relations and Global Engagement

The IRGE provides the information, resources and assistance international students need to succeed as they begin their academic career at BHSU. Advisors can answer questions concerning:

- Immigration regulations
- University policies
- Employment
- Travel
- Registering for Classes
- Getting involved in activities and opportunities on campus
- Connecting you with local resources

Office of International Relations and Global Engagement

1200 University Street, Unit 9519

115 Woodburn Hall

Spearfish, SD 57799

Phone: (605) 642.6942

Fax: (605) 642.6254

Email: international@bhsu.edu

Website: www.bhsu.edu/international

Facebook: www.facebook.com/internationalBHSU

Academic English Preparatory Program (AEPP)

In addition, the Office provides the Academic English Preparatory Program for International Students. The Academic English Preparatory Program is for students who meet the academic requirements for undergraduate admission but do not meet English proficiency requirements. It offers incoming students the opportunity to improve their English skills before starting a degree program, and prepares students to successfully study in a university in the USA. The AEPP focuses on the language of the classroom. It is comprised of four foundational courses which are requirements for all students: Literature, Composition, Comprehension, and Speech. While these skills are taught in an integrated manner, the specific focus of the skills allows students to receive individualized attention on those areas that are the greatest need.

[Office of International Relations and Global Engagement Staff](#)

We would like to take this opportunity to introduce you to our staffs at the office of International Relations and Global Engagement.

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Director

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[Linked In: @Katherine Wildman, Ph.D.](#)



Dr. Katie came to BHSU after sailing the high seas as a Dean on Semester at Sea, a unique study abroad opportunity that travels students around world on a ship. Previously she spent three years as an expatriate working with the Qatar Foundation/Hamad bin Khalifa University in the Middle Eastern state of Qatar. During her time there as an education administrator, she helped open the largest collection of LEED platinum/green buildings, in addition to a number of teaching, leadership and educational initiatives. Previously Katie helped run the Undergraduate Research Center at the University of Iowa and housing operations at a number of institutions including Beloit College, Appalachian State University, Clemson University, University of Alaska Anchorage and Southern Methodist University.

Dr. Katie received her B.A. in Advertising from Southern Methodist University in Dallas, Texas, USA, M.Ed. in Counseling/Student Affairs from Clemson, South Carolina, USA, and Ph.D. from the University of Iowa, USA in Higher Education Administration.

Academically Dr. Katie has taught undergraduate, graduate, professional development classes both domestically and in more than 35 countries. She also has completed research publications in the field and is often found presenting presentations on international topics. With fifteen years of international higher education experience and instruction including roles of expatriate administrator and teacher, study abroad recruiter, and international student advisor, Dr. Katie has extensive international higher and tertiary education consulting and travel in 100+ countries and territories with extensive time and residency in North America, Europe and Asia. Currently she serves as the Primary Designated SEVIS Officer (PDSO) for J visa students and the Responsible Officer (RO) for F-visa students.

Outside of her official office hours, she works on international initiatives with professional organizations and colleagues including the International Association of Student Affairs and Services (IASAS) and ACPA: College Student Educators International among others. When she isn't keeping an eye out for the harbor pilot, she enjoys quilting and sewing, driving with the windows down (she loves the Spearfish Canyon), singing, hydroplane boat racing, exercising in the rain, and of course any adventure where she can sit her pack down and read a book! She loves working with international students and asks lots of questions, especially about language and culture. She also loves finding the perfect study abroad location for domestic students as well.

Favorite thing about BHSU: "The people here are really wonderful. As a new transplant to this area, I was warmly welcomed by the community and university. From the very first day, BHSU felt like home."



Alysha Weiler

International Program Coordinator

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Alysha is the current International Program Coordinator at Black Hills State University. She is excited to be part of this team here at BHSU in Spearfish, SD! Alysha grew up in Sioux Falls, SD where she graduated from high school. She enrolled at University of Sioux Falls (USF) for one semester, but felt the need to go abroad. She left school and attended Youth With A Mission (YWAM) in Germany and Nepal. After returning to the US, she realized college was a good thing, and returned to USF as a Biology major. After graduating, Alysha moved to Spearfish. She had done a couple summer research internships at BHSU, and stayed with some family. She got connected to the community and loved the area, so decided to move after she graduated. Once she was here, she got accepted and enrolled in the Graduate Integrative Genomics program here at BHSU, where she is obtaining her master's degree. Alysha has always loved the Black Hills, and even when she was little, wanted to be here.



Alysha's mother's family were Chinese people living in Cambodia. They immigrated to the US after the Khmer Rouge. Alysha had the opportunity to go to Cambodia with some of her relatives and visit places her family had been. She enjoyed being there and experiencing the culture her family had been in.

Alysha loves snow, mountain biking (as long as she doesn't fall off the cliff), and learning new languages. She is excited to be working with the International Office here at BHSU, and looking forward to getting to know you!



Kaitlin Schneider

International Admissions Representative

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Kaitlin Schneider is Black Hills State University's International Admissions Representative. She is here to help you as you make the transition to life in America and is very excited to be the International Student Organization's (ISO) adviser and teacher for the United States Culture Class.

Kaitlin grew up in the Black Hills region with a natural love for the outdoors, a good cup of tea, education, and travel! During her youth she spent time traveling with her family throughout the United States of America where she developed a taste for culture, food, and new experiences. Kaitlin graduated from the BHSU Honors Program as a University Scholar and achieved her Bachelor's degree of Science in Psychology from Black Hills State University in 2014. During her education, she conducted research for the university for three years in the field of art therapy. Kaitlin was most interested in how drawing art affected stress levels in her participants and she presented her findings at professional conferences in Washington D.C. and Lexington, Kentucky. Due to her experience in conducting research, she was also sought out to assist in other research projects conducted by the university which explored utilizing social media as a learning platform in the college classroom. This led to two publications and a virtual presentation at an international conference in Madrid, Spain.

While attending Black Hills State, Kaitlin also studied abroad in Florence, Italy. She lived there for four months where she fell in love with bicycling through the Tuscan hillsides, admiring Renaissance art, eating prosciutto, and drinking Chianti wine! While in Europe, Kaitlin also flew to Lyon, France to meet up with her South Korean friend, Grace Boeun, whom she had met at BHSU. After studying for one year at BHSU, Grace went to one of our partner universities, IDRAC School of Management in Lyon. Once reunited, Grace and Kaitlin toured around France together and enjoyed making memories but also reminisced about their time together back in Spearfish.

After graduation, Kaitlin worked for one year in the BHSU Admissions Office where she recruited high school students to attend college at Black Hills State University. During her career as an Admissions Recruitment Counselor she found a passion in working with college students and helping them prepare for their future. As a lover of academia, Kaitlin is always looking to expand her education and is currently working towards her Master's degree in Higher Education in Student Life through South Dakota State University at our Rapid City Campus.



Carrie Bartsch

Academic English Program Coordinator

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Carrie hails from St. Paul, Minnesota. She graduated from St. Olaf College in Northfield, MN with a degree in English Literature and Creative Writing while playing violin with the St. Olaf Symphony Orchestra. During that time, she taught ESL at a Hmong adult education school. Shortly after matriculation, she ventured into Bratislava, Slovakia and taught English literature, Creative Writing and Holocaust Literature at the Evangelical Lyceum, a Lutheran boarding school. Following that, she went to graduate school at the University of Southern Mississippi Center for Writers and obtained her M.A. in Creative Writing with an emphasis in fiction. During and following that, she published her short stories in various journals.

After graduate school, she tucked her violin under her arm and ventured to Hollywood, CA. Here, she took in the ocean; rescued dogs; tackled trail running in the San Gabriel Mountains; performed, toured, and recorded with several international music groups; and sought out exciting academic opportunities. She taught multicultural populations in the Los Angeles high schools, launched the Fuller Seminary International Student Writing Center in Pasadena, and became assistant manager and grant editor to the David Baltimore Laboratory at the California Institute of Technology, which specializes in immunology and genetics research.

During her summers, she worked at the Apple Hill Center for Chamber Music in New Hampshire. There, she partnered with the *Playing for Peace* outreach program. The mission is to unite student musicians from nations with a history of conflict into chamber music ensembles, countries of which include: Turkey, Jordan, Israel, Egypt, the West Bank/Palestine, and the Greek and Turkish areas of Cyprus; England, Northern Ireland, and the Republic of Ireland; and the Eurasian Caucasus.

After California, she performed Celtic music and coached running in Boulder, CO. Currently, she is quite content discovering the joys of life and nature with her young daughter in Spearfish, SD. Here, she delights in teaching English composition classes and serves as a full-time instructor in the International Relations Department. You may also see her hitting the trails or performing world music around the Black Hills.

Pre-Arrival Checklist:

We are looking forward to your arrival at Black Hills State University! Now that you have been accepted, we have outlined your next steps for your arrival. We will need an immunization form, your housing reservation and deposit, and your flight information to plan for your arrival, which are explained in the following pages. Please email your immunization form and flight itinerary to International@bhsu.edu, and complete your housing reservation and deposit as soon as possible. We recommend completing your housing reservation as soon as you are accepted to ensure a room.

- Immunization Form
- Housing Reservation and Deposit
- Flight Itinerary

Immunization

Immunizations are an important requirement for all students entering universities. Because students are eating, living and studying in small spaces, immunizations maintain a safe and secure learning environment for all students.



All students must document TWO (2) Measles, Mumps, & Rubella (MMR) vaccinations. If you do not or cannot document these vaccinations, they can be administered when you arrive for \$60 per vaccination (\$120 total). *Costs are subject to change.

- Document your health history and Immunizations using the [Immunization Form](#)

Housing

There are a number of short-term and long-term housing options for you around the BHSU campus.

ON-CAMPUS HOUSING OPTIONS – Spearfish Campus

University Housing at BHSU invites you to be our guest and stay in one of our accommodations on campus. This is a comfortable, convenient and economical alternative for guests affiliated with the University who want to stay close to campus.



South Dakota Board of Regent Policy requires unmarried students to live-on campus during their first two years of school. Specifically, the policy reads as follows: “During the first two years when they were or would have graduated from high school, all unmarried students who enroll in courses delivered on the main campus for six (6) credit hours or more are required to enter into a housing agreement with the institution unless special permission to room elsewhere is received. Permission ordinarily shall be granted to students with dependent children or to students who reside† full time during the academic year with parents or legal guardians (also, BHSU ordinarily grants permission to students with documented health problems/disabilities or those with documented financial hardships). Students who have enrolled for twelve or more credits for four (4) semesters may be exempted from this agreement at the discretion of the institution”. BHSU permits a maximum 50-mile commuting distance. Appeals for all exemption statuses will be reviewed annually during the summer term for a period no longer than or shorter than one business month. During the fall term, appeals for all exemption statuses will be accepted from new students only. Emergency medical and financial appeals will be reviewed on a case by case basis for the entirety of the academic and non-academic year. † Verification of the residency must be provided in advance, in writing, by the parent(s) or legal guardian to the BHSU Residence Life office. For more information on the Housing Appeal process, please visit www.bhsu.edu/housingappeals.

To live on campus you must complete the following:

- [Complete the International Housing Agreement Form](#)
- [Pay the Housing Fee using this link](#) (\$100)

Arrival Information

The Nearest major airport is the [Rapid City Regional Airport \(RAP\)](#) in Rapid City, South Dakota. Please book your ticket into Rapid City Regional on our pickup dates in order to take advantage of our free shuttle service.

Shuttles from Rapid City to Spearfish



Please plan to arrive at the Rapid City Regional Airport on the date requested on your acceptance letter. The Office of International Relations and Global Engagement provides free transportation to and from the airport on this day. Please send the following information:

Send Arrival Time to international@bhsu.edu

Send Arrival Flight information to international@bhsu.edu

Visa Application Process

J-1 Exchange Visitor Program Overview

The J-1 Exchange Visitor Program is a Federal program administered by the Department of State which implements the Mutual Educational and Cultural Exchange Act of 1961. This Act promotes mutual understanding between the peoples of the United States and other countries by means of educational and cultural exchange. The Exchange Visitor Program provides eligible foreign nationals with opportunities to participate in exchange programs in the United States and then return home to share their experiences.

The J-1 Exchange Visitor Program is organized into a number of different categories. The Office of International Relations and Global Engagement (IRGE) at BHSU has been designated to sponsor the following categories: student and research scholar. It is important to remember that the Exchange Visitor Program at BHSU is not an expedient means of employing foreign nationals (or- from the scholar's point of view - for working in the US), but is intended to further the educational, cultural, and research interests of the foreign student or scholar as much as the needs of the faculty sponsor, grant program, or University. In order to allow for internal administrative processing and in anticipation of visa application processes at American embassies/consulates, please submit your request 60 days prior to the anticipated arrival date of the visitor. The international office will make every effort to accommodate situations that may require expedited processing, but does not guarantee such services.

BHSU has been a J-1 program sponsor for several years and has hosted many students and scholars for the purpose of "teaching, instructing or lecturing, studying, observing, conducting research, consulting, demonstrating special skills or receiving training in the general interests of international academic exchange." Participants use form DS-2019 to apply at the American embassy or consulate for a J-1 visa to enter the United States. The program is an essential component of the university's efforts to maintain prominence as an international academic and research institution. BHSU is authorized as a program sponsor through the U.S. Department of State. For more information about the J-1 program, go to <http://travel.state.gov/content/visas/en/study-exchange/exchange.html>

F-1 Visa Overview

The F-1 program is a federal program, managed by the Student and Exchange Visitor Program (SEVP), on behalf of the Department of Homeland Security. Helpful information for F-1 students can be found at [Study in the States](#), such as preparing for your visa interview, the I-901 fee, travel tips, and what is allowable on a F-1 visa. Incoming F-1 students will obtain an I-20 from Black Hills State University along with their acceptance documents. The I-20 is an application for a U.S. student visa. Additionally, steps to apply for a F-1 visa are also provided by [U.S. Immigration and Customs Enforcement \(ICE\)](#).

Visa Application Process at Consulate/Embassy

Step 1: Check your documents; make sure you check the form I-20 or DS-2019 carefully to ensure the information is correct. If you believe there is an error, please contact IRGE directly (international@bhsu.edu). Your passport needs to be valid at least 6 months into the future at all times (during the visa application process and your stay in the U.S.).

Step 2: Pay the SEVIS fee (\$200 for F-1 students; \$180 for J-1 students) with Form I-901. Make sure to print the confirmation of payment of this fee; you will need this for your visa application. For more information and how to pay, please visit: <https://www.fmjfee.com/i901fee/>

Step 3: Apply for the F-1 or J-1 visa with the nearest U.S. Consulate/Embassy. Please refer to [their website](#) for detailed information on which documents to bring, and when to visit them for your visa interview. For a list of all Embassies, please visit: <http://www.usembassy.gov/> **Family members (F-2 or J-2 status) will have to apply for their own visa and pay applicable visa fees. They do not have to pay the SEVIS fee as your fee covers the entire family.

Step 4: Review the health insurance requirements for you and dependents that are traveling to the U.S. All students and dependents MUST have valid health insurance throughout the duration of their stay.

Visa Interview Tips

1. Study the specific country requirements and advice on this page: <http://www.usembassy.gov/>
2. Establish your intent to return to your home country. Some ways of doing that include:
 - Property or business owned by student or family
 - Proof of job upon return to your home country
 - Social and Financial ties to home (some students have reported success when they take pictures of their entire families, and discuss their family connection to their home country)
3. Demonstrate being a *bona fide* student.

Proving your intent to study in the USA is a little more than having the correct I-20 documentation. Be able to talk about why the program at Black Hills State University (BHSU) is right for you and why you want to come to South Dakota. Some of the strengths of BHSU include:

- Strong business department (for business majors)
- Strong education department (for education majors)
- The Academic English Preparation (AEPP) program specifically prepares students to study in the US American university classroom
- BHSU is located in Spearfish, South Dakota. The town is safe and small, perfect for students who want to improve their English

- Another benefit of studying in a small town is that it will be free from many of the distractions of big city life. Students can better focus on their studies and English improvement
- Spearfish is located near many historic landmarks, like Mount Rushmore and the Crazy Horse Memorial, thus studying here will give you a profound cultural experience of the USA

Arrival Information

Now that you have been through the process for applying for your visa and completing the pre-arrival checklist, this is what you can expect as you arrive into the USA! We have provided items that would be good to pack for South Dakota, what to expect when you are at the airport and directions to Spearfish, South Dakota. Don't worry, we will pick you up on our pick-up days! This is just helpful information for you to know.

What to Pack

***Special Note: In Your Carry-On!**

We would recommend including items in your carry-on that you would need for a few days after your arrival (extra clothing, toiletries, etc.), in case your checked luggage is delayed upon arrival.

General Packing

Do not bring too many items from home that can easily be bought in the U.S. However, be sure to bring enough toiletries with you to last several days upon arrival in case your baggage is delayed. Also, you do not know how soon you may be able to go to a store to buy the basic necessities. Spearfish has grocery stores, a Farmers Market (where you can buy local, fresh vegetables/fruits) in the summer and a large department store.

Clothing

A good raincoat or umbrella is necessary for the spring/summer. You will need a coat and boots for heavy winter weather. These can also be bought at the local second-hand store or department store.

Electrical Items

The U.S. uses 110v electrical current. Many small electrical items like hair dryers and electric razors are inexpensive in the U.S. and you may wish to purchase those items when you arrive. If you bring a computer, or other electrical items, you may buy a simple plug adaptor in the U.S.

Linens and Towels

Student living on campus are provided with bed linens, pillows, blankets and towels. Additional items can be purchased inexpensively in Spearfish.

Medical Items

Make sure that any prescription medications you bring with you are labeled and are in their original containers. Make sure the name on the containers matches the name on your passport to avoid any problems when you are entering the U. S. Please bring a copy of any prescriptions you will need using the generic name of the medication in English.

Money

Make sure your ATM card will work in the U.S. before you leave! The MasterCard and Visa systems are the most widely accepted. We recommend you have access to enough funds to cover immediate expenses. We recommend you have at least \$1,000 in hard currency or pre-paid cards in case you need quick access to cash when you first arrive. You can change your money at a local bank. There may be a conversion fee, but it will probably be less than the fee at the airport.

At the Airport

You will be asked to show your documents in the first city you arrive in in the U.S. to be given permission to enter the country.



Please carry with you (in your carry-on bag, NOT in your checked baggage):

1. Passport (valid within 6 months) with F-1 or J-1 visa stamp
2. Original I-20 or DS-2019 form (This document will be mailed to you, with original signatures from the RO or ARO for Black Hills State University)

In addition, it is strongly recommended that you also hand carry the following documentation:

1. The supporting documentation that you showed to the United States Embassy to obtain the visa, such as evidence of financial resources, evidence of student status, or any documents that relate to your academic, medical, or legal history.

Customs and Border Protection (CBP) will issue you an electronic I-94 record when you enter the U.S. After you arrive you will need to print your I-94 yourself by visiting the CBP I-94 Retrieval web page:

<https://i94.cbp.dhs.gov/i94/consent.html>

Please print your new I-94 prior to attending the IRGE Check-In. We will need a copy of your I-94 to complete your check-in process.

All visitors entering the United States must state their reason for wishing to enter the country. You will also be asked to provide information about your final destination. It is important that you tell the CBP Officer that you will be a student. Be prepared to include the name and address of the school program where you will enroll/participate.

Travel to Spearfish

Spearfish is located in the state of South Dakota (SD) about 60 miles from Rapid City, SD, 400 miles from Denver, CO., 900 miles from Chicago, Illinois, 1100 miles from Seattle Washington; and 1700 miles from Los Angeles, California. Prearranged travel to and from Rapid City and surrounding nearby towns is available through [Prairie Hills Transit](#)*for a small fee (\$2-\$10/ride) during daytime hours. Besides taxis, there are shuttle services available from the airport to the university. A taxi ride to BHSU from the airport is around \$75/one way and must be pre-arranged. More information available [here](#)*. Taxi service is also available for trips around town 24 hours a day.

* Each of these entities are private companies and are not associated with Black Hills State University; the contact is provided here only as information about travel possibilities, and any arrangements you choose to make are strictly between you (the student) and the entity Black Hills State University does not endorse or recommend any of these entities.

Directions to the International Relations and Global Engagement Office

Black Hills State University is located at 1200 University Street, Spearfish, SD 57799.

The Office of International Relations and Global Engagement is located in 115 Woodburn Hall (off of University Ave), and is open 8:00am-5:00pm, Monday-Friday only.

After Arrival To-Do

Congratulations! You have entered the USA and are now in Spearfish, SD! Now that you are here, we have provided items to complete upon your arrival. You will need to check-in with the OIR office, attend orientation, purchase health insurance (we will assist you during orientation), take placement tests if necessary, register for classes, and pay for tuition and fees by the deadline. We recommend that you already begin the process for searching for classes while still in your home country, but finalize the process once you arrive.

- Check-in with OIR office
- Attend orientation & create Buzz Card (Student ID card)
- Purchase health insurance
- Register for classes
- Pay BHSU tuition and fees

Check-in

After your arrival at Black Hills State University, please check-in to our office in Woodburn 115. This is a US student visa requirement. Please bring the following documents to check-in:



- Passport
- Visa
- I-20/DS-2019
- I-94 (can be printed at cbp.gov/i94)
- BHSU Acceptance letter
- Current Local Address

Orientation

A comprehensive orientation will be held before classes begin. During orientation, you can expect the following:



- Important Seminars and guest speakers
- Campus tour (including visiting classrooms)
- Shopping trips
- Bank trip
- Meeting new friends
- Networking and Social Events
- Creating your Buzz Card (Student ID)

Health Insurance

The South Dakota Board of Regents requires all Foreign National students to have and maintain health insurance for the duration of their stay in the United States: [SDBOR Policy 3.14](#).

Visit [this link](#) to find the health insurance options offered by the South Dakota Board of Regents through ISO International Student Insurance in conjunction with the Federal Visa regulations. This health insurance costs vary based on age, healthcare needs and number of persons covered. The current cost of insurance is \$49-\$85/month under 25 years old. We will assist you during orientation.

Health insurance waivers are available under limited circumstances, and will be reviewed if all requirements are met. Information is found here: <https://myhealth.sdbor.edu/internationalstudent/index.cfm>



Please note that failure to maintain adequate health insurance throughout the duration of your stay is considered to be a violation of the state and federal regulations, which will result in termination from the program.

Register for Classes

You are required to take the Accuplacer Exam if you are a degree-seeking student or if you are an exchange student taking math or English classes at BHSU. If you are a degree-seeking student and have taken the ACT or SAT, you are not required to take the Accuplacer. Please contact the OIR office if you will be taking the Accuplacer and we will make a test appointment during orientation.

For class registration, an advisor can help you choose classes that are appropriate and will know the sequence and rotation of classes in addition to the workload of classes. Your advisor can also help you think about how your courses and degree program connect with your career interests and goals. To find out about our academic programs, you can visit here: www.BHSU.edu/Academics.



It is best to register at the earliest time to ensure placement in desired courses. Please use the below links to search available courses for the spring 2016 term.

- [Course Rotations](#) OR
- [Class Sections](#): **by term:**
 - Select Term: (2016FA) *and*
 - Class location/type: (Spearfish Main Campus)
 - [Status Sheets](#): **Courses required under each Major/Minor.**

The platform you will use to register for classes will be WebAdvisor. This tutorial will help introduce you to WebAdvisor. Please practice logging in after watching this tutorial:

<http://edoutreach.bhsu.edu/orientation/webadvisor/index.cfm>

Tuition, Fees and Payment



Tuition and fees must be paid the day after census date to avoid late fees. Census date is normally 10 days after the day classes begin. For safety and convenience, most international students have funds wired from home after they have opened their US bank account. Current costs are listed [here](#), under “Non-Resident”. A \$100 international student fee will be included for all international students. Final costs for the fall/spring academic year are published by the South Dakota Board of Regents every April. Tuition costs for the Academic English Preparatory Program is currently \$5000 per semester.

BHSU payment options include:

- Cash
- Check from US bank account
- eCheck from U.S. bank account.
- peerTransfer (more information available at www.peertransfer.com/school/bhsu)

You may also use the following which include a convenience fee:

- MasterCard
- Discover
- American express
- Visa

On-campus Resources

Computer Access

Your BHSU email account and password are established as soon as you arrive on campus. You should be provided with a login help sheet, which will have your login information for campus.

Library Services

As a BHSU student you have access to two local libraries. The BHSU E.Y. Berry Library-Learning Center is on campus and offers tremendous resources including virtual resources, books and movies. Interlibrary loan is also available from this library. You will automatically have access with your campus ID card: you can check out books and use their computer labs and other services. The library website offers many tools in order to further your success at BHSU. In addition, the Grace Bulloch library is located downtown Spearfish and offers more resources to students. Students can use their student ID to obtain a local library card.

Campus Recreation

BHSU has an active Recreation Center: the Young Center is located on campus and includes a fully equipped gymnasium, swimming pool, outdoor sporting facilities, and a variety of competitive and non-competitive sports.

You can request full access to the Young Center with your campus ID card.

Special Accommodations

Both the Americans with Disabilities Act (ADA) as well as the Section 504 of the Rehabilitation Act of 1973 provides that no qualified individual with a disability be denied access to or participation in services, programs, or activities at Black Hills State University (BHSU). These laws apply to essentially all aspects of campus activities, including academics, employment, and student programming.

At BHSU, international students and domestic students receive the same services and resources available to assist with disabilities. If you have any special needs for accommodation in terms of academics or physical access due to a documented disability, or other circumstance or issue that requires our special attention, please let us know. For further information please contact an international office staff member or Jennifer Lucero, BHSU's Coordinator of Disability Services and Testing Center at 1(605) 642-6099 or by email at Jennifer.Lucero@bhsu.edu. The Disability Coordinator can provide information about services available on campus, including individual accommodations, accessible classrooms and buildings.

Drinking Policy

Black Hills State University is a dry campus, which means that you may not consume alcoholic beverages while on campus. The legal drinking age in South Dakota is 21 years. In restaurants and bars, you must show your ID to prove that you are of legal drinking age.

Campus Safety

The BHSU Department of Public Safety, is responsible for maintaining a safe and pleasant environment in which to live and learn. Concerned with the protection of life and property, the university public officers enforce both the laws of the State of South Dakota and regulations of the university.

Emergency number: (office) 605-642-6297; (cell) 605-641-6988 (on campus)

The Office of International Relations and Global Engagement has several programs to help international students to have an opportunities to meet local people here. Ask International office for more details.

[Student Handbook](#)

A comprehensive BHSU student handbook is available for review at: [BHSU Student Handbook](#)

Important Phone Numbers

Emergency Numbers

BHSU Safety & Security - 642-6297 or 641-6988

Ambulance - 911

Fire - 911

Police - 911

Poison Control - 342-3333

Sheriff - 578-2230

Information Numbers

General - 642.6011

Admissions - 642.6343

Bookstore - 642.6636

Business Office - 642.6512

Dining Services - 642.6896

Help Desk - 642.6580

Library - 642.6834

Network and Computing Center - 642.6580

Registrar / Records - 642.6092

Student Union - 642.6062

Theatre Box Office - 642.6171

Inclement Weather Hotline-BHSU - 642.6059

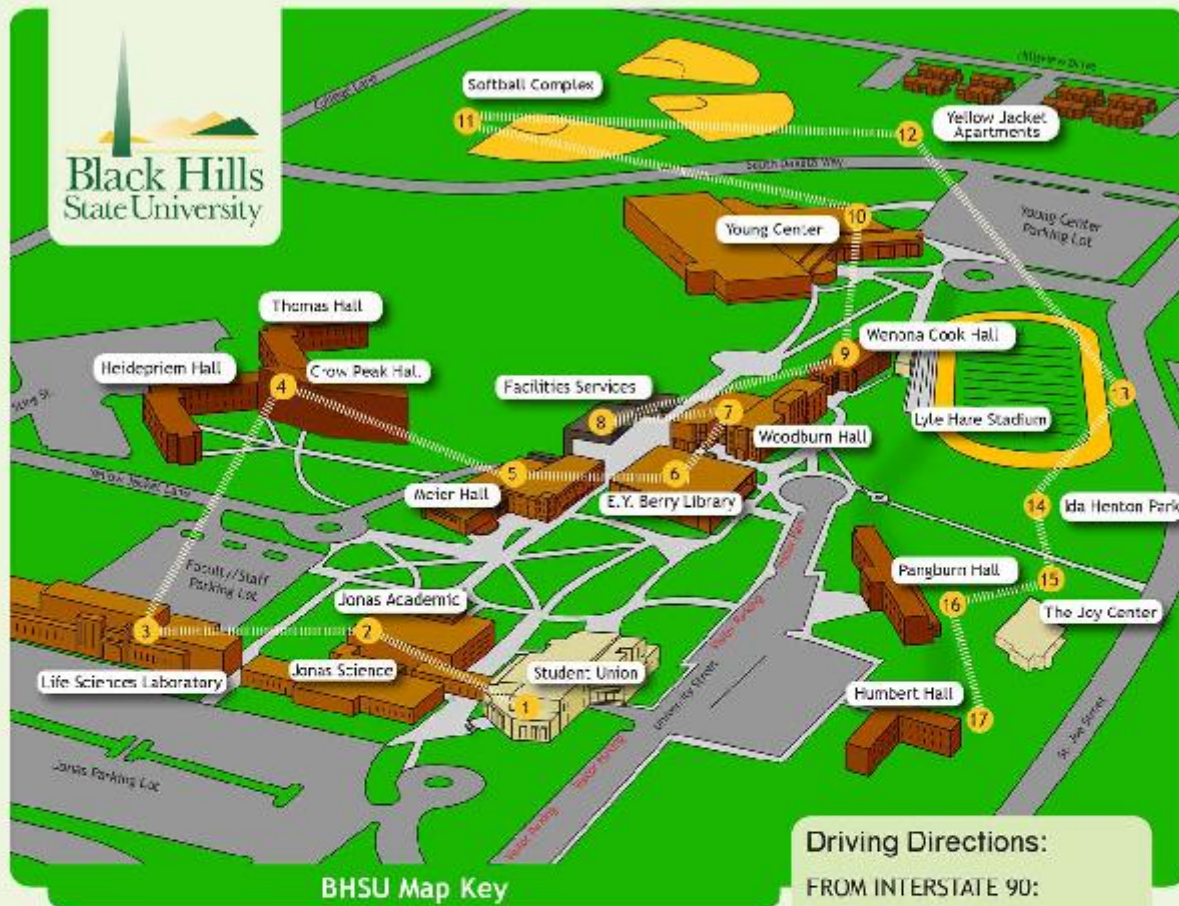
Inclement Weather Hotline-Rapid City - 718.4118

Young Center - 642.6096

1.800.ALL.BHSU (1.800.255.2478)

voice 605.642.6088

Black Hills State University Map



BHSU Map Key

- | | |
|---|-----------------------------|
| 1 Student Union | 11 Softball Complex |
| 2 Jonas Hall | 12 Yellow Jacket Apartments |
| 3 Life Sciences Laboratory | 13 Lyle Hare Stadium |
| 4 The Peaks (Heidepriem, Thomas, and Crow Peak Halls) | 14 Ida Henton Park |
| 5 Meier Hall | 15 The Joy Center |
| 6 Library | 16 Pangburn Hall |
| 7 Woodburn Hall (Admissions) | 17 Humbert Hall |
| 8 Facilities Services | |
| 9 Wenona Cook Hall | |
| 10 Young Center | |

Visitor Parking is marked in red. Guests who have been issued a guest permit in advance may park in any parking area not marked reserved. Call (805) 842-6297 for more information.

www.BHSU.edu

Driving Directions:

FROM INTERSTATE 90:

- Take Exit 12, off I-90 into Spearfish
- Drive West on Jackson Blvd. approximately 1 mile
- Turn right at the corner of Jackson Blvd. and University St.
- Drive North 2 blocks to the campus

FROM HIGHWAY 85:

- Continue South on North Avenue to Main Street
- Turn right at corner of Main Street and Jackson Blvd.
- Drive West on Jackson Blvd approximately 1 mile
- Turn right at the corner of Jackson Blvd. and University St.
- Drive North 2 blocks to the campus

BHSU Student Organizations/Clubs

Enhance your college experience by getting involved in one of the many clubs and organizations on campus! Becoming involved allows individuals many opportunities to meet new friends, work with faculty and administrators, and develop skills that prepare students for a career after graduation. Find our current student organizations [here](#).

On-Campus Dining

At BHSU, on-campus dining is available and located in the Student Union. There is a variety of meal options, found [here](#). Additionally, the Buzz Shack and Einstein's Bagels are great places for coffee, meals and snacks. The Buzz Shack is also located in the Student Union and Einstein's Bagels is located in the library.

On-Campus Employment at BHSU

On-campus employment is available. Students may search for employment opportunities upon arrival. All students who wish to engage in on-campus employment will need to obtain a social security card in Rapid City, SD. F-1 and J-1 students are allowed to work 20 hours per week on-campus and 40 hours per week on-campus during breaks and holidays.

Students who wish to work on campus should notify the Office of International Relations and Global Engagement to receive a work authorization letter in order to obtain a social security number. This number (issued by the government) is needed before starting employment.

Taxes

If you do obtain a job on campus, you must pay taxes based on your paycheck. Every spring, we have a tax help session for international students to complete their taxes. Please keep your tax form once you receive it in mail.

Living in Spearfish, South Dakota



Black Hills State University is located in beautiful Spearfish, SD, and the hub of the Northern Black Hills with a population of over 12,500. Located on I-90, 10 minutes from the Wyoming border, Spearfish is only 46 miles from Rapid City, 65 miles from Mount Rushmore National Memorial and is an hour drive from Devils Tower and the Badlands of South Dakota. **Spearfish Canyon**, one of the oldest and most scenic canyons in the west, is a local favorite for hiking, biking and sightseeing.

As the second largest city in Western South Dakota, Spearfish offers a wide variety of restaurants, hotels, specialty stores, historic landmarks, movie theatres and other entertainment outlets. Students can enjoy the beauty of the Black Hills while skiing, mountain biking, fishing, rock climbing and hiking.

A map of Spearfish can be found here:

<http://www.spearfishchamber.org/wpcontent/uploads/2015/09/spearfishchambermap2014finalpages.pdf>

Public Recreation Facilities

- 17 City Parks
- City Rec Center & Outdoor Water Park
- BHSU Fitness Center & Indoor Pool
- 14 Tennis Courts
- 8 Ball Fields
- 1 Skateboard/Bike Park
- 2 Public Golf Courses (1 9-Hole; 1 18-Hole)
- 2 Disc Golf Course
- 1 Bowling & Mini Golf
- 9 Football/Soccer
- 1 Outdoor Ice Rink
- 4 Running/Walking Tracks (2 Indoor)
- 10 Outdoor Basketball Hoops
- 20 Horseshoe Courts
- 1 Indoor 6-Plex Movie Theater
- 5 Live Performance Theaters
- 1 Outdoor Band Shell
- 1 Bike/Walking Path (7.75 Miles)

Ski/Snowboarding Locations: [Terry Peak](#), [Ski Mystic Deer Mountain](#)

City of Spearfish, SD

City of Spearfish website: <http://www.cityofspearfish.com/>

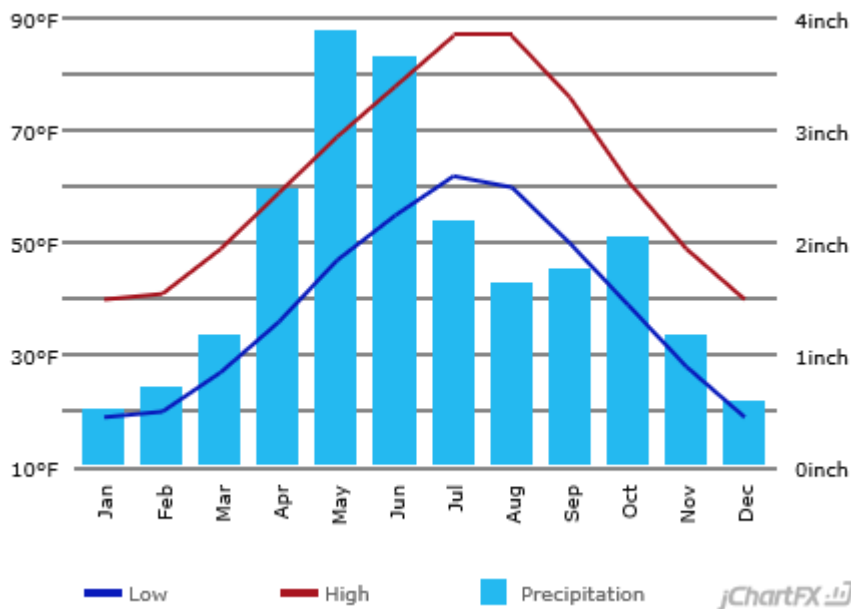
Spearfish Chamber of Commerce: <http://www.spearfishchamber.org/>

Spearfish Activities: <http://www.visitspearfish.com/>



Average Temperatures /Climate

The temperatures in Spearfish, SD vary depending on the month. The chart below provides a graphic representation of the high and low temperatures along with annual precipitation (snow and rain).



Average Summer Temperature: 65.1°F (Avg. Daily Hg. 78°F)
Average Winter Temperature: 29°F (Avg. Daily Hg. 40°F)
Average Annual Precipitation: 22"
Average Annual Snowfall: 40" in town :: 70" in Spearfish Canyon
Average Snowfall: 40" in town; 70" in Spearfish Canyon
Elevation: 3,640 ft.

Transportation

Spearfish is a safe, small city and many places are within walking or biking distance.

If you would like to buy or rent a bike, there are a couple options:

Lisa Bike (Lease-A-Bike)

Black Hills State University currently offers a Lisa Bike. It is an environmentally sustainable and lower cost way to get around campus and town. This program lets students, faculty and staff lease out bikes for an assigned amount of time. Bikes are limited, and are given on a first-come, first-serve basis. Contact the International Office for more details.

Spearfish Bike Co-op

The Spearfish Bike Co-op is a volunteer-run community workspace dedicated create your own bicycle or obtain a used one. They have all the essential tools for anyone in the community to come in and use at their convenience. They operate solely on donations from the community. They are located close to campus: across from the Dough Trader at 727 N. Ames Street.

There are also other transportation options including:

Prairie Hills Transit

PHT is a non-profit corporation dedicated to providing public transportation for all people. PHT offers a service with direct pick-up and specific-destination delivery. You can visit <http://www.prairiehillstransit.com/> or call 605-642-6668 for more information.

Canyon Cab

Canyon Cab is a local taxi cab service. For more information, you can visit <http://canyoncabco.com/> or call 605-717-9997.

If you would like additional information on public transportation in South Dakota, you can visit: <http://www.apta.com/resources/links/unitedstates/Pages/SouthDakotaTransitLinks.aspx>

Grocery/Drug Stores

Local grocery stores in Spearfish include Safeway, Lueder's, Walmart and Good Earth Natural Foods.

Local drug stores include Walgreens and Walmart.

Spearfish also has second-hand stores including Salvation Army and Treasure Island where you can find items at a low price. Additional shopping locations can be found on the Spearfish Chamber of Commerce website:

<http://business.spearfishchamber.org/list/category/shopping-1131>.

There are a few ethnic grocery store options in Rapid City, SD.

Dining Options

Dining options in Spearfish can be found at: <http://business.spearfishchamber.org/list/category/dining-catering-1095>

Cell Phones

There are different cell phone companies and plans so do some research to determine which plans are most advantageous for your calling destination. Some companies in Spearfish include: Verizon and AT&T. SIM cards are also available at Walmart.

Bank Options

We suggest opening a bank account with a local bank here in Spearfish to pay for tuition and have money on hand for other purposes. Local banks here in Spearfish include:

- Wells Fargo
- Pioneer Bank & Trust
- Northern Hills FCU
- Black Hills Federal CU
- Great Western Bank
- First Interstate Bank
- First National Bank
- Black Hills Community Bank
- Pioneer Bank & Trust Bank

Bank Locations can also be found at: <http://www.usbanklocations.com/spearfish-banks-sd.htm>

We will assist you during orientation.

Driver's License Info

If you would like to obtain a driver's license, you can visit the Spearfish office:

Fire Hall

622 North Canyon

Spearfish, SD 57783

They are open on Wednesdays from 8:00am to 5:00pm (Applications are accepted until 4:00pm). Visit the OIR office for documents needed.