

# Student Life

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## Introduction

It's easy to make new friends at North Seattle College! Call or come by the IP office to find out about our scheduled activities. Check out our [Facebook page](#) and [Instagram page](#) for updates on activities, photos and news.

Ask about arranging to have an American conversation partner, or join a school sport. The International Programs office also organizes activities like bowling and camping to help you socialize while exploring Seattle and enjoying the beautiful scenery of Washington State. Our calendar of events in the recent past has included Outlet Mall shopping, the Leavenworth Christmas Tree lighting ceremony, visiting the Wildwaves Theme Park, attending a Mariner's game, watching the Seafair Parade, movie night and walking the Corn Maze.

Take advantage of the many opportunities to [get involved on campus](#) through participation in the International Association, student government, the North Stars Volunteer Club and many other clubs and organizations.

## Student Government

The student government is a way to get involved with campus issues and represent your fellow students. Those participating in student government help handle student grievances, approve funding for campus clubs and activities, and provide feedback to the College about student needs. Visit the [Student Leadership website](#) for details.

## Clubs

Campus clubs help students meet others with common interests in a fun, relaxed atmosphere. Clubs usually meet on a regular schedule, and you can join at any time. Visit the International Programs office for a list of student clubs or visit the [Student Leadership website](#).

## Medical Insurance

[Download your medical insurance booklet](#)

Please login to access your ID card or call 1-800-821-7710.

Medical insurance is mandatory for all international students (F-1 visa holders) while in the U.S. Students must purchase their medical insurance policy through North Seattle College.

As an international student, you are automatically charged for medical insurance when you register for classes each quarter. North cannot waive the quarterly medical insurance fee, even if you maintain a separate policy from your home country.

Concurrent students must request the medical insurance fee be waived or refunded.

With insurance, international students are then responsible for only a \$20 copay per illness or injury.

## Rates

- Student: **\$401.46**
- Student & Spouse: not available
- Per Dependent Child: not available

Access your account or view policy information through the [North Seattle College Medical Resources](#). (This link includes information for "Insurance Options for Your Spouse and Children.")

## Coverage

### General

When you buy North Seattle College's insurance policy, you are covered from the first day of the quarter until the day before the first day of the following quarter. If you are entering the United States for the first time to study at North Seattle College, you will also be covered for 30 days prior to the first day of the quarter, or from the day you entered the United States, whichever comes first. If you are transferring from one school to another, you will be covered from the first day of the quarter. If your previous school also had a policy through The Lower Agency, and you were covered by the policy, then you will be covered during the break between the two schools when you purchase insurance through NSC.

### **What to do if the Doctor's Office/Hospital says you do not have insurance coverage or your insurance has expired**

There is a chance that the LowerMark insurance agency has not received the enrollment information from North Seattle College. This can happen at the beginning of the quarter. In this case, students should do the following:

- Ask the doctor's office/hospital staff to call the Lower agency to check on your eligibility. The phone number is 1-800-821-7710 and can be found in the top-left corner on the front of your insurance card.
- If the doctor's office/hospital has been unable to confirm your coverage, please come to the IP office and let the front desk staff know that you have a question about insurance coverage.
- The IP Office will send your information to the LowerMark insurance agency to enroll you directly. This enrollment typically takes 1 business day. If you already visited the

doctor/hospital and received medical treatment, the following business day, you will need to contact the doctor/hospital where you received treatment, tell them that you have insurance information you would like to provide, and ask them to bill the LewerMark agency. You will need to have your insurance card ready when you call or visit so that you can give them the information on the card.

### Vacation Quarter or Quarters with No Enrollment

If you are not taking any classes at North Seattle College during a vacation quarter, leave of absence, or medical leave, you will not be covered by North Seattle's insurance policy unless you buy insurance for that quarter. International Programs strongly recommends that students purchase insurance in these circumstances to ensure they have adequate coverage.

Please contact International Programs Front Desk at [IntlNorth@seattlecolleges.edu](mailto:IntlNorth@seattlecolleges.edu) requesting your student account be charged and then pay online.

If you choose not to purchase coverage during a vacation quarter, leave of absence, or medical leave, you will have a break in coverage from the last day of the previous quarter until the first day of the next quarter you enroll and purchase insurance.

If you have a serious medical condition that requires you to be on full or part-time medical leave, the Lewer policy may not cover you after your first quarter of full or part-time leave. If your condition prevents you from enrolling full time for a second quarter, you may consider returning to your home country until you have fully recovered. If you remain in the United States on medical leave after your first quarter of full-time or part-time medical leave, you may need to find a new insurance policy to cover your medical expenses.

### Finishing your Program

If you finish your program and are going home, then you are covered for 30 days from the last day of your program. If you plan to stay through the full 60 days of your program grace period, some students have the option of purchasing a 30-day extension on the insurance policy (see the International Programs Office for details).

### OPT

If you have been approved for Optional Practical Training (OPT), you may purchase North Seattle College's policy while you are on OPT. To have insurance during OPT, you must pay the premium with North Seattle upon graduation, or by the time OPT has been granted,

whichever comes first. It is important that your coverage does not lapse. If it does, you will not be eligible to purchase North Seattle College's insurance while you are on OPT.

Please contact International Programs Front Desk at [IntlNorth@seattlecolleges.edu](mailto:IntlNorth@seattlecolleges.edu) requesting your student account be charged and then pay online.

**Medical Insurance does not pay for Dental services.** Students may purchase [Dental and/or Vision Policies](#) directly through the providers.

## Get Answers to Medical Questions

You can get help with medical issues through My Nurse 24/7. Your personal Nurseline Number is 1-866-549-5076. Both the phone call and the service are FREE.

Friendly, experienced, registered nurses will answer your medical questions and help you make your best health choices. There are translation services and information about general health and wellness. You can call toll free 24 hours a day, 365 days a year. Or visit the [My Nurse 24/7](#) website. **In case of emergency, call 911.**

## Tuition Rates

For College-level credit rates, see [Tuition Rates](#) Lower Division Courses under "International".

For BAS credit rates, see [Tuition Rates](#) Upper Division and e-Learning Courses under "BAS, International".

## Refund Policy and Deadlines

### North Seattle Intensive English Program

	Refund Available
Withdraw prior to the first day of class	100%
Withdraw within first five calendar days	80%
Withdraw within sixth - fourteenth calendar days	50%
Withdraw after fourteenth calendar day	0% (no refund)

# Scholarships

International student scholarship opportunities are currently under review.

# Employment

## Eligibility and Requirements

International students on an F-1 visa may work on-campus up to 20 hours per week (part-time) while school is in session, and more than 20 hours per week (full-time) during a vacation quarter and in-between quarters, provided they continue as a student the following quarter. Some on-campus jobs may have additional restrictions on how many hours a student may work.

F-1 students must apply for and have written authorization from USCIS before beginning any type of off campus work. Working off campus without authorization is illegal.

For information on OPT and CPT, please see our [Immigration handout](#).

While there is not a GPA requirement to work on campus, some offices or positions might require you to maintain a specific GPA. For example, International Ambassadors must have a 3.0 GPA to apply. This is to ensure that their studies are the main focus and that work does not interfere with their education.

## On-Campus Employers

Below is a partial list of NSC departments that frequently hire international students. Visit the department you are interested in working with to ask if they have any available positions.

- Food Services (The Grove)
- The Student Learning Center (1st floor of HSSR building)
- Bookstore (1st floor of IB building)
- International Programs (CC 2460)
- ARRC (Admissions, Registration, Records and Credentials) (CC 2448A)
- Student Leadership (CC 1446)
- Facilities Operations (3NC 0306, Instructional Building)
- Office of Diversity, Equity and Inclusion (Equity & Welcome Center)

## Resume and Cover Letter Resources

In order to apply for a job you most likely will need a resume and cover letter. A resume is a document which highlights your skills, knowledge, experience and education that you will submit to a hiring manager when applying for a job

A cover letter is a one-page letter that you typically send with your resume when applying for a job. A cover letter is how you will introduce yourself to the hiring manager and show your interest in the job you are applying for.

For more information on resumes and cover letters visit the [NSC Career Services website](#).

## How to Request a Social Security Number (SSN)

1. After you have been offered a job, obtain a completed On-Campus Job Offer Letter from your supervisor.
2. Obtain an On Campus Employment Letter from International Programs by uploading your completed On Campus Job Offer Letter to the [Student Portal](#). Choose “Letter Requests” --> “On Campus Employment Letter.”
3. Pick up your On-Campus Employment Letter from International Programs front desk after you receive confirmation that it is ready.
4. Bring the following documents to the Social Security Administration office to apply for an SSN:
  - Job Offer Letter
  - On Campus Employment Letter
  - I-20
  - Passport
  - F-1 Visa
  - Most Recent I-94
5. After you receive your SSN card, you will need to provide it to your Supervisor and ARRC. You will also be required to fill out basic employment paperwork with your employer.

It takes approximately 2-4 weeks from the day you apply for you to receive your social security number (SSN) in the mail.

## Income Taxes

Students who work in the U.S. and earned income from their job will need to file an income tax return at the end of each calendar year and may be eligible for a tax refund.

The International Programs Office is not responsible for you filing your taxes and we do not have the training or legal authority to provide assistance or advice in regards to filing taxes. All IRS forms, form instructions, [help and resources](#), and publications are available for download at [www.irs.gov](http://www.irs.gov). Students are free to hire tax consultants on their own.

### [2020 Income Tax Filing for International Students](#)

#### **Additional resources:**

- Find tax information on [IRS.gov](http://IRS.gov) in the following languages:
  - Spanish ([IRS.gov/Spanish](http://IRS.gov/Spanish))
  - Chinese ([IRS.gov/Chinese](http://IRS.gov/Chinese))
  - Vietnamese ([IRS.gov/Vietnamese](http://IRS.gov/Vietnamese))
  - Korean ([IRS.gov/Korean](http://IRS.gov/Korean))
  - Russian ([IRS.gov/Russian](http://IRS.gov/Russian))
- [Taxpayer Assistance Centers](#) - they provide multilingual assistance in every office
- [International Taxpayers Help & Resources](#)
- [Taxation of Nonresident Aliens](#)
- If you have tax questions you should contact a tax consultant or seek advice from a tax professional. Any information provided by North Seattle College is not intended to substitute for professional tax advice.