



**NOBEL  
UNIVERSITY**

# **NEW STUDENT ORIENTATION**

**Summer Semester 2024**



**WELCOME  
TO YOUR  
NEW  
FUTURE!**



# MEET OUR STAFF

- President Chong S. Kim
- Chief On-Site Administrator Ilsik Byun
- Administrator of Admissions Junsuk Chang
- Registrar Yoo Jin Jung
- Finance Jeny Kim
- Librarian Alida Montanez-Salas
- Student Services John Hong



A black and white photograph of an empty classroom. The room is filled with rows of dark-colored chairs, each with a small desk attached to its right side. The chairs are arranged in a grid pattern, receding into the background. The lighting is soft and even, highlighting the texture of the chairs and the clean lines of the desks. The overall atmosphere is quiet and orderly.

# ACADEMIC PROGRAMS

# BACHELOR OF ARTS IN BUSINESS ADMINISTRATION

*Programs is designed to broaden the spectrum of business courses with an understanding of cultural and sociological forces that shape business success.*

- Program length: 4 years
- Minimum requirement per semester: 12 units
- Graduation requirement: 120 units



# MASTER OF BUSINESS ADMINISTRATION

*Program is designed to develop skills within the general function areas of business by utilizing a reality-centered academic experience through collaboration with the business community.*

- Program length: 2 years
- Minimum requirement per semester: 9 units
- Graduation requirement: 36 units



# IMPORTANT DATES

- Semester begins: April 29, 2024
- Last day to ADD/ DROP: May 10, 2024
- Last day of class: August 16, 2024
- Next semester begins: August 26, 2024



# HOLIDAYS

- University will be closed during these holidays:
  - Memorial Day Holiday:  
**May 27, 2024**
  - Independence Day Holiday:  
**July 4, 2024**





# LIBRARY

- Library hours:
  - 9 AM – 5 PM Monday – Friday
- Books / Textbooks / Magazines / Newspaper
- Online Library Catalog
  - Nobel Online Library®
- Research Tools
  - Online Resources®
  - eBooks®



# STUDENT HANDBOOK REVIEW

- Institutional Information
  - Statement of Non-discrimination/Equal Employment Opportunity
  - Freedom of Speech
  - Academic Freedom Policy
  - Sexual Harassment
  - Security and Safety



# STUDENT HANDBOOK REVIEW

- Student Rights & Responsibilities
  - Freedom of Access: all services and facilities
  - Student Grievance Policy
  - Student Code of Conduct
  - Academic Dishonesty
    - Plagiarism
    - Copyright Policy
  - Drug, Alcohol and Smoking Policy
  - Weapons Policy



# INTERNATIONAL STUDENTS


- During initial stay
  - Apply for CA. Driver's License
    - Must be registered
  - Bank Account
    - Documents required: passport, visa, I-94, I-20
  - Cellular Phone
    - Prepaid phones available in major stores



# INTERNATIONAL STUDENTS

- **Immigration documents**
  - **Passport: issued by your country's Embassy**
  - **F-1 Visa: issued by the U.S. Embassy**
  - **I-94: entry/ departure record**
  - **I-20**
    - **DSO must sign annually on page 2 (required for travel)**
    - **Check if your information is correct**
    - **Request reissue after updates**
    - **Program completion date: last day of school**

# ANNUAL VACATION/ LEAVE OF ABSENCE

- Annual Vacation
    - Each summer
    - May stay in the U.S.
    - May work on-campus
    - May study
  - Leave of Absence
    - Medical reason
      - Can stay in the U.S. (proper medical note required)
    - Personal reason
      - Must leave the U.S.
      - Re-enter as early as 30 days prior next session start date
      - Must notify DSO for I-20 to be changed back to “Active”
- 

# TRANSFER OUT

- Complete an exit interview
- Submit proper withdrawal documents
- Clear all financial obligations
- Submit the acceptance letter and transfer form from transfer-in school to the International Student Advisor (DSO)



# STUDENT SERVICES

- Academic Advising
- Activities: guest speakers, field trips
- Career Services: workshops, job search, OPT, on-campus jobs
- Graduation Ceremony







Welcome to Nobel University!

