



# Sooner Guide

## FOR INTERNATIONAL STUDENTS



# *OU-Tulsa Sooner Experience*



## **OU-TULSA SCHUSTERMAN CENTER INFORMATION:**

The University of Oklahoma-Tulsa wants you to have information available at your fingertips. Visit us online at [tulsa.ou.edu](http://tulsa.ou.edu), where you will find tabs that lead you to a wealth of information, including degree programs, people and organizations, and funding opportunities.

## **YOUR STUDENT LIFE EXPERIENCE:**

All OU-Tulsa students benefit from the diversity of experiences and wealth of activity brought to campus through the Office of Student Affairs. Student Affairs offers a variety of activities for students to participate in over the academic year and many have become much anticipated traditions. These activities include: Welcome Week, Schusterque, Happy Hours, Festival of Trees & Lights, MLK Parade, Cultural Night, The Big Event and De-Stress Fest. Students can also become involved through the OU-Tulsa Student Government Association (OUTSGA) or departmental-specific student organizations. Visit [tulsa.ou.edu/studentaffairs](http://tulsa.ou.edu/studentaffairs) for more information.

## **RECREATION**

OU-Tulsa offers numerous recreational activities such as a basketball, frisbee golf, and table tennis. Students can also take advantage of the OU-Tulsa Fitness Center, a 24 hour workout facility which also offers group fitness classes such as yoga and Zumba. In addition, the new Founders Student Center is a great place for students to relax between or after class and includes a lounge and a game room.

## *Check in at OU-Tulsa*

Every new and transfer international student (F-1 and J-1 degree-seeking students) is required to report to the OU Enrollment Services office upon arrival in Tulsa and must bring the following documents:

- Passport
- Visa
- I-94
- I-20

Students may wish to bring one clear copy of each of their immigration documents to give to the OU office to speed the check-in process. Students must also complete the Personal Data Sheet and sign the J-1 or F-1 Student Responsibilities Sheet. These forms are located at [http://www.ou.edu/content/cis/iss/forms\\_and\\_handouts.html](http://www.ou.edu/content/cis/iss/forms_and_handouts.html)

## **ARRIVAL in Tulsa**

Arriving students may contact [Tulsa.sec@ou.edu](mailto:Tulsa.sec@ou.edu) or our OU Tulsa Student Affairs office at [tulsasa@ou.edu](mailto:tulsasa@ou.edu) for assistance with arrival and information on housing. OU-Tulsa does NOT have on-campus housing for students. There are many nearby apartment complexes to choose from and your new colleagues can assist you with those arrangements.

## SET UP YOUR OUNet ACCOUNT

Your OUNet Account is your key to accessing OU technology resources, such as email, enrollment, grades, course materials, computer labs and OU libraries resources. Many OU offices will only communicate with you via your official OU email account.

*Your OUNetID is the username issued to you upon admission. To locate this you will need to set up your account & password.*

### ***Setting up your account and choosing a password:***

1. Go to [account.ou.edu](http://account.ou.edu) and click on “New to OU? Setup your OU account”
2. Enter your Date of Birth and the SoonerID you were given in your admission letter
3. Create a new password
4. Log back on and set emergency contact info and enter password retrieval e-mail
5. Make note of your OUNetID as that will be your logon from this point forward

### ***If you forget your password:***

If you forget your password, you can reset it online at anytime by following these steps:

1. Go to <http://account.ou.edu>
2. Click on the link that says “Forgot your password?”
3. Follow instructions provided

## ACCESS OU’s student PORTAL

**One** is OU’s student portal. It is designed to give OU students personalized access to extensive campus resources in one location. **One** allows you to customize what you see and do in the portal based on your personal preferences and interests. To access the portal, go to [one.ou.edu](http://one.ou.edu). You will be asked for your username (OUNet ID) and password. Once you have logged in, you can use the navigation tools to personalize your pages.

## ENROLLMENT

Before enrolling in classes, you may have holds that need to be cleared. Check with your ISS advisory and your department Adviser for assistance. Check [OnPoint](#) via the student portal Ozone for any required trainings. Once all holds are removed, you can enroll online at [one.ou.edu](http://one.ou.edu). To locate contact information for your adviser, please visit your academic college website (to find your college website, visit [www.ou.edu/tulsa](http://www.ou.edu/tulsa)) or review the contact information listed in the enclosed letter from your college of interest.

# FOR MORE INFORMATION:

## ***Enroll or get your schedule:***

For enrollment services, schedules, and estimated costs, and classroom locations go to: <http://one.ou.edu>. Course syllabi are found on OU's learning management system Canvas: <http://canvas.ou.edu>. Course materials are available through our on-line bookstore at <http://www.ou.edu/bookstore>

## ***Pay Your Bill:***

To pay your bill in person, visit the **Student Enrollment Center, 1C114**. Mailed payments go to the **OU Office of the Bursar**. To pay online, which enables you to pay by credit card or check and is the FASTEST way to have your payment applied, go to: <http://one.ou.edu>

## ***Get an OU ID Card:***

To get your OU ID card, visit the **Student Enrollment Center, 1C114**. A \$15 charge is payable at time of service.

## ***Request a Transcript:***

There is no charge for transcripts. To request one, visit the **Student Enrollment Center, 1C114** or fax a request to 918.660.3361.

## ***Library:***

Library services include reserved readings, interlibrary loan, online searches, copy service, writing center, and a statistics lab. To learn more about the **Schusterman Center Library**, go to <http://tulsa.ou.edu/library> or call 918.660.3220.

## ***Student Health Insurance***

Student Health Insurance is required for all currently enrolled international students. You will automatically be enrolled in this insurance plan. For questions contact Student Affairs.

## ***Computer Lab:***

The computer lab is located in **1C65** and is open 24 hours a day, seven days a week with the exclusion of holidays or when it is in use by a class. To use the computer lab, check in at the South Security Entrance.

## ***Campus Police:***

Contact campus police at 918.660.3900 for evening/weekend escort; emergencies; lost and found; and parking permits. The main desk is located at the **South Entrance of Academic Building 1**.

## Contact Us

OU-Tulsa Schusterman Center  
4502 East 41st Street  
Tulsa, OK 74135

### STUDENT ENROLLMENT CENTER:

*Location:* 1st Floor, Corridor C, Room 114

*Hours:* Monday-Thursday, 8 a.m.-5 p.m.  
Friday, 8a.m. - 4 p.m.

*Phone:* 918.660.3474

*Fax:* 918.660.3361

<http://www.ou.edu/tulsa/SEC>

### International Student Coordinator

Kari Ernest

[Kernest@ou.edu](mailto:Kernest@ou.edu)

918-660-3474

### STUDENT AFFAIRS:

*Location:*

1st Floor, Corridor C, Founders Student Center

*Phone:*

918.660.3100



The University of Oklahoma is an equal opportunity institution. For more information on the equitable and harassment free environment, please see: [www.ou.edu/eoo.html](http://www.ou.edu/eoo.html).