GUIDEBOOK WELCOME:
INTERNATIONAL STUDENTS AND VISITING SCHOLARS

Holy Family University offers you a warm welcome and our best wishes for a meaningful and successful stay on our campus. Over the course of your stay here at Holy Family University, the International Affairs Office (IAO) hopes to get to know you better and to become a source of information and comfort to you while you are away from home.

The International Affairs Office provides advisement on immigration regulations and procedures. The office assists students and scholars with nonimmigrant status, which includes but is not limited to visa guidance, employment authorization, travel guidelines and procedures, school transfers, Social Security applications, and extension of stay issues.

There are many benefits and restrictions associated with F-1 and J-1 student or scholar visa regulations. The International Affairs Office will assist you with understanding how the immigration regulations intersect with Holy Family University policies.

GENERAL IMMIGRATION INFORMATION

The United States, like many countries of the world, has laws and regulations regarding non-immigrants temporarily within its borders. These laws and regulations are enforced by US government agencies.

ROLES AND RESPONSIBILITIES OF US GOVERNMENT AGENCIES DEALING WITH IMMIGRATION

HOMELAND SECURITY (DHS)
The DHS is a cabinet department of the US federal government. The DHS works in the civilian sphere to protect the US within, at, and outside its borders. Its stated goal is to prepare for, prevent, and respond to domestic emergencies, and in particular, terrorism. The DHS has three agencies that currently interact with nonimmigrant students and exchange visitors on a daily basis. (www.dhs.gov)

- IMMIGRATION AND CUSTOMS ENFORCEMENT (ICE)
ICE’S primary mission is to promote homeland security and public safety through the criminal and civil enforcement of federal laws governing border control, customs, trade, and immigration. (www.ice.gov)
UNITED STATES CITIZENSHIP AND IMMIGRATION SERVICES (USCIS)
USCIS oversees the granting of benefits to immigrants and non-immigrants while in the United States. USCIS adjudicates nonimmigrant student applications for changes of status, reinstatements, and employment authorizations.
(www.uscis.gov)

CUSTOMS AND BORDER PROTECTION (CBP)
CBP is charged with guarding the United States border. CBP is responsible for the inspection of people seeking to enter the United States. By interviewing individuals and examining the validity of their required documentation, CBP officers determine whether or not an individual may be admitted to the US at the Port of Entry.
(www.cbp.gov)

BASIC IMMIGRATION TERMS AND RELATED DOCUMENTS

SEVIS
The Student and Exchange Visitors Information System (SEVIS) is an electronic tracking system used by the US government and US universities and colleges to track foreign students. The international student advisors (DSO/ARO) must update records into SEVIS to keep the student/exchange visitor in legal status.

PASSPORT
A document issued by a government to identify a person as a citizen of a particular country, a passport allows the individual travel abroad under the protection of that country as well as reenter to his/her home country. All non-immigrants (except Canadians) are required to possess and keep current a valid passport issued by their country of citizenship. Failure to keep the passport valid renders a non-immigrant out of status and consequently ineligible for employment, extension of stay, or change of status. Questions regarding passport renewals, extensions, or replacements should be addressed to the non-immigrants embassy or consulate in the US. A passport expiration date should not be confused with the visa expiration date (indicated on the Visa page which is inside the passport). A passport expiration date should also not be confused with duration of stay found on your I-20, DS-2019, or I-94.

VISA
A visa is a stamp in the passport issued by a consular officer at a US embassy or consulate abroad that will facilitate entry into the United States for a specific purpose if presented at the port of entry along with other necessary visa documents. One cannot obtain a visa stamp within the United States. The visa has an expiration date that may
not correspond to your authorized period of stay on your form I-20 or DS-2019. A visa indicates that a consular officer (an employee of the US Department or State) has determined that the recipient is qualified to apply for admission to the United States in a particular immigration classification.

**I-20**
The I-20 is given to the student by a designated school officer at the time of acceptance into the university once all admission requirements are met. The student will use the I-20 to obtain an F-1/J-1 visa. The I-20 must be kept updated at all times and will be used throughout the student’s duration of legal status. The I-20 must be endorsed by the designated school officer before the student leaves the country for travel.

**I-94**
Travel in and out of the US is recorded electronically by the Customs and Border Protection (CBP) through the I-94 Arrival/Departure Record. This important record lists your entry date, and visa status in which you were admitted to the US. The I-94 record may be required as proof of status for F-1/J-1 benefits applications, employment verification, and other official purposes. Upon arrival in the US, print a paper copy of your electronic I-94 record from the Customs and Border Protection website [www.cbp.gov/I94](http://www.cbp.gov/I94).

**DS-2019**
The DS-2019 (Certificate of Eligibility for Exchange Visitor J-1 Status) is the visa document that Holy Family University issued verifying admission to the University or the formal acceptance as a visiting scholar. The DS-2019 is very important because it legitimizes your presence in the US. The DS-2019 should always be kept in a secure safe place.

**DURATION OF STAY**
A D/S notation on an I-94 allows you to stay in the US as long as you continue your course of studies, remain in your exchange program, or qualify for employment. The D/S is the official record of your authorized length of stay in the United States.

**F-1 STATUS**
The F-1 visa allows an individual to enter the US as a full-time student at an accredited university. You must be enrolled in a program or course of study that culminates in a degree, diploma, or certificate. This visa status allows you to remain in the US until the completion of studies date listed on the I-20 form. To maintain full-time status, undergraduates must register for 12 credits each semester and graduate students for 9 credits each semester. F-1 status permits limited employment that includes 1) part-time work on campus that is related to student services and 2) work related to co-op, internship or practicum that has been approved and noted in SEVIS by a designated school officer in the International Affairs Office.
J-1 STATUS
The J-1 visa is a non-immigrant visa issued by the United States to exchange visitors participating in programs that promote cultural exchange. All applicants must meet eligibility criteria and be sponsored by a private sector or government program. J-1 status allows limited employment such as on campus work or Academic Training.

AMERICAN CULTURE

ADJUSTING TO A NEW CULTURE
Students, exchange visitors and their dependents entering the United States and settling in the Philadelphia area, might experience an initial culture shock or period of adjustment. Adjusting to a new culture can be a time of experiencing new customs, values, and beliefs, as you become immersed in a new culture and new language as well. Moving to the United States can be very stressful. Everything is unfamiliar; from weather, landscape, language, food, fashion, values, and customs. Many people dealing with these stressors feel some anxiety, which is normal and has been called “culture shock”.

The symptoms of culture shock will be different for each person, and can include feeling lonely or mildly depressed. Feeling stressed or irritable, and wanting to isolate from others are the common symptoms. You may feel overwhelmed trying to absorb all of the new aspects of living in this country. At times you may feel homesick and think longingly about your native country. You may even feel unsure of yourself as you try to figure out how things are done in this area of the United States.

There are stages to adjusting to a new culture, which are normal, and that most people pass through (It doesn’t last forever. It just feels that way at times). These include:

- **Everything is Just Great**
  This is often called the “honeymoon phase” when everything looks wonderful and the newness of the being in the United States is exciting and pleasant. You feel excited about being here, and the new opportunities that are waiting for you.

- **Hostility**
  Problems may start occurring because of language and communication difficulties, or because of differences between your native culture and those here in the United States. You may start to feel impatient, irritable, frustrated, anxious, sad, or discontented. Americans may seem abrupt, rude, or too different from the people from your native land, and our culture may seem a mass of new rules that are difficult to learn. You may become homesick for your home country.

- **Understanding**
  At this stage, you begin to feel more “at home” and able to get around, both physically, with the language, and emotionally. You don’t feel as lost and bewildered. At this point you may start comparing your old culture with your new one, and then decide which practices seem better. Usually you start to regain a
sense of humor and even laugh at some of the misunderstanding you have experienced.

- **Acceptance**
  At this stage you will have a better understanding of American culture and realize that it is neither all good nor all bad. You will start to feel that you have accepted America as home, and have learned to adjust to differences in culture.

Progression through each of these stages occurs at different rates. You will respond uniquely based on your own personality and ability to cope with new experiences.

**HELPFUL TIPS FOR ADJUSTMENT**

Be patient with yourself while adjusting to an American way of life, and learn to utilize the resources available for the support you need. Your language class or local ethnic group can lessen loneliness as you slowly adjust.

Other ideas to help you adjust include:

- Realize that these feelings are normal. Everyone who comes to a new country and culture grows through them to some extent.
- Keep an open mind; it is natural to have preconceived ideas and beliefs that come into question while abroad.
- Athletics activities like team sports or taking walks may be helpful.
- Get involved with others to help you become more fluent in English and combat feelings of loneliness. Do not isolate yourself.
- Learn as much as you can about American culture.
- Take good care of yourself by eating nutritiously and getting plenty of rest. Exercise can help with stress reduction and help ease some of the loneliness as well.
- Set realistic goals for yourself. This can help build your confidence as you see yourself reaching towards and achieving new things in your life.

**AMERICAN VALUES**

Americans are an extremely diverse population. Do not assume that all Americans are alike or think the same way. Diversity can be defined by ethnicity, natural origin, gender, religion, socio-economic status, and US regional differences.

**INDIVIDUALISM**

Americans value individualism and the right to free expression as guaranteed by the US Constitution. Open discussion of different beliefs and practices and questioning our beliefs and why we do things is common especially by young Americans. From an early age Americans are encouraged to shape their own opinions. American students are expected to participate in classroom discussions and share their views.
EQUALITY
Equality is an American value that goes back to the initial drafting of the Declaration of Independence in 1776. Americans who work hard and achieve their dreams are very much admired.

AMERICAN SOCIAL CUSTOMS

POLITENESS AND FORMS OF ADDRESS
Americans tend to be very open and friendly. However, do not be surprised when Americans greet you with, “Hi, how are you?” and quickly walk away. This is merely a way of being polite which Americans highly value. Any strong friendship or close relationships take time to develop, so do not be discouraged and misinterpret politeness for insecurity.

American names are written and spoken with the given name first and the family name last. The family name of John Smith is Smith. In formal setting, address men as “Mister” (Mr.), married women as “Missus” (Mrs.), and unmarried women as “Miss” “Ms.” Currently women prefer to be addressed as “Miz” (Ms. or M.) If the person has a medical degree (M.D.) of or has completed a doctoral degree (Ph.D.) they will be addressed as “Doctor”. Faculty at the University may be addressed as “Professor”.

TIME
Time is high on the American values list. Being “on time” is a sign of respect because it shows consideration of other people’s time. If you are going to be late (10 or more minutes), it is common courtesy to let the other person know you will be arriving late. Time is used as the basis for organizing all the different activities that Americans are involved in, whether it is studying, playing on a sports team, volunteering or spending time with family and friends.

COMMUNICATION
Usually when Americans communicate, they are polite by speaking one at a time. Direct eye contact shows interest and attentiveness. Americans maintain a relatively large physical distance between one another during conversations or social encounters. This is called the “comfort zone or space”. It may be different for individual Americans. Do not be offended if an American takes a step back as you approach her/him in conversation.

First names are used more readily in the United States than in many other countries. It is not unusual for other students and professors to address international students by their first name and expect students to call them by their first name. It is appropriate to use first names from the first introduction if you are about the same age as the person to whom you are introduced; or when an older person requests that you address them by their first name.
GRATUITY CUSTOMS
In the United States, tips (gratuities) are not usually added to a restaurant bill, as is the custom in many other countries. When you receive services in a restaurant you are expected to leave a tip on the table. For waiters or waitresses it is customary to leave a tip equal to 15-20% of the total bill. Bartenders are given a tip that equals 10-15% of the total bill. Barbers and beauticians are tipped 15% of the bill or at least a minimum of $1.00.

If you receive excellent service, you may leave a larger tip, and if service is poor you may leave a smaller amount. Ask if a gratuity is included in the bill, if not leave a tip on the table.

Luggage handlers at the airport or hotel are given $1.00 per bag, and parking attendants expect at least a $1.00 dollar tip. Taxi drivers are usually given 15% of the fare.

Federal regulations prohibit letter carriers from accepting cash gifts in any amount or gifts worth $20.00 or more.

Bribery is unlawful in most cases. Offering a bride to a police officer can result in your arrest.

AMERICAN CLASSROOM CULTURE
American culture extends to the educational setting of the classroom. Keep in mind, however, that every professor and class is different.

US EDUCATION IS LEARNER-CENTERED
In the US many professors will want the students themselves to be the main focus in the classroom. That means that the instructors are not the main focus, and class time will not be entirely devoted to a professor’s lectures. Instead, many professors may ask the students to work together in groups in and out of class and to freely voice their thoughts when a question is posed. It is encouraged for students to ask questions and voice their thoughts in class.

ACTIVE PARTICIPATION IS EXPECTED
Professors generally expect and encourage questions and lively discussion. If the class isn’t structured for questions during class time, make sure you have your questions ready to ask your professor after class, during office hours, or before the next class. There is no shame in not understanding something.
INDEPENDENT THINKING IS HIGHLY VALUED
As you pursue your studies, you should critique theories, evaluate options, formulate models, and challenge yourself. Bring your conclusions and questions to class and share your insights with your classmates and professors. Unlike some other cultures, US culture encourages people to stand out from their peers through their achievements and independent and creative thinking.

ACADEMIC HONESTY
Honesty is a critical requirement of American culture and American Colleges and Universities (ACU) standards. Universities operate on an honor system based on academic honesty. Each student oral or written submissions must reflect his/her personal understanding and work.

Forms of student submissions that are considered dishonest and unacceptable include:
- Cheating, which is having someone else write your papers, take your exams, or give you answers to tests or exams.
- Plagiarism, which is submitting someone else’s work as your own.

Infractions of the standards of academic honesty, no matter how minor, are unacceptable and carry serious consequences ranging from a failing grade on a paper or exam to suspension or removal from the University.

RESPECTFUL DISAGREEMENT DURING CLASS DISCUSSION IS ACCEPTED
Always be prepared to present and defend your ideas. Always do so with respect for the ideas presented by your professor and your classmates.

INFORMALITY IS NORMAL
Students may dress casually. They may eat or drink during class if permission is granted by the instructor. Some students may be allowed to address the instructors by their first names. This behavior does not reflect a lack of respect for the instructor or the classroom experience.

AMERICAN HOLIDAYS
Holidays are important to Americans and include national observance as well as local celebrations. The University calendar list all holidays recognized by the government as legal holidays, and also special days of religious observance or of importance to Holy Family University. Classes are not held on Thanksgiving Day, Christmas Day, New Year’s Day, Good Friday, Easter, Memorial Day, and Independence Day.

NATIONAL HOLIDAYS
New Year’s Day – celebrated on January 1st
Martin Luther King Jr. Day – celebrated on the 3rd Monday in January
Presidents’ Day – celebrated on the 3rd Monday in February
Good Friday and Easter Sunday – celebrated in early spring
Memorial Day – celebrated on the 4th Monday in May
Independence Day – celebrated on July 4th
Labor Day – celebrated on the 1st Monday in September
Columbus Day – celebrated on the 2nd Monday of October
Halloween – celebrated on October 31st
Veterans’ Day – celebrated on November 11th
Thanksgiving Day – celebrated on the 4th Thursday of November
Christmas Day – celebrated on December 25th

SPECIAL CAMPUS EVENTS AND CELEBRATIONS

Family Weekend – celebrated in early September
Constitution Day – celebrated on September 17th
International Day – celebrated in early November
Christmas Rose – celebrated in early December before final exams
Charter Day – celebrated on February 11th during Charter Week
Spring Break – celebrated in March and classes are not in session this week

WEATHER AND CLOTHING

Philadelphia falls in the humid subtropical climate zone. Summers are typically hot and somewhat muggy, fall and spring seasons are generally mild, and winter is cold. Snowfall is variable, some winters with moderate snow falls and others with significant snowstorms. Philadelphia’s coldest month is January, and the warmest months are July and August.

Students and exchange visitors arriving in late August or early September should have light medium weight clothing with sweaters and light jackets. Warm coats, hats, gloves, and boots are needed for the winter months (December thru March). Spring (March thru early June) is similar to autumn months (September thru early December) with cool mornings and evenings and warm days. Clothing stores with reasonably priced clothing and footwear are readily available near the campus.

CROSS-CULTURAL ACTIVITIES

Holy family University offers numerous cross-cultural activities and experiences to broaden the cultural understanding of international students, visiting scholars and researchers. Programs of general interest include intercollegiate and intramural sporting events, weekend social events, and cultural events. The University’s international community is invited to participate in these
experiences based on interest, talents, preferences, and schedules. Dependents of international visitors are encouraged to participate in these activities as well. By becoming part of the campus community international visitors will learn much about American life, and also have opportunities to share language and culture with Americans.

The downtown area of Philadelphia is referred to as Center City and can be reached by public transportation (train or bus) as well as private vehicle. Center City Philadelphia offers much to visitors because of its rich historical story of the American Revolution. Center City is also home to much to visitors because of its rich historical story of the American Revolution. Center City is also home

Additional information about historic and cultural venues is available via the following websites.

www.philly.com
www.gophilly.com
www.phila.gov/visitors/
www.visitphilly.com

PHILADELPHIA AREA HISTORIC AND CULTURAL SITES

Academy of Music
African American Museum
American Swedish Museum
Atwater Kent Museum
Azalea Garden at Boathouse Row on the Schuylkill River
Franklin Institute
Independence Hall and Liberty Bell
Independence Visitor Center
International House – University of Pennsylvania
Independent Seaport Museum
Italian Market
Japanese House and Gardens in Fairmont Park
Kimmel Center for Performing Arts
Philadelphia City Hall
Philadelphia Museum of Art
Philadelphia Zoo
National Museum of American History
Reading Terminal Market
Longwood Gardens
Valley Forge Historic Park
TRANSPORTATION

AIR TRANSPORTATION

Philadelphia International Airport is a major world-class hub serving the following airlines: Delta, Air Canada, United, American, Midwest, Continental, Southwest, US Airways, British Airways, Frontier, and AirTran. Flight, ground transportation, and parking information can be found at the airport web site: http://www.phl.org.

Philadelphia International Airport
8000 Essington Avenue
Philadelphia, PA 19153
Telephone: 215-937-6937 (General Information)
215-580-7800 (Bus and Rail Information)
215-863-4271 (United States Customs and Immigration)

Newark Liberty International Airport
10 Toler PI
Newark, NJ 07114
General information: 1-973-961-6000
Ground Transportation
800-AIR-RIDE (247-7433)

John F. Kennedy International Airport (JFK), Queens, NY
JFK Expy & S Cargo Rd
Jamaica, New York, NY 11430
Telephone: 718-244-4444

GROUND TRANSPORTATION

Public transportation by bus and trains serve Philadelphia, Bucks, Chester, Delaware, and Montgomery Counties. The Southeastern Pennsylvania Transportation Authority (SEPTA) provides these services to residents of Philadelphia and surrounding suburbs. The SEPTA website should be accessed for complete information regarding schedules and locations: www.septa.org.

Buses stop directly in front of the University’s Northeast campus on Frankford Avenue and connect with regional terminals. The SEPTA Trenton Line train station is located within walking distance of the campus.
LOCAL COMMUNITY RESOURCES

BANKS

Bank of America
2439 Welsh Road
Philadelphia, PA 19114
Telephone: 1-800-432-1000

Bank of America
9501 Bustleton Ave,
Philadelphia, PA 19115
Telephone: 1-800-432-1000
1-215-464-6431

First Citizens Bank
8423 Frankford Ave,
Philadelphia, PA 19136
Telephone: 1-215-335-0650

PNC Bank
6705 Rising Sun Avenue
Philadelphia, PA 19111
Telephone: 1-215-728-5450

PNC Bank
2401 Welsh Road
Philadelphia, PA 19114
Telephone: 1-215-698-5969

TD Bank
2231 Cottman Avenue
Philadelphia, PA 19149
Telephone: 1-215-722-6441

Wells Fargo Bank
9475 Roosevelt Blvd.
Philadelphia, PA 19114
Telephone: 1-215-673-1631

Wells Fargo Bank
2349 Street Rd.
Bensalem, PA 19020
Telephone: 1-215-638-6063

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Bank of America
2439 Welsh Road
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Wells Fargo Bank
2349 Street Rd.
Bensalem, PA 19020
Telephone: 1-215-638-6063

BOOKSTORES

Barnes & Noble College
Campus Center
9801 Frankford Ave,
Philadelphia, PA 19114
Telephone: 1-267-341-3588

Books Are Fun
1320 Grant Ave
Philadelphia, PA 19115
Telephone: 1-215-432-0775

FAST FOOD/RESTAURANTS

China Gate
3822 Morrell Ave,
Philadelphia 19114
Telephone: 1-215-612-8366
Mon-Thu: 11am-11pm
Fri-Sat: 11am-12am
Sun: 12pm-10:30pm

Hunan Star Restaurant
7203 Frankford Ave,
Philadelphia, PA 19135
Telephone: 1-215-338-8288
1-215-618-3487
Delivery Hours:
Mon-Thu: 11am-10:30 pm
Fri-Sat: 11am-11:30 pm
Sun: 12pm-10:00 pm

Burger King
9220 Frankford Avenue
Philadelphia, PA 19114
Telephone: 1-215-338-7918

Burger King
171 W Chelten Ave
Philadelphia, PA 19144
Telephone: 1-215-438-0664

Burger King
5921 Rising Sun Ave
Philadelphia, PA 19120
Telephone: 1-215-722-0432

Boston Market
9113 Roosevelt Blvd
Philadelphia, PA 19114
Telephone: 1-215-969-4200

Villagio Pizza
9233 Frankford Ave,
Philadelphia, PA 19114
Telephone: 1-215-333-4414

KFC
9021 Frankford Ave,
Philadelphia, PA 19114
www.kfc.com
Telephone: 1-215-335-3035

McDonald's
5219 Frankford Ave
Philadelphia PA 19120
Telephone: 1-215-288-0979
McDonald’s
7901 Oxford Ave
Philadelphia, PA 19111
Telephone: 1-215-725-8650

McDonald’s
8901 Frankford Ave
Philadelphia, PA 19136
Telephone: 1-215-332-8007

FLORISTS
Maureen’s Flowers
3826 Morrell Avenue
Philadelphia PA 19114
Telephone: 1-215-637-6370
(800) 637-6440
http://www.maureensflowers.com

Torresdale Flower Shop
7332 Frankford Ave.
Philadelphia PA 19136
Telephone: 1-215-338-5990
(800) 338-5367
http://www.torresdaleflowers.com

HOSPITALS
Nazareth Hospital
2601 Holme Avenue
Philadelphia, PA 19152
Telephone: 1-215-335-6000

Aria Health
Knights & Red Lion Roads
Philadelphia, PA 19114
Telephone: 1-215-612-4000

4900 Frankford Ave,
Philadelphia, PA 19124
Telephone: (215) 831-2000

Thomas Jefferson
University Hospital
1015 Chestnut Street
Philadelphia, PA 19107
Telephone: 1-215-955-1562

Pennsylvania Hospital
210 West Washington
Square 4
Philadelphia, PA 19106
Telephone: 1-215-829-7600

St. Christopher's
Hospital for Children
Erie Avenue at Front St.
Philadelphia, PA 19134
Telephone: 1-215-427-5292

MOVIE THEATRES
AMC
1149 Franklin Mills Circle
Philadelphia, PA 19154
Telephone: 1-215-612-2740
Showtime Hotline: 888-AMC-4FUN

AMC
1336 Bristol Pike
Bensalem, PA 19020
Telephone: 1-215-639-4714

PLACES OF WORSHIP
Baptist Churches
Andalusia Baptist Church
1041 Colonial Avenue
Bensalem, PA 19020
Telephone: 1-215-639-1055

Bensalem Baptist Church
3351 Richlieu Road
Bensalem, PA 19020
Telephone: 1-215-639-5433

First Ukrainian Baptist Church
6000 Large Street
Philadelphia, PA 19149
Telephone: 1-215-288-4888

Neshaminy Valley Baptist Church
2895 Bristol Road
Bensalem, PA 19020
Telephone: 1-215-752-9333

HOTELS/MOTELS
Holiday Inn Express
1329 Bristol Pike,
Bensalem, PA 19020
Telephone: 1-866-577-4817
(Located 1.7 miles from Holy Family University)

Four Points
9461 Roosevelt Blvd
Philadelphia, PA 19114
Telephone: 1-866-599-6674
(Located 2.4 miles from Holy Family University)
Catholic Churches

Our Lady of Calvary Parish
11024 Knights Rd
Philadelphia, PA 19154
Telephone: 1-215-637-7515
Fax: 1-215-637-7517

Episcopal Churches

All Saints Episcopal Church
9601 Frankford Avenue
Philadelphia, PA 19114
Telephone: 1-215-637-8787

Methodist Churches

Bensalem United Methodist Church
4300 Hulmeville Road,
Bensalem, PA 19020
Telephone: 1-215-245-1215

Lutheran Churches

Calvary Lutheran Church of Bustleton
9610 Northeast Avenue
Philadelphia, PA 19115
Telephone: 1-215-673-6789

Mosques

Muhammad's Mosque of Islam
2508 North Broad Street
Philadelphia, PA 19132
Telephone: 1-215-228-6044

Northeast Philadelphia Church of Christ
3200 Primrose Avenue
Philadelphia, PA 19114

Peace Lutheran Church
3900 Hulmeville Road
Bensalem, PA 19020
Telephone: 1-215-638-3063

Church of Christ

Church of Christ Scientist
3157 Mechanicsville Road
Bensalem, PA 19020
Telephone: 1-215-245-5275

United Muslim Movement, Inc.
1251 Point Breeze Avenue
Philadelphia, PA 19146
Telephone: 1-215-467-1665

St Katherine of Siena Parish
9700 Frankford Ave
Philadelphia, PA 19114
Telephone: 1-215-637-7548
Fax: 1-215-637-0146

St Stephen's United Church of Christ
4201 Princeton Ave
Philadelphia PA 19135
Telephone: 1-215-624-3262

St David's Evangelical Lutheran Church
9169 Academy Road
Philadelphia, PA 19114.
Telephone: 1-215-332-7424
Fax: 215-333-509

Christ Church Eddington
2026 Street Road
Bensalem, PA 19020
Telephone: 1-215-638-2650

United Muslim Movement, Inc.
1251 Point Breeze Avenue
Philadelphia, PA 19146
Telephone: 1-215-467-1665

Church of the Redeemer
1065 Bristol Pike
Bensalem, PA 19020
Telephone: 1-215-639-4387

St Dominic Parish
8504 Frankford Ave
Philadelphia, PA 19136
Telephone: 1-215-624-5502
Fax: 1-215-333-1750

Bustleton United Methodist Church
9707 Bustleton Ave
Philadelphia, PA 19115
Telephone: 1-215-673-1504

St Stephen's United Church of Christ
4201 Princeton Ave
Philadelphia PA 19135
Telephone: 1-215-624-3262

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Telephone: 1-215-245-5275

United Muslim Movement, Inc.
1251 Point Breeze Avenue
Philadelphia, PA 19146
Telephone: 1-215-467-1665

Catholic Churches

Our Lady of Calvary Parish
11024 Knights Rd
Philadelphia, PA 19154
Telephone: 1-215-637-7515
Fax: 1-215-637-7517

St Katherine of Siena Parish
9700 Frankford Ave
Philadelphia, PA 19114
Telephone: 1-215-637-7548
Fax: 1-215-637-0146

Church of Christ

Church of Christ Scientist
3157 Mechanicsville Road
Bensalem, PA 19020
Telephone: 1-215-245-5275

Northeast Philadelphia Church of Christ
3200 Primrose Avenue
Philadelphia, PA 19114

Telephone: 1-215-677-2639

St Stephen's United Church of Christ
4201 Princeton Ave
Philadelphia PA 19135
Telephone: 1-215-624-3262

St David's Evangelical Lutheran Church
9169 Academy Road
Philadelphia, PA 19114.
Telephone: 1-215-332-7424
Fax: 215-333-509

Methodist Churches

Bensalem United Methodist Church
4300 Hulmeville Road,
Bensalem, PA 19020
Telephone: 1-215-245-1215

Lutheran Churches

Calvary Lutheran Church of Bustleton
9610 Northeast Avenue
Philadelphia, PA 19115
Telephone: 1-215-673-6789

Mosques

Muhammad's Mosque of Islam
2508 North Broad Street
Philadelphia, PA 19132
Telephone: 1-215-228-6044

United Muslim Movement, Inc.
1251 Point Breeze Avenue
Philadelphia, PA 19146
Telephone: 1-215-467-1665
Northeast Philadelphia
Islamic Center
1421 Tyson Ave
Philadelphia, PA 19111
Telephone:
1-267-258-7878

Orthodox Churches
St. Peter & St. Paul
Albanian Orthodox
Church
9230 Old Bustleton
Avenue
Philadelphia, PA 19115
Telephone:
1-215-676-3311

St. Josaphat’s Ukrainian
Catholic Church
4521 Longshore Avenue
Philadelphia, PA 19135
Telephone:
1-215-677-1600

Ukrainian Catholic
Cathedral of the
Immaculate Conception
830 North Franklin Street
Philadelphia, PA 19123
Telephone:
1-215-922-2845

Pentecostal
Churches
Pentecostal Christian
Church
4716 Tyson Avenue
Philadelphia, PA 19135
Telephone:
1-215-624-5164

The Love Fellowship
Tabernacle Church
5918 Hulmeville Road
Bensalem, PA 19020
Telephone:
1-215-741-0525

Presbyterian
Churches
Bensalem Presbyterian
Church
2826 Bristol Road
Bensalem, PA 19020
Telephone:
1-215-757-7800

Eddington Presbyterian
Church
3650 Bristol Pike
Bensalem, PA 19020
Telephone:
1-215-639-5347

Synagogues and
Temples
Congregation of Shaare
Shamyim
9768 Veree Road
Philadelphia, PA 19115
Telephone:
1-215-677-1600

Kehilat Chaverim
4242 Bensalem Blvd.
Bensalem, PA 19020
Telephone:
1-215-633-9930

PHARMACIES AND
DRUG STORES
CVS Pharmacy
5843 Rising Sun Ave,
Philadelphia, PA 19120
Telephone:
1-215-728-4146

Rite Aid
9200 Frankford Avenue
Philadelphia, PA 19114
Telephone:
1-215-708-1591

Rite Aid
9910 Frankford Avenue
Philadelphia, PA 19114
Telephone:
1-215-824-2700

Rite Aid
5694 Rising Sun Ave
Ste. 11
Philadelphia, PA 19120
Telephone:
1-215-725-5132

Walgreens
7001 Frankford Avenue
Philadelphia, PA 19135
Telephone:
1-215-543-0715

Walgreens
12050 Bustleton Ave.
Philadelphia PA 19116
Telephone:
1-215-673-0937

Walgreens
7201 Castor Avenue
Philadelphia PA 19149
Telephone: 1-215-554-6750

Walmart
9745 Roosevelt Blvd.
Philadelphia, PA 19114
Telephone:
1-215-698-0350
Walmart
Philadelphia Mills
4301 Byberry Road
Philadelphia, PA
Telephone: 1-215-281-3446

POLICE & LAW ENFORCEMENT

Holy Family University Public Safety Department
Campus Center Room 101
Telephone: 1-267-341-3361

Philadelphia Police Department

District 2 Headquarters
2831 Levick Street
Philadelphia, PA 19149
Telephone: 1-215-686-3020

District 8 Headquarters
3100 Red Lion Rd,
Philadelphia, PA 19114
Telephone: 1-215-686-3080

Emergency: Dial 911
Non-emergency: Dial 311

PUBLIC LIBRARIES

Free Library of Philadelphia
(Main Branch)
1901 Vine Street
Philadelphia, PA 19103
Telephone: 1-215-686-5322
http://www.freelibrary.org/

Hours
Mon-Thur: 9am-9pm

FREE LIBRARY OF PHILADELPHIA
9233 Roosevelt Blvd. Philadelphia, PA 19114
Telephone: 1-215-685-0498

HOURS
Mon, Wed: 1pm-9pm
Tue, Thur, Fri, Sat: 10 am-5 pm
There is a Book Drop at this Location

Free Library of Philadelphia
2228 Cottman Avenue
Philadelphia, PA 19149
Telephone: 1-215-685-0501

HOURS
Mon-Wed: 1pm-9pm
Thur-Sat: 10am-9pm
There is a Book Drop at this Location

Free Library of Philadelphia
Katherine Drexel Branch
11099 Knights Rd Branch
Philadelphia, PA 19154

HOURS
Mon, Wed: 12pm-8pm
Tues, Thur 10am-6pm
Fri: 10am-5pm

UNITED STATES POSTAL SERVICES

http://www.usps.com

Post Office
1735 Franklin Mills Circle
Philadelphia, PA 19145
(800) 275-8777

HOURS
Mon-Sat: 10am-9pm
Sun: 11am-6pm

SHOPPING

Philadelphia Mills Mall
1735 Franklin Mills Circle
Philadelphia, PA 19145

Neshaminy Mall
707 Neshaminy Mall
Bensalem, Pennsylvania 19020
Telephone: 1-215-357-6100

MALL HOURS
Mon-Sat: 10am-9pm
Sun: Closed
SUPERMARKETS

**Food Basics**
8920 Frankford Ave,
Philadelphia, PA 19136
Telephone:
1-215-305-0005

**Kmart**
8800 Frankford Ave
Philadelphia, PA 19136
Telephone:
1-215-332-5131

**Kmart**
1837 Street Rd
Bensalem, PA 19020
Telephone:
1-215-245-8845

**Walmart Supercenter**
4301 BYBERRY ROAD
Philadelphia, PA
Telephone:
1-215-281-3159

**Pathmark**
8700 Frankford Ave
Philadelphia, PA 19136
Telephone:
1-215-331-1800

**Pathmark**
85 Franklin Mills Blvd
Philadelphia, PA
Telephone:
1-215-612-0900

**Shoprite**
9910 Frankford Ave
Philadelphia, PA 19114
Telephone:
1-215-637-1555

SOCIAL SECURITY OFFICES

2 PENN CTR STE 2000A
1500 JFK Blvd 20th Floor
Philadelphia, PA 19102
Telephone:
(800) 772-1213

2929 N Broad St
Philadelphia, PA 19132
Telephone
1-215-225-9165

2373 Welsh Rd,
Philadelphia, PA 19114
Telephone:
1-800-772-1213
TTY: 1-800-325-0778

**Hours:**
Mon, Tue, Thur, Fri: 9am-3pm
Wed: 9am-12pm
Sat-Sun: CLOSED
DIRECTORY

THE MAILING ADDRESS FOR THE UNIVERSITY:
Holy Family University
9801 Frankford Avenue
Philadelphia, PA 19114-2009
USA

General Telephone: 1-215-637-7700
Web site: http://www.holyfamily.edu

International Affairs Office
ATTN: Sister Josita Churla MA, MS
Designated School Official
Telephone: 1-267-341-3469
E-mail: jchurla@holyfamily.edu

School of Nursing and Allied Health Professions
Cynthia Russell, RN, PhD, Dean
Telephone: 1-267-341-3292
E-mail: crussell@holyfamily.edu

Public Safety
Joseph McBride, BS
Telephone: 1-267-341-3361 or 1-267-341-3362
E-mail: jmcbride@holyfamily.edu

School of Arts and Sciences
Rochelle Robbins, PhD, Dean
Telephone: 1-267-341-3640
E-mail: srobins@holyfamily.edu

Office of Residence Life
Brett Buckridge, MA
Telephone: 1-267-341-3204
E-mail: bbuckridge@holyfamily.edu

School of Business Administration
J. Barry Dickinson, PhD, Dean
Telephone: 1-267-341-3440
E-mail: jdickinson@holyfamily.edu

Health Services Office
Maureen Niche CRNP
Telephone: 1-267-341-3262
E-mail: mniche@holyfamily.edu

School of Education
Kevin Zook, PhD, Dean
Telephone: 1-267-341-3565
E-mail: kzook@holyfamily.edu
# IMPORTANT OFFICES FOR INTERNATIONAL STUDENTS AND VISITING SCHOLARS:

## LOCATIONS

- **AQ** Aquinas Hall
- **NWT** Newtown
- **CC** Campus Center
- **ETC** Education & Technology Center
- **HFH** Holy Family Hall
- **LIB** Library
- **NEP** Northeast Philadelphia Campus
- **UAC** Undergraduate Admissions Center
- **W** Woodhaven

<table>
<thead>
<tr>
<th>Office/Department</th>
<th>Location</th>
<th>Extension</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>International Affairs Office</strong></td>
<td>225 HFH</td>
<td>3469</td>
</tr>
<tr>
<td>Academic Advising Center</td>
<td>215 HFH</td>
<td>3221</td>
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<tr>
<td>Academic Affairs</td>
<td>225 HFH</td>
<td>3207</td>
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<tr>
<td>Academic Student Services</td>
<td>102 HFH</td>
<td>3209</td>
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<tr>
<td>Activities Office</td>
<td>206 CC</td>
<td>3281</td>
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<tr>
<td>Admissions Office (Undergraduate)</td>
<td>200 UAC</td>
<td>3217</td>
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<tr>
<td>Arts &amp; Sciences</td>
<td>323 HFH</td>
<td>3238</td>
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<tr>
<td>Athletics</td>
<td>132 CC</td>
<td>3353</td>
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<tr>
<td>Business Administration</td>
<td>AQ</td>
<td>3336</td>
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<tr>
<td>Bookstore</td>
<td>126 CC</td>
<td>3657</td>
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<tr>
<td>Business Office</td>
<td>202 HFH</td>
<td>3202</td>
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<tr>
<td>Campus Ministry</td>
<td>224 CC</td>
<td>3261</td>
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<tr>
<td>Careers Center</td>
<td>216/218 CC</td>
<td>3223</td>
</tr>
<tr>
<td>Campus Center Reception Desk</td>
<td>101 CC</td>
<td>3606</td>
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<tr>
<td>Campus Center Special Services</td>
<td>214 CC</td>
<td>3355/3509</td>
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<tr>
<td>Center for Academic Enhancement</td>
<td>2nd Floor Library</td>
<td>3326</td>
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<tr>
<td>Computer Technology Services (Help Desk)</td>
<td>(Help Desk)</td>
<td>3402</td>
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<tr>
<td>Continuing Education (Woodhaven)</td>
<td>W</td>
<td>5004</td>
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<tr>
<td>Convent</td>
<td>Delaney Hall</td>
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<tr>
<td>Cooperative Education</td>
<td>222 ETC</td>
<td>3406</td>
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<tr>
<td>Counseling Center</td>
<td>213 A-B</td>
<td>3232</td>
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<tr>
<td>Cub Café</td>
<td>1st Floor ETC</td>
<td>3506</td>
</tr>
<tr>
<td>Department</td>
<td>Location</td>
<td>Phone</td>
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<tr>
<td>Dining Commons</td>
<td>CC</td>
<td>3263</td>
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<tr>
<td>Disability Services</td>
<td>222 CC</td>
<td>3231</td>
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<tr>
<td>Diversity Office</td>
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<td>Duplicating Office</td>
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<td>Education School</td>
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<td>Fitness Center</td>
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<tr>
<td>Food Service</td>
<td>117 CC</td>
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<tr>
<td>Graduate Admissions</td>
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<td>3327/3555</td>
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<td>Health Services</td>
<td>G-07 CC</td>
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<td>Human Resources</td>
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<tr>
<td>Instructional Materials Center</td>
<td>444 ETC</td>
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<tr>
<td>Library</td>
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<tr>
<td>Mailroom</td>
<td>15 HFH</td>
<td>3260</td>
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<tr>
<td>Newtown Campus</td>
<td>NWT</td>
<td>4000</td>
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<tr>
<td>President’s Office</td>
<td>216 HFH</td>
<td>3220</td>
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<tr>
<td>Public Safety</td>
<td>101 CC</td>
<td>3361</td>
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<tr>
<td>Registrar</td>
<td>205 HFH</td>
<td>3212/3265</td>
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<tr>
<td>Special Services</td>
<td>214 CC</td>
<td>3509/3355</td>
</tr>
<tr>
<td>Student Clubs/Organizations</td>
<td>202 CC</td>
<td>3235</td>
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<tr>
<td>Student Government Association</td>
<td>204 CC</td>
<td>3235</td>
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<tr>
<td>Switchboard (Northeast Campus)</td>
<td>214 HFH</td>
<td>0</td>
</tr>
<tr>
<td>Switchboard (Newtown)</td>
<td>1st Floor NWT</td>
<td>4000</td>
</tr>
</tbody>
</table>
1. **Campus Center**: Athletics, Bookstore, Campus Ministry, Careers Center, Chapel, Counseling Center, Dining Hall, Disability Services, Fitness Center, Gymnasium, Health Services (Nurse), Residence Life, Security Command Center, Special Services, Student Activities, Student Government, Student Lounge, Student Publications, Student Services

2. **Shepherd's Fold**: Maintenance

3. **St. Joseph's Hall**: Student Residence

4. **Nurse Education Building**: Duplicating for Faculty/Staff, Nursing Computer Lab, Nursing Simulation and Practice Laboratory, School of Nursing and Allied Health Professions

5. **Holy Family Hall**: Academic Advising, Academic Affairs, Business Office, Communications Suite, Computer Labs, Enrollment Services, Faculty Lounge, Finance Offices, Financial Aid, Graduate Admissions, Human Resources, Information Technology, Institutional Research, Janitorial, Mailroom, Maintenance, President's Office, Purchasing, Radiologic Science Offices and Lab, Registrar, School of Arts and Sciences, Science Labs, Switchboard, Treasurer

6. **Labyrinth**

7. **Education & Technology Center**: Art Gallery and Studios, Computer Labs, Cooperative Education, School of Education, Student and Faculty Lounges, Tiger Cub Café

8. **Undergraduate Admissions Center**

9. **Marian Hall**

10. **University Library**: Archives, Audio Visual, Center for Academic Enhancement, Computer Lab

11. **Alpha House Nursery School and Kindergarten**

12. **Aquinas Hall**: School of Business Administration

13. **Garden Residence**: Student Residence

14. **Delaney Hall**: Sisters of the Holy Family of Nazareth Residence

15. **Stevenson Lane Residence**: Student Residence

16. **Athletic Field**