



International Student Handbook

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I. BEFORE YOU ARRIVE: PREPARING TO MOVE TO LEWIS UNIVERSITY

Housing

➤ Living on-campus

Once you submit a housing application with a deposit, the Office of Residence Life will assign you to one of the Lewis University residence halls. Students normally reserve a room for a year at a time, and may continue their residency in following years.

Residence hall rooms are furnished with beds, desks, chairs, closets, microwave ovens, and small refrigerators. Laundry facilities are free, and wall connections for telephones, cable television and free Internet hookups are standard. Students must furnish sheets, blankets, pillows, towels, and any other amenities (e.g., lamps, wall pictures, radios, etc.). However, for students traveling from another country, it is often inconvenient to carry these things in luggage.

More information about living on-campus can be found [here](#).

➤ Living off-campus

Many students and scholars at Lewis reside off campus, renting apartments or houses. Some students choose to spend their first semester or year in the Lewis residence halls. Then when they feel familiar with the area, they find off-campus housing, sometimes sharing with friends.

- Advantages: off-campus housing include readier access to the community, possibly lower housing expense, and the ability to do one's own cooking.
- Disadvantages: the expense of owning a car (which is a necessity, since public transportation to Lewis University and elsewhere is very limited - see the *Transportation* section of this booklet), and the distance from on-campus students and Lewis daytime or evening events. If you decide to live in off-campus housing, we recommend that you wait until you arrive at Lewis to arrange your housing. Off-campus housing considerations will be discussed in more detail later in this handbook.

Besides living in apartments, another off-campus option to consider is living in a homestay. Lewis University has recently partnered with an organization to provide you the opportunity to live with a family while you are here. American Homestay Network is a homestay management company that places international students with local host families. International students have a truly American experience by living with a qualified host family. American Homestay Network offers a number of host living environments – students may be paired with singles, retirees, traditional families, and single parents with children or high school age children.

The service conducts extensive screening, training and background checks on all host families to provide students with a safe and secure living environment. No contracts are necessary. Apply online at www.homestaynetwork.com.

Medical Insurance and Immunizations

➤ Medical Insurance

The costs of medical treatment in the U.S.A. are extremely high. As part of this relationship with you as a full-time international student or scholar, we facilitate the **mandatory health insurance program** provided to you through LowerMark. Visit the health insurance provider, LowerMark's [webpage](#) for important links.

➤ Center for Health and Counseling

The [Center for Health and Counseling Services](#) offers several services, including treatment of minor accidents and illnesses, immunization, assistance with medical insurance claims, and assistance finding doctors and other health care specialists. Additionally, the Center offers personal counseling and crisis intervention. Most services offered by Health and Counseling Services are free of charge.

➤ Immunization Requirements

In accordance with the State of Illinois College Immunization Code, Lewis University is required to collect proof of immunizations. Apart from Covid vaccination, all students are required to complete the immunization requirement form.

However, this can be completed either in your home country or in the US. If you have already received your immunization (during childhood) in your home country, kindly complete the form with an attestation (seal & signature) from your registered physician/doctor. There is no need to get immunized again. Kindly note that TB screening should be done only in the US. The Center for Health does TB screening for nominal charges. TB screenings are covered under the \$500 Wellness Benefit. It can be found in the plan brochure under the description of the Wellness Benefit.

For more information about immunization requirements for college attendance, visit [here](#).

➤ COVID-19 Vaccination Requirements

All students must be fully vaccinated prior to travel to the US. The health and wellbeing of our campus community remains our highest priority. Our students and faculty are currently working side-by-side in the classroom, online and in hybrid modalities while maintaining guidelines set forth by the CDC and the State of Illinois. Our response will recognize that while the virus remains present in society, the community spread and stress on our healthcare systems have been significantly reduced.

For more information, protocols and resources on COVID-19 at Lewis University, visit [this page](#) curated by the Health Services department.

Budgeting & Tuition Payments

➤ Plan Your Budget

It is a good idea at the beginning of your stay to **carefully plan a budget for your first semester and first year, and assume a similar budget for all the years you will be at Lewis**. Here are some things you should consider when budgeting for your first year:

- **Books and supplies:** \$300 - \$500 is a typical cost range for a semester. Books for graduate courses, or for technical courses (e.g., nursing) may be more expensive on the average than other books. Remember also paper, pens, flash drives, and similar items.
- **Housing and Food:** Calculate residence hall costs plus a meal plan, or calculate rent (possible other services like electricity, water, etc.) plus the cost of food purchases.
- **Personal items:** Bedding and towels, shampoo, soap, toothpaste, contact lens solutions, and similar items.
- **Household items:** Laundry soap, light bulbs, kitchen and bathroom cleaners, etc.
- **Postage and telephone costs:** You will wish to maintain contact with your family and friends.
- **Insurance:** Health and medical insurance, car insurance, personal item insurance if you keep valuables (sometimes called "renter's insurance").
- **Clothing:** If you do not already have clothing for the various seasons, plan to do some clothes shopping.
- **Entertainment:** An occasional night out with friends, restaurants, sightseeing, museums.
- **Transportation:** If you purchase a car, note that there are additional costs for insurance, gas, periodic maintenance, and possibly occasional repairs. If you plan to return home during holidays, factor in travel costs.
- **Gifts and souvenirs:** You will undoubtedly wish to get a few gifts and souvenirs for family and friends.
- **Travel:** While you are in the United States, consider some travel either in the Midwest area or beyond. Travel is educational, and you will find it valuable to travel beyond the Chicago area.

➤ Nelnet – Tuition Payment

The [Nelnet Student Account Platform](#) is the official online billing resource that displays all tuition charges and fees associated with a student's education at Lewis University, as well as the payments and credits made towards those charges.

➤ Wire Transfer Information

If you prefer to make payments through wire transfer or if you have availed education loan in your home country, please make sure to contact and email the business office first to confirm (businessoffice@lewisu.edu).

Packing Your Luggage: What To Bring

➤ Luggage Restrictions

Restrictions on luggage may vary between airline carriers. It is best to confirm restrictions directly with your assigned airline before departure. Be sure your suitcases are sturdy and can be locked. An extra set of keys is a good idea, but do not leave them in your luggage. Be sure to place your name and address on the outside and inside of each piece of luggage, including carry- on bags.

➤ Temperature and Clothing

Lewis University is located in Illinois, part of the U.S. Midwest, and there are four seasons: Spring, Summer, Fall and Winter.

Sometimes winter temperatures can go down to -20 ° Fahrenheit or -30 ° Fahrenheit, but this is rare and doesn't last long. If you do not have proper clothing for the different seasons, please be prepared to purchase these necessary items. The ISGSS office can offer advice and assist you with shopping.

Here is a general list of suitable clothing for college students, adapted from Lewis University – International Students and Global Scholars Services:

Men	Women
1 pair athletic shoes	1 pair athletic shoes
1 pair dress shoes	1 pair dress shoes
1 pair casual shoes	1 pair casual shoes
1 pair heavy, warm shoes	1 pair heavy, warm shoes
5 t-shirts, 5 casual shirts	5-10 blouses or sweaters
3+ pairs jeans	3+ pairs of jeans
2+ pairs casual pants	2+ pairs casual pants
2+ sweaters	2+ sweaters
Coat/tie and dress pants/shirt	Dress clothes (dresses, skirts, blouses, etc.)
Swim suit	Swim suit
12 pair's socks	12 pair's socks
Lined jacket/outer coat	Lined jacket/outer coat
1 heavy winter coat	1 heavy winter coat
Native dress	Native Dress

In addition, you may wish to bring prescription medications (be sure to use the original container with the doctor's information on it), or medications that you are accustomed to for specific health problems. "Over the-counter" or drugstore medications for minor ailments are readily available. People who wear glasses or contact lenses should bring an extra pair of eyewear and the prescription, in case eyewear needs to be replaced.

➤ What NOT To Pack

- Prescription medication that does not have the prescription from a doctor or pharmacy clearly labeled on it.
- Anything which could be considered an offensive weapon under the law, i.e., mace, hunting knife, etc.
- Heavy books which are not absolutely essential.
- Large bottles of shampoo or other cosmetic items, (just enough to get you through the first week or so is sufficient).
- Glass containers of any kind. Transfer liquids and other items to plastic containers.

Learning About the Chicago Area

➤ Local Area Websites

Lewis University is located in Romeoville, adjacent to the cities of Joliet and Lockport, and near the city of Naperville. Here are some websites to acquaint you with the area immediately around Lewis University.

- City of Joliet Home Page: <http://www.cityofjoliet.info/>
- More on the Joliet community:
 - <http://www.jolietillinois.com/>
 - http://cityguides.addresses.com/city_guides/Joliet/IL.html
- City of Lockport Home Page: <http://www.lockport.org/>
- Illinois & Michigan Canal visitor centers, events, map: www.nps.gov/ilmi/index.htm
- Illinois & Michigan Canal Virtual Tour
 - video footage, historical pictures:
<http://dnr.state.il.us/lands/landmgt/parks/i&m/main.htm>
- City of Naperville: www.naperville.il.us/

Lewis University is about 45 minutes by car from downtown Chicago. You can do some exploration of this famous city by exploring these web sites.

- City of Chicago Home Page - art, architecture, festivals, museums, parades, restaurants, theaters: <http://www.cityofchicago.org/city/webportal/home.do>
- Chicagoland Chamber of Commerce: <http://www.chicagolandchamber.org/home.asp>
- Chicago Tribune - weather, traffic, news, events: www.chicago.tribune.com/
- The Chicago Public Library - history, symbols, sites A-Z, facts about Chicago: <http://www.chipublib.org/>
- Chicago Historical Society Home Page - history, programs and events, exhibitions, collections: <http://www.chicagohistory.org/>

II. WHEN YOU LEAVE: TRAVELING TO THE UNITED STATES

Plan Your Arrival

➤ Arrival Date

We recommend new international students and scholars to arrive on campus one to two weeks before a semester begins. This allows us to help you get many daily life matters settled. It also allows you to get accustomed to your “new home” at Lewis. Then you may start your classes with everything in good order.

➤ Notify Our Office

Notify the International Admissions Office (international@lewisu.edu) and Office of International Students and Global Scholars Services (isgss@lewisu.edu) of your travel plans. Please give our office exact arrival information at least one week before arriving: Airline and flight number, day and time of arrival. If you have last-minute changes in your travel plans, please alert us! This will ensure that we can meet you at the airport.

➤ Documents To Bring

Important documents are as follows:

1. Initial I-20
2. Passport
3. F1 Visa

Be sure to keep your passport, immigration paperwork, and any other important documents with you on the plane.

➤ Arriving At Your First Port of Entry

On the airplane, you will be asked to fill out:

- A U.S. Customs Declaration, which asks for items to be declared, and
- Immigration paperwork (DS-2019 or I-20) form, which asks the purpose of your visit.

Once you arrive, you will go to the Immigration gate to present your passport with currently valid Visa, I-20 or DS-2019 form, evidence of financial support (the same evidence used to apply for the visa), and I-94 form.

The immigration agent will mark your immigration paperwork with the same information. (If you should arrive at another port first, you will have the same immigration process. You may need to collect your baggage, and then have it rechecked for your flight to Chicago.) The immigration agent will return the Student copy of your I-20.

- **Do not throw away any of your documents.** Keep all of your travel documents as long as you are in the United States.
- You will then collect your baggage and proceed to Customs. You may be asked to open your baggage
- If you request airport pick up service before arriving, you will be welcomed and assisted by either the airport pick up service staff or one of our own staff at the airport. Travel from the airport to Lewis is about one hour.

If you arrive and you do not find a person to meet you, call one of the following numbers until you reach a person to talk to:

- International Students and Global Scholars Services:
 - +1 815-836-5549 or +1 815-836-5017
- Lewis University Police Department (LUPD)
 - +1 815-836-5222

Some newly arriving students have family or friends in the area, and will prefer to be met by them. If this is your circumstance, **please also let us know of your arrival plans at least a week in advance**. Then we will look forward to meeting and greeting you when you first visit the campus.

➤ Airport Pick-up

Lewis University's International Student and Global Scholar Services Office provides airport assistance for those who need to be picked up from the airport. You will need to contact the office prior to arrival (815-836-5549) to make arrangements. We work with an outside agency and for a fee you can be picked up from the airport. Using the link below, you can book/ reserve an airport pick-up:

- Airport Ground Transportation Reservation Portal
 - <https://a1limousine.hudsonltd.net/rwd?USERIDENTRY=LEWIS&LOGON=GO>
- Another option is for you to book in advance an Uber or Lyft ride to campus.
 - Uber - <https://www.uber.com/us/en/ride/how-it-works/scheduled-rides/>
 - Lyft - <https://www.lyft.com/rider/airports/ord>

There is a fee involved for this service. Once you arrive on campus the Office of Residence Life and International Students and Global Scholars Services Office will assist you in checking into your residence hall.

No matter what time of the day you arrive, Residence Life staff will be available to assist you with whatever you need. If you are arriving during business hours (9:00 am to 5:00 pm) and were assigned a Mentor, this person will be available to meet you and give you a brief campus tour (depending on the weather condition).

For those planning to live off campus, the same airport assistance will be provided to assist you to your housing.

III. AFTER YOU ARRIVE: LIFE AT LEWIS UNIVERSITY

Mandatory Orientation for New International Students

➤ F1 Visa Mandatory Information Session

International Students (new and transfers) are required to attend the F1 Visa Information Session. Important information specific to your immigration status and requirements, health insurance, courses, academic plans, and working in the US as well as frequently asked questions will be addressed during the orientation.

On-campus Housing

➤ Residence Halls

The 12 residence halls on the Lewis campus are home to approximately 1,200 students. Lewis offers a variety of residence hall and meal plan options, as well as many amenities that include numerous useful services.

Advantages of living on campus you will find:

- A comfortable, furnished room complete with bed, desk, desk chair, wardrobe/closet.
- In-room access to both wireless and Ethernet cable internet, cable television and a microwave / refrigerator / freezer unit.
- Unlimited use of laundry machines in every residence hall.
- Convenient study areas and lounges in every residence hall.
- Social, community, diversity and educational programming in every hall.
- Close proximity to classrooms, the library, Student Recreation and Fitness Center, dining facilities, and Student Union.

On-campus housing in the residence halls is administered by the Office of Residence Life. You can find more information [here](#).

➤ Housing During Semester Breaks

Housing is provided for international students and scholars who are unable to go home during school holidays and breaks (Fall Break, Thanksgiving, Winter Break, Spring Break, Easter and Summer Break).

There is an additional charge for housing during Winter, Spring, and Summer Breaks.

Contact the Office of Residence Life (reslife@lewisu.edu 815 836 5581) for the cost and procedures for staying on campus during these breaks.

Meal Plans/ Meal Cards

➤ On-campus Plans

Students who live in on-campus housing must participate in a Meal Plan. There are three types of Meal Plan offered, with varying prices. All new on-campus residents are automatically placed into Meal Plan II unless you choose a different meal plan. Information about meal plans, menus, and dining halls on campus can be found [here](#).

Your student ID doubles as your meal card. Cards are non-transferable, and cannot be used by anyone but the purchaser. Meal cards are credited at the beginning of the semester with half the amount of the total meal plan. The other half will be applied to the meal card during the halfway point of the semester.

➤ Off-campus / Commuter Plans

If you decide to live off-campus, the university also has a Commuter Meal Plan. The Plan will allow commuting students to enjoy the convenience of eating at the on-campus dining halls using your university student ID.

All full-time, non-residential, traditional, undergraduate students will be enrolled in this program. At the start of each semester, \$25 will automatically be added to your Student ID and charged to your student account for use in our dining areas or at the convenience store.

➤ Meals During Holiday Breaks

Certain dining facilities will be closed during holidays and breaks. Open dining facilities will be announced before the break.

➤ Food Pantry

The food pantry is open from 7am to 10pm at the Ministry Building. To access the pantry in the lower level of the ministry, the easiest way to get there is to come in the door across from the library (glass door with red awning over it), turn right, go downstairs, and follow the signs the rest of the way.

Off-campus Housing

Many international students live in apartments, flats, or houses which they share with other students in the vicinity of campus. Generally, students prefer to rent the less expensive unfurnished apartments and then buy inexpensive second-hand (used) furniture.

➤ Short Term Accommodations

If you plan to live in off-campus housing, you will need a place to stay while you are searching for an apartment. Below is a list of hotels in the area around Lewis University. This is also a good list to share with family and friends who may come to visit you while you are here.

Name	Address	Contact Number	Description
Country Inn and Suites	1265 Lakeview Drive, Romeoville	630-378-1052	Pool, Jacuzzi, exercise Room, Free Continental Breakfast From 6am - 10:30 am, Shuttle Service to and from university is available. Guest Laundry, free local calls, data ports on phones.
Extended Stay America	1225 Lakeview Court, Romeoville	630-226-8966	Kitchenette in Rooms, Guest Laundry
La Quinta Inn Bolingbrook	225 W. S. Frontage Road, Bolingbrook	630-226-0000	I-55 & Rt. 53

Holiday Inn	205 Remington Blvd., Bolingbrook	630-679-1600	1/4 Mile west of Rt. 53 on Remington Blvd. Full Service Hotel, Pool, Business Services, Meeting Rooms
Ramada Inn Limited	520 S. Bolingbrook Drive, Bolingbrook	630-972-9797	I-55 & Rt. 53, next to Union 76
Comfort Inn	3235 Norman Avenue, Joliet	815-436-5141	Pool, Close to Lewis and Mall
Comfort Inn	135 S. Larkin Avenue, Joliet	815-744-1770	Pool
Fairfield Inn	3239 Norman Avenue, Joliet	815-436-6577	Close to Lewis and Mall
Fairfield Inn	1701 Riverboat Center Drive, Joliet	815-741-3499	Close to Empress Casino, Off I-80, Exit 127
Ramada Express	3231 Norman, Joliet	815-439-4200	Close to Lewis and Mall, off I-55
Super 8 Motel	3401 Mall Loop Drive, Joliet	815-439-3838	Very Nice Super 8, Pool, Close to Lewis and Mall, off I-55
Empress Hotel	2200 Empress Rd., Joliet	815-744-9400	At the Empress Casino Complex
Harrah's Casino Hotel	151 Joliet St., Joliet	800-427-7247	Fitness Center, Attached to Casio, Close to Lewis, 4 Kinds of Suites

➤ Renting in the U.S.

In order to find an apartment, you can surf the web, look in some of the free apartment finder magazines, inquire through a real estate agent, or read the classified advertisements.

When looking for an apartment or other unit to rent, keep these things in mind:

1. Consider the convenience of the location to the Lewis campus and to neighborhood stores.
2. Look at the neighborhood; will you feel comfortable?
3. Look carefully at the rental property.
4. Is it in good repair?
5. Does it have an air conditioner? (Summers are hot in this area)
6. Is it clean and are the buildings and grounds well-tended?
7. Are pets permitted?
8. Is there a swimming pool?
9. Ask whether there are laundry machines to wash and dry your clothes.
10. If not, is there a commercial laundromat nearby?
11. If you choose to rent a unit, you may ask to speak to references - that is, people who have lived there before and would be willing to recommend the place.
12. It is customary for a manager or landlord to require a deposit equivalent to one month's rent.
13. This deposit will secure the place until you move in, and can be used to pay for any damage you have caused when you leave.
14. If you have caused no damage to the property, the deposit will be returned to you.
15. You will be asked to sign a rental contract.

Read your lease carefully and make sure you understand everything before you sign it.

Money Matters

➤ Planning First-Year Costs at Lewis University

The amount of money set aside for your school year (and indicated on your I-20 or DS-2019) may seem very large. However, it is a good idea at the beginning of your stay to carefully **plan a budget** for your first semester and first year. List the actual amounts of your costs (some must be estimated), deduct your fixed costs (initial one-time costs and periodic costs that do not vary from month to month), and this will tell you how much you have left to spend on a monthly basis. Expenses that you will have include tuition, books, health insurance, housing, food, communication (mail and telephone), transportation (local transportation? a car? holiday travel?), clothing, personal expenses, and recreation.

➤ Beyond Your First Year

Plan realistically for the costs of your entire stay at Lewis. Make a budget similar to the one for your first year. For long-term planning, keep these things in mind:

- There may be slight increases in tuition each year.
- Note that if you move from a campus residence to an off-campus residence, or vice versa, your living expenses may change.
- If you live off campus, you will need automobile transportation, with the associated costs of insurance, fuel, and maintenance.
- If you are seeking a degree that holds classes, clinical hours, etc. off campus at satellite sites (e.g. in education, business, or some other disciplines), be prepared to buy a car or arrange rides with classmates.
- Be aware that part-time, on-campus employment can assist with your costs, but probably cannot cover them all. **International students are permitted to work part-time on campus for a maximum of 20 hours per week.**
- **Note about Financial Aid:** Financial Aid from U.S. federal and state grants and scholarships is available only for U.S. citizens and Resident Aliens. Lewis University has very few other scholarships, fellowships, or other aid for international students at this time. You are responsible for your costs for the duration of your stay at Lewis.

➤ Banks and Credit Unions

The local credit union and banks provide many kinds of financial services, such as savings and checking accounts, cashier's checks, money orders, loans, inter-bank transfers, travelers' checks, and safe-deposit boxes for valuables.

It is **not** advisable to carry large amounts of money with you or keep it in your room or apartment, where it is vulnerable to theft. **Place it in a bank account.** Also, if you have any valuable items such as jewelry that could be stolen, you should rent a safe deposit box at a bank.

You may wish to have both a checking account for current expenses and a savings account for reserve funds; you may transfer funds from your savings to your checking account when needed for current expenses.

Health Insurance

As an international student, you are automatically enrolled under the school's health insurance policy. This will be discussed thoroughly during your mandatory international students orientation program (ISOP). Coverage dates are as follows:

- Fall Semester: August 1 to December 31
- Spring Semester: January 1 to May 31
- Summer Semester: June 1 to July 31
 - Summer is required for new students but optional for continuing students.

Helpful Resources

➤ Athletics at Lewis University

Lewis athletic teams are part of the Great Lakes Valley Conference, an important NCAA (National Collegiate Athletic Association) Division II Conference. Lewis has men's and women's teams in baseball/softball, basketball, track/cross country, volleyball, golf, soccer, tennis, and swimming.

Additionally, the Lewis University Intramural Sports Program offers an opportunity for all Lewis students to participate in team and individual sports. The Intramural Office is located in the Student Recreation and Fitness Center. Find out more about our athletics teams' news and events at: <http://lewisflyers.cstv.com/>

➤ Bookstore

You may buy your textbooks at the Lewis University Bookstore. Some of the textbooks which are available are used; these are less expensive. At the end of the semester, you may sell books you do not need back to the bookstore. (They must be unmarked, however.) The bookstore also carries snack items, stationary supplies, and items with the Lewis University logo on them. <https://www.bkstr.com/lewisstore>

➤ Business Office

The Business Office is responsible for providing students with information concerning their [tuition costs](#) and [payment options](#). The policies and procedures related to your billing and the collection of tuition, room and board, fees, and other related charges are located throughout this [website](#).

➤ Campus Police

Lewis University Police Department (LUPD) is available 24 hours a day in the Information Center at the main entrance of the University. Campus Police can assist students with lost and found items, parking stickers for cars, a Lewis ID, filing incident reports for theft or accidents, and all other emergency matters.

Campus Police can also be contacted using the Emergency campus telephones which are placed in each residence hall and in several campus buildings. **These boxes are different colors (depending on the building), with a large, red button, and the word "HELP" on them.**

LUPD Emergency Number: (815) 836 5911

LUPD NON-Emergency Number: (815) 836 5222

➤ Financial Aid Services

Through financial aid and other benefits, students receive a private education at Lewis University for less than the cost of a state or public university. Learn more about it [here](#).

The Office of Financial Aid Services is available to discuss financing options and information related to federal, state, and institutional programs. Office Hours are Monday thru Friday 8:30 am to 5:00 pm. The Office of Financial Aid Services is located in the Learning Resource Center on the First Floor.

➤ International Students and Global Scholars Services (ISGSS)

The Office of International Students and Global Scholars Services (ISGSS) provides services and advocacy for international students. The ISGSS office offers assistance with USCIS (formerly the INS) procedures, particularly for visa status maintenance and employment options.

The office also coordinates access for international students to both University and external resources, for insurance, banking, social security, and daily life needs.

➤ International Student Association (ISA)

The International Student Association (ISA) is a student-governed organization for international students. ISA members act as a support group for international students. They also help new students learn about their environment and how to manage it. ISA sponsors educational activities and events to bring together the international students and the larger Lewis community. See ISA events and activities [here](#).

➤ Library

The Lewis University Library is located on the second and third floors of the Learning Resource Center. In addition to books, magazines, and journals, the library houses a school curriculum collection, a depository for government documents, and special collections for aviation and for the Illinois and Michigan Canal. The card catalog is computerized, and computers are also available for writing papers, searching the Internet, and searching databases. The library staff will put a bar code on your Lewis ID Card; it can then be used to check out books. The special reference librarian will assist you in finding materials and learning how to use the search tools. You can use the Lewis library databases online! Find out about these and other Library resources at <http://www.lewisu.edu/academics/library/index.htm>.

➤ Registrar

The Office of the Registrar maintains official student Registration and Records. Registration takes place during times designated by this office. Change of registration may be done in person or online. The office is located in the Learning Resource Center on the Romeoville Campus, main floor. Normal business hours are Monday through Friday from 8:30 a.m. to 5:00 p.m. The phone number is 815-836-5133.

➤ University Ministry

University Ministry is located at the center of the Romeoville campus. The main entrance is across from the LRC under the red awning. Students, faculty, and staff participate in the wide variety of programs and connection opportunities offered through Lewis University Ministry. Learn more about the Ministry [here](#).

The Sancta Alberta Chapel offers mass on Sundays and Wednesdays. You can check the updated schedule here: <https://www.lewisu.edu/student-services/ministry/worship/index.htm>

➤ Student Recreation and Fitness Center

The Student Recreation and Fitness Center is a wonderful place to exercise! As a Lewis student, you may use all the facilities there. You may swim, play basketball, run on the track, lift weights or use the exercise machines, attend aerobics classes, and more. Schedules of activities can be found at the front desk of the recreation center.

More information can be found [here](#).

Transportation

Lewis University is located in a semi-rural area. This means that it is a safe environment in which to live; however, it also means that public transportation is very limited. If you intend to live off campus, please be prepared to provide your own transportation to and from campus. In most cases, this will mean purchasing a car.

Lewis provides a shuttle for students to use. It is operated and updated constantly by LUPD. You can check the shuttle schedule and route [here](#).

Owning A Car

If students choose to live off campus, they must buy a car. Many students who live on campus also buy a car. However, owning a car in the U.S.A. is expensive. Still, many students at Lewis do so because public transportation in the area is not very convenient.

Understanding American Culture

The United States has one of the most demographically diverse populations in the world from the immigration of so many groups of people. Because of this, it is not easy to characterize the people or the culture. Click this link to watch a short webinar series in understanding [American Culture and the U.S. Education System](#)