Welcome from
Texas A&M University-Commerce’s
International Student & Scholar Services
Welcome to Texas A&M University-Commerce!

Since 1889, Texas A&M University-Commerce has been known as a leader in providing an excellent education. It’s because we care about people and relationships. Texas A&M University-Commerce provides a personal educational experience for a diverse community of life-long learners. Our purpose is to discover and disseminate knowledge for leadership and service in an interconnected and dynamic world. Our challenge is to nurture partnerships for the intellectual, cultural, social, and economic vitality of Texas and beyond. For a brief virtual tour of campus click here.

This handbook has been created by the Office of International Student & Scholar Services (ISSS) to help our new international students as they prepare for their studies at A&M-Commerce. Our office is located in the Halladay Student Services building room 104. If you have any questions at any time please email us at our new student email New.Intl@tamuc.edu or call 903-886-5097. We are also on Facebook at International Student Services at Texas A&M University-Commerce, Skype TAMUCISSO, and you may follow us on Twitter @ISSOTAMUC.

It is the mission of the ISSS to serve the international students, scholars, and their family members at our university and to enhance the global awareness of the Texas A&M University-Commerce community. Our goal is to assist international students and scholars in their transition to life in the United States and at Texas A&M University-Commerce, and to assist them in maintaining their immigration status. Some of our services include:

- Orientation for all new and transfer international students and scholars
- Advisement for cultural adjustment
- Immigration advising
- Employment authorization
- Cultural and educational programs
- Serve as liaison with university faculty/staff and members of the community
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I. I-20 and Visa Process

New Student Questionnaire: Included with this email is a New Student Questionnaire that you will need to complete and email to New.Intl@tamuc.edu along with a copy of your passport. **DO NOT email your documents to any alternate email or CC any alternate email.** Once we have received the questionnaire and a copy of your passport we will issue your I-20 within 10 business days (a business day is Monday through Friday). We understand the importance of issuing the I-20 for the visa and we appreciate your patience as we review your documents and process the I-20.

Mailing the I-20: Students will need to set-up mailing for the I-20 as soon as possible through our website by clicking here. Below are the mailing options:

- **U.S. Postal Service International Air Mail**- documents will be sent at our expense and it takes an average of 2-6 weeks for the I-20 to be delivered. Please note that packages are often delayed for weeks or lost in route to the student and the ISSO is not responsible for lost packages. **This option is not reliable and tracking is not available.**

- **U.S. Postal Service International Priority Mail**- documents are sent at student’s expense and average delivery time is 1-2 weeks but may take longer in some countries. **Tracking is not available.**

- **Express Mail (DHL or FedEx)** is at the student’s expense and is the most reliable option to have your I-20 delivered in a timely manner. **We strongly encourage students to use this option.**

SEVIS I-901 fee and Visa Process: Once your I-20 has been issued we will email you your SEVIS number and our university school code DAL214F00099000. This information is used to pay the SEVIS I-901 fee and schedule your visa appointment. **Scanned copies will not be emailed and I-20’s will not be given to friends or family members in the U.S.** You must pay the SEVIS I-901 fee as soon as possible.

- You may pay online at https://www.fmjfee.com/i901fee/index.jsp. Print a payment receipt and take it with you to the visa appointment.
• You will need to schedule a visa appointment with the U.S. Embassy/Consulate near you. You may go to www.usembassy.gov for more information.
• Complete the DS-160 and pay the applicable fees. For an instruction video on how to complete the DS-160 click here.

You will need to bring the following documents with you to the visa interview:
• Signed I-20
• Acceptance letter from A&M-Commerce (sent to university email)
• Financial documentation
• Valid passport
• Photos (as specified by Embassy/Consulate)
• DS-160 Application payment receipt
• SEVIS I-901 fee payment receipt
• One of the main concerns that the officer may have is your intention to study in the U.S. and your intention to return home upon completion of your studies. Click here for a video about the visa interview.

II. Traveling to the U.S.

All F-1 and J-1 students are required to report to the ISSS no later than Tuesday, January 10, 2017 to check-in. Failure to arrive in Commerce by this date will delay your ability to register. THE ISSS DOES NOT GRANT PERMISSION FOR STUDENTS TO ARRIVE LATE. All new international students to A&M-Commerce are required to attend a check-in and welcome session in person prior to registering for classes.

The check-in and welcome session for new students for Spring 2017 will be by appointment only prior to the International Student Orientation on Wednesday, January 11. Students will be able to schedule their check-in and welcome session appointment online at www.tamuc.edu/intlorientation. Students who do not check-in by January 10, 2017 will need to attend a check-in and welcome session scheduled for Thursday, January 12 or Friday, January 13. There will be no walk-in check-ins at the ISSS.

The ISSS will conduct a mandatory International Student Orientation for all F-1 and J-1 international students on Wednesday, January 11 tentatively from 8:30 am-4:30pm at the Rayburn Student Center Conference Rooms.
Navigating through Port of Entry: U.S Customs and Border Protection (CBP) has provided a video for information about what to expect at port of entry. Click here for more information. Please see below for more information about navigating through port of entry (customs) once you arrive in the U.S.

Be sure to keep the following documents with you when you travel to the U.S. Do not put these documents in your checked luggage.

- I-20
- Passport and visa
- Financial documents
- Acceptance letter

I-94 Arrival/Departure record: Students entering the U.S. through an air or sea port of entry will have an electronic record I-94 Arrival/Departure created here. You should be able to access your electronic I-94 record within 2 days of entering the U.S. Students who enter the U.S. through a land port of entry (example...U.S./Mexico border) will be issued a paper copy I-94. You will also complete a CBP Customs Declaration form once you have arrived in the U.S.

U.S. Customs Interview: When you go through customs you will be interviewed briefly by a port of entry officer

- The officer may ask you questions like “Why are you traveling to the U.S.?” or “How long do you plan to stay here?”
- Have all the documents listed above ready to present to the officer
- The officer will scan your fingerprints and take your picture.
- Once you have passed through customs you may collect your luggage and exit customs for transportation to your destination
What Items to Not Bring?

- A large amount of cash. Students are strongly discouraged from carrying a large amount of cash due to possible questions with customs and also due to safety concerns.
- Any prohibited or restricted items listed [here](#).

Who can assist me with pre-arrival questions or concerns?

- Students may contact the ISSS with any questions or concerns.
- Students may also contact one of A&M-Commerce’s international student groups with any questions or concerns. Log into your [myLEO](#) and select ManeSync for a list of international student groups.
- Students may also visit or contact an [Education USA Center](#) in their home country.

### III. Arriving in Texas and Temporary Housing

**Shuttle/Transportation Options from Airport:** Please note that students will need to arrive in Commerce by Tuesday, January 10 to complete check-in. Commerce, TX is located about 1 and a half hours from the Dallas/Forth Worth International Airport (DFW). Students are encouraged to arrange transportation from the airport to Commerce prior to arrival in Texas. Be sure to review the transportation options listed on the DFW Airport website [here](#):

- There are several options from the airport including hiring a taxi or hiring a limousine. Please note that the cost for hiring a taxi or limousine may be $150-$200 USD.
- Contact one of A&M-Commerce’s international student groups to arrange airport pickup if available. To find the contact information for our international student groups log into your [myLEO](#) and select ManeSync.
- Students may post on the Facebook page [TAMUC Rides](#) to arrange transportation from the airport. (Requests may not be accommodated. Please note that this is not an official school service.)
The ISSS will provide a FREE airport shuttle for international students. Shuttle dates are limited and the shuttle will usually only run once a day to the Dallas/Fort Worth International Airport (DFW). Registration for the shuttle is required and you may click here for more information.

Temporary Housing: You may not have permanent housing once you arrive in Texas and you will need to arrange temporary housing once you have arrived until you are able to find permanent housing or move into on-campus housing. Please see below for more information:

- For a list of local hotels in Commerce click here.
- Contact one of A&M-Commerce’s international student groups to arrange temporary housing if available. Log into your myLEO and select ManeSync for a list of international student groups.
- Students who plan to live on-campus may need to arrange temporary housing until on-campus housing has opened. It may be possible to move in earlier the week before classes but students must arrange this through the ISSS prior to arriving in Commerce.

IV. Orientation and Check-in/Welcome Session

All new F-1 and J-1 international students are required to attend a check-in and welcome session in person before they may register for classes. The check-in and welcome session must be attended in person, and you may schedule it online at www.tamuc.edu/intlorientation. Be sure to prepare all copies of the check-in documents before you arrive for your session. Students will also be required to attend the International Student Orientation on Wednesday, January 11 tentatively from 8:30am-4:30pm in the Rayburn Student Center Conference Rooms.

- International Student Orientation will be on Wednesday, January 11 tentatively from 8:30am-4:30pm and is mandatory for all F-1 and J-1 international students.
• **Undergraduate** students will need to attend the **New Student Orientation**. Go to [www.tamu.edu/intlorientation](http://www.tamu.edu/intlorientation) for more information. Please note this option is **ONLY** for undergraduate students.

• Students are encouraged to contact their academic departments prior to arriving in Commerce to discuss their first semester at A&M-Commerce. See academic advising section for more information.

• Students will need to arrange housing at one of the local hotels in Commerce or with a friend in Commerce if they have not found permanent housing.

V. **How to Communicate with the ISSS**

The ISSS has a number of different ways that you may contact us with any questions or concerns. Also, included in your I-20 packet is a list of the international student groups at A&M-Commerce and their contact information:

- Facebook search **International Student & Scholar Services at Texas A&M University-Commerce** for the ISSS and search **Texas A&M University Commerce International Students** for the student page.
- Skype to TAMUCISSO
- On Twitter you may follow @ISSOTAMUC
- In Google Hangouts you may search **Office of International Student & Scholar Services at Texas A&M University-Commerce**
- Email New.Intl@tamuc.edu or phone 903-886-5097
- The ISSS is located in Halladay Student Services building Room 104 (building B17 on [campus map](http://www.tamu.edu/campusmap)).

Our office is open year around Monday through Friday from 8am to 5pm Central Standard Time U.S. except for university recognized holidays. **To ensure a timely response all new students may email New.Intl@tamuc.edu.**
VI. Campus Housing

Students will often choose to live on-campus because of the easy accessibility to on-campus services, classes, library, professors, other students, and recreational activities. Living on-campus can be a very fulfilling experience for any student as they truly get to experience “American college life.” In many cases we recommend that international students who are studying at A&M-Commerce strongly consider living on-campus their first year so they may become more familiar with the area and American culture. To learn more click [here](#).

- Meal plans are available for students who live on-campus. For students who prefer cooking their own meals some halls will have kitchens in each room and some will only have a common kitchen area on each floor or the main lobby.
- Some residence hall rooms and bathrooms provide some privacy but they are generally communal in nature.
- You may chose a preference of where you would like to live on-campus but there is no guarantee that you will be assigned to one of those preferences.
- You may give preference for someone as a roommate but there is no guarantee that you will be assigned to a room with the person you have listed as a preference.
- Students who live on-campus are required to sign a one-year lease agreement (fall/spring) and it is very difficult to be released once you have signed the contract and moved in on-campus.

Students interested in learning more about on-campus housing may contact Residential Living and Learning by clicking [here](#).
VII. Off-campus Housing

There are a number of different rental options for new international students in Commerce, TX. **AM-Commerce does not endorse nor is affiliated with any of these services or companies. They are independently owned and operated.** Below is a list of many of the local apartment complexes and rental companies. You may also find more information by searching through search “apartments Commerce, TX” or you may also go to [http://commerce-chamber.com/chamberMembers.php](http://commerce-chamber.com/chamberMembers.php) and select the real estate (residential and commercial) category. Students may also post on the ISSS or A&M-Commerce international student Facebook pages for more information:

- **Village Creek Apartments:** 2231 Live Oak Street, Commerce, TX  
  [www.livevillagecreek.com](http://www.livevillagecreek.com)  
  903-246-3120

- **Churchill at Commerce:** 731 Culver Street, Commerce, TX  
  [www.churchillcommerce.com](http://www.churchillcommerce.com)  
  903-886-4444

- **Bradford Place Apartments:** 3301 FM 3218, Commerce, TX  
  [www.bradfordplacecommerce.com](http://www.bradfordplacecommerce.com)  
  903-886-8855

- **GANT Apartments:** 1814 Hunt Street, Commerce, TX  
  903-886-6863

- **Maple Place Apartments:** 2112 Monroe Street, Commerce, TX  
  [www.commerceapartments.com](http://www.commerceapartments.com)  
  903-886-4050

- **Oak Meadow Townhomes:** 150 Maple Street, Commerce, TX  
  [www.oakmeadowstownhomes.com](http://www.oakmeadowstownhomes.com)  
  903-886-8881

- **Regency Square Apartments:** 220 Taylor Street, Commerce, TX  
  903-886-7038

- **American Eagle Properties:** 1224 Main Street, Commerce, TX  
  903-886-4430

- **Valentine Properties:** 1505 West Neal Street, Commerce, TX  
  903-886-8881
VIII. Vaccination and Health Insurance Requirements

Bacterial Meningitis Vaccination Requirement: Texas state law requires all new students **under the age of 22** who are admitted to a Texas university or college to either receive a Bacterial Meningitis vaccination or meet the exemption requirements prior to the first day of their first semester. **Students who are 22 years of age or older DO NOT require the vaccination.** Click [here](#) for more information about the Bacterial Meningitis Vaccination requirement. Students who fail to submit their proof of vaccination on time may not be allowed to attend classes at A&M-Commerce.

Health Insurance Requirement for All International Students: All international students are required to be enrolled in the Texas A&M University System Student Health Insurance Plan (SSHIP). The insurance premium is a separate charge from your tuition and fees. Students are only allowed a waiver from this mandatory enrollment in the SSHIP for the exceptions listed [here](#). **PLEASE NOTE THAT NON-SSHIP HEALTH INSURANCE WILL NOT BE ACCEPTED UNLESS THE STUDENT MEETS ONE OF THE A&M SYSTEM ALLOWED EXCEPTIONS.**

IX. Transfer Students

A transfer student is a student who is currently in the U.S. as an F-1 student who is either studying at another Student Exchange Visitor Program (SEVP) approved school or who is on approved Optional Practical Training (OPT) under another school’s I-20. Transfer students who wish to study at Texas A&M University-Commerce will need to have their SEVIS record transferred to A&M-Commerce (School Code DAL214F00099000). To transfer your SEVIS record:

- Complete the student section of the [Transfer Release Form](#)
- Provide the [Transfer Release Form](#) to your current school’s international advisor to complete and email or fax to the ISSS.
• PLEASE NOTE transfer students must have their SEVIS record released to the ISSS prior to check-in **BEFORE** the ISSS registration hold will be lifted
• Most schools will also require a copy of an acceptance/admission letter before they will transfer a SEVIS record. Your A&M-Commerce acceptance/admission letter is emailed to your university/myLEO email by the admission office.
• Report to the ISSS within 15 days of the start of your first semester at A&M-Commerce.

For more information about the transfer process including deadlines after students have complete OPT or graduated click [here](#).

X. **MyLEO**

MyLEO is a full-time service portal that students may use to access admissions, registration, financial aid, student accounts, eCollege, and their university email (LeoMail). For more information click [here](#). Many of you may have already accessed myLEO to monitor your admissions status so you may be familiar with the portal. The ISSS has developed some handouts to help student know the basic steps to update their information, register for classes, view or pay their tuition bill, or set-up payment plan for tuition and fees. To access the handouts click [here](#).

XI. **Undergraduate Academic Advising**

Undergraduate Student Academic Advising:
Undergraduate international students will go through academic advising or receive instructions for advising during the New Student Orientation. For more information go to [www.tamuc.edu/universitycollege](http://www.tamuc.edu/universitycollege) or email [SuccessCoaches@tamuc.edu](mailto:SuccessCoaches@tamuc.edu) or call 903-886-5878.
XII. Graduate Academic Advising

College of Business (CB) Majors
(ACCT, FIN, MKT, MBA, MGMT):
Graduate CB majors may contact the Sarah Elder (Graduate Coordinator) in the CB Advising Center (Graduate Advising) by emailing sarah.elder@tamuc.edu or call 903-886-6051 or toll free within the U.S. at 1-866-622-3899. The CB Advising Center will provide a degree plan via email and their office will be available for academic advising during scheduled times after international student orientation.

Computer Science and Computational Science:
All graduate majors in the Computer Science department will be required to attend a department orientation and may have the option to take a pre-requisite exam before they register for classes. You may contact (Graduate Student Liaison) at Sarah.Conine@tamuc.edu or call 903-468-6045.

Science Programs (Chemistry, Biology, Physics):
For graduate Chemistry majors once you arrive on-campus and complete orientation and check-in you will need to report to the Chemistry department in Science Building room 318. You may also email Ben.Jang@tamuc.edu with any questions or concerns.

For graduate Biology majors once you arrive on-campus and complete orientation and check-in you will need to report to the Biology department in Science building Room 260. You may also email Jeff.Kopachena@tamuc.edu.

For graduate Physics majors once you arrive on-campus and complete orientation and check-in you will need to report to the Physics department in Science Building room B34 on the 1st floor or email universe@tamuc.edu.

Other Graduate Programs
Many of our graduate international students study in the CBE or Computer Science programs so these departments develop orientations or
advising times since they have a large number of students. Most of our other
graduate level programs advise students as they arrive on campus. For students
in other graduate level programs you may contact your academic department
directly to discuss your first semester courses and any requirements. Click here
for more information.

XIII. Enrollment Requirements for International Students

F-1 international students are required by the Student Exchange Visitor Program
(SEVP) to enroll in a full course of study each fall and spring semester. All new
international students for the fall are required to enroll in a full course of study
for the fall and spring semester. A full course of study is:

- Minimum of 12 hours for undergraduate students with 9 hours face to
  face or web enhanced “E” course and the remaining 3+ hours may be face
to face or online “W” course
- Minimum of 9 hours for graduate students with 6 hours face to face or
  web enhanced “E” course and the remaining 3+ hours may be face to face
  or online “W” course
- For F-1 students no more than the equivalent of one class or three credits
  per semester may be counted toward the full course of study
  requirement
- Students are not required to enroll in courses during the summer except
  when the summer is their first semester at A&M-Commerce

Please note that there are limited exceptions to the full course of study
requirements for international students. New international students
will need to be prepared to enroll in the minimum number of required
courses. A class is normally considered 3 credit hours for students.
For example...9 credit hours would be 3 classes.
XIV. Funding Your Education

On-campus Employment: All international students are eligible for on-campus employment up to 30 days prior to the start date of their I-20. Students may find open on-campus employment positions by clicking here. Permission from the ISSS or SEVP is not required before you may begin your employment. To learn more click here.

Below are the different types of on-campus employment positions:

- Student workers are employed up to 19 hours a week while classes are in session and may be employed up to 40 hours during semester breaks. Benefits include salary (usually minimum wage).
- Graduate assistants are employed up to 20 hours a week while classes are in session and may be employed up to 40 hours during semester breaks. Benefits include a higher salary and in-state tuition waiver. A very limited number of GA’s include tuition remission.
- Work study positions are identified by the posting “work permit required.” Work study positions are only available to U.S. citizens.

Off-campus Employment: International students will not be eligible for off-campus employment until they have been enrolled in courses at A&M-Commerce for an academic year (fall and spring). Unauthorized off-campus employment is a serious violation of the F-1 visa status.

Scholarships: Students are offered scholarships automatically based on academic achievement or by completing the general scholarship application. All students are encouraged to apply for scholarships using our General Scholarship Application. All correspondence about scholarships will be sent to a student’s
university/myLEO email. The Student Loan Network provides a [Free Online Scholarship Guide and eBook](#) which can help you find more scholarships through the Internet. Below are some helpful tips:

- Start searching for scholarships as soon as possible
- Pay attention to deadlines!
- Read and follow instructions for the scholarship application carefully
- Complete the entire application
- Proofread the application and/or essay
- If the application requires an essay, be personal, specific, and provide details
- Be honest on your application
- Be sure to make copies of everything you submit

**Career Development:** The [Career Development Office](#) is located in the Student Access and Success building (One Stop Shop) and provides many career planning or preparation services for students. The student service fee that all students pay covers the services offered through the [Career Development Office](#). Be sure to visit their office before you apply for any on-campus jobs.

**Social Security Number:** International students will not be eligible for a social security number (SSN) until they have found employment. *Students will only be eligible for on campus employment their first academic year (fall, spring) of enrollment.* Off campus employment is restricted due to the F visa rules. While it is beneficial to have an SSN it is not required unless a student intends to apply for off-campus employment later in their academic program or after they graduate.
XV. Cell Phones in the U.S.

Most cell phone providers in the U.S. require either a Social Security Number (SSN) or a high security deposit for setting up a contract for your cell phone service. These contracts usually last from one to two years and you are required to stay with the provider or you will have to pay a fee to cancel your contract. Many providers also have pre-paid options in which you pay on a monthly basis for the service. There is no contract and you may cancel service or switch to another provider at any time. Below are more details about each type of service:

Contracts

- Most cell phone companies charge for all calls, outgoing AND incoming, though many have free calling within their network.
- Some plans give you a set number of minutes per month. Overage minutes are charged at a much higher rate. Check your plan to see if weekend and nighttime minutes are free.
- If you don’t have a US Social Security Number, expect to pay a deposit (the deposit should be returned at the end of the contract). Some providers have become more friendly toward international customers recently.
- Text messaging (SMS) typically carries an additional charge if not included in a plan. Ask about adding texting to your plan if not included.
- For most companies, you must have a compatible phone. Ask specifically if you want to use one you currently have.

PLEASE NOTE: Once a contract has been signed, you will be obligated to pay the entire contract period. If you decide to break the contract providers will usually charge a high fee to cancel the contract. Contracts generally last from one to two years.

Pre-Paid

- If you intend to make calls to your home country, ensure this is possible with your specific plan.
- May be month-to-month subscriptions or “add minutes as you go.”
- No deposit required.
- Cheaper phones—generally basic features such as SMS and calling.
Cost ranges from minimal to comparable to contract services.

Local Providers

1. AT&T
   - 1611 State Highway 50 # A, Commerce, TX inside Shell Gas Station
   - Wesley Street, Greenville, TX (local authorized AT&T retailer)

2. Sprint
   - 3130 Interstate Hwy 30 West Suite B, Greenville, TX
   - 151 Industrial Drive E #300. Sulphur Springs, TX

3. Verizon
   - 380 Shannon Road E, Sulphur Springs, TX
   - 5219 Wesley St, Greenville, TX 75402

4. T-Mobile, Metro PCS, AT&T, Sprint, Verizon
   - 2701 State Highway 50, Commerce, TX (inside Walmart)
   - 1710 Live Oak Street, Commerce, TX (Metro PCS and other providers)
The city of Commerce has a few different banking facilities and some provide more services for our international students and scholars than others. You may review the local Yellow Pages to find the banks in the area and/or consult other international students and scholars.

There are different kinds of banks accounts to choose from. The three most common are:

- **Savings Accounts** - This type of account allows your money to earn interest over time. Some savings accounts charge a fee for frequent withdrawals and keeping a balance below a designated amount. This type of account is best if you need to deposit money for safekeeping over an extended period of time.

- **Checking Accounts** - This type of account is designed to hold your money but also allows you to access it whenever needed through checks and check cards. Some of these accounts earn interest and some have restrictions on the number of checks you can write. Most have minimum balances and penalties for going below the minimum balance.

- **Certificate of Deposits (CD’s)** - These are savings certificates that earn higher interest rates than savings and checking accounts. They also require you to keep money in the CD for a specific length of time.

**University Option for Refunds and Banking:** A&M-Commerce utilizes a third party company called BankMobile. Refunds for tuition and fees are processed through BankMobile according to your preferred method. Students may also open a full-service checking account through BankMobile called BankMobile Vibe. For more information click here.
XVII. Tuition and Fee Payment

Payment for tuition and fees is handled through the university Student Accounts department. For a list of frequent asked questions for tuition, fees, and other questions click here.

The exact amount of tuition and fees a student will pay their first semester will not be known until after they have register for classes. Students may find the schedule for tuition and fees by credit hour (a course is usually 3 credit hours) by clicking here.

Students will need to be sure to submit the Financial Responsibility Agreement through their myLEO before the start of their first semester.

Students who will pay their tuition and fees by wire transfer may contact the ISSS for instructions or email Sarah.Baker@tamuc.edu.

XVIII. Driver’s License and Texas State ID Card

A Texas Driver’s License is not only a document demonstrating permission to drive but it is also a nationally accepted form of identification. The Texas state ID card is only used as an identification card. Driver’s license and state ID’s are issued by the Texas Department of Public Safety (DPS). Any international student and their dependent may apply for a driver’s license or state ID.

For information on how to apply for a Texas state driver’s license click here. For a list of acceptable documents click here. A social security number (SSN) is not required to apply for a driver’s license. The written driver’s test may be taken online and you may contact DPS or the ISSS for more information.
The Mane Card Office produces the official identification card for Texas A&M University-Commerce. The card is referred to as a Lion Card and the account associated with the card is called Lion Cash. All students are required to obtain and carry their Lion Card with them at all times. The cost for the first Lion Card is included with your tuition and fee expenses. The Lion Card provides students with the ability to utilize campus food services, and gives card holders Lion Cash spending options. It is also used to gain admission to certain events sponsored by the university or student organizations and to academic resources such as James Gee Library and Campus Recreation Center. The Lion Card program establishes security for the card holder as there is only one valid card per person. Participating off campus merchants accept Lion Cash which can be used to purchase food, gas and other merchandise. Students may apply for their Lion Card once they arrive in campus before they register for classes. Click here for more information.

Texas A&M University - Commerce has a safe campus surrounded by a residential community within the town of Commerce located in North East Texas. We understand many parents and students are concerned about safety on college/university campuses. We acknowledge that concern and accept our responsibility to enforce security policies and practices.

The University Police Department (UPD) is responsible for law enforcement on the campus of A&M-Commerce and provide daily patrols across campus to ensure the safety of the university community. UPD offers a number of services to the university community including vehicle assistance, delivering emergency messages, lost and found, weather monitoring, crime prevention programs, and much more.
The Pride Alert Warning System (PAWS) is a campus wide system that is used to communicate many types of serious incidents. PAWS utilizing text messaging and emails to communicate important information including campus closures, severe weather, and campus emergencies. Students may sign up for PAWS through their myLEO.

Parking permits are required to park your vehicle on campus at the main Commerce campus. Permits may be purchased at the Cashier’s Office in the McDowell Administration (BA) building 1st floor lobby or through your my LEO. The estimated cost is $40 for whole year (fall-summer), $32 for spring and summer, or $24 for summer only. For more information click here. Visitor or temporary parking permits may be requested online by clicking here.
The ISSS has a number of different ways that you may contact us with any questions or concerns. Also, included in your I-20 packet is a list of the international student groups at A&M-Commerce and their contact information:

- Facebook search International Student & Scholar Services at Texas A&M University-Commerce for the ISSS and search Texas A&M University Commerce-International Students for the student page.
- Skype to TAMUCISSO
- On Twitter you may follow @ISSOTAMUC
- In Google Hangouts you may search Office of International Student & Scholar Services at Texas A&M University-Commerce
- Email New.Intl@tamuc.edu or phone 903-886-5097
- The ISSS is located in Halladay Student Services building Room 104 (building B17 on campus map).

Our office is open year around Monday through Friday from 8am to 5pm Central Standard Time U.S. except during university recognized holidays.

Please remember that the Office of International Student & Scholar Services (ISSS) is here to assist you as you prepare for your studies at A&M-Commerce, during your studies, and if you go out on post-graduation employment after graduation. Feel free to contact us anytime with any questions, concerns, or suggestions.

John Mark Jones, Director