

# **New Graduate Student Guide**

**2006 Edition**

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## **INTRODUCTION**

This guide contains important information to help make the transition to life as a graduate student at the University of Michigan easier. It represents the collected wisdom of staff, graduate students, and faculty.

Several important events are scheduled within the first two weeks after classes begin to welcome you to the department.

1. The Rackham Student Orientation Fair will take place on Friday, September 1, at Rackham Auditorium, 915 E. Washington, from 9 am to 4 pm. There will be resource fair, workshops, information on university services and a large reception for students and their families hosted by the dean. All new graduate students are encouraged to attend.
2. All new graduate students are required to attend the Political Science Graduate Student Orientation meeting which will be held on September 8, 2006.
3. All new graduate students are also required to set up an appointment with the Director of Graduate Studies. Be sure to check in with Lili Kivisto, Academic Coordinator, in Room 5705 Haven Hall, (734) 764-9598, when you arrive on campus to make an appointment to meet with the Director of Graduate Studies. Plan on spending a few minutes also with the Academic Coordinator, Lili Kivisto, to obtain field guidelines and other useful information.

### **Questions?**

**Call or write:**

**University of Michigan  
Department of Political Science  
Phone: (734) 764-6313  
E-mail: [polisci@umich.edu](mailto:polisci@umich.edu)**

**Or visit our web site at:  
<http://polisci.lsa.umich.edu>**

## COLLEGIALITY

The first year of your graduate career will present you with your greatest opportunity to develop a sense of collegiality and community with your peers. Collegiality will be most important within the department, but is also an important facet of cross-disciplinary interaction. The University and the Department provide many opportunities that help to enhance this highly important aspect of your graduate career. It is up to you, however, to take advantage of these opportunities.

Regular social events occur throughout the term. There are occasional parties sponsored by returning graduate students. Other events include the fall picnic and the holiday party. Department-sponsored events are great chances not only to mingle with other graduate students, but also to see faculty outside of the classroom setting.

In addition, the Political Science Graduate Lounge, located on the seventh floor of Haven Hall, offers another opportunity to compare notes with other grad students, catch a quick nap, or eat lunch. Other opportunities for graduate student interaction include sub-field study groups and intramural sports and recreation.

### Computer Assistance Program

The Computer Assistance Program (*CAP*) computer lab is located on the sixth floor of Haven Hall. Most grad students utilize the lab frequently. The Department's Computer Systems Consultant and the lab staff are available to answer questions related to computers and computing at Michigan. The consultant also administers the political science message group, [psgrad@umich.edu](mailto:psgrad@umich.edu). This political science message group is an e-mail list for information concerning financial aid, upcoming talks, brown bag presentations, deadlines, and other items of interest to graduate students. You will be added to it in the fall. This list is for faculty, staff and students.

Each student is given a university-wide computer account, which can be used for communications and access to university-provided services. The Information Technology Central Services (ITCS) web site, <http://www.itd.umich.edu/>, is a good place to learn about general computer resources at the university.

The first step for you in accessing university computer services will be to acquire a 'username' and password. Rackham is sending you this information after you use the admission website and indicate your intent to enroll. Each month Rackham will email newly matriculated students registration information. These emails will be sent in three batches, June 1, July 1 and August 1. If you do not receive this email message by August 10, consult the Rackham Graduate School.

Once you have established your account and its associated username, you will have an e-mail address in the form <username>@umich.edu, and be able to use public computing sites and printing. You can access your new e-mail account online at <http://www.mail.umich.edu>. For information on how to do this, see the consultant.

## THE ABCs of REGISTRATION and ENROLLMENT

**Academic Program:** To Register You Will Need:

1. A University computer account (a.k.a. unickname) and temporary password. (This will be sent to you over the summer as a batch email from Rackham).
2. A registration time: graduate students will be allowed to register as they receive a registration appointment through batch email. (When you receive your password, you will know that you have permission to register).
3. A student ID number which you can find out when you access the registration site, [www.wolverineaccess.umich.edu](http://www.wolverineaccess.umich.edu).
4. Course selections.
5. To check the "final" fall Time Schedule and Course Guide for available courses. Log on to <http://www.umich.edu/~regoff> or [www.lsa.umich.edu](http://www.lsa.umich.edu) to find course descriptions and class details.
6. Contact an instructor for permission to enroll in a class if it is full, and then take a note to the Central Office, 5700 Haven Hall, for an electronic override. Permission is also needed for Independent Study Courses.
7. You should register online through the website, Wolverine Access. This site will also enable you to review your financial aid and register your local address.

Students with questions regarding the registration procedure should call the Office of the Registrar at (734) 763-5174. Please refer to the class Time Schedules (<http://www.umich.edu/~regoff>) or the University's student information web site, Wolverine Access (<http://wolverineaccess.umich.edu/>) for information concerning open classes, changes in selections, late registration, and fee adjustments. Those who need to be "matriculated", i.e. given permission to enroll and receive the batch email with temporary password, should contact Rackham if this is not received by August 10.

**Credit System:** Most graduate courses at Michigan are one term long and are given a value of three credit hours. Credit hours reflect the number of hours a student attends discussions and does outside reading each week during a four-month term. Most graduate courses are classified as proseminars, and they usually meet two hours a week.

**F1 Visa Holders:** Students with F1 US visas must be registered full-time. Full time is defined as 9 credit hours for those who have not previously earned a relevant Master's degree, and 6 credit hours for those with teaching assistantships. This rule is mandated by federal immigration regulations and monitored by Rackham's International Admissions Office.

**Fellowships:** Fellowships usually include tuition, stipend, and GradCare (graduate student health insurance). Fellowships that are awarded directly from the department are processed by the Financial Aid Coordinator, Michelle Spornhauer. Those receiving fellowships through the Ford School of Public Policy, School of Social Work, Rackham, or the International Institute should consult those units for questions on how funds are disbursed. You will need to sign up for GradCare, your health insurance, with the unit dispersing the fellowship.

**Full Time Enrollment:** In terms of fees, three courses or 9 credits per term is considered full time. Registering for an average of 9 credits over the first four terms satisfies the Rackham requirement of 36 fee units before advancement to candidacy can be authorized.

During the average three years of course work, students are expected to take enough courses to prepare for a major preliminary examination (five courses), a first minor field (three or four courses), a second minor area (three courses), and a cognate area. Students are expected to take two graduate level courses outside of Political Science to fulfill the cognate requirement. Those with advanced degrees should discuss with Lili Kivisto how course work already completed may meet some of these requirements.

**Grade Point Average:** Graduate courses are graded on a 9-point scale with the highest grade being A+. Students are expected to maintain a 6.0 average (B+) in departmental classes. Students may also elect courses as Satisfactory/Unsatisfactory or Visit (VI) for an official audit. Avoid receiving grades of ED (unofficial drops), which are computed as failing grades on a transcript. EDs are given because an official drop was not correctly processed or because an instructor did not turn in a grade or an incomplete. Take the initiative to find out why an ED was given and work with the instructor to have it removed from your record.

**Grades:** Instructors are required to turn in grades 72 hours after the completion of the final exam for a course. Grades are available by accessing Wolverine Access, the University's student information web site.

**Independent Study Courses:** Before registering for one of the independent study courses - PS 691, 692, 891, 892, 990 or 995 - work out the details of the course with your instructor or advisor. Register for the course using the faculty member's independent study number, which will be given to you at the Central Office, Room 5700 Haven Hall. The Instructor will also need to give you permission to take the course. He/she does this by signing a form that you pick up and return to the Central Office.

**Late Registration:** After the third week of the term, students must go to the Registrar, Room 1207 LSA Building, to make changes in schedules, including late registration, dropping, adding or modifying classes. Pick up a form for this outside in the Central Office, 5700 Haven Hall, and have this signed by the instructor of the course and your advisor. Students may make adjustments until the last day that classes meet in December but will receive a grade of "W" if a class is not dropped during the first three weeks of the term. *If you elect a course and never attend, you must drop the course, or an ED (unofficial drop/failure) will be generated by the Registrar. Always check to make sure that a drop has been properly processed.*

**Late Registration Fee:** If you are not registered before the first day of class, a late registration fee will be assessed to your account.

**Student Identification Cards or "M-Cards":** M-Cards are issued daily in Room 1000 of the Student Activities Building. Consider this card as your passport to the University. You should carry it with you at all times. It gives you access to the library system, recreation facilities, student-priced tickets for University musical, sports, and theatrical events, and entry to some controlled-access campus sites.

**Transcripts:** Official copies of transcripts may be obtained from the Registrar or ordered through Wolverine Access. Wolverine Access will also allow you to print unofficial copies of your transcript online.

**Tuition Bill:** Tuition waivers are usually credited directly toward student accounts by the middle of the term. Do not be alarmed if a tuition bill arrives in late September. Some fellowships may not cover registration and other student fees, so it is your responsibility to pay the fees by the due date on your bill in order to avoid being assessed late charges. Registration fees are approximately \$90.00 a term. You can check the fees you owe through Wolverine Access.

**Wolverine Access:** Wolverine Access (<http://wolverineaccess.umich.edu/>) provides a summary of course availability, academic records, financial aid status, and your bill. It will allow you to check your status on these matters.

### **Helpful Hints:**

1. The beginning and end of each term are the busiest times for campus resources such as the cashier's office and campus computing sites. If you can get to these places as early in the day as possible (9:00 am), you will have better luck beating the undergraduate crowd.
2. Given the busy nature of most professors' schedules, it is sometimes better to use e-mail to contact them. This is truer for younger faculty than older, although generalizations are difficult to make.
3. Most classes, unless otherwise specified by the professor, start ten minutes after the time printed in the Time Schedule. This is known as "Michigan time."

## Some Advice about Getting Advice

Please be careful about whom you ask for advice. You will have many questions about the program, financial aid, specific courses, and so forth once you have entered the program. Your best course of action is to go directly to the people who are responsible for the area about which you have questions. The following is a list of possible sources of information that can provide you with accurate answers.

### Program Requirements:

- Director of Graduate Studies
- Coordinator of Academic Programs – Lili Kivisto, 5705 Haven Hall
- Departmental Guidelines
- Webpage resources such as the handbook and the graduate catalog

### Financial Aid:

- Director of Financial Aid
- Coordinator of Financial Aid – Michelle Spornhauer, 5725 Haven Hall

### Subfield Requirements:

- Subfield Coordinator
- Field Guidelines

### Rackham Graduate School Requirements:

- The Rackham Graduate Student Handbook,  
<http://www.rackham.umich.edu/StudentInfo/Publications/GSH/html/contents.html>

**Faculty Specialties:** If you are interested in studying with a specific professor or studying a particular topic, you should speak directly with that professor. You should inquire about their plans as far as what courses they intend to teach and their availability for supervising the type of program in which you are interested. You will also find information about faculty research interests in the faculty section of the Political Science webpage, <http://polisci.lsa.umich.edu>

# REGISTRATION

## Putting Together a Schedule

Students can register through the web after receiving their unqiunes. Students are encouraged to register before the first day of classes (Tuesday, September 5<sup>th</sup>, 2006) to avoid paying late fees. Online registration will allow students to drop, add, modify, and waitlist classes. Every class has its own course number.

## Tips on Classes:

1. Most graduate courses are small, but sometimes courses become crowded. Check with the instructor about signing up for the wait list or receiving permission (formerly known as an “override”) to register, if necessary.
2. Graduate courses (except for language classes and research methods) normally meet for two hours a week. 600-level courses review the literature in a field. 700-level research seminars enable students to work on independent projects.
3. Courses in other Rackham departments may be elected as cognates. When you sign up for a cognate, make sure that you sign up for graduate credit. You can do this by checking the graduate catalog for a list of other departments’ graduate courses and using the graduate-level course number when courses are cross-listed.
4. Some courses, such as languages, may be taken for undergraduate credit. A notation to this effect will appear on your registration schedule and the grade will not be computed in your graduate grade point average.
5. Grading is on a nine-point scale with the highest grade being A+ (9.0). Students are required to obtain a B+ (6.0) in political science courses for credit to be given. Students are strongly encouraged not to take a grade of Incomplete in a course. A student has two semesters, including spring/summer, to make up incomplete work.
6. Full-time enrollment is defined as 9 credit hours, which is usually 3 graduate classes. However, students are encouraged to take more units than this to acquire training in methods, language, computer usage, etc. A normal class load for an entering student would be 9-12 credit hours. It might include the introductory statistics course, the proseminar that covers the student’s major or first minor field, and specialized courses chosen according to interest (e.g. War, East Asia, Voting Behavior, etc.).

## Other Points to Remember:

Remember that course work is just the start of your education and career. Other words of wisdom for first year students include:

1. Join the American Political Science Association, <http://www.apsanet.org/>, and you will receive the APSA journal, "American Political Science Review." Student memberships are \$37 a year. The address of the American Political Science Association is: American Political Science Association, Membership Secretary, 1527 New Hampshire Avenue NW, Washington, DC 20036.
2. Plan on attending departmental events in relevant subfields. These include lecture series, brown-bag presentations, and job talks. Join e-mail groups that include presentations from other units such as the Center for Political Studies, Institute for Social Research (ISR), or area centers at the International Institute.
3. You may also wish to join other relevant professional organizations in your field in order to receive their journal and take part in their annual meetings.
4. *Start a filing system to outline the articles you read for each class.* These can be used in the future to review for preliminary examinations or as a start for preparing a bibliography for teaching your own classes. They are absolutely essential to the successful completion of your graduate work.
5. Work with a faculty member or fellow student to prepare a professional paper. There are opportunities to present student papers at conventions, such as the Midwest Political Science Association Meeting, and at conferences both at Michigan and at other locations.

## FINANCIAL MATTERS

There are a number of financial aid offices around campus, each with a specific purpose. Some are listed here with the hope of helping you avoid confusion later.

**Office of Financial Aid:** Room 2011 Student Activities Building (SAB), 515 E. Jefferson Street, (734) 763-6600. This office handles applications for National Direct Student Loans, Guaranteed Student Loans, and also maintains a list of work-study positions available through the University: <http://www.finaid.umich.edu/Employ/>

**Student Accounts:** Room 2226 Student Activities Building (SAB), 515 E. Jefferson Street, (734) 764-7447. This office is a division of Student Financial Operations, <http://www.sfo.umich.edu/>, and handles billing questions and disbursement issues.

**Rackham Office of Fellowships and Recruitment:** Room 0120 Rackham, 915 E. Washington Street, (734) 764-8119, <http://www.rackham.umich.edu/Fellowships/>. This office administers the Barbour Scholarship, Rackham Merit Fellowship, Rackham Predoctoral Fellowships, University Fellowships, One-Term Rackham Fellowships, and Research Partnerships. In all cases except the Research Partnerships, a student must be nominated by the department to be considered for the award. The department will keep you apprised of any forthcoming scholarships, fellowships, or grants.

**Graduate Student Instructorships (GSI):** We offer assistantships on a competitive basis to graduate students enrolled in our program. The Financial Aid Committee makes departmental assignments after reviewing the applications and academic files of all applicants. Students work as teaching assistants in their second year in our program and beyond. Applications are distributed in December of the fall term and are due in February of the winter term. You are required to fill out an application even if you have a guaranteed commitment for teaching.

**Research Positions:** Students may contact individual faculty members about possibilities for employment as research assistants sometime during their program. Research positions at the University of Michigan are often handled through the research centers. Students seeking research positions should apply to the centers directly. Centers, Institutes, and Libraries that have employed political science students in the past include: the [Center for Political Studies](http://www.isr.umich.edu/), the [Survey Research Center](http://www.isr.umich.edu/) (ISR) <http://www.isr.umich.edu/>, the [Gerald R. Ford School of Public Policy](http://spp.umich.edu/) <http://spp.umich.edu/>, the [School of Public Health](http://sph.umich.edu/) <http://sph.umich.edu/>, and the [School of Education](http://www.soe.umich.edu/) <http://www.soe.umich.edu/>. These positions usually require strong quantitative skills. You can also apply for a summer Rackham research partnership that allows you and a professor to work on a joint research project later in your program.

**Tuition Rates:** Tuition rates are based on full-time enrollment. Be aware that certain tuition waivers, such as those given with a GSI position, do not cover any fees. Information on your student account is accessible through Wolverine Access.

## HOUSING

The most accurate and current information comes from the **University Housing Information Office**, <http://www.housing.umich.edu>, 1011 Student Activities Building (SAB), (734) 763-3164. Local real estate agents can also direct you to housing. Housing in Ann Arbor can be hard to find and expensive. *Try to visit Ann Arbor during the summer to look for a place to live.* If this is not possible please plan to arrive at least a week before registration. See the Temporary Housing section below for suggestions on where to stay during your visit.

**Family Housing:** The University offers housing for married couples or same sex partners and for students with children. *Northwood Apartments*, located on North Campus, offers one-, two- and three-bedroom apartments and condominiums. Free shuttle bus service is provided between the campus and student housing.

All University apartments have a range and a refrigerator and most are equipped with basic furnishings (linens, bedding, curtains, dishes, and rugs are not included). The efficiency units normally consist of a kitchen with a dining area, bathroom, closet, and a living room with a hide-a-bed. The furnished one-bedroom apartments are similar and have one bedroom furnished with a bed and chest of drawers. Two- and three-bedroom condominiums are usually unfurnished.

**Off-Campus Housing:** The University Housing Information Office provides an excellent listing of apartments (mostly unfurnished) in the Ann Arbor area along with a map showing where the buildings are located. The web site is [www.offcampus.housing.umich.edu/lt/housing\\_listings.cfm](http://www.offcampus.housing.umich.edu/lt/housing_listings.cfm). We strongly suggest that those of you looking for off-campus or married housing write and specify what kind of housing information you will require.

The address for the housing office is:

University Housing Information  
The University of Michigan  
1011 Student Activities Building (SAB)  
Ann Arbor, MI 48109-1316

Extensive unfurnished housing is located from one to five miles away from campus and includes over seventy apartment complexes.

Hint: Try to find housing in which the rent includes the cost of heat. Most houses are older and without good insulation, Michigan winters can be long and sometimes very cold.

Apartment leads may be obtained from the following sources: *The Ann Arbor News*, *The Michigan Daily*, bulletin boards at the Housing Office (1011 Student Activities Building), Michigan Union (basement), Michigan League (first floor), Angell Hall (first floor), and the Graduate Library Lounge (third floor).

The Housing Information Office will occasionally have listings for homes, farmhouses, or cottages farther away from campus, usually within a 45-minute drive. If you are looking for something in a small community outside of Ann Arbor, the closest towns around us are Ypsilanti, Saline, Chelsea, Dexter, Milan, and Whitmore Lake.

**Student Cooperative Housing:** Student Cooperative Housing has a long history and rich tradition in Ann Arbor, beginning with the first student co-op houses founded in the 1930s. From small beginnings, they have grown into the Inter-Cooperative Council, (ICC), a network of student-owned and -operated houses accommodating nearly 600 students. The ICC co-ops remain one of the most economical alternatives available in student housing. They operate on a room and board plan, with all utilities included, for about \$500/month. This one charge per month covers all basic costs (many include laundry, TV, parking, etc.). Each member makes a commitment to work (four to six hours per week) in the management, maintenance, and day-to-day operation of the house. Each member is also expected to take part in house meetings where decisions and policies that affect the members are made. Membership is open to all interested students on a first-come, first-served basis. Meal contracts are also available for students residing outside the co-op houses. Students interested in this type of housing should contact the ICC office at 337 E. William Street, (734) 662-4414. The web site address is <http://www.icc.coop/>

There are also cooperative townhouses. You pay a fee to join the cooperative, but payments can be less than rental units and you will get your initial fee, plus interest back when you leave Ann Arbor. These are so popular that many have waiting lists, but putting your name on a list and moving in at a later date can pay off in attractive long-term housing options.

### CO-Ops:

Arrowwood Hills Townhouses 2566 Arrowwood Trail (734) 665-3116	Minnie's Cooperative House 307 N State St. (734) 996-5950
Colonial Square 3012 Williamsburg Road (734) 971-5710	Pinelake Village 2680 Adrienne Drive (734) 994-9177
Forest Hills Townhouses 2351 Shadowwood Drive (734) 971-9270	University Townhouses 3200 Braeburn Circle (734) 973-1292
Inter-Cooperative Council 337 E. William St. (734) 662-4414	Village Cooperative Homes 2220 Pittsfield Rd. (734) 971-0230

**Housing Leads:** The classified sections of the following newspapers often have many listings for available housing. See <http://www.mlive.com/>, an affiliate of *The Ann Arbor News*, for local classified ads.

[The Ann Arbor News](#) (daily)

340 E. Huron St.  
Ann Arbor, MI 48104  
(734) 994-6744

<http://www.annarbornews.com/>

[Ann Arbor Observer](#) (monthly)

201 Catherine St.  
Ann Arbor, MI 48104  
(734) 769-3175

<http://www.arborweb.com/>

[The Michigan Daily](#) (daily 8 months, weekly 4 months)

(University of Michigan student-run newspaper)  
420 Maynard Street  
Ann Arbor, MI 48109  
(734) 764-0558

<http://www.michigandaily.com/>

**Temporary Housing:** If you plan to come to Ann Arbor in mid-summer and need a temporary room while you are looking for housing, reserve a room well in advance. The following places are either on campus or within walking distance:

Michigan League  
911 N. University  
Ann Arbor, MI 48109  
(734) 764-0446  
<http://www.umich.edu/~league/>

Campus Inn  
615 E. Huron & S. State  
Ann Arbor, MI 48104  
(734) 769-2200 or (800) 666-8693  
<http://www.campusinn.com/>

Bell Tower Hotel  
300 S. Thayer  
Ann Arbor, MI 48104  
(734) 769-3010 or (800) 562-3559  
<http://www.belltowerhotel.com>

Housing Conference Services  
627 Oxford Rd.  
University of Michigan  
Ann Arbor, MI 48109  
(734) 764-5297  
<http://www.cms.housing.umich.edu/>

## GETTING SETTLED in ANN ARBOR

**Airport Transportation:** Those of you who will be flying into Detroit Metropolitan Airport (DTW) or who anticipate traveling in the future should be aware that there is no university-sponsored shuttle service from the airport to Ann Arbor. However, there are eight different taxi companies that offer 24-hour service to and from the airport. Note: Travel time from DTW to Ann Arbor is approximately 20 minutes and costs \$35-\$55.

A Cab: (734) 845-0560; Ann Arbor Taxi, Inc., Ltd.: (734) 741-9000; Ann Arbor Taxi Service: (734) 214-9999; Ann Arbor's Red Baron Taxi: (734) 995-1900; Blue Cab: (734) 547-2222; Tree Town Transportation: (734) 213-1100; Veterans Cab: (734) 662-4477; Yellow Cab: (734) 663-3355

Shuttle Services: Select Ride, <http://www.selectride.com> or (866) 663-8898, also offers service to Ann Arbor. Cost: \$24 per person one way. Ann Arbor Airport Shuttle, <http://www.annarborairportshuttle.net/>, or (734) 394-1665. Must make reservations in advance for both shuttle services.

**Public Transportation:** The University offers various busing routes around Central and North campuses with its University of Michigan buses (colored maize and blue). Please keep in mind there are different routes and schedules offered for fall/winter and spring/summer, with spring/summer being limited. A complete list of bus routes and schedules can be found at [http://www.parking.umich.edu/transit/bus\\_routes/index\\_fw.html](http://www.parking.umich.edu/transit/bus_routes/index_fw.html)

The Ann Arbor Transportation Authority (AATA) offers two different busing systems, **The Ride** (colored white and blue) and **The Link** (colored purple, runs fall/winter only), that offer routes around the University's campuses and the city of Ann Arbor. You can ride free by showing the driver your MCard. Call (734) 973-6500 (general information) and (734) 996-0400 (routes and schedules), or visit <http://aata.org/> for route, schedule, and fare information.

**AMTRAK** has a station located at 325 Depot St. in Ann Arbor that offers daily trains to and from Chicago as well as other various cities around Michigan. The duration of the ride from Ann Arbor to Chicago is approximately 4.5 hours and one-way fares start at about \$26. Visit <http://www.amtrak.com/> or call 1-800-USA-RAIL for more information.

For more information and complete listings about transportation services in Ann Arbor, visit <http://arborweb.com/cg/t0027.html>.

**Banking:** There are a variety of banks in the Ann Arbor area. Please keep in mind there are multiple locations around Ann Arbor where you can find these banks. Their websites allow you to search for the closest location to you. Here are some of the most common banks: National City Bank: <http://www.nationalcity.com/>, (888) 622-4932; TCF Bank: <http://www.tcfbank.com/>, (877) 823-5363; LaSalle Bank: <http://www.lasallebank.com/>, (866) 732-6555; Bank of Ann Arbor: <http://www.bankofannarbor.com/>, 1-800-268-5652; Key Bank: <http://www.key.com/>; Comerica Bank: <http://www.comerica.com/>, Eastern - (800) 292-1300 Central/Pacific - (800) 925-2160; Chase (formerly Bank One): <http://www.chase.com/>.

There is also the University of Michigan Credit Union, located at 333 E. William, (734) 662-8200.

**Additional Expenses:** Your first few months will be the most expensive. In order to avoid hardship during that period, we suggest that you bring sufficient funds.

Emergency Loans are available from the Office of Financial Aid, Room 2011, Student Activities Building (734) 763-6600.

**Campus Maps and Tours:** Campus maps and other information about the University are available at the Campus Information Center (CIC) at the Information Desk on the first level of the Michigan Union. Check in with the Office of New Student Programs (located off of the Student Activities Building) for walking tours.

**Local Employment:** The University offers employment opportunities for students and their families. Submit your application materials to either the Ann Arbor Campus Employment Office or the Medical Center Human Resource Department Office.

### **Ann Arbor Campus Employment Services Offices**

Wolverine Tower – Room G250, [www.umich.edu/~jobs](http://www.umich.edu/~jobs)  
3003 South State Street  
Ann Arbor, MI 48109-1281  
(734) 764-6580

Medical Campus, [www.med.umich.edu](http://www.med.umich.edu)  
[www.med.umich.edu/mchrd/jobs/jobs.htm](http://www.med.umich.edu/mchrd/jobs/jobs.htm)  
300 North Ingalls Bldg. – Room 8A04  
Ann Arbor, MI 48109-0422  
(734) 647-2385

**Spouse employment:** Spouses seeking employment can contact one of the University Personnel Offices. Listings are available on the web sites noted above.

# SHOPPING

## WHERE TO GO FOR WHAT YOU NEED TO BUY

### Furniture

#### Used:

**Instant Furniture:** 341 E. Liberty, 327-4500, rent or buy used furniture. Wide selection with good prices. Closed Sundays

**Treasure Mart:** 529 Detroit Street, (734) 662-1363. It is a second-hand store with everything from antiques to garden rakes. <http://www.treasuremart.com>

**UM Property Disposition:** 3241 Baxter (North Campus). They sell furniture, computers, and other items that various university units no longer need. Call (734) 764-2470 for further information.

Auctions, flea markets and garage sales are advertised in the local newspapers throughout the summer and early fall. Also, look for the annual Kiwanis Sale in September and the Kiwanis store year-round, (734) 665-0450.

**New:** There are many sources of new furniture in town.

**Cost Plus World Market** on 2900 S. State Street, just north of Briarwood Mall, can be a good low-cost source, (734) 327-1900.

**Art Van Furniture & Clearance Center** at 425 E. Eisenhower Parkway

**All About Furniture** at 1621 S. State Street, <http://www.aafurniture.com>.

### Home Furnishings

**Bed, Bath & Beyond:** 3645 Washtenaw Ave., (734) 971-7633, <http://www.bedbathandbeyond.com/>

**Linens N Things:** 3120 Lohr Rd., (734) 741-0246, <http://www.lnt.com/>

### Electronics

**Best Buy:** 3100 Lohr Rd., (734) 741-1357, <http://www.bestbuy.com/>

**Circuit City:** 3547 Washtenaw Ave., (734) 971-2367, <http://www.circuitcity.com/>

**CompUSA:** 3140 Lohr Rd., (734) 827-8298, <http://www.compusa.com/>

#### Repairs:

**Ann Arbor Electronics:** 1215 Prospect St., (734) 665-5788

<http://www.annarborelectronics.com/>

## Food

**Meijer** has several locations around Ann Arbor. Meijer, open 24 hours a day, seven days a week, is a great place for one-stop shopping: groceries, prescriptions, video, clothing, film developing, liquor, hardware, home improvement, and furniture. Locations include: 3825 Carpenter Rd. in Ypsilanti, (734) 973-1200; 3145 Ann Arbor-Saline Road near I-94, a few miles from campus, (734) 769-7800; 5645 Jackson Rd., (734) 222-0300.

<http://www.meijer.com/>

**Kroger** is a large grocery store that has a large selection of food and health needs that has multiple locations: 1919 S. Industrial (south of campus), 2502 Packard (east of campus), 4008 Maple Road (west of Ann Arbor) and 2641 Plymouth (north of campus).

<http://www.kroger.com/>

**Farmer Jack** is another large grocery store that has a location farther away from campus on Washtenaw and Golfside toward Ypsilanti, (734) 572-2514.

<http://www.farmerjack.com/>

**Busch's ValuLand** is a local grocery store with two locations: relatively close to campus at 2240 S. Main St., (734) 998-2666 and in northeast Ann Arbor at 2020 Green Rd., (734) 994-7200. <http://www.buschs.com/>

**The People's Food Co-Operative**, 216 N. Fourth Avenue, (734) 994-9174, provides high quality, reasonably priced, nutritional health food.

Ann Arbor also has an open air **Farmers' Market** located at 315 Detroit Street. Local vendors set up stalls and sell fresh produce, home baked goods, flowers, pottery, etc. It is open on Wednesday and Saturday mornings from April through December. Next to the open air market is the Kerrytown market with a butcher shop, fish market, wine and cheese shop, vegetable market, and other specialty stores. The adjoining building houses a kitchen shop, card shop, candle shop, weaving/wool shop, several restaurants, and other small shops.

**Trader Joe's**, 2398 E. Stadium, (734) 975-2455, is a grocery store featuring produce, meat, and seafood as well as an eclectic beer and wine selection.

<http://www.traderjoes.com/>

**Whole Food's Market**, 3135 Washtenaw, (734) 975-4500, is a full service all natural grocery store featuring organic produce, vitamins, deli, meat, and seafood as well as an extensive beer and wine selection. <http://www.wholefoodsmarket.com/>

Ethnic specialty food stores can also be found throughout the Ann Arbor area. A listing of various international food markets is on the next couple of pages.

**International Food Markets:****EAST / SOUTHEAST ASIA**

Tsai Grocery  
3115 Oak Valley Drive, Ann Arbor, MI  
48103 (Across Meijer in Village Centre)  
(734) 995-0422  
Mainly Chinese, Japanese and some Korean  
and Thai food; Small selection of Japanese  
rental video available.

Hiller's  
3615 Washtenaw Avenue, Ann Arbor, MI  
48104 (in Arbor Land) Open 8:00 a.m. to  
11p.m. Monday through Saturday; 8:00a.m.-  
9:00p.m. on Sunday  
(734) 677-2370  
<http://www.hillersmarkets.com/japanese.cfm>  
Japanese food section in general American  
supermarket. Sake available.

Dong Yu China Market  
2765 Plymouth Rd, Ann Arbor, MI 48105  
(near Huron Pkwy.)  
(734) 669-8821  
A relatively large oriental supermarket  
which carries mainly Chinese and some  
other East and Southeast Asian food,  
vegetables, meat, frozen seafood etc. A  
credit card is accepted for \$20 minimum  
purchase.

Great Land Supermarket  
4177 Carpenter Road, Ypsilanti, MI (near  
Ellsworth; across from Showcase Cinema)  
(734) 677-8288  
Similar to Dong Yu China Market. But this  
has live lobsters, crabs and fishes.  
A credit card is accepted for \$15 minimum  
purchase.

**LATIN**

Mercado Sabor Latino  
1516 N. Maple Rd., Ann Arbor MI 48103  
(near Miller Ave)  
(734) 761-3256  
Meat (a variety of pork), seafood; Some  
music CDs, international calling cards etc.

ZZ's Produce  
4092 Packard Rd., Ann Arbor, MI 48108  
(one block away from Carpenter Rd.)  
(734) 822-0494  
Mainly Latino, Indian and Middle Eastern  
food. The owner doesn't like to define his  
store as only one region's collections since  
people in different countries also share  
similar ingredients and tastes.

Brazamerica Gift Basket Exp.  
619 S Main St., Ann Arbor, MI 48104-  
2922  
(734) 996-0123  
Brazilian goods.

**MIDDLE EAST / NEAR EAST**

Aladdin's Market  
3188 Packard St, Ann Arbor, MI 48108  
(near Bombay Grocery)  
(734) 971-2150  
Halal meat, Lamb, Veal, Chicken are  
available; Good selection of pastries;  
International calling card.

Big Market  
341 E. Huron  
(734) 662-4445  
Near Eastern and Greek foods.

Oriental Food and Gifts Manna  
1156 Broadway St, Ann Arbor, MI 48105  
(north side off UM Central Campus)  
(734) 663-6868  
Wide variety oriental food including Korean food.

Oriental Food  
412 W Michigan Ave, Ypsilanti, MI 48197-5327  
(734) 487-9898  
Mainly Korean, but also carries food from different Asian countries.

## EUROPE

Big Ten Party Store  
1928 Packard Street, Ann Arbor, MI 48104  
(734) 662-0798  
Open Monday-Saturday: 9:00a.m.-9:00p.m.  
Sunday: 12:00p.m.-6:00p.m.  
<http://bigtenmarket.com/>  
Excellent selection of imported cheese and wine from France, Italy and Spain; Great beer section which also keeps imported beer from Germany, Belgium etc.; Some Scandinavian seafood products.

Zingerman's Deli  
422 Detroit Street, Ann Arbor, MI 48104  
(734) 663-DELI  
Open 7 a.m. - 10 p.m. daily  
<http://www.zingermans.com>  
Jewish traditional food, gourmet cheeses, olive oils, bread and pastries etc.

Golfside Market  
2642 Golfside Dr.  
(734) 434-4433  
Middle Eastern food.

Jerusalem International Market  
1713 Plymouth Rd., Ann Arbor, MI 48105  
(734) 668-7773.

Sunshine International (previously known as Thai and Lao Oriental Grocery) 3240 Packard St. Ann Arbor, MI 48108 (between LaSalle Dr. & Frenwood Avenue; near Aladdin's Market)  
(734) 973-8486  
Mainly Middle Eastern food including halal meat; Some Latin and Asian products.

## SOUTH ASIA

Bombay Grocers (Indian/ Pakistani Grocery)  
3022 Packard St, Ann Arbor, MI 48108 (on Packard at the corner of Plat Rd.)  
(734) 971-7707  
Closed on Monday  
Big selection of rental DVD/Video available; No meat; International calling card  
Foods of India  
1168 Broadway (near Plymouth Rd)  
(734) 332-0500  
11:00a.m. -9:00p.m. Tuesday-Saturday; 12:00-8:00p.m. on Sunday Rental DVD/Video available; No meat.

Desi Groceries  
4015 Carpenter Road, Ypsilanti, MI 48197 (near Ellsworth Rd and MEIJERS)  
(734) 677-1688  
Rental DVD / Video available; No meat; International calling card

## Shopping Areas

**Malls** of various kinds are all over town. **Briarwood Mall** at 100 Briarwood Circle (right off State St. and I-94) is the major traditional enclosed shopping mall, <http://www.shopbriarwood.com/>. **Arborland** on Washtenaw Avenue and U.S. 23 is a big-box strip mall, <http://www.lernerheidenberg.com/centers/22/>. The Maple Village and Westgate Shopping Centers, both on Maple at Jackson are additional strip malls. There are also complexes on the east side of town at Carpenter and Packard and Carpenter and Ellsworth. There is city bus service to all of these centers.

**TJ Maxx** carries clothing and accessories along with home furnishings. There are two locations, one at 2467 W. Stadium Blvd., (734) 665-9525 and the other at 3158 Carpenter Rd. in Ypsilanti, (734) 975-9881, <http://www.tjmaxx.com/>.

**K-Mart** has two locations, one in the Maple Village Shopping Center at Stadium, and the other on Washtenaw at Golfside toward Ypsilanti.

**Target** is located directly across Ann Arbor-Saline Rd. from Meijer as well as next to Meijer on Carpenter Road on the east side of town.

**Wal-Mart** is located in a strip mall on Ellsworth Road near Hewitt in Ypsilanti.

## Book Stores

These are the best sources for textbooks and school supplies, as well as Michigan memorabilia. You will also find computer and art supplies, music, and movies at some of them.

**Ulrich's**: 549 E. University Ave. (Corner of S. University and E. University), (734) 662-3201 or (800) 288-5497, <http://www.ulrichs.com/>

**Barnes and Noble**: 3235 Washtenaw Ave., (734) 422-7717, <http://www.bn.com>.

**Michigan Book and Supply**: 317 S. State St., 1-800-765-MICH, <http://www.michbook.com/>

**The Michigan Union Book Store**: 530 S. State St. (734) 995-8877, <http://umichigan.bkstore.com/>

**Shaman Drum Bookshop**: 311-315 S. State St., (734) 662-7407, <http://www.shamandrum.com/>

**Borders Books & Music**: 612 E. Liberty St., (734) 668-7652, is the chain's flagship store; 3527 Washtenaw Ave., (734) 677-6948, <http://www.bordersstores.com/>

There are also a variety of rare and used bookstores in the Ann Arbor area.

**Useful Websites for More Information on Food, Restaurants, Bars, Clubs, Shopping  
and Entertainment in Ann Arbor**

<http://www.arborweb.com/>

<http://dinesite.com/city/city-161/??&t=0>

<http://www.ecurrent.com/>

<http://www.ecurrent.com/ag/2005/shop/list.php>

## OTHER SERVICES

**Emergencies:** Dial 911 or call the Ann Arbor Police or Fire Departments for any life-threatening emergency. Their non-emergency number is (734) 994-2911. For other types of emergencies on campus, such as being locked out of your office or car, losing your purse or wallet etc., contact the Campus Department of Public Safety at (734) 763-1131 (31131 from a campus phone).

**Counseling and Crisis Support Services:** There is a 24-hour crisis emergency telephone service (734) 996-4747 for immediate assistance. For additional non-emergency counseling and psychological services call (734) 764-8312.

**International Students:** International students should contact the International Center, 603 E. Madison, Ann Arbor, MI 48109, (734) 764-9310. The staff at the Center will be able to help with visa problems and with virtually all other matters of concern. The center also helps international students obtain a Social Security number and a driver's license.

**Health Services:** Payment of tuition entitles you to the use of the University Health Service (UHS) facilities, 207 Fletcher Street, (734) 764-8320. If you wish to purchase health insurance, contact the UHS Managed Care and Student Insurance Office, room 2109, (734) 764-5182 or 866-368-0002. There are also reduced-cost dental clinics operated by the Dental School, 763-6933, and a special routine care program for students called M-Dent. If you need to go to the Emergency Room, it is located at the University of Michigan Medical Center (1500 E. Medical Center; Information (734) 936-4000, Emergency (734) 936-6666). For more information refer to <http://www.med.umich.edu/>.

**Libraries:** a complete listing of all campus libraries with hours of operation is available from the Graduate Library when you arrive on campus. The following libraries are the ones usually used by Political Science doctoral students:

Harlan Hatcher Graduate Library  
Information/Reference Desk, (734) 764-9373  
Entrance in Diag  
<http://www.lib.umich.edu/grad/> offers  
E-Journals

Law Library  
S-180 Legal Research Building,  
801 Monroe St., (734) 764-4252  
<http://www.law.umich.edu/library/>

Kresge Business Administration Library  
701 Tappan, Room K3330, (734) 764-1375  
<http://www.bus.umich.edu/KresgeLibrary>.

University Reserves Shapiro  
Undergraduate Library  
Circulation, (734) 764-7490  
<http://www.lib.umich.edu/ugl/>

**Safety:** The University and the City of Ann Arbor operate several programs to help you get home safely after dark. The City and Ann Arbor Transportation Authority subsidize a nighttime cab service that runs within the city limits called NightRide, (734) 663-3888. For more information on parking and transportation services visit <http://www.parking.umich.edu/>.

## **ANN ARBOR AREA and CAMPUS COMMUNITY**

The University of Michigan is located right in the middle of Ann Arbor. There are no formal boundaries between the campus and the community. University properties and facilities are spread throughout the city, with the four campus areas placed among commercial and residential areas. Several of Ann Arbor's shopping areas are interspersed with campus buildings. The downtown area is a shopping and business district, which covers just a few blocks and is easily accessible on foot, by bicycle, or by bus.

About half of Ann Arbor's residents are University affiliates - students, faculty, and staff members. Ann Arbor provides a variety of attractions to its residents. Some of Ann Arbor's attractions, such as the Botanical Gardens, the Arboretum, and many cultural events, are affiliated with the University. Other events, such as the Summer Festival and the art fairs are joint ventures between the city, the University, and private organizations and businesses.

**Entertainment and Nightlife:** Ann Arbor enjoys a lively theater and music scene. Local bands perform regularly in various bars, nightclubs, and coffeehouses. The Ark and Firefly Club are familiar stops for nationally-known blues, folk, and jazz musicians. The Michigan Theater offers art films, classic films, and live concerts. The University Musical Society provides a wide variety of concerts, including famous symphony orchestras, soloists, chamber groups, dance, jazz, and drama from around the world. The departments of Music, Dance, Musical Theater, and Theater and Drama of the University of Michigan keep both students and Ann Arbor residents busy with many different performances, from operas to dance concerts to interactive theater. During the summer, the Summer Arts Festival at the Power Center hosts a variety of well-known performers, while Top of the Park offers free nightly movies and live bands, all in an outdoor setting. Ann Arbor also offers an incredible selection of restaurants.

**Athletic Opportunities:** The University's varsity sports schedule kicks off in the fall in the country's largest college football stadium. Student tickets for home games should be purchased immediately after registration at the Athletic Ticket Office (corner of Hoover and State). Bring both your ID card and the athletic coupon that you receive at registration. Football tickets are sold on a first-come, first-served basis, but seating is arranged according to credit hours completed as a U-M student. Admission to the games of many of the varsity sports is free of charge. Any student's spouse may purchase a season ticket or a package plan that allows entrance to all varsity sports just as if he or she had an ID card.

Participation in volleyball, swimming, basketball, paddleball, racquetball, tennis, golf, track, softball, and many other sports are available to students through an informal sports and intramural program. For a fee, you can play golf at the University course on Stadium Boulevard. Runners of all sorts can find races in the area. The Ann Arbor Bicycle Touring Society has an extensive ride calendar. There are also university-sponsored groups for sailing and aviation.

There are recreational buildings on campus for student, faculty, and staff use. Most include indoor track facilities, exercise rooms, weight rooms, tennis courts, basketball courts, handball and squash courts, saunas, and swimming pools. Admission is free for enrolled students during the academic year, a small fee is imposed for spouses, and a locker purchased in any one facility entitles you to a transient locker in any other facility. Call the Hotline at the Central Campus Recreational Building on the corner of Washtenaw and Geddes, (734) 763-3084 for details. <http://www.recsports.umich.edu/>

### **Leisure and Recreation:**

**Nichols Arboretum**, also known as ‘the Arb’, is within walking distance of campus on Geddes Road.

**Matthaei Botanical Gardens** has interesting nature trails and a greenhouse. Matthaei is located at 1800 N. Dixboro Road between Plymouth Rd. and Geddes Ave., (734) 647-7600. <http://www.sitemaker.umich.edu/mbgna>

**The Exhibit Museum of Natural History** is located on 1109 Geddes Ave. This natural history museum displays material on the origin and evolution of the universe, planetarium shows, and displays relating to natural history, including one of the Midwest’s largest dinosaur displays, and information on Native American peoples, (734) 764-0478. <http://www.exhibits.lsa.umich.edu/exhibitmuseum/>

**Kelsey Museum of Archaeology** is located at 434 S. State St. This museum displays exhibits on the ancient civilizations of the Mediterranean world and Near East, (734) 764-9304, closed Mondays. <http://www.lsa.umich.edu/kelsey/>

**Museum of Art** is located at 525 S. State St. The museum displays work from the University’s permanent collection as well as regular and special exhibitions, (734) 764-0395. <http://www.umma.umich.edu/>

### **What is the weather like in Ann Arbor?**

Ann Arbor enjoys classic mid-western American weather. Summers are warm, with temperatures in the 80s or 90s and lows in the 60s. Winters are generally cold, with high temperatures in the 30s or 40s and lows in the 20s. Precipitation averages between two to three inches of rain or snow per month. Fall and spring boast beautiful weather and gorgeous scenes of changing of leaves in the fall and flowering trees in the spring.

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