

# Living Like a New Yorker!



## YOU MADE IT!

Welcome to the Big Apple! You are about to begin a trip that you will remember forever. The combination of studying as a student and exploring as a tourist is one of the best ways you can experience what it is like to live in New York City.

Here at the English Language Institute (ELI) we are excited to help you reach your goals of improving your English and knowledge of American Culture.

We want to be more than just your school—we want to be your friends, your guides, and your most importantly your “go to” people for answering questions you may have about navigating New York City.

There are over 8.5 million people living in NYC. That’s potentially 8.5 million new friends!

You won’t be able to meet anyone or build great memories here if you go to class and straight home afterwards.

Get lost! Try new food! Ride in a taxi! See live music! Watch a sports game like the Brooklyn Nets or New York Yankees! Do things you wouldn’t normally do back home. I’ve lived here for over 20 years

and I have 150+ ways for you to fall in love with this city.

We’ve prepared this guide for you to help make your time here more comfortable. There will be some things you will still need to figure out but if you need help you can always stop by and ask.

**Daniel A. Lenkowsky**  
Assistant Director of Admissions & Student Life

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*“No place epitomizes the American experience and the American spirit more than New York City.”*

**-Former Mayor Michael Bloomberg**

## The Pace Advantage to Living in New York City

Being a student at Pace University comes with many advantages! You have access to different facilities and services that will make your time here more enjoyable.

Be sure to take advantage of these services while you are here!

**Athletics & Exercise Facility** C-Level

**24hour Computer Labs** 2nd Floor of 1PP

**Wi-Fi Access**

**Library Study Rooms** 1st Floor of 1 PP

**Cafeteria** 1st Floor of 1 PP

**Free Shuttle to Pleasantville campus**

**Student ID for Student Discounts in NYC**

**Quick access to 11 NYC Subway lines and NJ PATH**

# DIRECTIONS AND SUBWAY SYSTEM

## Uptown, Downtown, East, West—Where?



When you are in Manhattan, anything North of 59th st. or when you are going north is considered uptown. For example, if you are at 14th st, and you are going up to 73rd st, that is considered going uptown. So, you are at 110th st, and you are going down to 51st st, you are heading downtown.

Midtown is right in the middle of Manhattan. It's the section of Manhattan between 14th st and 59th st. from the west end of Manhattan to the Eastern side of

Manhattan.

Downtown Manhattan is normally anything South of 14th st. However, once you get below Houston St, some people refer to that as “lower Manhattan.” Pace University is considered to be in lower Manhattan.



**Avenues** go North and South through Manhattan. **Streets** go East and West through Manhattan.

When asking for the location of a business or site you should ask for the **Cross Streets**. This way you can pinpoint on the map the closest intersection.

For example, If you ask someone “Where is 1260 Sixth Avenue?” almost no one will know. If you ask “**Where is 50th Street & Sixth Avenue**” you will be able to get directions!

Use this method when in a taxi.

## New York City Transit | The Subway



**You should purchase an unlimited ride MetroCard.**

You can ride the subway 5x a day easily. It's faster than taking a taxi or bus and really goes to almost anywhere in Manhattan. If you pay each time you use the train you will spend a lot more money. Unlimited ride MetroCards can be purchased at machines or at glass ticket counter in the subway station .

The subway in New York City is 24hrs, 7 days a week. Some trains are express, some are local. Express means it will skip certain stations. Local means it will stop at every station.

**Just because a train is the same color doesn't mean it will go to the same station as another train.**

We encourage students to use **Citymapper.com** at home and on your mobile phone to help you map the best subway ride between two places. It's easy, quick, and will adjust to any special construction happening that may change the train route.

**NYCmate** is also a free subway map app that has all train lines.



### Subways to Pace



## Getting to School & Getting Lost ...

Pace University is conveniently located near 11 subway lines! You can ride the following trains to Pace:

2/3/A/C trains to **Fulton Street**

4/5/6 trains to **Brooklyn Bridge/ City Hall**

J/Z trains to **Chambers Street**

R train to **City Hall**

Many trains will stop on the same street BUT they may be on different sides of Manhattan.

Make sure you take the correct train to be on the correct side of Manhattan! (east side or west side).

For most train stations, **East Side trains** are the 4/5/6/N/Q/R trains.

**West Side trains are 2/3/A/C.**

**Did you get lost?** Don't panic! There are a few stations that are MAJOR transfer stations and almost all trains connect.

Almost every subway train will stop on **42nd street** in Manhattan. Other stations that connect to many train lines are 14th Street Stations and Fulton Street.

## SUBWAY SYSTEM, SIGHT SEEING & WI-FI

### Late Night and Weekends on the Subway. Lot's of Changes ...

5.2 million people ride the NYC subway during the weekdays (Monday—Friday). Having all of these people makes it difficult to do construction and repair the trains.

**The MTA regularly does repairing during the late nights and weekends.** If you are traveling after 10:00pm at night on the weekends you should expect the train to have a different schedule.

**Check train service online at [www.mta.info](http://www.mta.info) for the weekends.**

Normally signs are posted in subway stations alerting riders to changes over the weekend. **Give yourself extra time on the weekend when riding the train so you are not late.**



### Sightseeing? These trains are the closest ...

Statue of Liberty—4/5 trains to Bowling Green

Empire State Building— B/D/F/M trains to 34th Street, 6 train to 33rd Street.

Grand Central—4/5/6 trains to 42nd Street/Grand Central.

Radio City— B/D/F/M to 47-50 St/Rockefeller Center, N/Q/R trains to 49th St, E train to 5th

Ave/53rd St.

Times Square—1/2/3/N/Q/R/ to 42nd Street/Times Square.

Metropolitan Museum of Art— 4,5,6 trains to 86th Street.

The MoMa— B/D/F/M to 47-50 St/Rockefeller Center, E/M trains to 5th Ave/53rd St.

5th Avenue Shopping—Start at the top, and walk down from N/Q/R station at 5th Ave/59th Street station.



Having trouble with your **Apple** products while here?

Need to fix your phone quickly?

The **5th Avenue at 59th Street** Apple Store is 24 hours. You can always buy a charger or speak to a Genius there!

### CONNECT! WI-FI

New York City has a lot of free Wi-Fi , but we don't have it everywhere. Every Starbucks, most coffee chops/cafes, and a lot of restaurants will have Wi-Fi networks. **It is OK to ask if you are a paying customer “Do you have Wi-Fi for use?”** They will tell you which network and give you the password to use.

While on the Pace campus you can access Wi-Fi using the

“Pace\_Secure” Wi-Fi network. Enter your username and password.

**NYC Public Parks with free Wi-Fi access**

Central Park

Union Square

Battery Park

Bryant Park

City Hall Park



There are websites and mobile apps you can use to locate free Wi-Fi in New York City.

Some popular ones are...

[www.openwifinyc.com](http://www.openwifinyc.com)

[www.openwifispots.com](http://www.openwifispots.com)

New York Free WiFi mobile app





## PLACES TO EAT NEAR PACE UNIVERSITY

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### Many Options—Give Them a Try!

The Cafeteria at Pace University is regularly open while classes are in session . Students can purchase food, beverages, and small snacks at the Cafeteria on the 1st floor of 1 Pace Plaza or Spotlight Café on B-level of 1 Pace Plaza. There is even a Starbucks at Pace University on the 1st floor of 1 Pace Plaza!

If you want to eat outside there are a lot of different options. Pace is located in the Financial District, home of one of the world's business centers—Wall Street! All the busy bankers and financial advisors need to eat at some time so here is our list of different restaurants close by.....



### Pizza & Italian



★ Rosella's Pizzeria—164 William Street (Between Spruce & Anne Streets)

Little Italy Pizza—11 Park Pl (Between Broadway & Church Streets)

### Japanese

Takahachi Bakery—25 Murray St (Between Broadway & Church Streets)

Haru—1 Wall St (By Beaver Street & Pearl)

### Thai

Bennies Thai Café — 88 Fulton St , downstairs (Corner of Gold Street)

Arroy Dee—20 John St (Between Nassau and Broadway)

### Other

★ GRK—Greek Food—111 Fulton St (Between William Street & Nassau Street)

Benton Cafe—Korean Food—123 William St (Between Fulton Street and John Street)

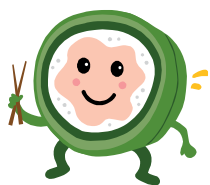
Squire's Diner—American (Diner style) - 80 Beekman St

Chipotle Mexican Grill—111 Fulton Street (At corner of William Street)

Smashburger— Burgers—136 William St (Between Fulton and John St)

Hale & Hearty Soup— 111 Fulton Street (Between William Street & Nassau Street)

★ Open Kitchen—Grocery and Market/Salad Bar– 123 William St (Between Fulton and John St)



★ = offers student discounts.

Lunch in our  
neighborhood can cost  
\$9.00 on average

# TIPPING—WHEN AND HOW

## Tipping Etiquette in NYC

Tipping is a part of the US service economy and our taxation system, and all visitors should understand that it is part of our local culture.

Tipping is expected of all diners and customers in certain situations. Here are a few suggestions to make tipping easier for you during your stay:

### Dining & Bars

A Range of 18% for good service— 25% for excellent service. In a sit down dining restaurant \$1 or \$2 per drink ordered at a bar.

### Room Service/Housekeeping

15% - 20% of the total bill.

### Taxi Driver

15% or more depending on quality of service, weather, distance, etc.

### Barber/Hairdresser/Nails/Spa

15% to 20% of the total bill.

### Car Valet

\$2—\$4

### Hotel Luggage Handler

\$2—\$4

### Coatroom Attendant

\$1- \$3



- Bills will show a tip included as "gratuity" or "service charge"
- Groups of 5 or 6+ people at restaurants will usually have a tip automatically added to their bill.
- Most servers prefer tips in cash.
- When tipping at restaurants it is OK to add it to the credit card but cash is still preferred.
- Normally nails/barber/haircut you can only tip in cash.



**Do not ask for a separate bill when eating with friends.** You can pay one bill with multiple credit cards.

## Why do we tip in the US?

In many states in the USA, waiters and bartenders in restaurants are paid below the minimum wage, because the employees are expected to make up the difference in tips. It is important to tip even if you come from a country that doesn't tip or do not believe in the concept. If you are going to be living like a New Yorker or visiting you will have to adjust to this practice. **If you do not tip you may have a bad confrontation or argument with the waiter/bartender.** If your restaurant waiter was terrible and rude to you, you can ask to speak with a Manager first. This way you can tell someone you will not be leaving a tip and why.

Tipping can be BAD too! You should not be tipping government workers like police officers because it is illegal. This can be seen as paying to "get out of trouble" which is also known as a bribe.



## SAVING \$\$\$

### Free Admission to Museums

Many museums in NYC have FREE admission or “Pay By Donation Only” to enter. There are also special days/nights when a Museum you normally pay to enter is free. Below is our list of Museums with FREE or “Pay By Donation Only” (PBD) hours.....

The Metropolitan Museum of Art (The Met) - PBD all days, times.

The Metropolitan Museum of Art (MoMa) - FREE on Fridays 4pm—8pm

Bronx Zoo—PBD on Wednesdays

New Museum of Contemporary Art—FREE on Thursdays 7pm— 9pm

International Center for Photography—PBD on Fridays 5pm—8pm

Rubin Museum of Art –FREE on Fridays 7pm—10pm

Whitney Museum of American Art—FREE on Fridays 6pm—9pm

The Frick Collection—PBD on Sundays 11am—1pm

American Museum of Natural History—PBD all days, times.

Brooklyn Museum—PBD all days, times. FREE on First Saturday of the month 5pm—11pm with a big party that is fun to attend.

Museum of the American Indian (Smithsonian) - FREE all days, times.

Neue Gallerie—FREE first Friday of the Month, 6pm—8pm.



How much should you pay for a PBD museum? We recommend anything between \$2-\$5 and ask for a student ticket.

### Broadway Shows

You have to see at least 1 Broadway show before you leave NYC! It doesn't really matter which one (although the Lion King and Wicked are our favorites) but just make sure you get to experience NYC theater. If you are here for a long time then try to go to off-Broadway shows and smaller theaters to see local performers.

There are a few ways to get cheaper tickets to Broadway Shows...

**TKTS Booth**—Visit the RED TKTS booths in Times Square or Downtown Brooklyn to buy discounted tickets to Broadway shows playing today or tomorrow.

**Student RUSH tickets** —If

you wake up early you can visit the Box Office of the theater *the day of the show* with cash to purchase discounted tickets. your name in for the Lottery. If your name is drawn you can get tickets as cheap as \$30!

There are usually lines for the better shows so be prepared! **Bring your Pace ID!**

**Lottery**— Some theaters have a “lottery” system. On the day of a show 2.5 hrs before it you can visit the Box Office and put



# TAXI! TAXI!

## A few tips and alternatives to taking the beloved yellow cars of NYC.

### The fare

\$2.50 upon entry

0.50 for each additional unit

\*\*A unit is:

A) 1/5th of a mile, when the taxicab is traveling at 6mph or more .

B) 60 seconds when not in motion or traveling at less than 6mph.

Traveling between 4pm—8pm Monday—Friday?

Add an extra \$1.00 surcharge.

An extra .50 surcharge is added evenings between 8pm—6am.



### Giving Directions

Tell the cab driver the cross streets where you are going. For example, say “47th street & 10th avenue, please” instead of “543 47th street.”

### Passenger Rights

When in a yellow taxi, you have the following rights—don’t forget them or be afraid to enforce them!

- Ride in a car that is clean, in good condition, and has passed all required inspection
- Smoke free ride
- A safe and courteous driver who obeys all traffic laws
- AC/Heat on request
- A driver who does not use a cell phone while driving (hands-free phones are not permitted)

### Alternative Taxi Service—UBER App



In case you cannot get a taxi you can use **UBER**. UBER is a smartphone app that locates private drivers close to you that will take you to your destination. The tip is automatically included in your fare so all you need to do is get in the car and exit at your destination. Your credit card on your account profile will automatically be billed.

UBER is great when you have to travel to another borough, late at night, during rain, if you are in an area without yellow taxis. UBER is very safe and a popular alternative to yellow taxis in NYC.

**USE PROMO CODE “ WSKW1 “ WHEN YOU REGISTER FOR UBER TO GET \$10.00 OFF YOUR FIRST RIDE!**

## LOCAL CONTACTS & APPS

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### Pace University

English Language Institute  
212-346-1562

Pace Security  
212-346-1800

Birnbaum Library  
212-346-1332

Health Care Unit  
212-346-1600

Bookstore  
212-346-1605

### New York City

Emergency (For Medical/Police)  
911

Crime Victims Line  
1-800-771-7755

Poison Control Center  
800-771-7755

Subway Lost & Found  
212-712-4500

Con ED Electric Company  
800-75 CON ED

### New York City Apps

#### Citymapper

Has the official NYC subway map and every neighborhood map and bus maps for each borough. It also comes with maps of the Metro-North Railroad, Long Island Rail Road, New Jersey Transit and PATH trains

#### UBER

The Uber app connects you with a driver at the tap of a button. You can request a car to pick you up with a safe driver that will bill directly to your credit card and includes tip. No need to pay in the car! It's safe, easy, and very convenient in NYC.

***USE PROMO CODE " WSKW1 " WHEN YOU REGISTER FOR UBER TO GET \$10.00 YOUR FIRST RIDE!***

#### CabSense NYC

CabSense NYC analyzes data from the New York City Taxi and Limousine Commission and other sources to help users find the best nearby street corners to get a taxi based on the day of the week, the time and their location.

#### Weekender

The Weekender app—the only official MTA app—is your guide to getting around NYC when construction changes your weekend subway service. The app displays all service changes so riders can navigate around diversions.

#### NYC Sample Sales

The NYC SampleSales app informs you of dozens of sample clothing sales throughout the City that you might be unaware of. The perfect app for a shopper!

#### OpenTable

The perfect app for the foodie on the go, OpenTable allows users to search for restaurants, see menus and reviews and make reservations.

#### CultureNOW: Guidebook for the Museum Without Walls

Some of New York's best art isn't found in the Met or MoMA—or within the walls of any museum, for that matter. This app showcases the vast number of public works of art to be found throughout the City streets. Users can find information on artists and individual pieces, browse photos, take neighborhood tours and listen to podcasts featuring artists, architects, historians and curators.



# GETTING A CELL PHONE IN NYC AS AN INTERNATIONAL STUDENT

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As an International Student in the US you will be asked many times for a Social Security number to open a cell phone account, apply for a drivers license, apply for an apartment, etc. Unfortunately you cannot receive a Social Security Number unless you have a legal part-time on-campus job approved by Pace University. When applying for a cell phone there are many options. Some are easy to get but the service and phone quality may be very poor. Other companies will allow you to get a cell phone contract if you pay a deposit (\$200 USD or more).

## **For inexpensive phones and non-complicated pre-paid options**

### **Cricket Wireless [www.cricketworkless.com](http://www.cricketworkless.com)**

Phones start at \$9.99. Purchase monthly or yearly minutes. Can also purchase data for Android phones. 57 Mott Street, New York, NY, 10013 (212) 587-3840

### **Metro PCS [www.metropcs.com](http://www.metropcs.com),**

Phones start at \$19. \$25 per month for talk/text; \$40 per month for talk/text/data. Extra for International: add \$10 per month for talk; \$5 per month for text. 20 E. Broadway, New York, NY 10002

## **For pre-paid and smart-phone options**

### **T-Mobile [www.t-mobile.com](http://www.t-mobile.com), (212) 571-5077**

Phones start at \$30. SIM Card is \$10. Monthly rates start at \$60 for unlimited talk/text/data. Can suspend line if leave US and not lose your number. 233 Broadway, New York, NY 10038

### **Verizon [www.verizon.com](http://www.verizon.com), (212) 510-6160**

Phones start at \$40, Pre-paid monthly rates start at \$35 (non-data) or \$45 (smart phones) or \$0.25/minute. International rates are \$0.50/text or per minute (cost based on country). Must have an Social Security number with good credit history, or pay a refundable deposit for contract plan. 100 Wall St., New York, NY, 10005

### **AT&T [www.attwireless.com](http://www.attwireless.com), (212) 528-3054**

Phones start at \$30. Pre-paid plans are \$25/\$40/\$60 and include various features of domestic/intl talk/text/data. 217 Broadway, New York, NY 10038

*The above is provided for information purposes only and does not represent any endorsement by the English Language Institute at Pace University.*

# OPENING A BANK ACCOUNT IN THE US

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## Deciding on a Bank

New York City has A LOT of different banks. A few things to consider:

***Which bank is close to home? To School? Which bank has a lot of ATM machines I can use while I am in NYC? Which bank is also located in other cities?***

### **Documentation to bring with you to open an account**

Documents you should take with you to open your account:

- Your unexpired passport
- Your I-94 entry record
- Your I-20, DS-2019, or I-797 approval notice
- Any secondary form of identification you may have
- Letter confirming your current active student status from the Pace University International Office (“bank letter”)
- Proof of address

### **Types of Accounts & Cards**

#### **Checking Accounts**

Banks offer different types of checking accounts designed to fit individual needs. The cost of checking varies from bank to bank. Some banks charge per transaction, some have a basic monthly fee, and others offer free services if you maintain a certain minimum balance in your account at all times. You should be able to access information regarding your personal account, including all transactions and deposits, through the bank’s website. This will be secure information that you can access. Be careful to keep an accurate record of every check you write in order to avoid having checks returned and incurring additional charges. “Bouncing” a check (writing a check for more money than you actually have in the account) is illegal and can cost you time and money. Through some banks, you can apply for a line of credit attached to your checking account that provides overdraft protection.

#### **Debit Cards**

A debit card, also known as a check card, allows you to withdraw or deposit money to your bank account using an automatic teller machine (ATM) and to make purchases at stores that accept the card. Some debit cards carry a credit-card logo (such as Mastercard or Visa), and can be used in place of a check or credit card. Debit cards are not credit cards, however, and they can be used only to the extent that you have funds in the account to which they are linked.

#### **Savings Accounts**

A savings account enables you to save money and accumulate interest on your savings. Interest is paid either monthly or quarterly. The difference between a savings and a checking account is that you cannot write checks on a savings account.

## OPENING A BANK ACCOUNT (CONT.)

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### **Cashing checks**

To cash a check, you will need to endorse it by signing your name on the back. In addition, you will be asked for personal identification in the form of a driver's license, a State of New York State ID card, or a Pace University ID card. Some stores will cash a check for you if you shop there regularly. Supermarkets may allow you to pay by check, with authorization from their credit department, if you present the ID they request (usually a New York State ID).

### **Bank Cards**

Many banks issue cards that enable you to deposit and withdraw money 24 hours a day by use of an Automated Teller Machine (ATM). These machines, which are frequently located outside the bank, are very convenient. By using a bank card, customers avoid waiting in line at the bank and have access to funds or money after the bank closes. Banks that are members of a national ATM network allow you to access your funds with your bank card at selected ATM's throughout the country. There are many ATM's located on campus.

### **Credit Cards**

Credit cards may be convenient, especially if you unexpectedly have major expenses. You can pay University and medical fees, airplane tickets and car repairs with any major credit card. You must understand that you can easily accumulate large bills with credit cards, and before you know it, you may be in debt. Before you accept a credit card, you must be sure to understand all your obligations. Most banks charge an annual fee. If you are unable to pay your full balance each month, you will be charged high interest rates (usually 18% or higher) on the remaining balance and any additional charges you make. Make sure you stay within your budget when making credit card purchases.

### **Foreign Currency**

If you deposit a check drawn on a foreign bank in your U.S. checking account, it may have to go through a collection process. This means that the money is not available to you until the U.S. bank has collected it from the foreign bank. It may take several weeks before the money is credited to your account.

In countries with restrictions on foreign exchange, you may need to provide your sponsor or your family with certification of enrollment in order to receive money from your home country. The application forms for letters of certification are available in UC International Services office. Please allow five working days for processing.

### **Banks near Pace University**

JP Morgan Chase: 214 Broadway, New York, NY 10038

Bank of America: 150 Broadway, New York, NY 10038

TD Bank: 182 Broadway, New York, NY 10038

Citibank: 250 Broadway, New York, NY 10038