

International Student Orientation

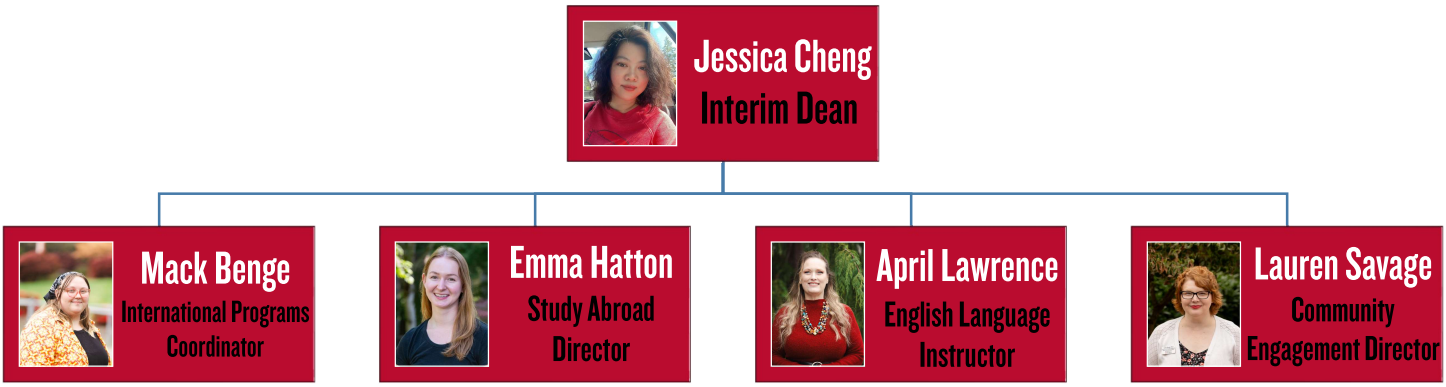
Fall 2026



Office of International Programs and Development

Office of International Programs and Development (OIPD) Staff

Location: Old Main 430



Staff Contact Information

Person	Phone	Email
Jessica Cheng	360-688-2061	JCheng@stmartin.edu
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Important Resource Contact Information

Entity	Location	Phone Number(s)
SMU Public Safety (24/7)	Old Main 251	360-438-4555
SMU Student Health Center	Burton Hall 102	360-412-6160
SMU Counseling and Wellness Center	Saint Raphael Center	360-412-6123
Residence Hall Advisor Off Hours Phone (after 5:00 pm and on-call)	N/A	360-507-2511 360-507-2512

St. Gertrude's Café Hours*

Monday – Friday		Weekends
Breakfast:	7:30 – 9:30am	Brunch: 10:00am – 1:00pm
Lunch:	11:30am – 1:30pm	Dinner: 5:00 – 7:30pm
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**Please check your email regularly for updates/changes in hours during the school year*

Meal Plan 101

Board Meal Credits:
Board Meal Credits, also known as Meal Credits, are used to pay for an All You Care to Eat dinner and brunch. One dinner = one Meal Credit. One brunch = one Meal Credit.

Flex Cash:
Flex cash can be used to purchase food in the café, the Monk's Bean Café in Harned Hall, and the C-Store in Parsons Hall. Flex Cash remaining at the end of the Fall semester will roll over into the Spring semester.
Flex Cash remaining on your account at the end of the school year will **NOT** roll over or be refunded. If you run out of Flex Cash before the end of the school year, you will have to use your personal credit card/debit card/cash, or Saint's Cash to purchase breakfast, lunch, and other retail items.

Saint's Cash:
Saint's Cash can be used to purchase food in the café. This money is loaded onto your Saint Martin's ID card by going to the café or Monk's Bean Café in Harned Hall with your personal credit card/debit card and requesting an amount be added.

Paying for Meals on Campus

Breakfast: Pay per item with: Flex Cash, Saint's Cash, or personal credit card/debit card/cash.

Lunch: Pay per item with: Flex Cash, Saint's Cash, or personal credit card/debit card/cash.

Dinner: When using Board Meal Credits dinner is All You Care to Eat. When using Flex Cash, Saint's Cash, or personal credit card/debit card/cash, dinner is paid per item.

Brunch: **Available only on the weekends** When using Board Meal Credits brunch is All You Care to Eat. When using Flex Cast, Saint's Cash, or personal credit card/debit card/cash brunch is pay per item

Accessing Your Student Email, Moodle, and Self-Service Accounts

Email:



Go to http://mail.stmartin.edu click on "access my email".

Email Address:
Firstname.Lastname@stmartin.edu
Password: *your own network password*

**If your computer offers a separate field to enter the domain use:*

Username: *Firstname.Lastname*
Password: *Your Network Password*
Domain: *stmartin.edu*



Moodle and Self-Service:

Most classes use our Moodle server for online collaboration. Self-Service is used to register for classes, access transcripts, view your student account, etc.

Both can be accessed from the links at the bottom of the SMU homepage http://www.stmartin.edu

Use your network account to log in.

For further connectivity assistance, please contact the ITS Help Desk at: help@stmartin.edu or 360-438-4338.



U.S. Banking

Please bring your passport, a $25+ cash deposit, and know your campus mailbox number to open an account.



These banks are walking distance from campus:

Bank of America

601 Sleater Kinney Rd SE
Lacey, WA 98503
Phone: (360) 754-3600

usbank

5520 Martin Way
Lacey, WA 98516
Phone: (360) 923-2475

Fun Fact: OIPD can help you schedule an appointment to open a bank account.

B|E|C|U

Would you prefer a credit union? BECU can be found with a 10-minute bus ride on InterCity's 9X route from Lacey Transit Center to Martin Way & Galaxy Drive. It's just a 2-minute walk from that stop.

Cell Phone Service Providers Near Campus



Fred Meyer – Several different options for SIM cards and phone service.

Verizon Wireless – SIM card and phone service.

T-Mobile – SIM card and phone service.

Boost Mobile – SIM card and phone service.

Mint Mobile – SIM card with one free month of service in your welcome packet.

- Saint Martin's University does not endorse any of the providers listed above. We try to provide options that are close to campus. Please feel free to use any providers you would like.
- Please note: You are required to inform OIPD within 10 days of getting a US phone number to maintain visa status.

Public Safety Office

Phone: 360-438-4555 **Location:** Old Main 251

- Need someone to walk with on campus at night? Give this number a call.
- Did you lose your student ID? Stop by this office with your alternate ID (such as your passport).

Emergency Services



Remember, only call **9-1-1** for serious emergencies!

Reporting Sexual Assault and Harassment

No should always mean no!

If you find yourself a victim of such an offense, please consider reporting incidents to one of the following:

- **Dean of Students (360-438-4367)**
- **Director of Housing and Residence Life (360-486-8856)**
- **Director of Public Safety (360-486-8876)**
- **University's Title IX Coordinator (360-688-2290)**

After normal business hours, you may contact Public Safety (360-438-4555) or the on-call Housing staff (360-507-2511/2512).



Student Health Center



Medical staff are available on campus if you:

Feel sick
Need medicine
Need a vaccination

Location: Burton Hall #102

Provider hours are available by appointment only:
Monday, Wednesday, Thursday and Friday: **10:00am – 4:00pm**
To make an appointment:
email healthcenter@stmartin.edu or **call 360-412-6160**

**Closed during major federal holidays and during school closures*

Counseling and Wellness Center

Feeling sad? Feeling depressed? Feeling homesick? Have other mental health concerns?
Please contact a counselor online or in-person

Contact the CWC to talk with an on-site counselor at 360-412-6123 or email
CounselingCWC@stmartin.edu
Location:
Saint Raphael Center
Office Hours:
Monday – Friday 8:00am – 5:00pm



**For emergencies call the Crisis Clinic (24/7) 360-586-2800*
or proceed to the nearest emergency room.

Notes



Best wishes in your classes!