

Fort Hays State University International Student Services Office

Pre-Arrival Checklist

for New International Students

Please note: You must complete the steps outlined in the various communications you will receive from Fort Hays State University

___ **Email the International Student Services Office**

At international@fhsu.edu and confirm that you received your acceptance letter, I-20 (or DS-2019) & pre-arrival packet.

___ **Visit the U.S. Embassy or Consulate in Your Home Country to Secure a U.S. Visa (Excluding Canadians)**

You will need to pay a \$200 SEVIS fee online by credit card before you can make an appointment to apply for your US student visa. Visit this website to pay your SEVIS fee:
<https://www.fmjfee.com/index.jhtml>

___ **Complete an application to live on-campus in Residential Life Housing (enclosed – yellow handout)**

For a choice of roommate, your application will need to be received by June 1. To be certain you have reserved a room to live in, your application will need to be received by July 31 as well. Applications received after this date will be handled on a first come, first served basis. Please either scan your completed and signed application and email it to us at international@fhsu.edu or fax it to us at 1-785-628-4113.

___ **Read the information about Health Requirements at FHSU (enclosed – green handout)**

Bring with you to FHSU copies of your immunization records, know (in English) allergies that you may have and prepare for a TB screening upon your arrival at FHSU.

___ **Read your admission letter thoroughly and bring with you to FHSU any required documents your admission letter asks you to bring /have sent to FHSU**

___ **Read the Transportation and Arrival Information packet (enclosed – tan handout)**

Hays is not located close to a major airport. Charter buses have been arranged on specific dates to bring international students from Denver, Colorado to Hays, Kansas. You can also choose to fly from Denver, Colorado directly into Hays on a small airplane. Your transportation options into Hays are outlined in this packet for you.

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___ **Complete the Arrival and Orientation Form (enclosed – orange handout)**

Email, fax, or mail the completed form to the International Student Services Office by July 15 if you would like to reserve a seat on a charter bus from Denver. If you do not wish to ride the charter bus to FHSU, please email, fax or mail your form to the International Student Services Office by July 31. As outlined in your enclosed packet, ALL NEW international students are expected to arrive on-campus no later than August 11 to participate in MANDATORY New International Student Orientation.

___ **Plan to have sufficient funds (money) available to pay for your tuition, on-campus housing & health insurance upon your arrival**

___ **Read the Preparing to Travel to Hays Handout (enclosed – blue handout)**

___ **Attend New International Student Orientation (Mandatory for all F-1 and J-1 Visa Holders)
Sunday, August 12 through Saturday, August 18, 2012 (brochure enclosed)**

On Sunday, August 12 and Monday, August 13, ESL, undergraduate and graduate students must register their immigration documents, obtain a University Student ID, and complete Student Health Forms. The rest of the week will be dedicated to learning about FHSU, completing a TB screening, finalizing your class schedule and completing a language evaluation.

On Sunday, August 12, come to Chuck's Place in Wiest Hall at 3:00 pm to register for orientation. On Monday, August 13, please come to the Fort Hays Ballroom, located on the 2nd Floor of the Memorial Union at 8:30 am to begin orientation week.

Bring with you to orientation:

- your immigration documents: I-20 (or DS-2019), passport, I-94 card
- \$30 for your orientation fee
- \$35 for your housing deposit
- immunization booklets

We look forward to your arrival at FHSU! If you have any questions, please contact us in the International Student Services Office at international@fhsu.edu or 1-785-628-4276.