



FLORIDA ATLANTIC UNIVERSITY

Center for Global  
Engagement

# International Student Pre-Arrival Guide

## Global Academic Track Students

### PRE-ARRIVAL

#### 1) ACTIVATE YOUR FAU ACCOUNT

Review these [instructions](#), then [activate your FAU account](#) (FAUNet ID).

#### 2) REQUEST YOUR I-20

Log into [iStart](#) using your MyFAU (FAUNet ID) credentials and click on “New Student Initial I-20”.

- Complete the [Request for I-20 eForm](#) and upload your proof of funding document(s) (financial certification form).
- Complete the [Passport Information eForm](#) and upload a copy of your passport.
- **Transfer students only:** If you already have an F-1 Visa and have been attending another U.S. Institution, complete the [SEVIS Transfer In Request eForm](#) and upload your Visa information to transfer your SEVIS record.

#### 3) PAY YOUR SEVIS FEE

You are required to pay the [I-901 SEVIS fee](#) (\$350) prior to applying for a Visa.

#### 4) APPLY FOR YOUR VISA

- Review the [Visa application and appointment information](#).
- Complete the Form DS-160 Visa application and pay the \$185 application fee.
- Let us know when your Visa has been approved.

#### 5) SUBMIT YOUR IMMUNIZATION DOCUMENTS

- Review the [immunization requirements](#).
- Log into [Medicat](#); enter your vaccine dates and upload supporting documentation. Processing time is around 5 business days.
- See Appendix A (page 5) below for a step-by-step guide.

- Questions about immunization compliance should be directed to [complianceservices@medicat.com](mailto:complianceservices@medicat.com).

## 6) REGISTER FOR INTENSIVE ENGLISH ORIENTATION & IMMIGRATION CHECK-IN

- You are required to attend the Intensive English Orientation the week before the semester begins. Look out for emails with information closer to the start of the semester.
- After you've arrived in the states, email [iei@fau.edu](mailto:iei@fau.edu) to let us know you have arrived and to schedule a time to complete immigration check-in and advising.

## 7) MAKE YOUR TRAVEL ARRANGEMENTS

- You are expected to arrive at least 1 week before the semester begins to move into housing, get settled, attend orientation and check-in, and take care of any other business.
- Book your flight and make your plans for local transportation to the campus area. See the [Travel and Transportation Guide](#).

## 8) MAKE YOUR HOUSING ARRANGEMENTS

- On Campus Housing
  - Please email [iei@fau.edu](mailto:iei@fau.edu) if you are interested in on campus housing. Housing fills up quickly, so the earlier you ask, the better.
- Off Campus Housing
  - See the [Off Campus Housing Resources Guide](#) for information to help with your search.
- Book temporary housing (hotel, Airbnb, etc.) if your permanent housing is not ready upon arrival.

## 9) PREPARE YOUR TRAVEL/IMMIGRATION DOCUMENTS

- Gather the following documents and prepare to carry them on you for travel and immigration purposes:
  - Transportation details and tickets
  - Passport with valid F-1 or J-1 Visa stamp
  - FAU I-20 or DS-2019
  - Additional supporting documents:
    - Proof of enrollment
    - Proof of finances
    - Other documents to help you answer questions about the purpose of your entry to the U.S., what you will be studying, etc.
- For more information about how to prepare for your entry into the United States, visit: <https://studyinthestates.dhs.gov/getting-to-the-united-states>

## 10) PREPARE YOUR CASH FUNDS FOR ARRIVAL

- You should plan to arrive in the U.S. with at least USD \$5,000-\$7,000 cash, whether through traveler's checks or by wire transfer, to pay for your initial expenses.
- If you are using a private student loan in which the funds are disbursed directly to the university (e.g. Prodigy Finance or MPower), the funds cannot be disbursed without an Individual Taxpayer Identification Number (ITIN) or Social Security Number (SSN). It takes several weeks to obtain an ITIN or SSN, so you need to have some cash funds available while you wait for your loan funds. Email [studygroup@fau.edu](mailto:studygroup@fau.edu) for more information about private student loans and the ITIN process.

## POST-ARRIVAL

### 1) ATTEND INTENSIVE ENGLISH ORIENTATION & IMMIGRATION CHECK-IN

- You are required to attend the Intensive English Orientation the week before the semester begins. Look out for emails with information closer to the start of the semester.
- After you've arrived in the states, email [iei@fau.edu](mailto:iei@fau.edu) to let us know you have arrived and to schedule a time to complete immigration check-in and advising.

### 2) SUBMIT YOUR OFFICIAL TRANSCRIPT

*Applies to students admitted via Study Group. May apply to other students.*

- You are required to submit a final official transcript from your high school and any higher education institutions attended. Official transcripts must be stamped and signed by an institutional authority. If a physical copy of the transcript is being submitted, it must be received by FAU in an unopened/sealed envelope bearing the institution's name and address. Please note: If you are submitting a paper hard copy transcript, it must be an original document on official paper issued by the institution – **photocopies or xerox copies are not acceptable.**
- As a Global Academic Track student, your official transcript(s) can be submitted to Anna van Dam at the Intensive English Institute.

### 3) REQUEST YOUR OWL CARD

- The Owl Card is used to access various services and retail options at FAU. All students are required to obtain one, as it serves as your official photo identification, debit card, Owl Bucks card, library card, residence hall building key, meal card for those who have meal plans, and your ticket to many FAU events, including sporting events. You will need to present your OWL card to receive the benefits of the many services offered at FAU.
- Once you're registered for classes, you can visit the Owl Card Office in the Student Union. IEI will take you here during Orientation.

#### 4) REVIEW THE ACADEMIC CALENDAR

The [Academic Calendar](#) has all the important dates and deadlines for each semester. Be sure to review it each semester for the following and more:

- Classes Begin
- Last Day to Add/Drop Classes
- Last Day to Pay Tuition/Fees
- Holidays/University Closed
- Classes End
- Final Exams

#### 5) PAY YOUR TUITION AND FEES

- Pay your tuition and fees by the payment deadline for the semester. If you plan to use an international payment via Flywire, be sure to pay at least 3-5 business days before the deadline to allow for processing time.
- Review the [Payment Methods](#)
  - Pay online via MyFAU > FAU Self Service
  - Pay by mail
  - [International Payments via Flywire](#)
  - [Installment Payment Plan](#)
  - International Student Loan
    - If your loan company sends the funds directly to FAU (e.g. Prodigy Finance, MPower, etc.), email [studygroup@fau.edu](mailto:studygroup@fau.edu) for additional info.

#### 6) OPEN A U.S. BANK ACCOUNT

You are welcomed to open an account with any bank of your choice. [PNC Bank](#) offers student banking and has an office and ATM on campus.

#### 7) GET A U.S. PHONE NUMBER

- If you have an unlocked cell phone, you can use your existing phone to get a sim card and sign up for a service plan with a U.S. provider. If your phone is locked, you may need to purchase a new phone.
- Some popular mobile service providers are Verizon, AT&T, T-Mobile, and Sprint, but there are several others to choose from. Contact a service provider to discuss your options.

#### 8) ATTEND CLASSES

- Make sure you know what time your classes start and where they meet.
- Be on time for your classes; tardiness is unprofessional, disrespectful, and may not be tolerated.
- Use the syllabus provided by each professor to know what materials are required for the course and what will be covered and when.

# Appendix A

## Medicat - Immunization Portal Instructions

- Login to Immunization Portal: <https://sso.fau.edu/>

QUICK LINKS ▾

HELP DESK SYSTEM STATUS 🔍 ☰

**medicat.**  
**LOGIN TO MEDICAT**

Sign in with your FAUNet ID

FAUNet ID

Password

LOGIN

Don't Remember Login

[Forgot your password? or Set Up a New Account or Need Help?](#)

- From the home screen, click on “Immunizations” and view your status.

FLORIDA ATLANTIC UNIVERSITY Locations and Hours Abigail (Abby) Testpatient ✕

Home Immunization Forms Messages Upload

Follow the steps below to complete your immunization requirements.

*\*\*We are connected to Florida Shots Immunization Registry, so please look to see if your immunization information is already on file before entering dates*

Step 1: View [Immunizations](#) and enter vaccine dates if indicated

Step 2: [Upload](#) a copy of your Immunization Record

If you have questions, please email [complianceservices@medicat.com](mailto:complianceservices@medicat.com)

- View your Immunization Status. We are connected to Florida Shots, so if you received immunizations in the state of Florida, we should have them on file and you will NOT need to re-enter dates or upload supporting proof. Click the green “Print” to see what is missing.

FLORIDA ATLANTIC UNIVERSITY Locations and Hours Anna Testpatient ✕

Home Immunization Forms Messages Upload

• Please look below to see if your Status is "Verified" If so, do **NOT** enter in dates as your information came in via Florida Shots Registry

• If your Status is "No Status" or "Not Compliant" please enter dates for the requirements below

• To view what you are missing, click "Print" below and go to the bottom of report and it will be listed under **Missing Requirements**

[Print](#) No Status

Immunization Requirements

Titers - Only enter if you did NOT receive vaccine

Enter one or all immunizations and then click the Submit button once.

[Submit](#)

- Enter in the dates for the required immunizations, click “Submit”
  - You **MUST** then upload supporting proof of Immunization Record

The screenshot shows a web form titled "Immunization Requirements". At the top left is a "Print" button, and at the top center is the text "No Status". The form is divided into three main sections:

- Hepatitis B Vaccine:** Contains three input fields labeled "Dose 1", "Dose 2", and "Dose 3". Each field has the placeholder "mm/dd/yyyy" and a calendar icon to its right.
- Meningococcal Vaccine:** Contains one input field with the placeholder "mm/dd/yyyy" and a calendar icon to its right.
- MMR Vaccine:** Contains two input fields labeled "Dose 1" and "Dose 2". Each field has the placeholder "mm/dd/yyyy" and a calendar icon to its right.

At the bottom left of the form is a blue "Submit" button. To the right of the form is a separate box with a blue border containing the text: "Enter one or all immunizations and then click the Submit button once." Below this text is a blue "Submit" button.

- A pop-up box will appear and please click “HERE” to upload immunization record

The screenshot shows a pop-up window titled "Immunizations Entry" with a close button (X) in the top right corner. The main text inside the window reads: "Thank you for submitting immunization dates. Please click [HERE](#) to upload a copy of your immunization record. You **MUST** upload proof in order to be compliant and verified." At the bottom center of the window is a blue "OK" button.

- This will take you to the Upload Tab. Click the dropdown to select the document you are uploading and follow instructions
  - File names cannot contain any special characters (no !, \*, %, \$)

- **Step #1:** Scan and save your documents individually to your computer or take a picture with your smart phone. If you are uploading multiple documents, you will need to scan/take a picture and save each document as a separate file. **Make sure your name and Student ID # are on all documents.**
    - Images *must* be .gif, .png, .tiff, .jpg, .jpeg. Documents *must* be .txt or .pdf
    - File must be smaller than 4 MB. Scan in black and white, or setting of 150 DPI to achieve a smaller file
    - File names CANNOT have any special characters
  - **Step #2:** In the section below there is a list of documents that can be uploaded. Choose the document you are uploading in the "Choose document you are uploading" drop down menu
  - **Step #3:** Click **Select File** and locate the file on your computer or smart phone
  - **Step #4:** Click the **Upload button**. The document will be listed below as a confirmation that the document was successfully uploaded
- \*\*\*REMEMBER to enter all your immunization dates**

**Types of Documents that may be uploaded:**

- \*Immunization Record
- Hepatitis B Titer
- Measles Titer
- Medical Exemption Request From Provider
- Rubella Titer

Choose document you are uploading:

**Types of Documents that may be uploaded:**

- \*Immunization Record
- Hepatitis B Titer
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- Medical Exemption Request From Provider
- Rubella Titer

Choose document you are uploading:

Change Immunization Record.jpg ×

**Upload**

- After you upload the document, you will see it listed under "Documents already on file"

Documents already on file	
Immunization Record received on 10/13/2022	<a href="#">View File</a>