

# Pre-arrival to-do list

Information for the following steps is available online ([umaine.edu/international/admitted](http://umaine.edu/international/admitted)) unless otherwise stated:

- ☐ Confirm your enrollment online.
- ☐ Activate your online accounts.
- ☐ Apply for on-campus housing after you confirm your enrollment. On-campus housing cannot be guaranteed if you apply after May 1.
- ☐ Read the pre-arrival packet.
- ☐ Pay the SEVIS fee ([fmjfee.com](http://fmjfee.com)) (including Canadians).
- ☐ Apply for your F-1 or J-1 (exchange students) visa at the nearest U.S. consulate or embassy. A visa is not necessary for Canadian citizens, but they must pay the SEVIS fee.
- ☐ Submit your Immunization records. For more information, visit [studentrecords.umaine.edu/policies/immunizations/](http://studentrecords.umaine.edu/policies/immunizations/)
- ☐ Submit your arrival information through the online arrival form even if you do not need a pick up.
- ☐ Book a room at a local hotel if you will arrive before the arrival date listed on your I-20 or DS-2019 or after 8 p.m. on the designated arrival date.
- ☐ Check your bill in MaineStreet and pay online or at the Student Business Services office in Wingate Hall by the due date to avoid late fees.
- ☐ Complete the Anticipated Resource link and Financial Responsibility Statement in your UMaine portal.
- ☐ Submit your MaineCard photo online. You will receive an email to your @maine.edu email, but for further information check out the official website [umaine.edu/mainecard/photo-submission/](http://umaine.edu/mainecard/photo-submission/)

## Before you leave

### Visa process

- ☐ Pay the SEVIS fee. Print and save a copy of the receipt and take it to your visa interview appointment. Canadian citizens must pay the SEVIS fee prior to entering the U.S. and should carry the receipt with them.
- ☐ Once you receive your letter of admission with I-20 or DS-2019 form, then complete form DS-160 online to apply for your visa and schedule your visa appointment. Make sure the name on the I-20/DS-2019 form matches the name on your passport.
- ☐ Canadian citizens do not need a visa but they will need to show the following four documents at the U.S. Port of Entry: a passport; I-20/DS-2019 form; a copy of the SEVIS fee payment receipt; and proof of financial support.
- ☐ You must provide proof of financial support for your studies or program, and living costs at the visa interview and at a U.S. Port of Entry.
- ☐ When you make your initial entrance in the U.S., your visa stamp and I-20/DS-2019 form must be for UMaine. Students with a SEVIS Transfer I-20/DS-2019 may enter with the visa stamp for the previous school.

## Travel plans

After securing a visa, make travel plans. You may arrive in the U.S. up to 30 days before the start date shown on your I-20/DS-2019 form; however, you should not arrive later than the date listed. Submit your arrival details to OIP at [umaine.edu/international/admitted](http://umaine.edu/international/admitted).

### Luggage

Do not send luggage in advance of your arrival. The university does not have adequate storage. Attach tags or labels on all suitcases and hand luggage, with your name and OIP address: 122 Chadbourne Hall, Orono, ME 04469; phone: 207.581.3437. Include a copy of the address inside each suitcase in case the tag is lost or destroyed. If a piece of luggage is lost, immediately file a claim at the airport. Temporary loss of luggage is common, especially when making connecting flights in a short period of time. It is recommended to have enough clothing and personal items packed in your carry-on luggage to last for two to three days.

### Travel documents

- ☐ Your passport must be valid for at least six months, with the appropriate visa.
- ☐ You must carry your printed I-20/DS-2019 form issued by UMaine.
- ☐ Border control agents will create your electronic (I-94) admission document. Be sure to access your I-94 as soon as possible after your arrival ([cbp.gov/I94](http://cbp.gov/I94)) to ensure it shows your visa type (F-1 or J-1).
- ☐ While traveling, carry all important documents, money and bank drafts with you. Guard them carefully. Do not place them in your suitcase.
- ☐ Carry emergency contact numbers. UMaine Police: 207.581.4040; Office of International Programs: 207.581.3437 (only Monday-Friday 8:00AM - 4:30PM)

## Once on Campus

### Post-arrival to-do list

Information for the following steps is available online ([umaine.edu/international/admitted](http://umaine.edu/international/admitted)) unless otherwise stated:

- ☐ Check in at the Office of International Programs (OIP). **This is required by law.** Check-in is at 2 p.m. on Tuesdays and Thursdays if you arrive before the designated arrival day.
- ☐ Attend Orientation. A detailed schedule can be found online
- ☐ Complete the online check-in process and upload required documents. Information on how to complete this process will be given at Orientation.
- ☐ Go to the MaineCard Service Center located at DTAV Community Center if you weren't able to activate your digital MaineCard.
- ☐ Upload your immunization records via the link on the Office of Student Records website, if not already uploaded.
- ☐ Check your bill in MaineStreet and pay online or at the Student Business Services Office in Wingate Hall by the due date to avoid late fees, if bill is not already paid.