# Arrival Checklist for New International Students

☐ **Attend the in-person orientation starting on Monday, January 12, 2026, at 8:00 a.m. in Umberger Hall 105.** Additionally, you will be required to complete the Spring 2026 International Student Orientation Canvas course. A hold will be placed on your student account in KSIS for failure to complete this requirement. Visit https://www.k-state.edu/isss/orientation/index.html for the full ISSS orientation schedule.

☐ **Health insurance is required for all international students.** You will see a charge for health insurance on your tuition bill once you have enrolled. If you have alternative qualifying coverage, you must complete and submit the Health Insurance Waiver form prior to the waiver deadline. You will be emailed instructions from a company called ECI. If the waiver is approved, the charge will be removed from your KSIS account. Students must submit the waiver every semester that they are enrolled at K-State. The waiver is different than GTA/GRA employee benefit. Graduate students with qualifying assistantships must enroll directly with United Healthcare. Go to https://www.k-state.edu/hr/benefits/insurance-programs/graduate-health-insurance/ for the enrollment form and deadlines. Once ISSS confirms enrollment & payment for the GTA/GRA/GA plan, the fee will be removed from your KSIS account. United Healthcare Spring coverage dates are January 1- May 31. Please visit https://www.k-state.edu/isss/students/health_insurance/ for more information.

☐ **You MUST complete the University health requirements by visiting Lafene Health Center's website** (https://www.k-state.edu/lafene/). **Failure to complete this requirement by 01/16/2026 could lead to disenrollment in your classes.**

- Log into the myLafene+ patient portal: The portal will ask you to upload your health insurance or to continue with self-pay. If you don't know your health insurance information yet, please click on self-pay to continue with the process. You will be able to return to your portal at a later date to update your health insurance information. Select "Medical Clearances". Once there, complete the TB Questionnaire and upload a picture of your immunization records. All students are required to complete the TB Questionnaire, and 2 MMR vaccines. For some students, additional TB testing may be required. If you plan to live in university housing, you are required to have one Meningococcal vaccine. Please visit, https://www.k-state.edu/lafene/requirements/ for more information on these requirements.
- **Once you have completed the TB Questionnaire, you MUST contact Lafene Health Center to schedule a time with a nurse.** If you arrive prior to the week of orientation, plan to schedule a visit to Lafene Health Center as soon as possible. For those who were unable to visit Lafene Health Center before Orientation Week, a designated time will be available on Wednesday, January 14th, from 8:30 a.m. to 2:30 p.m. to complete this requirement (for this date you do not have to call and schedule a specific time).
- To schedule or for more information, please contact Lafene Health Center at (785) 532-6544. If you are unable to call, please send a message to the nurse through the patient portal. Lab testing completed outside the U.S. for TB or MMR (measles, mumps, rubella) will not be accepted.

***Lafene Health Center will be closed in the afternoon (12pm-5pm) 12/24/2025, as well as all day 12/25/2025-01/01/2026. To reopen 01/02/2026.***

☐ If you have an English Language Program (ELP) hold, check in with ELP to take the WildCAT English Proficiency Test (EPT). To check-in with ELP, please send an email to elp@ksu.edu or stop by 205 Fairchild Hall (moving to 203 Thompson Hall in mid-January). If you are not sure if you need to take this test, ELP will be able to assist you.

☐ If you are a new graduate student who needs to take the **SPEAK Test** (only for new students who will be Graduate Teaching Assistants), please fill out the registration form. Please contact the ELP office with any questions: call or WhatsApp 785-532-7324, email elp@ksu.edu, or come to Fairchild 205 (moving to 203 Thompson Hall in mid-January).

☐ Getting your K-State I.D. card: Go to www.ksu.edu and click on KSIS. To log in use your eID and password. You will see a To Do list on the right side of your screen. I.D. card procedures should be on your list. You will need your admission letter, I-20 or DS-2019 and your passport to request an I.D. card. The cost of the card is **$25.00**. You will be notified when your I.D. card is ready to be picked up. The I.D. Center is located in the K-State Union.

☐ Enter/Update your **local/home address in KSIS**. Go to www.ksu.edu and click on KSIS. To log in use your eID and password. Immigration requires that you always have a current local (in U.S.) and permanent (outside U.S) address on file. Any change of address must be updated in KSIS within **10 days** of the change. Email isss@ksu.edu with permanent address changes. You will need to complete an address card to register your local address with the Post Office to ensure accurate delivery of your mail. These address cards are available at ISSS or Central Mail Services, Dykstra Hall Rm 127.

☐ **If you have not enrolled for classes yet:** Undergraduate or ELP only students: please connect with the Office of Recruitment and Admissions via phone or email 785-532-1521 or apply@ksu.edu. Graduate students: please contact Graduate School by sending an email to gradapply@ksu.edu. Graduate students then need to contact their major professor.

☐ **If you will be working**, you will need to have a **Social Security Number (SSN)**. Do not submit your application to the Social Security Administration until you verify with ISSS you have all the necessary documentation. In order for ISSS to verify, you must be enrolled in a full course of study, enter your address in KSIS as noted above, and submit the Verification of Employment letter via email to isss@ksu.edu. Be sure the letter is on department letterhead, signed by your department and that your name matches your passport. Additional instructions will be provided by ISSS. Failure to follow this process could cause significant delays in the issuance of your SSN and hiring process.