Arrival Checklist for New International Students

- **Complete the virtual component of the ISSS New International Student Orientation**. You will be added to a Teams course once you complete the online ISSS check-in. Completing that course is mandatory; if you do not review the materials and complete the quiz, a hold will be placed on your KSIS account, and you won't be able to register for future classes.
- **Attend the in-person ISSS New International Student Orientation** beginning **Monday, January 11, 2027.** Visit the Orientation page on the ISSS website for more information.
- **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 before the waiver deadline. Instructions for submitting the waiver will be emailed to you by ECI after you enroll. If your waiver is approved, the charge will be removed from your KSIS account. Students must submit a waiver each semester they are enrolled at K-State. The waiver is different than GTA/GRA/GA employee benefit. Graduate students with qualifying assistantships must enroll directly with United Healthcare. Go to the K-State Human Resources website for more information, including 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. Please visit the health insurance page on the ISSS website for more information, including coverage dates.
- **You MUST complete the University health requirements by visiting Lafene Health Center's website**. **Failure to complete this requirement 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. Students can complete waivers for the meningococcal vaccine and the MMR vaccine. Please visit the Requirements page on Lafene Health Center's website for more information. (On that page, specific requirements can be found by navigating through the side menu: meningococcal, MMR, TB.)
    - **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 13th, 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.
- If you have an English Language Program (ELP) hold, check in with ELP to take the **WildCAT English Proficiency Test (EPT)**. 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 this registration form. If you are not sure if you need to take these tests, ELP will be able to assist you. Please contact the ELP office with any questions: call or WhatsApp 785-532-7324, email elp@ksu.edu.
- Enter/Update your **local/home address in KSIS**. Go to the K-State website 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.
- Getting your Wildcat OneCard: Visit the ID Center in the K-State Student Union to obtain your Wildcat OneCard. Bring your passport and I-20 or DS-2019. The cost of the card is $25. If you are starting a GTA/ GRA position, the first card is free. An ID card is necessary for accessing Jardine apartments and other campus resources, so be sure to obtain it as soon as possible.
- **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.