

Arrival Checklist for New International Students

- **Complete the virtual component of the ISSS New International Student Orientation.** You will be added to a Canvas 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 in-person orientation** (*fall and spring semester start dates*).
 - **For the Fall 2026 semester, in-person Orientation will begin on Monday, August 17, 2026.** Visit the [Orientation page of 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 prior to the waiver deadline. Instructions about the waiver will be emailed 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 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](#) of 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 of Lafene'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.** Plan to schedule a visit to Lafene Health Center as soon as possible. For students starting in the fall and spring semesters who are unable to visit Lafene Health Center before in-person Orientation, a designated time will be made available to complete this requirement (see the schedule on the [Orientation page of the ISSS website](#)).
 - 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 the [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.
- Getting your K-State I.D. card: Go to the [K-State website](#) 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 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 iss@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 iss@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.