

The International Student & Scholar Services (ISSS) team has developed a checklist of general tasks to help you obtain your student visa and prepare you for arrival to Babson. For expanded information and resources, visit www.babson.edu/issnew.

Timeline	Item	Completed?
Upon acceptance	<p>Submit your first deposit (<i>degree-seeking students only</i>). Submit your first deposit as early as possible, or at least by the applicable deadline. For degree students, immigration documents cannot be issued until you have submitted your first deposit.</p>	
Upon acceptance	<p>Activate Babson Email and remember credentials Ensure that you have activated your Babson email. Make sure to check your Babson email regularly, as other offices may send you important information with action items and deadlines. Your Babson credentials will be used often to log in to various programs or even access Google documents.</p>	
Upon acceptance	<p>Meet and learn about the ISSS team! Become familiar with the main ISSS website.</p> <ul style="list-style-type: none"> • Learn more about the ISSS staff. • Find out where we are located on campus. • Learn about how to connect with an international student advisor. • Review the latest statistics report on Babson's international population. <p>Take a virtual tour of campus! Undergraduate Students / Graduate Students</p>	
Upon acceptance/ deposit	<p>Gather and scan documents for the immigration document process. To prepare for our online immigration document request, you will need to obtain a variety of documents and turn them into electronic files (.pdf, .jpg, .png preferred). Financial documents can take a while to obtain, so plan ahead and make sure to check the Evidence of Funding page to verify details of which documents will be accepted and what needs to be included. The minimum amount of funding you will need to document will be displayed in the Form I-20/Form DS-2019 online request.</p>	
Within <u>four-five months</u> of program start date	<p>Request immigration document (Form I-20/Form DS-2019) from Babson. Once you begin the online application, you may start and continue your application at another time. Your place and information will be saved as long as you access it from the same computer. Upon submitting your request, it will be reviewed and processed within two weeks. <i>Note: Incomplete or missing documents may delay this processing time, so ensure that you have followed all instructions. We request that you do not contact us within the two-week window, as it slows down processing. ISSS will email you if additional documents are needed.</i></p>	
Upon receiving Form I-20/Form DS-2019	<p>Pay SEVIS fee (non-SEVIS transfer students only). This is a fee mandated by the U.S. government for all international students accepted to a U.S. school and applying for F or J student visas. Students already in F or J status do not need to pay the fee again, but retain the receipt from the original payment.</p> <ul style="list-style-type: none"> • Review the tutorial for additional information. • Print confirmation of the payment, as it will be needed for the visa interview. • Dependent family members do not need to pay the SEVIS fee. 	

Varies by appointment date	<p>Schedule and attend appointment for student visa. Read our 10 Points to Remember to prepare for your appointment. Processing times for visa issuance will vary. Ensure that you received the correct visa type and that all information is correct.</p>	
After securing your visa	<p>Prepare for Travel/Living in the U.S.</p> <ul style="list-style-type: none"> • Learn about Boston and the weather. • Research local transportation & housing • Review our Living in the U.S. resources. <ul style="list-style-type: none"> ○ Learn about Driving in Massachusetts with a Foreign License. Getting an <i>International Drivers Permit</i> in your home country is highly recommended. • Consider bringing cultural items such as clothing and artifacts to share with the community. 	
Within 30 days of your program start date	<p>Prepare for Travel to United States. Students will receive information about our International Student Orientation canvas course with helpful and important information about pre-arrival planning and being an international student at Babson.</p> <p>Make sure that your passport and Form I-20/Form DS-2019 are in your carry-on luggage or on your person.</p> <ul style="list-style-type: none"> • Review some tips here. <p>Upon arrival present your printed/original Form I-20/Form DS-2019 and then check your I-94 Arrival record to ensure you have been admitted as a student.</p>	
Upon arrival	<p>Check in with ISSS All new international students will need to “check-in” with ISSS through an online process. You will receive detailed information prior to arrival about how to take care of this.</p> <p>All students should make sure to enroll in and complete the International Student Orientation canvas course if they have not already.</p>	
First week of classes	<p>Review and report your U.S. address and contact information. Go to the Babson HUB > Academic Support > Glavin Office > ISSS > Immigration Address Reporting Form</p> <p><i>You are required to review & submit this form each semester, or within 10 days of any change.</i></p>	
Throughout your program	<p>Stay connected to ISSS!</p> <ul style="list-style-type: none"> • Review our main ISSS website for information and speak with an advisor as needed. • Follow the Glavin Office on Facebook. • Attend any of our events throughout the year. 	

International Student & Scholar Services (ISSS)

Glavin Office of International Education (Glavin Office)

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