F-1/F-3 Visa Applicants

Office of International Programs

New Graduate Student Checklist

Use this checklist as a guide to help make your entrance to The University of Texas at El Paso a smooth one.

☐ Apply to UTEP online (h̶h̶d̶.̶#̶f̶U̶X̶i̶ ̶U̶Y̶"̶i̶ ̶h̶Y̶d̶"̶Y̶X̶i̶ ̶#̶U̶d̶d̶`̶n̶b̶c̶k̶ ̶S̶h̶Y̶a̶ ̶d̶"̶\̶h̶a̶ ̶`̶)

☐ Complete the Confirmation of Financial Resources (CFR) and PASE (*Programa de Asistencia Estudiantil)* application (Mexican students only): http://sa.utep.edu/oip/new-students/paying-for-college/.

☐ Make arrangements for delivery of your I-20 with the Graduate School

☐ Pay SEVIS I-901 fee online at www.fmjfee.com/i901fee

☐ Apply for a passport if you do not have one. Price and method vary by home country.

☐ Contact your corresponding US embassy or consulate and schedule your visa interview. Cost varies by consular office. Method of scheduling the appointment will differ depending where you apply. See the embassy / consulate's website for details. See here for list of all US embassies / consulates: http://www.usembassy.gov/.

☐ Prepare the required documents for your visa interview. These include filling out the Form DS-160 online. You should be sure to check the website for the US consulate / embassy where you will be interviewed to see what documents they require you to bring. Generally, you should take with you:

*Admission Letter *Passport *I-20 Form *Proof of Funding / Sponsorship as Reflected on the I-20	*Proof that you intend to return to your home country after studying *Proof of ties to your home country *Any other recommendations based on the embassy/consulate's website

☐ Housing: there are two options on campus: Miner Village and Miner Heights: http://sa.utep.edu/housing/. You can look for other housing options online. A good resource for finding apartments is www.apartments.com. If you need a temporary place to stay, there is a hotel next to the UTEP campus, among other options.

☐ Enter the US as a student with your passport, student visa, and I-20, as well as your admission letter, at a US port of entry no earlier than 30 days prior to start of classes. Be sure that the US customs official gives you an I-94 with the F-1 / F-3 student visa designation. You should staple this in your passport so as not to lose it.

☐ Once you are here on campus, you MUST check in with the Office of International Programs within 15 days of entering the US. You will need to bring your passport, visa, I-94 and I-20. This is a regulatory requirement. This is extremely important if you plan to work. Be sure to report your local address.

☐ If you have been offered an assistantship position or know that you want to begin working on campus right away, you will need a social security number (SSN) to be paid. In this case, we recommend that you make a port of entry into the US up to 30 days prior to classes starting. For further information, go to: http://sa.utep.edu/oip/employment-options/.

☐ Attend the mandatory Office of International Programs new international student orientation. For details, go to: http://sa.utep.edu/oip/new-students/orientation-check-in/.

☐ Become familiar with the requirements for maintaining your F-1 / F-3 status: http://sa.utep.edu/oip/new-students/immigration-responsibilities/. Never drop a class without talking to an advisor from the Office of International Programs.

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