TIMELINE & CHECKLIST for Graduate, Professional, Non-degree & Exchange International Students

You’ve been admitted to UMN.

ACTION:
- Confirm your enrollment
- Claim your UMN account & begin checking your email regularly

F-1 Students

You’ve never attended a U.S. institution OR have taken more than a 6 month absence from a U.S. institution.

ACTION: 
- Complete the International Student Preparation Course
- Identify & remove additional registration holds, if necessary
- Register for classes (contact your department for details)
- Complete DUO registration at z.umn.edu/duo AFTER registering for classes

Before the semester begins

ACTION:
- Request a Transfer I-20/DS-2019 from UMN

You are currently enrolled at a U.S. institution OR did enroll for the most recent term.

ACTION: 
- Complete the International Student Preparation Course
- Complete Boynton Immunization Form
- Find & secure housing

BEFORE you arrive at UMN

ACTION: 
- Complete your ISSS Check-in and Welcome Session
- Complete DUO registration at z.umn.edu/duo AFTER registering for classes

You have an AI registration hold.

ACTION: 
- Confirm position and check-in with your department
- Complete I-9 process with department HR staff, bring necessary paperwork. Must be completed on or before your first day of work

F-1 Student ACTION: 
- Obtain "Initial Attendance I-94" from UMN

J-1 Student ACTION: 
- Obtain DS-2019 from UMN program coordinator

Before the semester begins

ACTION:
- Obtain the International Student Preparation Course

J-1 Students

ACTION:
- Meet with ISSS advisor to get a formal letter

After SEVIS record is active & within 10 days after starting job:

ACTION: 
- Request a Transfer I-20/DS-2019 from UMN

You’ve received your SSN card.

ACTION: 
- Report your SSN to HR in your department

If you are studying online from your home country for the next semester:

ACTION:
- Email isssnew@umn.edu to update ISSS and inform your department/program coordinator on your plans to study online
- Using MyISSS: Upload your immigration documents and complete ISSS Check-In AFTER you arrive in the U.S. for current semester

Information: Your AI registration hold will be temporarily lifted to a future date until you will not prevent Fall or Spring course registration

You’ve arrived at UMN!

ACTION:
- Complete your ISSS Check-in and Welcome Session
  - Step 1: Check-in with ISSS. Submit your immigration documents through MyISSS.
  - Step 2: Complete an ISSS Welcome Session. Register for an in-person session OR enroll in an online session through MyISSS.
- Attend Welcome Events (Global Gopher Events, departmental events, etc)

You cannot modify course registration until you complete:

1. International Student Preparation Course
2. ISSS Check-In and Welcome Session

You cannot modify course registration until you complete:

1. International Student Preparation Course
2. ISSS Check-In and Welcome Session

You’ve completed your ISSS Check-in and Welcome Session.

ACTION: 
- Update home/mailing address in MyU
- Register for full-time courses if you haven’t yet

This will activate your SEVIS record within 10 days

ACTION: 
- Email isssnew@umn.edu if you have any questions.

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