

10 STEPS

PRE-ARRIVAL GUIDE FOR INTERNATIONAL STUDENTS



INTERNATIONAL STUDENT AND SCHOLAR SERVICES
410 BUTLER PAVILION, 4400 MASSACHUSETTS AVENUE, NW
WASHINGTON, DC, 20016-8041 USA



AMERICAN UNIVERSITY
WASHINGTON, DC

PRE-ARRIVAL GUIDE FOR INTERNATIONAL STUDENTS

WELCOME TO AMERICAN UNIVERSITY

We are delighted that you will be joining our global university and look forward to welcoming you into our community, which includes more than 2000 international students and scholars from more than 130 countries.

We have designed this Pre-Arrival Guide to help you obtain your student visa and prepare you for your arrival in the United States, in Washington, D.C., and at American University. Enclosed is your official U.S. immigration document (I-20 or DS-2019) which you will use to obtain your F-1 or J-1 visa at the U.S. embassy or consulate.

Please review this guide and let us know what questions we can answer as you prepare to join the American University community.

We are looking forward to meeting you soon.

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>> STEP 1: PAY MANDATORY SEVIS FEE

The SEVIS fee is a mandatory government fee that must be paid by students and exchange visitors before applying for an F-1 or J-1 visa. You should pay the fee after you have received your I-20 or DS-2019 from American University. The fee can be paid by credit card, U.S. check, money order, foreign draft by mail, or Conerva.

Please refer to the ISSS website, <https://www.american.edu/ocl/iss/immigration-and-visa-incoming-students.cfm> and the SEVIS fee payment page www.fmjfee.com for detailed instructions on paying the SEVIS fee. Print the payment confirmation and staple it to your I-20 or DS-2019.

Students Transferring Immigration Status from a U.S. Institution to American University. Please check the following website to see if you need to pay the SEVIS fee at www.ice.gov/sevis/i901/faq3.htm.



>> STEP 2: APPLY FOR AN F-1 OR J-1 VISA

Pre-Departure Information and Visa Guidance. For information on upcoming pre-departure and visa guidance sessions in your home country, please contact the nearest U.S. embassy, U.S. consulate, or public affairs office for referral to an EducationUSA educational advising center near you: <http://educationusa.state.gov/>.

Students Transferring Immigration Status from a U.S. Institution. A valid F-1 or J-1 visa from your previous school can be used with your new American University I-20 or DS-2019. However, if you have had a break in study or been outside the U.S. for five months or more, your visa is no longer valid even if the date of expiration has not yet passed.

Request to Defer or Postpone start date to a Later Semester. You may decide to continue online education from your home country. Please contact your academic advisor to explore the options you might have. Please refer to the Spring 2021 FAQ on the ISSS website for more information: <https://www.american.edu/ocl/iss/faq.cfm> If you will not enroll at American University for the semester you were admitted to and wish to defer your admission to the next available semester:

- ✦ Contact the admissions office of your school or department in writing (email or letter) to request a deferral.
- ✦ After your deferral has been approved by the admission department, a new immigration document will be issued for the next available semester.

Students from Canada. If you are a citizen of Canada, you do not need a visa; however, you will need to show the SEVIS payment receipt, financial documents, passport, and a valid I-20 or DS-2019 document at the U.S. border to be admitted to the U.S. as an F-1 or J-1 student.

Visa Application Process. Please see the U.S. embassy website for your country (<https://www.usembassy.gov/>) if additional documents are required and schedule your visa appointment. If you do not have a valid F-1 or J-1 visa in your passport, you need to take the following documents to the U.S. embassy or consulate:

- ✦ current financial documents issued within the past 3 months
 - ✦ I-20 or DS-2019 from American University (please print the signed electronic version).
 - ✦ passport
 - ✦ university admission letter
 - ✦ SEVIS fee payment receipt (I-901)
 - ✦ Due to AU's Spring 2021 modality, you must have a letter from your academic advisor verifying your enrollment in at least one face to face class as part of the full-time.
- Visas are given at the discretion of the issuing officer at the consulate. American University cannot intervene in the consulate's decision. See the "Guidance for Your Visa Interview" section below and visit <https://travel.state.gov/content/travel.html> to see the latest travel restrictions to the U.S. **Please note: DO NOT enter the United States on a B-2 tourist visa or visa waiver. These visas are not acceptable for the purpose of full-time studies in the United States.**
- Guidance for Your Visa Interview.** Please consider the suggestions below for your visa interview. We also recommend that you contact the EducationUSA educational advising center in your region (<http://educationusa.state.gov/>), where you can get more guidance to help you prepare for your visa interview.

- ✦ **Ties to Home Country.** Under U.S. law, all applicants for non-immigrant visas are viewed as intending immigrants (planning to immigrate to the United States) until they can convince the consular officer that they are not. You must be able to show that you have reasons for returning to your home country that are stronger than those for remaining in the United States. "Ties" to your home country are the things that bind you to your hometown, homeland or current place of residence: job, family, financial prospects that you own or will inherit, investments, etc.
- ✦ **English.** Anticipate that the interview will be conducted in English and not in your native language.
- ✦ **Speak for Yourself.** Do not bring parents or family members with you to the interview. The consular officer wants to interview **you**, not your family. Only dependents who are applying for F-2 or J-2 visas should accompany you.
- ✦ **Know the Program and How It Fits Your Career Plans.** If you are not able to articulate the reasons why you will study in a particular program in the United States, you may not succeed in convincing the consular officer that you are indeed planning to study, rather than to immigrate. You should also be able to explain how studying in the United States relates to your future professional career when you return home.

- ♦ **Be Brief.** Because of the volume of applications received, all consular officers are under considerable time pressure to conduct a quick and efficient interview. They must make a decision, for the most part, on the impressions they form during the first minute or two of the interview. Consequently, what you say first and the initial impression you create are critical to your success. Keep your answers to the officer's questions short and to the point.
- ♦ **Documentation.** It should be clear at a glance to the consular officer what written documents you are presenting and what they signify. Lengthy written explanations cannot be quickly read or evaluated. Remember that you will have 2–3 minutes of interview time, if you are lucky.
- ♦ **Employment.** Your main purpose for coming to the United States should be to study, not for the chance to work before or after graduation. While many students do work with authorization during their studies, such employment is secondary to their main purpose of completing their U.S. education. You must be able to clearly articulate your plan to return home at the end of your program. If your spouse is also applying for an accompanying F-2 visa, be aware that F-2 dependents cannot, under any circumstances, be employed in the United States. If asked, be prepared to address what your spouse intends to do with his or her time while in the United States.

(Adapted from NAESA: Association of International Educators)

In Case of Visa Denial. Do not engage the consular officer in an argument. If you are denied a student visa, ask the officer for a list of documents he or she would suggest you bring in order to overcome the refusal, and ask for the reason you were denied in writing. If you would like to postpone your study to a future semester, please see the information about deferral at the beginning of this section.

If you decide not to enroll at American University, please notify ISSS and your admissions office via email immediately.



STEP 3: ACTIVATE YOUR MYAU.AMERICAN.EDU ACCOUNT AND REGULARLY CHECK YOUR NEW AMERICAN.EDU EMAIL ACCOUNT

American University's web portal, myau.american.edu, allows you to gain web access to your email and to other important university services and information.

It's very important that you activate your myau.american.edu portal as soon as possible. You will receive your immigration document as well as very important communication from the university, and ISSS office to your new American University student email address which is accessible through <http://myau.american.edu> only after you activate your account. You will also use the portal to check your grades, register for classes, and update your immigration information.

Activating your portal account is easy. Please follow these simple instructions:

1. Go to <http://myau.american.edu>.
2. Click on "Create Your Account," then on "I am a Student."
3. Follow the instructions to create your account. You will be prompted to enter the seven-digit American University ID number that you received with your acceptance letter from the Admissions Office.
4. Complete the quick tutorial to learn about the benefits of using the portal.
5. Access your student.american.edu email account by logging in to myau.american.edu, then clicking the "Email" link in the top right corner of the screen. Enter the same user name and log-in again.
6. You will need to log into iEagle (International Students Portal) to download your I-20. Per the current DHS guidance, your I-20 will be available to you electronically. You will need to download and print the immigration document. Instructions will be sent via email, once your immigration document is issued.

Please note: If you're having issues activating your account or logging to the portal, or if you have forgotten your password, contact the Help Desk at +1-202-885-2550 or via email at helpdesk@american.edu or via chat: <http://www.american.edu/oit/>.

>> STEP 4: CHOOSE YOUR CLASSES AND COMPLETE THE CLASS REGISTRATION PROCESS

Contact your academic advisor in your department for information about the course registration process. Your academic advisor will provide you with information, and it is your responsibility to choose your classes and complete the class registration process. It is important that you complete this process as early as possible, before the classes you would like to enroll in are filled.

Please note: Due to AU's instructional modality for Spring 2021 in conjunction with the current DHS guidance, incoming students who plan to arrive in the U.S. must be enrolled in at least one face to face class and be present on campus. For more information please visit: <https://www.american.edu/oci/iss/faq.cfm>

To access the academic advisor list, please visit <https://www.american.edu/provost/registrar/student-services/advisorylist.cfm>

>> STEP 5: REGISTER FOR ORIENTATION

American University provides an extensive orientation program for new students the week before classes start to help make your transition to the university as smooth as possible. **Please register as soon as possible to reserve your space in your orientation program.**

During the orientation program, you will have the following opportunities:

- ✦ Learn about academic requirements, procedures, and academic support for international students at the university.
- ✦ Understand your immigration responsibilities and procedures.
- ✦ Meet faculty and staff at the university.
- ✦ Meet other new and returning students.
- ✦ Get to know the campus.

International Student Orientation is offered for all students, including transfer students, in the following programs: undergraduate, graduate, Washington Semester, Abroad@AU, and Washington College of Law. Additional information, including orientation program dates and registration information can be found on the ISSS website, www.american.edu/oc/i/ss/orientation.cfm.

>> STEP 6: COMPLETE HEALTH INSURANCE AND IMMUNIZATION REQUIREMENTS

Health Insurance Requirement. Excellent health care services are available in the United States, but the health system can be complicated and expensive, so it is important that all visitors have adequate health insurance coverage. All students are enrolled automatically and required to have American University health insurance unless proof of adequate private health insurance is given. If you do not want university health insurance, you must fill out the waiver. For more information or to waive the university's insurance, please visit the Student Health Center website at <http://www.american.edu/oc/i/healthcenter/Health-Insurance-Waiver-Information.cfm> or contact them at +1-202-885-3201.

Note: There is an annual deadline to waive university health insurance. After this date, students will automatically be charged for this insurance.

If the American University health insurance is not waived, an insurance card will be issued as proof of insurance. This card must be shown to receive medical care and have prescriptions filled. A new card is issued each year.

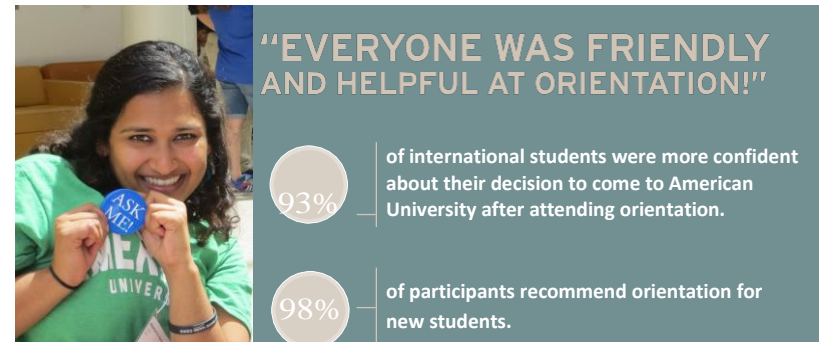
Students covered by American University health insurance are allowed to see doctors outside the Student Health Center with a written referral. Referrals are issued by the Student Health Center.

Generally, a small fee is required for any medical visits and prescription medicines. To find more detailed information about your policy and costs involved, please visit <http://www.american.edu/oc/i/healthcenter/About-Student-Health-Insurance-Plan.cfm>. Student health insurance does not cover dental or eye care.

Immunizations. Students under the age of 26 must show proof of immunizations upon arrival at American University. Immunization forms can be printed from the website below. Immunization records must be in English or accompanied by an English translation. Visit the Health Center website for more information at www.american.edu/oc/i/healthcenter/Immunization-FAQs.cfm.

Dental Care, Eye Exams, and Medications. As medical care in the United States is private and expensive, it is recommended that students have updated dental, eye, and medical exams and get a supply of any medicines before arriving in the United States.

Resources to Help You Stay Healthy. An important part of succeeding as a student is taking good care of yourself and maintaining your health while you are in the United States. There are a number of facilities and offices on campus that are here to help you stay healthy. The American University Student Health Center provides primary care medical services, and our Wellness Center provides health education and programming for students. Every university student is a member of the campus Fitness facilities including state-of-the-art fitness equipment, a swimming pool, two gyms and sports fields. Students are encouraged to take advantage of the exercise classes offered through the fitness centers, and many join intramural student sports teams on campus. Additionally, there several on-campus dining facilities offering a wide variety of healthy food options. For more information about AU's response to COVID-19, please visit the Student Health Center's [COVID-19 Help Information page](#).



>> **STEP 7: PREPARE YOUR FINANCES**

Budget. If you have not been awarded an American University scholarship at the time of admission, please be advised that you should not expect to receive any financial aid from American University.

There are many sources outside the university for financial assistance. Please see the ISSS website at <https://www.american.edu/ocl/iss/scholarships-for-international-students.cfm> for additional non-university funding sources.

Below is a worksheet that can help to estimate the costs for all years of study at American University. Please estimate a 5%–7% increase in total expenses for each additional year of study. PhD students may estimate up to 7 years. Please note that you may be eligible for part time on-campus employment. However, in budgeting, please be aware that these potential additional earnings would only cover a minor part of your overall expenses.

PERSONAL FINANCIAL PLANNING WORKSHEET (for budgeting purposes only)				
Type of Expenses	Year 1	Year 2	Year 3	Year 4
Travel to U.S. and additional transportation or vacation travel	\$ _____	\$ _____	\$ _____	\$ _____
Tuition and fees* (minus any AU award which can be renewed every year based on successful continued academic performance)	\$ _____	\$ _____	\$ _____	\$ _____
Room and Board*	\$ _____	\$ _____	\$ _____	\$ _____
Health Insurance*	\$ _____	\$ _____	\$ _____	\$ _____
Books*	\$ _____	\$ _____	\$ _____	\$ _____
Personal Expenses and Additional Other Expenses*	\$ _____	\$ _____	\$ _____	\$ _____
Summer Study and Additional Room and Board (if any)	\$ _____	\$ _____	\$ _____	\$ _____
Additional Family Members (if any)	\$ _____	\$ _____	\$ _____	\$ _____
*For estimated costs, please refer to the American University Cost Guide for your program of study at https://www.american.edu/ocl/iss/cost-guides.cfm				

Tuition Payment. The tuition payment deadline is one month before the first day of classes. For payment information, please visit the Student Accounts website at <http://www.american.edu/finance/studentaccounts/index.cfm>

Payments can be made using wire transfers, cash, check and credit card.

Wire transfer Payments. American University accepts wire transfers for student payments. Please contact Student Accounts directly at (202) 885-8000 for more information. Be advised that wire transfer information can only be released to students.

Online payment. Payments to your student account are accepted online through the Eagle Finance link. This payment option is available on the [myAU Portal](#).

Please note: For credit card payments, a non-refundable service fee (2.25% of the charge amount) will be charged to your credit card account when making credit card payments applied to your student account bill. Service Fees are not charged for enrollment deposits (tuition deposits and housing deposits).

Payment plans. American University offers several options for monthly tuition payments plans at <http://www.american.edu/finance/studentaccounts/Payment-Plan-Overview.cfm>

Tuition Refund Plan. The university has arranged a tuition refund plan for students and parents. This private insurance program enhances American University's published refund policy, helping minimize financial losses should students suffer serious illness or an accident that results in withdrawal from AU before the semester is completed. The insurance plan is elective and covers 75% of tuition and room charges.

For more information please check: <https://www.american.edu/aucentral/tuition-refund-insurance.cfm>

Travel and Settling-in Costs. As a student coming in F-1 or J-1 status, you have demonstrated to the U.S. government that you can finance your education without working in the United States. Before you leave, you should determine how much money you will need for the first few weeks of your stay on campus. It may take a couple of weeks to open a bank account and receive funds from your home country. This will be money you need to carry with you. It may be safest to carry it in the form of traveler's checks.

You will likely need funds to pay your first semester tuition, fees, and room and board, if you will live on campus.

If you plan to live off campus, you will need funds for an apartment (often including the first month's rental expenses plus a deposit) and, possibly, utility deposits, living expenses, and transportation. You also will have expenses for books, school supplies, and fees. Please plan to have funds available when you arrive (in traveler's checks or other types of funds) to cover these and other miscellaneous initial expenses and to provide for emergencies until the transfer of other funds occurs.

For personal use during your travel and after your arrival in the United States—for taxis, meals, and telephone calls—you should have U.S. dollars in small cash denominations: \$20, \$10, \$5, \$1. You can change U.S. paper money into smaller denominations and coins at almost any store. However, small stores and vendors may have difficulty changing bills larger than \$20. Do not carry large amounts of cash as it can be lost or stolen.

In some cases, you can use your automatic teller card from your home country in U.S. automatic teller machines (ATMs). Inquire with your home bank on the validity of your card in the United States. This could save you the worry of carrying large sums of money in cash or traveler's checks. Note: Many banks limit the amount of cash you can withdraw from an ATM on a daily basis.

If you have a U.S. bank account, you can wire (i.e; transfer) money to your bank account in the United States from a bank account overseas. The money is available as soon as the U.S. bank receives it, but it may take up to a week for the home country bank to send the transfer. You should verify the cost of transferring funds with your bank, as it may differ from one bank to another.

If you want to wire money:

- ✦ Contact your bank or a wire service and request that your money be sent to the main branch of your bank.
- ✦ Instruct the main branch to send the money to your local branch.
- ✦ Instruct the bank to "Pay upon Proper Identification" and give your name as the recipient.
- ✦ Collect your money at the bank with proper identification after your arrival.

A number of banks are located near the American University campus. Many banks will cash up to \$500 worth of traveler's checks if you do not have an account there. There may be a charge for this service. Cashing foreign checks usually takes 5–7 business days, and you must first open an account with the bank. Most international students open a U.S. bank account when they arrive. You must have your passport to open an account. For more information, please contact the bank directly.

Social Security Numbers for Employment and Merit Awards. F-1 and university-sponsored J-1 students are eligible to work up to 20 hours per week on campus during the school year. Only students authorized to work are eligible for Social Security numbers. Students receiving university graduate merit awards with a work component are also considered to be working on campus and will need Social Security cards to be paid.

To apply for a Social Security card, you will need a passport that is more than one year old. If your passport is less than one year old, you will be required to show an original birth certificate, national identity card, or driver's license. It may take up to three months before you receive your Social Security card, but you can begin working after you apply. For more information about applying for a Social Security number, please see <http://www.socialsecurity.gov/pubs/EN-05-10107.pdf> and <https://www.american.edu/ocl/iss/upload/international-student-handbook.pdf> ISSS will assist you with the Social Security number application process after you obtain the appropriate work authorization.



>> STEP 8: PLAN FOR HOUSING

One of the most important things you will have to take care of before you start your studies in the United States is finding a place to live. This is an important decision since it will be one of your biggest expenses and will affect your personal and academic adjustment.

On-campus Housing. For undergraduate students interested in living on campus, please see the Housing and Dining website at <https://www.american.edu/ocl/housing/>

Housing and Dining can be contacted by phone at +1-202-885-3370 or email at housinganddiningprograms@american.edu.

Off-campus Housing. For an extensive list of Washington, D.C., area off-campus housing options, including roommates, group houses, apartments, and more, please visit the Off Campus Housing Resources website at <http://www.american.edu/ocl/housing/offcampusresources.cfm>

Temporary Housing. Information about temporary housing, including youth hostels and hotels, for students who plan to live off campus and need a place to stay while

searching for housing can be found at: <https://www.american.edu/ocl/orientation/local-hotels.cfm>

Please note that neither American University nor ISSS endorses or screens any of the off-campus housing options.

>> **STEP 9: PREPARE FOR TRAVEL TO THE UNITED STATES**

American University expects you to report to school in time for orientation and to register for classes.

You are allowed to enter the United States no more than 30 days before the reporting date listed on the I-20 (section 5) or DS-2019 (section 3). **You will not be able to enter the United States after the start date** listed on your I-20 (section 5) or DS-2019 (section 3). If you are facing unexpected delays in arriving and need to report later than the date listed on your I-20 or DS-2019 document, you must notify the ISSS office as soon as possible to discuss your options.

When purchasing your plane tickets, please look at the dates from the university's academic calendar, which can be found at

<http://www.american.edu/universitylife/calendars.cfm>

Carry the following documents with you on the plane:

- * passport with your F-1 or J-1 visa.
- * SEVIS form I-20 or DS-2019
- * copy of confirmation of SEVIS fee payment
- * evidence of financial resources.
- * evidence of student or exchange visitor status, such as letter of acceptance, tuition receipts or transcripts.
- * contact information for International Student and Scholar Services (listed on the back of this guide)

Inform the immigration officer at the port of entry that you will be a student in the United States to ensure that you are admitted with student status.

Transportation to American University Campus. Washington, D.C., is served by three airports: Dulles International Airport (IAD), Baltimore-Washington International Airport (BWI), and Reagan National Airport (DCA). You are responsible for arranging for your own transportation to the American University campus. From each airport, there are numerous ground transportation options, including taxis, shared shuttle vans, public buses, and trains. For more information, visit the ISSS website at <https://www.american.edu/finance/transportation/>

>> **STEP 10: CHECK-IN AT ISSS**

We look forward to being among the first to welcome you to our campus. After you check in with your lodging arrangements, we encourage you to make the International Student and Scholar Services office one of your next stops. Our office is open Monday through Friday from 9:00 a.m. to 5:00 p.m. We are located in the Butler Pavilion Building, suite 410.

At ISSS our mission is to help support you throughout your time at American University. We have many resources at your disposal, including academic support services, immigration and employment advising, intercultural programming, and more. The staff at ISSS is eager to help you succeed in your transition to the U.S. and throughout your stay here at American University.

Reporting to International Student and Scholar Services. To validate your immigration status, ISSS must receive your immigration registration eForm in **iEagle** system where you will need to upload electronic copies of the documents listed below:

- * Valid passport page with biographical information
- * Copy of the valid F-1 or J-1 visa page
- * Copy of I-20 or DS-2019
- * I-94 record (This will be issued upon entry into the US. You can obtain this record by going to cbp.gov/i94. **Please note: this is only available after you enter the US**).

FAILURE TO REPORT TO ISSS WITH THESE DOCUMENTS WILL JEOPARDIZE YOUR IMMIGRATION STATUS.

Dependents. An immigration registration **eForm** must be submitted for each dependent who is on F-2 or J-2 visa with their immigration documents attached (dependent I-20 or DS-2019, passport, I-94 record, and F-2 or J-2 visa) upon arrival in the United States.

Please note that only spouses and children younger than 21 years of age are eligible for F-2 or J-2 status.





ADDITIONAL RESOURCES

ISSS Website: www.american.edu/ocl/iss

The ISSS website offers resources on immigration, employment, intercultural programs, housing, and more for students and parents. International students are encouraged to use the website to:

- ✦ stay alert to changes in immigration regulations
- ✦ join intercultural programs
- ✦ see where AU international students have internships
- ✦ research questions about employment options
- ✦ view resources to support your academic success
- ✦ view photos of ISSS events and more

Contact a Current Student

Current students are happy to answer your questions about student life. To contact a current student, please send an email to the address below:

Email: intlorientation@american.edu

PREPARE TO GET INVOLVED

With more than 220 student clubs, plus intercultural programs, community service projects, music groups, theater productions, religious groups, a student newspaper, radio and other publications, intramural sports teams, and more, you will find many interesting activities to join on campus where you can meet other students who share your interests. You will find information about all of these groups on the university website: <https://www.american.edu/ocl/iss/activities-and-events.cfm>

OTHER HELPFUL WEBSITES

- ✦ **U.S. Consulates Overseas:** <http://www.usembassy.gov/>
- ✦ **Embassies in Washington, D.C.:** <https://www.embassy.org/embassies/>
- ✦ **Pre-Departure Checklist:**
<http://educationusa.state.gov/your-5-steps-us-study/prepare-your-departure>
- ✦ **A Guide for Admitted Students on Visas:**
<https://www.american.edu/ocl/iss/visa-interview-tips.cfm>
- ✦ **Getting Ready to Go: Practical Information for Living and Studying in the U.S.:** <http://educationusa.state.gov/your-5-steps-us-study>
- ✦ **Washington, D.C., Area Airports:**
Washington-Dulles (IAD): <http://www.metwashairports.com/dulles/dulles.htm>
Baltimore-Washington (BWI): <https://www.bwiairport.com/>
Ronald Reagan Washington National (DCA): <https://www.flyreagan.com/dca/reagan-national-airport>
- ✦ **Washington, D.C., Public Transportation System:** <http://www.wmata.com/>
- ✦ **Student Cost Guide:** <https://www.american.edu/ocl/iss/cost-guides.cfm>
- ✦ **Hotels near American University:** www.american.edu/ocl/orientation/local-hotels.cfm
- ✦ **Banking:** <http://www.american.edu/ocl/iss/Money-and-Banking.cfm>
- ✦ **Parent and Family Information:** <https://www.american.edu/ocl/families/>
- ✦ **Student Clubs and Activities:** <http://www.american.edu/ocl/activities/>
- ✦ **F-1 and J-1 Employment Options:** www.american.edu/ocl/iss/employment.cfm
- ✦ **American University Virtual Campus Tour and Map:** www.american.edu/discoverau

QUESTIONS? PLEASE CONTACT US:

International Student and Scholar Services (ISSS)
American University
Butler Pavilion 410
4400 Massachusetts Avenue NW
Washington, DC 20016-8041
USA

Phone: +1-202-885-3350 Fax: +1-202-885-3354

Email for all pre-arrival questions: intlorientation@american.edu

Email for general questions: iss@american.edu

www.american.edu/ocl/iss

ISSS is open Monday through Friday
9:00 a.m. to 5:00 p.m.
(except university holidays)



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Prepared by International Student and Scholar Services (ISSS) at American University.

DISCLAIMER: The materials in this handbook have been prepared for general information purposes only. They do not constitute legal advice or serve as a substitute for legal counsel.

American University does not discriminate on the basis of race, color, religion, national origin, sex, age, marital status, personal appearance, sexual orientation, gender identity and expression, family responsibilities, political affiliation, disability, source of income, place of residence or business, or certain veteran status in its programs and activities. For information, contact Dean of Students, DOS@american.edu, or at American University, 4400 Massachusetts Avenue, NW, Washington, DC, 20016, 1-202-885-1000.

American University is required to comply with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act). In accordance with the Clery Act, each year American University prepares an Annual Security Report. This report contains statistics for the previous three years concerning reported crimes that occurred on campus; in certain off-campus buildings or property owned or controlled by American University; and on public property within, or immediately adjacent to and accessible from, the campus. This report also contains institutional policies concerning campus security, such as policies concerning sexual assault, and other matters. It is available to all applicants upon request by calling the Department of Public Safety at 202-885-2566.

For information regarding the accreditation and licensing of American University, please visit american.edu/academics. UPI3-137

YOUR PRE-ARRIVAL CHECKLIST

- ☐ Step 1: Pay Mandatory SEVIS Fee
- ☐ Step 2: Apply for your F-1 or J-1 Visa
- ☐ Step 3: Activate Your myau.american.edu Account and Regularly Check Your New american.edu Email Account
- ☐ Step 4: Choose Your Classes and Complete the Class Registration Process
- ☐ Step 5: Register for Orientation
- ☐ Step 6: Complete Health Insurance and Immunization Requirements
- ☐ Step 7: Prepare Your Finances
- ☐ Step 8: Plan for Housing
- ☐ Step 9: Prepare for Travel to the U.S.
- ☐ Step 10: Check-in at ISSS

We look forward to welcoming you to American University!



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