1. U.S. GOVERNMENT PREPARATIONS FOR VISA

Use your I-20 or DS-2019 form to register for the SEVIS program and then apply for the F-1 or J-1 student visa.
- You are required to pay a fee of $200 when you register for the SEVIS program and before you apply for a visa.
- This fee is payable to the US government, NOT our university.
- Instructions are available at [https://www.fmjfee.com/](https://www.fmjfee.com/).

Apply for a visa at US Embassy or Consulate
- The visa application process can be complicated and may vary from country to country.
- General information on visas is available at [http://travel.state.gov/visa/](http://travel.state.gov/visa/).

Notify the Ivanhoe International Center when you receive your visa: international@sdsmt.edu

2. ORIENTATIONS – YOU MUST ATTEND ALL SESSIONS!

**MAKE TRAVEL PLANS TO INCLUDE ALL ORIENTATION SESSIONS!!!**

**International Student Orientation** *(This is a two day orientation)*
- To register, email: international@sdsmt.edu
- Bump Lounge, Surbeck Center
- Wednesday, August 15 from 9 am to 3 pm **AND** Thursday, August 16 from 9 am to 12 noon.

**Graduate Student Orientation**
- To register, email: Graduate.Admissions@sdsmt.edu
- Friday, August 17, Time and Room TBD. Assistantship paperwork immediately following this orientation.

Fall semester classes begin **Monday, August 20, 2016.** Fall semester exams end on **Wednesday, December 12 at 7 pm.**

3. PREPARING UNIVERSITY INFORMATION BEFORE YOU ARRIVE

Access your user name and password: [http://sdmines.sdsmt.edu/sdsmt/whoami](http://sdmines.sdsmt.edu/sdsmt/whoami)
- Go to the website and follow the directions. Your student ID on your admission letter and handwritten on the top of your I-20 or DS-2019

If you have not already done so, make arrangements to have your **final** official college or university transcripts sent directly from your college or university to:
   - Graduate Education Office
   - South Dakota School of Mines and Technology
   - 501 East St. Joseph Street
   - Chemistry Bldg, Room 2201
   - Rapid City, South Dakota 57701-3995

Submit proof of immunization as soon as possible (2 MMR's are required);
- Courses will be deleted if not in compliance once the semester begins
- The form is in your packet of information with your I-20 or DS-2019
- Email the forms to international@sdsmt.edu and please bring them with you
- For more information and to download the form, go to: [http://www.sdsmt.edu/Campus-Life/Student-Health-and-Safety/Health/Pre-Registration-Immunization-Requirements/](http://www.sdsmt.edu/Campus-Life/Student-Health-and-Safety/Health/Pre-Registration-Immunization-Requirements/)

Contact your advisor to help you select your courses. The name of your advisor is on your admission letter.

Log into the WebAdvisor portal to register for courses. You should be registered for a minimum of 9 credits before the semester begins. [http://www.sdsmt.edu/Academics/Registrar/WebAdvisor--Students/](http://www.sdsmt.edu/Academics/Registrar/WebAdvisor--Students/)

**Complete the 2018 Fall Attendance Confirmation** available on the student menu in WebAdvisor.
- If you do not complete this verification form before the deadline, you may be dropped from your classes.

FERPA Privacy Act
- No account information can be given to non-students unless the “Release of Information” authorization form, account information section has been signed. [FERPA Information Release Form](http://www.sdsmt.edu/Academics/Registrar/FERPA/FERPA-Information/)
- For more information: [http://www.sdsmt.edu/Academics/Registrar/FERPA/FERPA-Information/](http://www.sdsmt.edu/Academics/Registrar/FERPA/FERPA-Information/)
4. OTHER PREPARATIONS BEFORE YOU ARRIVE

- Make sure to have an estimated amount of money with you when you arrive as well as the amount for your first month of living expenses.
  - Your tuition and fees payment is due the second week of classes.
  - See the Estimated Costs sheet we sent in your I-20 or DS-2019 packet.

- Contact the Ivanhoe International Center of travel plans.
  - Here is the link to sign up for FREE temporary housing and FREE airport pick up - http://goo.gl/forms/cJCTzuYp51
  - Fill this out so you can take advantage of these services

- Start looking for an apartment. Here are some helpful websites.
  - http://www.apartmentlist.com/
  - http://www.mycheapapartments.com/
  - http://rapidcity.craigslist.org/
  - http://www.sdhousingsearch.com
  - http://rapidcityjournal.com/homes/

- Register for a parking permit: http://ektron-stage.sdsmt.edu/Campus-Services/Facilities/Campus-Parking/

5. ASSISTANTSHIP – ONLY IF YOU HAVE RECEIVED ONE

- Remember that tuition and fees are due **BEFORE** you receive your stipend.
  - You must come prepared to pay some tuition and fees out of pocket in advance of your stipend. See the document “initial costs of attendance for international students” for more information on estimates of these costs.
  - This form was sent in your I-20 or DS-2019 packet

- Contact the Ivanhoe International Center to start the paperwork process before you arrive
  - international@sdsmt.edu
  - You will need to file for a social security card after you arrive on campus

- After you arrive:
  - See your advisor and department secretary for your assistantship contract.
  - Complete the forms through the Human Resources office for payroll.
    - You will sign these forms at the Graduate Education orientation listed below. If you miss the orientation session, see the Human Resources office to complete these forms at a different time.

- You cannot be paid until all of the above items are completed!

6. OTHER INFORMATION

- **Payment**
  - Online payments may be made via WebAdvisor using SDePay. See the initial costs sheet in your I-20 or DS-2019 packet with estimates on how much you should bring with you when you arrive in Rapid City.
    - View/print your eBill; sign up for a payment plan; pay your bill without standing in line by using credit or debit card (you will be charged a 2.75% service fee when using a card), Echeck or your payment plan.
    - Flywire –international transfers. Log into WebAdvisor under SDePay for more information.
    - Payments may also be made at the Student Accounts and Cashiers Office in the Surbeck Center if you pay with cash or check (sorry no credit cards accepted in the Cashiers Office).

- **Pay your tuition and fees or make arrangements by 4 pm on Friday, August 31, 2018**

- **Textbooks and Course Materials**
  - Course materials will be available for purchase from the Mines Bookstore beginning August 1, 2018.
  - For further information about course materials, payment options, and other services, visit: www.thehardrockershop.com.

- **Have Questions???? Contact us!**
  - Graduate Office - +1.605-355-3468 Graduate.admissions@sdsmt.edu
  - Ivanhoe International Center - +1.605-394-6884 international@sdsmt.edu