Checklist for Exchange/Study Abroad

Office of International Programs and Initiatives
218 Eielson Building • P.O. Box 757760 Fairbanks, AK 99775-7760 USA
1-907-474-7192 (voice) • 1-907-474-5979 (fax) • ekiser@alaska.edu • www.uaf.edu/oip/

Between Admission and Arrival:

Apply for your Visa
☐ Pay your SEVIS fee
☐ Make a reservation for a visa interview
☐ Attend visa interview

Arranging Important Aspects to your UAF Experience
☐ Submit your signed Acceptance Form to International Programs
☐ Apply for On-Campus Housing
   ☐ Submit Housing Application to International Programs
   ☐ Pay $355 deposit to Residence Life
   ☐ Submit Health Inventory Form to International Programs
☐ Complete Student Mail Box Registration and submit to International Programs
☐ Course Registration
   ☐ Complete Course Registration Form and submit to International Programs
   ☐ Register for Classes (or notify International Programs if you prefer we do it on your behalf)
☐ Submit insurance information to International Programs if you want to apply for a waiver to the UAF Student Health Insurance
☐ OPTIONAL: Submit Wilderness Welcome form to Outdoor Adventures (Fall only)
☐ Plan to arrive in Fairbanks by the first day of Orientation

After Arrival:

Arrival in Fairbanks
☐ Visit International Programs within 10 days of arrival to the US (contact us if not possible)
   ☐ Check in with your DS-2019 and Passport
   ☐ Print your I-94 record
   ☐ Set up your UA email and account access
   ☐ Access to UA Online
☐ Visit UAF Offices
   ☐ Residence Life—Move in (see Academic Calendar for move in dates)
   ☐ Office of the Bursar—Get your PolarExpress Card
   ☐ Dining Services—Select Meal Plan
   ☐ Post Office—Get Post Office Box Key
☐ Attend Orientation
☐ Attend first days of classes and finalize schedule
☐ Visit Erica to have your course list/study program approved before paying your fees
☐ Pay all of your fees by the Fee Payment Deadline