New International Graduate Students
Pre-Arrival Information Packet

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Texas State International Office
Thornton International House, Room 200 | San Marcos, TX 78666
512.245.7966 | international@txstate.edu | www.international.txstate.edu

If you need help understanding this information, please contact the International Office.
F-1 Visa Students
International Students admitted into degree programs at Texas State are issued a Form I-20 (Certificate of Eligibility), which allows them to apply for an F-1 Student Visa. If you said that you needed this visa, the Admissions Office will mail/has mailed the I-20 form to you for your initial attendance at Texas State. Be sure to follow all proper procedures to obtain your F-1 Student Visa. The best source of information will be an online guide available on the Department of Homeland Security’s website: http://www.ice.gov/sevis/students/.

To apply for the visa, make an appointment at your nearest American Embassy/Consulate. When you go to the visa interview, remember to take your original form I-20, your enclosed acceptance letter to Texas State, your financial support documents, and your passport.

Please review the “Program Reporting Date” in Part 5 on your I-20. Due to current Department of Homeland Security regulations, you may enter the U.S. no earlier than 30 days before that program reporting date and no later than the actual program reporting date (usually the first day of classes). Please keep these dates in mind when making travel arrangements to avoid any problems when entering the United States.

If there is an error on your I-20, notify the Texas State International Office or the Admissions Office immediately. If the error is found to be one that will cause problems at your visa appointment or at entry into the US, you will be issued a corrected I-20, otherwise you may be advised to keep the I-20 and have it corrected at the International Office upon your arrival.

Transportation from the Airport
Texas State University does not provide transportation from the airport. We recommend arriving at the Austin or San Antonio airport and taking ground transportation such as a taxi or Super Shuttle from the airport to your residence. You can find more information about local airport transportation from here: http://www.international.txstate.edu/prospective/afterapplying/travelling.html

Mandatory International Office Check-in Appointment
After you arrive at Texas State, please contact the International Office (email: international@txstate.edu or phone: 512-245-7966) to make a check-in appointment in order to present your passport and immigration documents as required by Department of Homeland Security regulations. You will also update your contact information and review how to maintain your status while studying at Texas State. The Texas State International Office is located in the Thornton International House, Room 200 at 344 West Woods Street, San Marcos, TX 78666

Note: If you cannot bring in your immigration documents during the scheduled check in times on our website. Remember to bring your I-20 and passport to the International Orientation to process your check in.
**International Orientation for New International Students**
A week before the semester begins, the International Office will host an orientation for all new international students. Your attendance at this orientation is strongly recommended as you will be able to meet other international students, take a tour of the campus, learn about the mandatory student health insurance and other university services and resources. You will also be able to ask questions about university life and procedures and discuss immigration requirements and employment. [http://www.international.txstate.edu/prospective/orientation.html](http://www.international.txstate.edu/prospective/orientation.html)

**Graduate College Orientation**
All graduate students should review the Online Graduate Student Orientation which is available on the website here: [http://www.gradcollege.txstate.edu/Orientation](http://www.gradcollege.txstate.edu/Orientation). Additionally, the Graduate College hosts an in-person Graduate Orientation each Spring semester. The information is not specific to international students, which is why it is important to attend both the Graduate College orientation, and the International Orientation which is hosted by the International Office prior to the start of each semester. Students will be notified of the Graduate Orientation by email.

**Advising and Class Registration**
Graduate Students will not be able to register for classes until they have received Academic Advising from their Graduate Advisor. Your Graduate Advisor will tell you which classes you are able to register for and answer questions you may have about the program. Students are encouraged to e-mail the Graduate Advisor for their program prior to arriving in Texas in order to set up an advising appointment. Once advised, students must register for classes online through CatsWeb (Texas State Self-Service). **Class registration must be completed prior to the date indicated on the following website:** [http://www.registrar.txstate.edu/registration.html](http://www.registrar.txstate.edu/registration.html)

**Paying your Tuition**
You will not be able to pay for tuition until you register for class. To pay your tuition bill at Texas State, you must log into the Student Business Services website (SBS) or visit the Bursar's office on the first floor of the J.C. Kellam (JCK) Building. You may learn about payment options such as installment payments and wire transfers here: [http://www.sbs.txstate.edu/](http://www.sbs.txstate.edu/) under Student Services, Payment Options

**Saudi Arabian Cultural Mission (SACM) Student Requirements**
If you are sponsored by the Saudi Arabian Cultural Mission (SACM) during your enrollment at Texas State University, you will need to make sure the following has been completed:

1. Provide a copy of your Texas State University acceptance letter to your SACM advisor.
2. Confirm with SACM that you are eligible to receive a scholarship for **non-conditional admission** to Texas State.
3. Verify that the Texas State Intensive English (TSIE) (Thornton Int. House, Room 300) has a copy of your valid Financial Guarantee Letter provided by SACM. If you have not been approved for a scholarship or have not submitted a copy of your Financial Guarantee to TSIE, **you will be responsible for paying your own tuition.**
Health Insurance Requirements
Texas State requires that all non-immigrant visa international students enrolled in classes have health insurance that meets the minimum requirements set by the university’s Health Center. If you do not currently have health insurance or an accepted health insurance waiver on file with Texas State, a fee will be automatically charged on your tuition bill to cover the cost of student health insurance.

If you currently have health insurance, even if it’s from outside of the USA, you should review and submit a health insurance waiver request so that you are not charged with health insurance fee on your tuition bill. In order to submit this waiver request, you will need to fill out your information on the online form here: http://www.healthcenter.txstate.edu/international.html and then fax/email the copy of your insurance card and policy details to Academic Health Plans (AHP). Their contact information and directions on how to submit these documents are detailed within the online request form.

If you have any questions about completing the insurance waiver form, please contact the Texas State Student Health Center at 512-245-2161 or email healthcenter@txstate.edu.

Bacterial Meningitis Immunization Documentation
State law requires that all new students up to the age of 21 at the time of their first class day at Texas State must provide proof of immunization for bacterial meningitis. You must meet this requirement before you will be allowed to register for classes.
You can learn more about the requirement here: http://www.healthcenter.txstate.edu/meningitis

On-campus Housing Information
Students who are under the age of 20 may be required to live in the on-campus residence halls. Generally, only first and second year undergraduate students live in these residence halls.
To live in a Residence Hall on campus or the university owned off-campus apartments, known as Bobcat Village, you must sign a year-long contract and purchase a meal plan. You will need to complete the steps found online here: http://www.reslife.txstate.edu/Prospective-students/2015-2016-Housing-Process.html

Off-campus Housing Information
Living off-campus housing options (an apartment or house not owned by Texas State University)
  a) Find a friend or family member that is willing to let you stay in their home
  b) Find your own apartment or house using an apartment locating service (online or in person). Internet Search, Keywords: “apartments in San Marcos TX 78666”
  c) When seeking off-campus housing in apartments or rental houses, look for places that are walking distance to campus or at the very least on the Bobcat Tram route and near a grocery store (we have two HEBs in San Marcos).

Before signing a lease:
  • Read the lease before you sign it
  • Ask about getting your deposit back when you move out
  • Ask about whether or not the utilities and water, internet and cable are included in the rent payment or if you have to pay them separately.
  • Ask about parking zones and whether or not the complex tows cars without parking passes.
  • Check the apartment for broken appliances, cleanliness, and make sure you fill out the inventory sheet thoroughly and indicate any problems.
Activate Your Texas State Email and Net ID
1. Go to: https://tim.txstate.edu/onlinetoolkit/CustomLogin?ProceedIdVet=True
2. Enter your identifier: Type in your Student ID number (this number is found at the top of your acceptance letter)
3. Enter your date of birth MMDDYY format. For example, if you were born on September 28th, 1980, your temporary Pin Code would be 092880
4. Enter the Generated image
5. Input the required information and remember to input information exactly what was on your Apply TX and answer the on-screen directions until your Net ID has been activated
6. If you have trouble contact ITAC 512.245.4822

Finding On-Campus Jobs
The best way to find an on-campus job is to create a profile and begin searching in Jobs4Cats before the semester starts. You can learn how to use Jobs4Cats here: http://www.international.txstate.edu/current/employment/oncampus.html

GA Positions are competitive and not guaranteed for any student: Almost every Graduate student who is admitted to Texas State would like to acquire a Graduate Assistantship. Because of this, finding a Graduate Assistantship is very difficult and competitive. Priority is given to students who meet the job criteria first and best.

Eligibility requirements for Graduate Assistant: Students who are conditionally admitted are not eligible to be hired for Graduate Assistantships.

If you are offered a Graduate Assistantship (GA), you must be hired before the 12th class day to be awarded In-State Tuition & complete a Waiver. If you are not hired prior to the 12th class day of the semester, you will not be eligible for in-state tuition that semester. This is non-negotiable.

Talk to other New International Students
The International Office has created a Facebook event page. Also, be sure to like the International Office Facebook page to get the most up-to-date reminders about immigration changes, international events, workshops, and more: https://www.facebook.com/TxStateInternationalOffice