



Michigan Technological University

International Programs and Services

Welcome to Michigan Tech!

Mandatory Checklist for New International Students

- **Check-in with International Programs & Services (IPS):**
 - Where: IPS office, Administration Building, Room 200
 - When: Monday-Friday from 8:00AM-5:00PM, excluding lunch break from 12:00-1:00PM
 - Please bring the following:
 - I-20 or DS-2019
 - Passport
 - Visa
 - **If you have dependents, please bring their documents as well to be checked in.**
- **Print I-94 arrival record:**
www.cbp.gov/travel/international-visitors/i-94-instructions
- **Pick up your HuskyCard Identification Card:**
 - You will need the following to receive your card:
 - Student ID number (M number) and Passport
 - Upload your photo on MyMichiganTech prior to getting it
 - Where: Van Pelt & Opie Library Technical Assistance Center (1st floor)
 - Please visit the HuskyCard information page to find out how to use your card on campus: www.mtu.edu/huskycard/
- **Check-in to Housing & Residential Life:**
 - Where: Housing & Residential Life, 153 Wadsworth Hall
 - **Note: Only required for students who will live on campus (Including Daniell Heights)**
 - housing@mtu.edu or 906-487-2682



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- **Purchase health insurance online:**
 - Where: Purchase health insurance online (or request a waiver of coverage if you have existing health insurance) through MyMichiganTech at www.mymichigantech.mtu.edu before you can pay your bill and/or confirm your enrollment
 - When: Before paying your student bill, as soon as possible
 - studentinsurance@mtu.edu or 906-487-1088
- **Pay your student bill:**
 - Where: See www.mtu.edu/student-billing/services/pay/ for payment options
 - When: **Bills are due the Wednesday before classes begin**
 - **Note: Health insurance requirement must be met first - please purchase your health insurance before attempting to pay your student bill**
- **Submit official transcripts and proof of degree:**
 - Graduate students, please submit documents to Graduate School:
 - Where: Administration Building, Room 414
 - When: Dates and times to be determined. Contact the Graduate School for timeframes
- **Review the International Programs and Services Orientation Video and Complete the Attend International Programs and Services (IPS) mandatory orientation session.**
 - Keep an eye out on your Michigan Tech email for more information
- **Register for the International Student Success Seminar (UN0100):**
 - This seminar is required for all new international students, and you will be need to register for this course when you attend Michigan Tech