



UCI INTERNATIONAL CENTER
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NEW STUDENT CHECK-IN FORM

Instructions: Immigration regulations require that each international student in F1 or J1 status report to the IC shortly after arrival to the U.S. with copies of their immigration documents (list at the bottom of this page). This is called the Check-in process.

Complete this form and bring it to the IC along with COPIES of your immigration documents during the closest check-in date after your arrival to the U.S. All the information requested in this form is mandatory. PLEASE PRINT CLEARLY or type this form prior to printing it as this will expedite your check-in process. The IC has set up various days for the mandatory check-in process. You only need to attend one of the following sessions.

Fall 2009 Welcome and Check-in Sessions:

08/26/09 11-1 pm • 09/02/09 11-1 pm • 09/ 09/09 11-1 pm • 09/16/09 11-1 pm • 09/21/09 1-5 pm • 09/22/09 1-5 pm

BIOGRAPHICAL INFORMATION

UCI Student ID #: _____ Gender: Female Male
 Last/Family Name(as it appears in your passport) _____
 First/Given Name (as it appears in your passport) _____
 Do you have family members as dependents in the U.S.? NO Yes.
Submit copies of dependent(s) immigration documents.

U.S. CONTACT INFORMATION (no P.O. Box or Academic department address)

House/Apartment # _____ Street name _____
 Unit # (if applicable) _____ City: _____ State: _____
 Zip code: _____ Home telephone: () _____ Cell phone: () _____
 UCI email _____ Other email: _____

FOREIGN CONTACT INFORMATION

House/Apartment # _____ Street name _____
 Unit # (if applicable) _____ City: _____ State: _____
 Province: _____ Country: _____ Postal code: _____
 Home telephone: () _____

EMERGENCY CONTACT INFORMATION

Contact name: _____ Email: _____
 Telephone number: _____

LIST OF DOCUMENTS REQUIRED FOR THE CHECK-IN PROCESS

- Check-In documents:
 - _____ 1 IC Check-in form (this form properly completed)
 - _____ 1 Photocopy of SEVIS I-20 (F1 students) or DS-2019 (J1 students)
 - _____ 1 Photocopy of I-94 card copies of front and back
 - _____ 1 Photocopy of your student U.S. Visa page
 - _____ 1 Photocopy of your passport (biographical page only - where picture and expiration date are shown)
 - _____ (If applicable) 1 photocopy of immigration documents of your dependent(s)

Additional required check-in steps:

- _____ I must be enrolled in 12 units/classes
- _____ It is mandatory to take the Online Immigration Orientation at <http://www.ic.uci.edu/students/newstudent.php> and Quiz. *This is only possible once enrolled in classes at UCI.* If you are not enrolled in classes you will not be able to take the mandatory Quiz and thus will not be able to check-in with the IC. **FAILURE** to check-in at the IC shortly after your arrival to the U.S., will require a termination of your SEVIS record and F1 or J1 student status.

I understand that the IC cannot make copies for me. I also understand that if I turn in incorrect documents, fail to turn in all documents, or do not complete the IC on-line Immigration Orientation and Quiz, the IC will not be able to activate my SEVIS record and consequently I could lose my F1 or J1 student status including all its benefits. Sign your initials here: _____