

Immigration Check-in Instructions



Michigan State University
Office for International Students & Scholars

What is immigration check-in?

Immigration check-in is a MANDATORY process that all international students and scholars with a new SEVIS record must complete. This process verifies your immigration documents and confirms that you are attending the university listed on your immigration documents.

You will need the following to complete your check-in:



Department of Homeland Security
U.S. Immigration and Customs Enforcement

1-20, Certificate of Eligibility for Nonimmigrant Student Status
OMB No. 1675-0038

SEVIS ID: **80064705512**

STUDENT NAME [Redacted]	GIVEN NAME [Redacted]	CLASS F-1
DATE OF BIRTH [Redacted]	PASSPORT NAME [Redacted]	ACADEMIC AND LANGUAGE [Redacted]
DATE OF ENTRY [Redacted]	COUNTRY OF CITIZENSHIP [Redacted]	
DATE OF EXPIRY [Redacted]	ADMISSION NUMBER [Redacted]	
DATE OF REENTRY [Redacted]	AGENCY NAME [Redacted]	

SCHOOL INFORMATION

SCHOOL NAME [Redacted]	SCHOOL ADDRESS [Redacted]
SCHOOL PHONE NUMBER [Redacted]	SCHOOL PHONE EXTENSION [Redacted]
SCHOOL PHYSICAL LOCATION (CITY AND STATE) [Redacted]	SCHOOL CODE AND APPROVAL DATE [Redacted]

PROGRAM OF STUDY

EDUCATIONAL LEVEL [Redacted]	MAJOR 1 [Redacted]	MAJOR 2 [Redacted]
EDUCATIONAL PROGRAM LENGTH [Redacted]	EDUCATIONAL PROGRAM LENGTH [Redacted]	EDUCATIONAL PROGRAM LENGTH [Redacted]
PROGRAM START DATE [Redacted]	PROGRAM END DATE [Redacted]	

FINANCIALS

ESTIMATED AVERAGE CONTINUING MONTHLY EXPENSES	STUDENT FINANCING FROM 3 SOURCES
Monthly Rent \$ [Redacted]	On-Campus \$ [Redacted]
Utilities \$ [Redacted]	Off-Campus \$ [Redacted]
Food \$ [Redacted]	Travel \$ [Redacted]
Transportation \$ [Redacted]	Books and Supplies \$ [Redacted]
Health Insurance \$ [Redacted]	Other \$ [Redacted]
Other \$ [Redacted]	TOTAL \$ [Redacted]

REMARKS
[Redacted]

SCHOOL ATTESTATION
[Redacted]

STUDENT ATTESTATION
[Redacted]

ICE Form I-20 A-B (12/2016) Page 1 of 3



U.S. Customs and Border Protection
Securing America's Borders

OMB No. 1651-0111
Expiration Date: 08/31/2015

Most Recent I-94

Admission (I-94) Record Number: #####
Most Recent Date of Entry: YYYY Month DD
Class of Admission: F1
Admit Until Date: D/S

Details provided on the I-94 Information form:

Last/Surname:
First (Given) Name:
Birth Date:
Passport Number:
Country of Issuance:

[Get Travel History](#)

- Effective April 28, 2013, DHS began automating the admission process. An alien lawfully admitted or paroled into the U.S. is no longer required to be in possession of a preprinted Form I-94. A record of admission printed from the CBP website constitutes a lawful record of admission. See 8 CFR § 1.4(d).
- If an employer, local, state or federal agency requests admission information, present your admission (I-94) number along with any additional required documents requested by that employer or agency.
- Note: For security reasons, we recommend that you close your browser after you have finished retrieving your I-94 number.

For inquiries or questions regarding your I-94, please click here.
[Accessibility | Privacy Policy](#)

MSU NetID & Password

I-20

Passport

I-94 record



Part of the check-in process requires document uploads

Each document will need to be uploaded separately as a PDF. We recommend getting these documents ready before beginning the check-in form process.

You can apps to scan documents in your iOS app store:



Required Document Uploads

Passport
Bio
Page

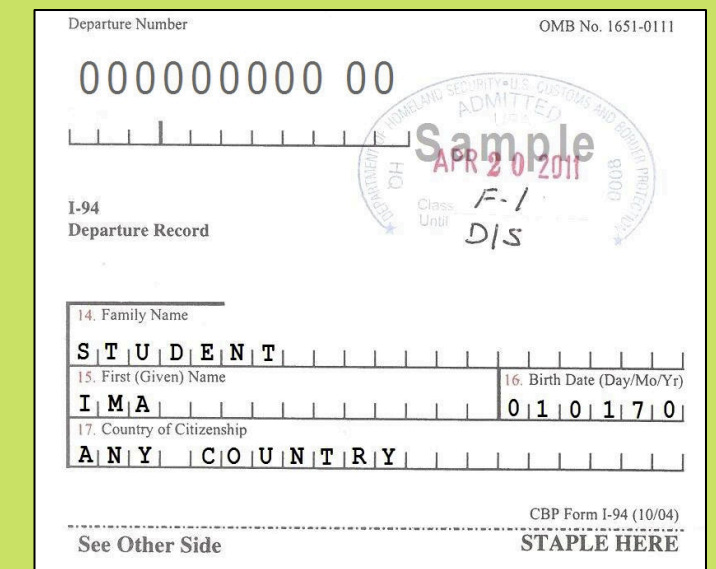
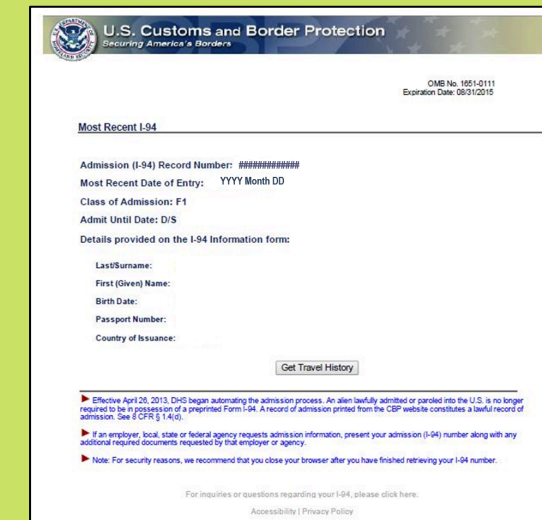
Most Recent
Passport
Entry Stamp

F-1
Visa
Stamp

Electronic
I-94

OR

Paper I-94



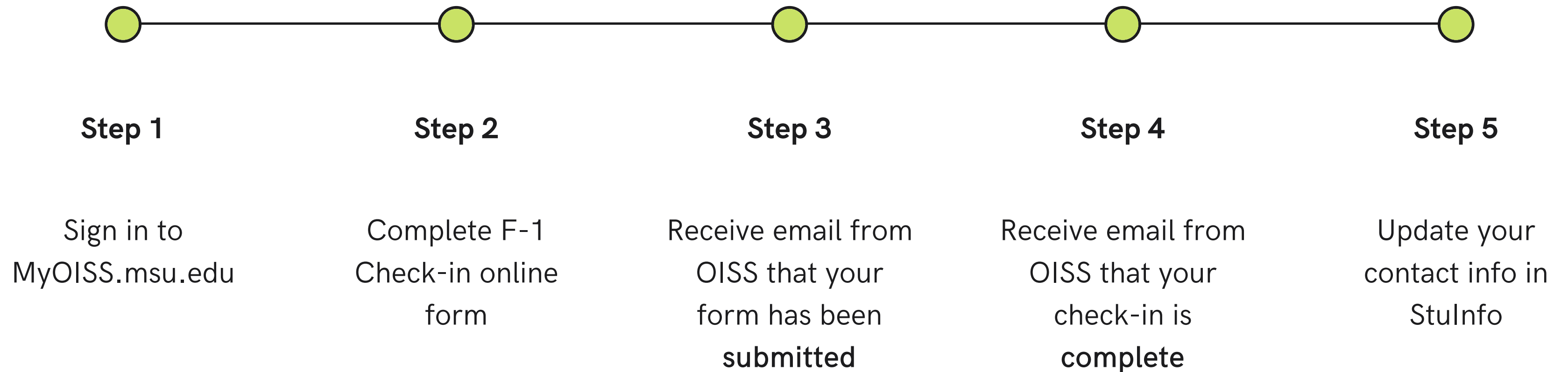
- If you have recently had a *Change of Status* from another visa, upload your approval notice
- *Canadians*: upload your bio page again

*If you enter thru an airport you will need to [download your electronic I-94](#)

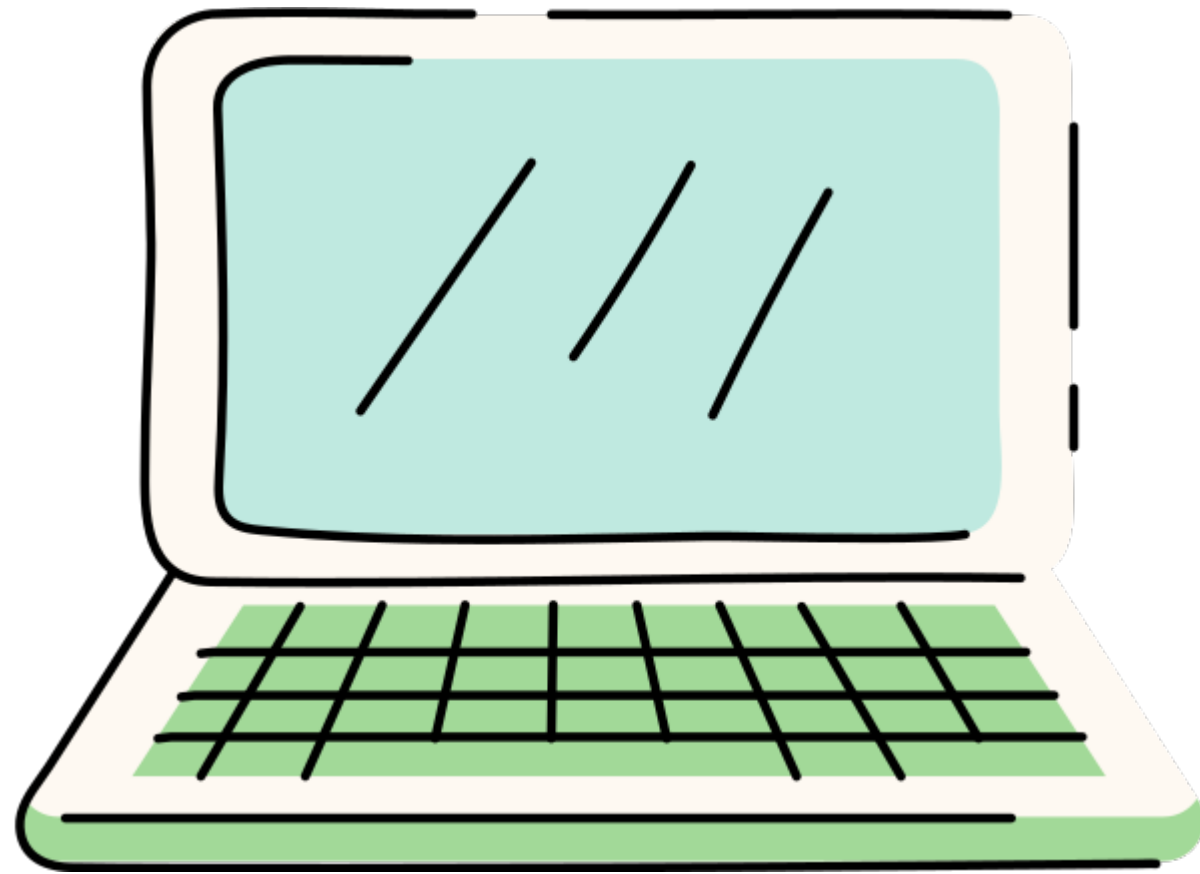
*If you enter via a land border you will have a paper I-94 in your passport



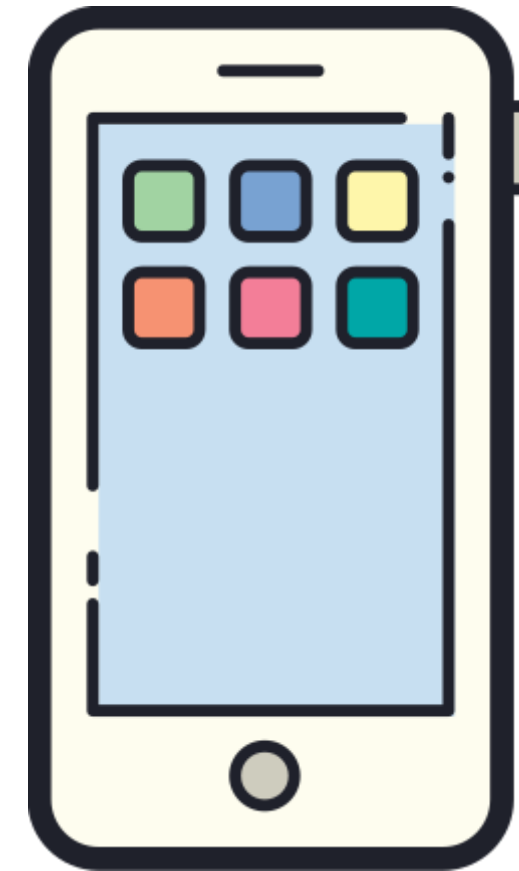
Immigration Check-in Process At a Glance



You can complete your check-in process on the following types of devices



Computer/laptop via any internet browser



Smartphone via any internet browser



Where to access OISS Immigration Check-in

<https://oiss.msu.edu>

MICHIGAN STATE UNIVERSITY
International Studies & Programs
Office for International Students and Scholars

Search Office for International Students and S

Home | About | Visa and Immigration | Health and Wellness | Orientation | Life at MSU | Get Involved | Grants and Scholarships | Parents | Forms

New COVID-19 Information
from OISS,
Campus & Community
Partners

Access MyOISS

OISS Advising Online
Live Chat or Scheduled Appointment

Join us for Virtual
Coffee Hour
Starting April 10th

Follow OISS
Never miss a Spartan selfie!



Step One: Log in with MSU NetID & Password

MICHIGAN STATE UNIVERSITY

MyOISS TST

Welcome to the MyOISS Services Login Page

MyOISS provides a variety of online services for our institution's international students, scholars, and employees -- as well as the staff that support them. Please log in using one of the options below to view information or to make a request.

Current Students, Faculty, or Staff

For full access to your international services account, please log in.

Login

A NetID and password are required.

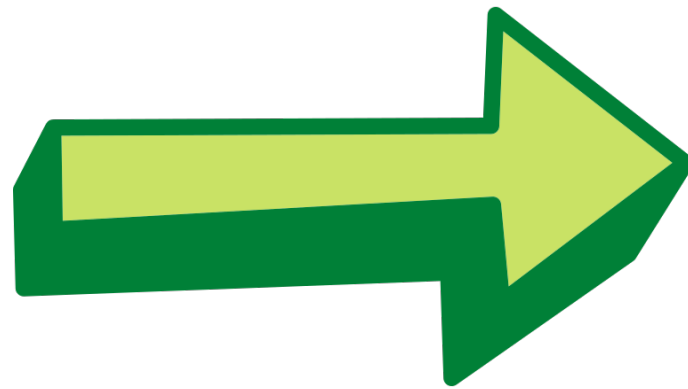
Don't Have a NetID?

Current students and scholars can log in with their University ID number, PIN, and date of birth. [New Student/Scholar Login](#)

Secure Online Session



Click to access check-in



MICHIGAN STATE UNIVERSITY

MyOISS TST Nick TEST F-Student Cousino

Home
eShipGlobal
F-1 STEM OPT
F-1 Student Services
Fall 2020 Location Survey
Instructional Tax Class
International Student Immigration Check-in
OISS Front Desk Operations

Services Home Page

Online Services for the Office for International Students and Scholars: Update your institutional information, request signatures, work authorization, certificate of enrollments, sign-up for sessions, and more.

Notifications

READ ON: OCT 29, 2019 AT 01:06 PM
Untitled

READ ON: OCT 29, 2019 AT 01:10 PM
test!

READ ON: OCT 28, 2019 AT 04:34 PM
test

See More Notifications



Step Two: Complete Check-In Form

MICHIGAN STATE UNIVERSITY



MyOISS

NickTEMP DATA CONVERSION TEST1 Cousino ▾

- Home
- eShipGlobal
- F-1 STEM OPT
- F-1 Student Services
- Fall 2020 Location Survey
- Instructional Tax Class
- International Student Immigration Check-in
- OISS Front Desk Operations
- Welcome to MSU (Initial Students)

International Student Immigration Check-in

Immigration check-in is a MANDATORY process for all new international students and scholars with an initial SEVIS record. This process verifies your immigration documents and confirms that you are attending the university listed on your immigration documents.

Tasks

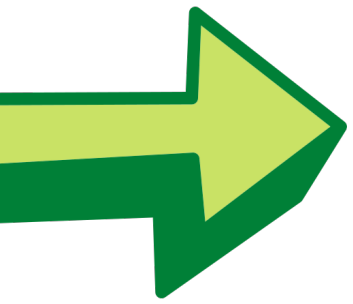


Complete F-1 Student Immigration Check-In

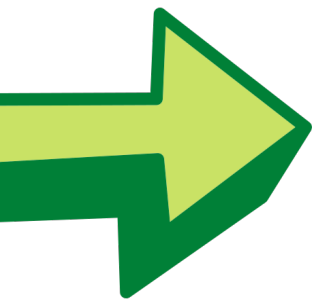


Click to access form





Select visa status



Click: Continue Check-in

MICHIGAN STATE UNIVERSITY

MyOISS

NickTEMP DATA CONVERSION TEST1 Cousin

Home
eShipGlobal
F-1 STEM OPT
F-1 Student Services
Fall 2020 Location Survey
Instructional Tax Class
International Student Immigration Check-in
OISS Front Desk Operations
Welcome to MSU (Initial Students)

Complete F-1 Student Immigration Check-In

(*) Information Required

Preparation

Please select your visa status*

F-1 Student

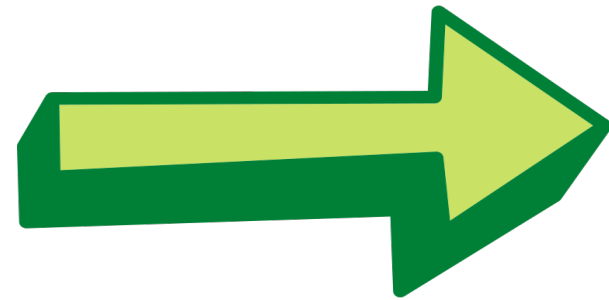
Before you begin the check-in process, make sure you have the following items with you:

- Your Passport
- Your I-20
- I-94

* Continue Check-In

Save Draft Submit

**Confirm
your
information
is correct**



Please verify the information below

Name (Displayed at the top right of this page)

PID

TEMP625300

Date of Birth

04/25/1995

Country of Citizenship

BR

*

This information is correct.

This information is not correct.

Enter your address

Biographical Information

Please enter your local, US-based address.

Street Address*

1234 Spartan Street

Apartment / Room / Building Number

3B

City*

East Lansing

State*

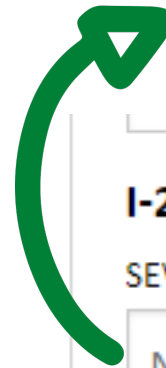
Michigan

ZIP Code*

48825

Enter your immigration information

Find this number at the top of your I-20



I-20 Information

SEVIS Number*

N9999999999

City of Birth*

Passport Information

Passport Number*

Passport Issuing Country*

Passport Expiration Date*



MM/DD/YYYY

Document Upload Section

All documents listed are required.

REMINDER:

All documents must be uploaded as PDF's.

Passport Bio Page *

Select File

Passport Stamps

Select File

Visa *

Select File

I-94 Record *

Select File

Almost done!

Enter an emergency contact in your home country:

Emergency Contact Information

Emergency Contact in HOME country (required)

Name*

Phone Number*

Relationship*

Address*

City

State/Province

ZIP

Country*

Email*

Read & check the boxes:

NOTE:

After submitting your form, you will get an email with links to complete these additional steps with the MSU Registrar's Office.

I understand I have to update my emergency contact information through the Office of the Registrar. *

If I am living off-campus, I understand that I have to update my local, off-campus address information through StuInfo.

I will update my US-based phone number through StuInfo after I have obtained one. *

Save Draft

Submit

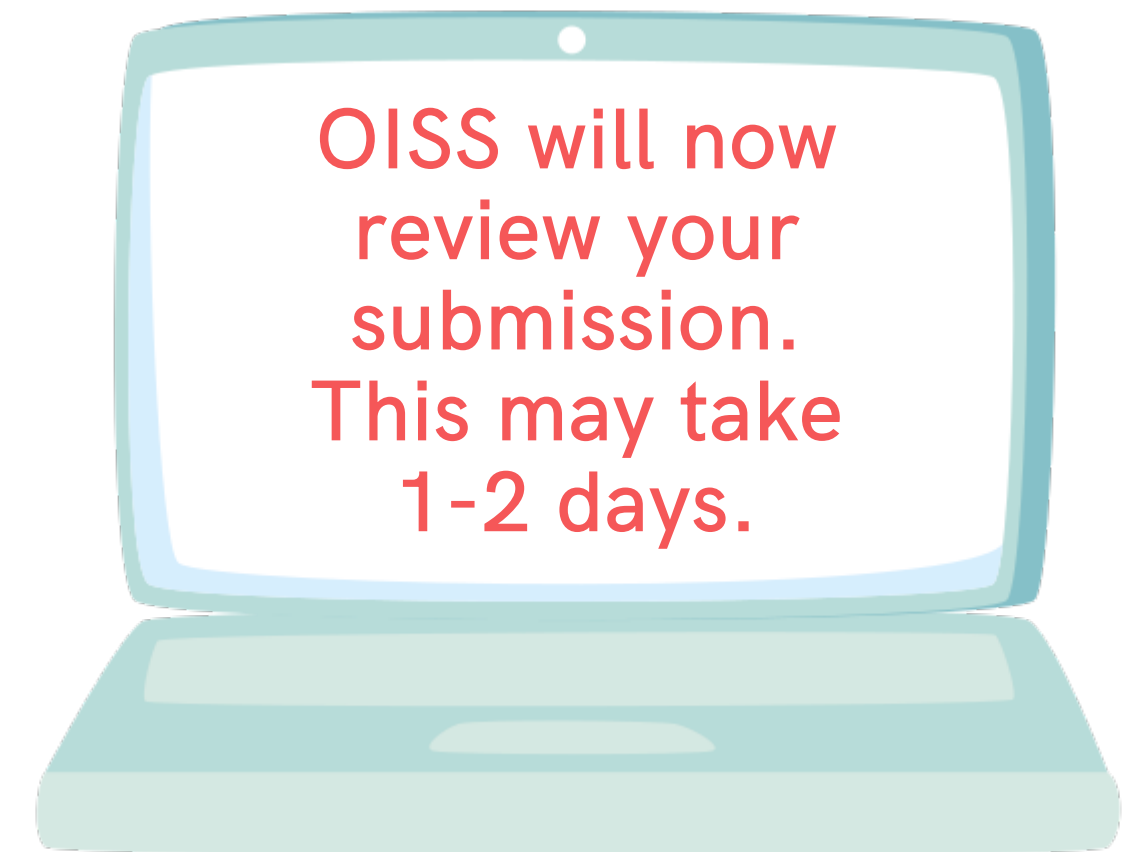


Step Three:

Receive email from OISS that your form was successfully submitted.

REMINDER:

Receiving this email does not mean your check-in is completed!



Step Four:

Receive email from OISS that
your immigration check-in is
complete.

