

## Pre-Arrival Checklist for Spring 2024

1. **Visa:** Set up an appointment for a visa interview as early as possible. In case you are unsuccessful the first time, you will need sufficient time to reschedule. *US embassies and consulates are beginning the phased resumption of routine visa services. The dates for each embassy or consulate will depend on local conditions. We are unable to provide details for each location. Please monitor the [embassy or consulate website](#) for updates.*

2. **Flight:** All international students need to make plans for arrival based on the following schedule:

- **January 3<sup>rd</sup>:** Arrival Day-*schedule an appointment to pick up your Residence Hall keys from the GEO.*
- **January 4<sup>th</sup>:** Immigration Check-In with the Global Engagement Office
- **January 5<sup>th</sup>:** Bulldog Days Orientation (Undergraduates)

3. **Immigration Check-In:** **ALL international students must attend a mandatory Immigration Check-In led by the Global Engagement Office (GEO) prior to beginning classes.** *Mrs. Beck will communicate more detailed information via email.*

4. Read the **Global Engagement Booklet** to guide you in setting up your Samford email and portal access, packing for Alabama weather, making final arrangements before leaving your country of residence, and so much more!.

5. **Housing:** Secure a place to live. Undergraduate students living on campus should fill out the housing application and contract and it should be submitted via your **Application Status Page**. Graduate students should begin contacting apartment complexes. A few apartment options are listed in the pre-arrival booklet and an extensive list in the Canvas course.

6. **Health Forms:** Med+Proctor will email you at your Samford email account with instructions for creating an account and providing your health information. Upload forms online [via Med+Proctor](#). Failure to submit this document at least two weeks before date of arrival will result in a registration hold on your student record.

7. **Health Insurance:** International students must maintain health insurance coverage while enrolled at Samford by purchasing the Samford student insurance plan unless proof of comparable coverage is submitted through the Waiver process. For questions regarding student insurance, contact Tracy Hanrahan, business services coordinator, [205-726-4578](tel:205-726-4578).