

STEP 1 - LET'S GET STARTED

- I joined the True Blue Tigers Mailing List at:
<http://www.memphis.edu/truebluetiger/>
Date joined: _____

- I visited the International Students Office web site to become more familiar with issues and processes international students will have to address at: <http://www.memphis.edu/iso/index.php>

- I reviewed options for housing at:
<http://www.memphis.edu/admissions/international/housing.php>

- I viewed the Online Campus Photo Gallery at:
<http://www.memphis.edu/admissions/slideshows/index.htm>

- I reviewed the Academic Programs that most interest me at:
<http://www.memphis.edu/ugcatalog/collegeprog>

I am most interested in:
1st Choice: _____
2nd Choice: _____

- I reviewed the Undergraduate Catalog at:
<http://www.memphis.edu/ugcatalog/>

- I learned about Campus Life at:
<http://www.memphis.edu/future.htm>

STEP 2 - APPLY FOR ADMISSION

- I reviewed Admission Requirements at:
<http://www.memphis.edu/admissions>

- I reviewed Residency Information at:
<http://www.memphis.edu/admissions/international/residency.php>

- I understand that the Office of Admissions will determine my residency based on the complete Tennessee Board of Regents policy at:
[TBR Residency Policy](#)

- I know the deadline for submitting an application for:
Fall is - May 1
Spring is - September 15
Summer is - February 1

I understand that early submission of my application is encouraged due to the time required for additional documents to be requested and sent to the Office of Admissions.

- I am ready to apply at:
http://www.memphis.edu/admissions/international/apply_intl.php

STEP 3 - WHAT TO EXPECT

- I received notification (either e-mail or letter) that my application has been received.

- Upon receiving an application, I realize it may take 1-3 business days before it can be reviewed by the Office of Admissions.

- I realize that the Office of Admissions requires other documents before a decision can be made regarding my application.

- I understand that I will receive notification (either e-mail or letter) informing me what is required before an admission decision can be made.

- I have received my admission decision letter from the Office of Admissions.

STEP 4 - AFTER ACCEPTANCE

- I realize that after acceptance as an international student, I will receive an I-20 form containing my SEVIS number, sent to my permanent mail address. I understand this process is necessary in order to assist me securing an F-1 visa. I understand that I must have my SEVIS number prior to scheduling a consulate appointment. To expedite the process of receiving my SEVIS number, I understand that I may e-mail the International Student Office at csunis@memphis.edu before actually receiving my I-20.

- I have reviewed the web site detailing what to expect when I arrive in the US at: <http://www.memphis.edu/iso/students/newstudentarrival.php>.

- To get better acquainted with the University of Memphis campus, I scheduled to tour the campus at:
<http://memphis.edu/admissions/visitcampus.php>.

- I understand that prior to classes beginning, I must check-in with the International Student Office with my passport and I-20 in hand. I understand I must attend a half day orientation hosted by the International Student Office.

- I reviewed the Advisor Locator form at:
<http://www.memphis.edu/advising/findmyadvisor.php>

My advisor is: _____

I understand that I must speak with an advisor prior to registration for information on recommended courses and course prerequisites.

- In order to register for class, I understand that I will need to initialize my U of M account by going to: <http://iam.memphis.edu>. My activation account code was provided in my acceptance letter.

- Once activated, I can register at: <http://my.memphis.edu>. I can get more information about registration through the Registrar's web site at: <http://registrar.memphis.edu>.

- I will have my ID Card made at Orientation or in room 115 Wilder Tower. I have reviewed the Campus Card web site for information at:
<http://www.memphis.edu/campuscard/>

- I understand parking is included in tuition and fees.

- I have reviewed the Bursar's web site for information about fees and payment deadlines at:
<http://www.memphis.edu/bursar>

NOTES:

ADMISSIONS

Wilder Tower • Room 101
(901) 678-2111
<http://admissions.memphis.edu>

- Submit your application for admission early. The deadlines for submitting an application are May 1 for fall, September 15 for spring, and February 1 for summer.
- You will receive an acknowledgement that we have received your application and fee.
- You will then be notified of required documents needed to process your application.
- After all documents are received and the application has been processed, you will be notified of the admission decision.

INTERNATIONAL STUDENT OFFICE

Brister Hall • Room 102
(901) 678-4271
<http://memphis.edu/iso>

- Provides advice on immigration, employment, taxation, cultural adjustment, and other practical issues effecting international students.
- Responsible for maintaining University compliance with the United States Student and Exchange Visitor System (SEVIS).
- The ISO coordinates insurance information required of all international students.
- As an international student you will be required to attend a half day orientation hosted by the International Student Office.

PLACEMENT TESTING

Brister Hall • Room 112
(901) 678-2062
<http://memphis.edu/testing>

- After admission, some students will need to take a placement examination before choosing classes. All students will be required to take the ALEKS Math Placement Test. The appropriate office will contact you if the test is required.

ADVISING & REGISTRATION

- Advising will be determined based on which program you're being admitted into. Students will meet with the advisor in the department of their major. Students should refer to their acceptance letter for the most current information regarding who they should contact for advising.
- Registration should take place as soon after advising as possible. You will register for your classes by using myMemphis, the U of M online registration system. Students who register early get the best schedules, so you should complete all admission requirements as early as possible.

FEE PAYMENT

Bursar's Office
Wilder Tower • Room 115
(901) 678-5579
<http://bf.memphis.edu/finance/bursar>

- You will be notified via your UofM email account when your electronic invoice is available online. Check the Bursar's web site for additional information.