



**Alcorn**  
State University

## Pre-Arrival Checklist For Incoming International Students

### Requirements

- Immunization – International students are required to submit a health record to verify you have had the required immunizations for measles, mumps, and rubella (2 doses). Students are required to obtain a copy of the health record from your native country and submit it to [healthservices@alcorn.edu](mailto:healthservices@alcorn.edu). See the items that follow for additional immunization requirements.
- International Students should make arrangements to take the Tuberculosis Chest X-Ray and Tuberculosis Blood Test before reporting to Alcorn State University's campus. The Office of Graduate Studies can provide you with the names of several Facilities that can administer the test. The results can be faxed to 601.877.6995 or scanned to [graduatestudies@alcorn.edu](mailto:graduatestudies@alcorn.edu).
- The test results must not be older than six (6) weeks old.
- The student must not visit the University without current test results available.

### Generating the I-20

- Once a student has been accepted into their program of interest, the DSO will email a Form to Generate an I-20. The student must complete the form by typing the requested information, no handwritten document will be accepted. When the form is complete the student should email the document to [graduatestudies@alcorn.edu](mailto:graduatestudies@alcorn.edu) along with a copy of their passport.
- The student will receive the hard copy of his/her I -20 through United State Postal mail.
- The hard copy will be mailed to the student's designated address of his/her choice.
- The student must submit a FERPA Form if they have family or friends they would like to pick up their I-20 to express mail it to them.

- The student will need his/her I-20 hard copy to make an appointment for a Visa appointment with the Consuelo in their country.

### **Arrival Plans to Campus**

- The student should make prior arrangements to arrive at the University. Remember International Students are not allowed on campus without the results of all medial testing.
- The University has a transportation system that can be contacted for assistance if needed. The Transportation Manager, Mrs. Yolanda White, can be reached at 601.877.6199 or emailed at [ywwhite@alcorn.edu](mailto:ywwhite@alcorn.edu). Mrs. White will explain the process for securing transportation through the University.

### **Housing and Meals**

- Students should speak with the Office of Global Programs to make prior arrangements for housing and meals before arriving. These services require an additional fee.
- Contact the following University's Personnel for further assistance:  
Dr. Dovi Alipo, Director of Global Programs at [alipoe@alcorn.edu](mailto:alipoe@alcorn.edu) or 601.877.6533  
Ms. Janelle Watts, Director of Residence Life [jswatts@alcorn.edu](mailto:jswatts@alcorn.edu) or 601.877.6479

### **Transfer In**

- The student must submit a request to the school they are attending to complete a Transfer Out Form to be sent to [graduatestudies@alcorn.edu](mailto:graduatestudies@alcorn.edu). The school will complete and submit the form to the Office of Graduate Studies and complete the transfer through SEVIS.
- The DSO will create an I-20 that include our University's name. The hard copy will be mailed. The student must report to the University by the date shown on the I-20.

### **Reporting to Campus**

- Report to the Office of Graduate Studies, Suite #519, with the original negative Medical Testing Results

- Hard Copy of the original I-20 Form
- Be prepared to complete a Local Address Form
- Present a Valid Passport and Visa
- Be prepared to pay Registration Fees