



DIVISION OF INTERNATIONAL EDUCATION

## **Pre-arrival Checklist for Incoming Students:**

- Apply at your home university for the exchange program
- Fill out [online application form](#) and upload [digital photo on UNO-ISEP website](#)
- Send UNO-ISEP the following documents:
  - [Statement of Financial Support](#)
  - [Summary of Educational Experience](#)
  - Proof of English Proficiency Level
  - Immunization Memo and proof of Immunization Compliance
  - Letter of Recommendation
  - Letter of Intent
  - Transcripts from your home university
  - Photocopy of Title Page of your Passport

Please send these to:

International Student Exchange Programs  
UNO Division of International Education  
2000 Lakeshore Drive, IC 124  
New Orleans, LA 70148  
USA

Or email them to:

[isep@uno.edu](mailto:isep@uno.edu)

Please note that all above documents can be sent by email EXCEPT the Statement of Financial Support which MUST be sent by post.

- Confirm that UNO ISEP Office received all necessary documentation
- Admission and immigration documents received from UNO (letter of admission + form DS-2019)
- Pay [SEVIS](#) fee
- Apply to U.S. Embassy for visa appointment (check [U.S. Department of State](#) for advice)
- Activate [UNO email account](#)



THE UNIVERSITY *of*  
NEW ORLEANS

DIVISION OF INTERNATIONAL EDUCATION

- Check [list of available classes](#)
- Have your home university approve classes chosen
- [Pre-register for classes](#)
- Look for [housing options](#)
- Make sure to organize your money/transfer your bills etc.
- Join Facebook group
- Send [arrival notification form](#) to UNO ISEP
- Confirm airport pick-up in New Orleans