Pre-Arrival Check List

☑ Obtain U.S. Visa
We encourage you to contact your home EducationUSA.info center for country and language specific pre-departure help.

For new F-1 and J-1 students it is important you pay your SEVIS I-901 fee before applying for your visa. Credit card payment is simple through the online process at fmjfee.com.

This payment plus your I-20 or DS-2019 forms are required to apply for a visa at the U.S. consulate in your home country. You can enter the U.S. thirty days prior to your program start date, as shown on your I-20 or DS-2019 form.

Transfer students within the U.S.:
Submit the enclosed AEI SEVIS transfer form to the international SEVIS adviser at your current institution. Your adviser will complete the form and mail or fax the original to the University of Oregon’s AEI. The AEI will either mail you your new I-20, or have you pick it up at the AEI Main Office (107 Pacific), after your I-20 is released to the AEI.

☑ Apply for Housing: On or Off Campus
The University of Oregon offers a variety of housing options, including On-Campus Housing, AEI Homestay, and Off-Campus housing. Please explore the options at aei.uoregon.edu/housing to determine what works best for you.

See the AEI Academic Calendar for AEI homestay deadlines.

☑ Finalize your Travel Plans
Whether you prefer to travel by plane, train, bus, or car, your final destination will be Eugene, Oregon. Be sure to plan your arrival date to insure that you are in Eugene for the start of orientation week.

AEI Airport Pick-up Service: The AEI offers new arrivals one-time airport pick-up services from the Eugene Airport (EUG). Students must complete the online airport pickup request at least one week prior to arrival. See the reverse side of this check list for details on how to register for Airport Pick-Up Service.

☑ MMR Immunization and Insurance Requirements
1. All entering students are required to provide documentation of vaccination for measles, mumps, and rubella (MMR). Without this information, you will NOT be able to register for your classes. Students are encouraged to obtain vaccines before coming to the U.S. MMR records must be mailed or emailed to uhcmeasl@uoregon.edu.

2. International students are required to purchase University Health Insurance. You will automatically be enrolled in health, dental, and vision insurance upon registration, unless you submit an approved waiver.

☑ Register for Orientation
All new AEI students are required to participate in the week-long AEI Orientation. Admitted students will receive an email link to the “AEI Orientation Registration” form one month prior to the start of the term. Be sure to reserve your place in the upcoming orientation at aei.uoregon.edu/iep/newstudents/orientation.

☑ Tuition and Application Fee Payment
Payment is due prior to the first day of classes. Students can not complete the term registration until tuition and fee payments are made in full. For more information visit: aei.uoregon.edu/iep/apply-now/howtopay

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Intensive English Program (IEP)
Resources and FAQs
http://aei.uoregon.edu/about/faqs

MMR Immunization and Health Insurance
uhcmeasi@uoregon.edu

SEVIS & Student Visa
aei@uoregon.edu

IEP Dates and Deadlines
aei@uoregon.edu

Housing & Homestay Coordinator
aeihomestay@uoregon.edu

Student Orientation & Airport Pick-up
aegiservices@uoregon.edu

OSIS Scholarship
osisaei@uoregon.edu

AEI MAIN OFFICE
107 PACIFIC HALL
541-346-3945

IEP Tuition and Fee Payments
aeibilling@uoregon.edu

IEP Courses and Schedules
aeiadvising@uoregon.edu

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