



NEW INTERNATIONAL UNDERGRADUATE STUDENT CHECKLIST

WHAT TO DO AFTER YOU HAVE BEEN ACCEPTED TO THE COLLEGE OF STATEN ISLAND/CUNY:

- SUBMIT THE COMPLETED I-20/DS-2019 APPLICATION PACKAGE TO THE CENTER FOR GLOBAL ENGAGEMENT

In order to have an I-20 or DS-2019 issued, you need to submit:

- [Application for the Form I-20/DS-2019](#)
- [Statement of Financial Support](#)
- [Document processing fees](#)
- Copy of your passport including name, date of birth and expiration date
- Proof of finances showing funds available

Please [review our requirements](#) online. Please know that all immigration-related questions should be directed to the Center for Global Engagement. You may contact the Student Service Assistants: Danielle Castro (danielle.castro@csi.cuny.edu) and Linda Lewis (linda.lewis@csi.cuny.edu) and submit the documents to:

The Center for Global Engagement
College of Staten Island/CUNY
2800 Victory Boulevard
Building 2A, Room 206
Staten Island, New York 10314 USA
Fax: +1 718.982.2108
Email: intstudy@csi.cuny.edu

- MAKE SURE YOUR CUNYFIRST HAS BEEN ACTIVATED

After you submitted your application, you should have received an email instructing you to [activate/claim your CUNYFirst account](#). If you have not done so already, please visit the CUNYFirst Account Activation page to [activate the account](#).

If you do not have the Social Security number, please use the number that was assigned to you at the time of the CUNY application. The last 4 digits can be found in the CUNYFirst account activation email you have received from CUNY. Please contact international@csi.cuny.edu with any questions.

- ACCEPT THE OFFER OF ADMISSION

In order to accept the offer of admission and satisfy your commitment deposit checklist item, please visit your CUNYfirst Student Center at www.cunyfirst.cuny.edu Alternatively, you may request an Admissions Response Form for International Students from international@csi.cuny.edu There is no need to submit the \$100 commitment deposit.

- ATTEND THE NEW INTERNATIONAL STUDENT ORIENTATION

You must attend the mandatory orientation for international students which for the Spring semester normally takes place in mid-January and for the Fall semester in mid-August. More information including a tentative schedule will be provided to you by the Center for Global Engagement. In addition to the International Student Orientation, first year students will attend the CSI Advisement & Registration Training (CART) Session and [New Student Orientation](#) mandatory for all incoming freshmen.

DURING THE ORIENTATION

- SUBMIT PROOF OF IMMUNIZATION

According to the New York State law, you must submit a proof of immunizations of measles, mumps, rubella (MMR) in English and a meningitis response to the Health Center. It is extremely important that you email the completed Immunization Record to international@csi.cuny.edu before your arrival. If you have not had the required immunizations, we will make an appointment for you to receive your first immunization for MMR only when you check in. For [details and medical forms](#) please visit the Health Center website.

Health Center

College of Staten Island/CUNY

2800 Victory Boulevard

Campus Center (1C), Room 112

Staten Island, New York 10314 USA

Fax: +1 718.982.2966

healthcenter@csi.cuny.edu

- TAKE THE CUNY ASSESSMENT TESTS (CATs) READING, WRITING AND MATH

All new students entering CSI must demonstrate proficiency in reading, writing, and mathematics through a series of CUNY Assessment Tests prior to advisement and registration. Some students may satisfy this requirement by achieving the necessary scores on the Regents, ACT, or SAT exams or with college-level English and math courses – to [find out more information](#), please go online. If you qualify as an ESL student and you can demonstrate the college's required skill level in math, you do not need to demonstrate CUNY Admissions levels in reading and writing prior to admission. You have two years to do so. [More information about Testing](#), [specific information for out-of-state students](#) and [online practice for the CUNY Assessment Tests](#) can be found online.

We will arrange for you to take the required assessment tests during the orientation but you may also call +1 718-982-2380 to schedule testing if you are currently in NYC.

- UPDATE YOUR ACADEMIC RECORD

If you are graduating from a senior secondary school (high school), please remember to submit an updated transcript, diploma and translations (if needed) prior to enrolling in classes to the Office of Recruitment and Admissions. If you attended a college or university the semester prior to entering CSI, you should have an updated official transcript sent directly to us. The Transfer Unit located in the Office of the Registrar will evaluate course equivalencies and determine transfer credit whenever possible. Please note that if possible you should bring with you course descriptions of courses taken and a college catalog to request additional evaluation.

- REGISTER FOR CLASSES

During the orientation, advisors at the Center for Advising & Academic Success will assist you with your course selection. Transfer students may view the courses which have been transferred in by logging into the CUNYFirst account.

- PAY YOUR BILL

You must [pay your bill by the date according to the schedule](#) or your registration will be cancelled. For information on [payment options including a payment plan](#) and [tuition and fees information](#), please visit the Bursar Office website.