

IMPORTANT



EMBASSY OF THE STATE OF KUWAIT CULTURAL DIVISION

3500 International Drive, N.W., Washington, D.C. 20008 Telephone: (202) 364-2100 Fax: (202) 363-8394/ (202) 362-4379

PRE-ARRIVAL CHECKLIST For Prospective Students

Dear Student,

Congratulations on your admission! Before you arrive in the U.S., please carefully read the Pre-Arrival Checklist that we have prepared to facilitate your arrival in the U.S., your Embassy registration and transition to your school.

Thank you for your cooperation and we look forward to meeting you soon.

- Attached is your **Admission Packet from the university (I-20, acceptance letter and other relevant information like housing, immunizations, brochures, etc.)**.
 - ✓ Please take note that some students are admitted to academic studies while others are admitted to intensive English programs. Please check your I-20 and acceptance letters.
 - ✓ Complete and return all the necessary forms (housing, immunizations, etc.) enclosed in your admission packet to the school as soon as possible. You are responsible to make your own housing arrangement. Please contact the school directly to finalize your housing plans.
 - ✓ If you have been admitted to an intensive English program (ESL), you will have to submit an undergraduate application for academic studies.
- **SEVIS I-901 Fee** – You will have to pay the \$200.00 SEVIS I-901 fee before you have your interview with the U.S. Embassy in Kuwait to secure your visa. This may be paid online through the Internet using a credit card. The website address is <http://www.ice.gov/sevis/students/index.htm>.
- Attached is a copy of the **Kuwait Embassy's Financial Support Letter** – This letter was submitted to the university with your application form, which indicates that you are a sponsored student of the Embassy of Kuwait. The letter details the benefits that you will receive, which includes monthly allowance, health and dental insurance.
 - ✓ You may use this as a supporting document, which you can present to the U.S. Embassy in Kuwait when you secure your student visa.
 - ✓ You may also present this to your school if they ask for proof of health insurance. The actual insurance card will be given to you once you have arrived in the U.S. and registered with our office.
- **Appointment with the U.S. Embassy in Kuwait**
 - Once you have received your I-20 and paid the SEVIS fee online, your next step is to make an appointment with the U.S. Embassy in Kuwait.
 - Appointments are to be made online at <https://evisaforms.state.gov/default.asp?postcode=KWT&appcode=3>
- **U.S. Immigration and Customs Enforcement – Please read the attached immigration regulations for international students that you need to follow while you are in the U.S. as an international student.**
- **Arrival Information to the U.S.**
 - ✓ **Flight details** – Please notify the Ministry of Higher Education (MOHE) your complete flight details ahead of time so we can arrange for the Embassy driver to pick you up at the airport in Washington, D.C. Flight details should include name of airline, flight number/s, date and time of departure and arrival, and the name of the airport of destination. There are 3 airports located within the Washington, D.C. area. Attached is the **Student Arrival Information form** to be completed and returned to our office. Airport pick up will only be available for students arriving in Washington, D.C.

- ✓ **Days of Arrival** – The Cultural Division’s office hours are from Mondays to Fridays, from 9:30 am to 5:00 pm. The office is closed on Saturdays and Sundays. In case you arrive after office hours, we will arrange your airport pick-up, take you to your hotel and then picked up the first business day to report to our office for your Embassy registration. Please take into consideration the public holidays observed in the U.S. (e.g. January 1-New Year’s Day; January 18-Martin Luther King Day; February 15-Presidents Day; May 13-Memorial Day; July 4-Independence Day; September 6-Labor Day; October 11-Columbus Day; November 11-Veterans Day; November 25-Thanksgiving Day; December 25-Christmas Day). The Embassy and the universities may be closed during these holidays.

- **Hotel Reservations** – We strongly recommend that you make your hotel reservations prior to your arrival in Washington, D.C. We no longer arrange hotel accommodations for students because the hotels charge our office for the rooms even if the students do not show up due to flight delays or cancellation, delays due to U.S. immigration/customs or personal reasons.

- ✓ **List of hotels that are located close to our office in Washington, DC:**

1. Days Inn - 4400 Connecticut Ave., NW; Tel# 202-244-5600
2. Savoy Hotel - 2505 Wisconsin Ave., NW; Tel # 202-337-9700
3. Holiday Inn-Georgetown - 2101 Wisconsin Avenue, NW; Tel #202-338-4600
4. Georgetown Inn - 1310 Wisconsin Ave., NW; Tel# 202-333-8900
5. Churchill Hotel - 1914 Connecticut Avenue, NW; Tel #202-797-2095
6. Washington Suites-Georgetown – 2500 Pennsylvania Avenue, NW; Tel #202-333-8060

Please note that you have the option to make your reservations with other hotels.

- **Embassy Registration**

- ✓ **Students reporting to the Cultural Division in Washington, D.C.:**

1. Will be assigned to an Embassy advisor, receive your salary and your health insurance will be activated.
2. Have an orientation with your Embassy advisor regarding the scholarship rules and regulations.

- ✓ **Students reporting directly to the university/college** will have to submit the following requirements to our office to complete their Embassy registration:

1. Copy of your student visa
2. Copy of your I-20 and I-94 forms (I-94 form is the small white card given to you at the U.S. port of entry) – showing the stamped date of entry in the U.S.
3. Proof of Enrollment – Once you have registered for classes, you may either:
 - a. Get an official letter from the university stating that you have enrolled as a full-time student for the specific term you are attending, **or**
 - b. Provide a copy of your class schedule, showing the total number of credits and term of enrollment.
4. Permanent Address in the U.S.
5. Telephone Number and Email Address
6. Copy of a Void/Canceled Check – We encourage students to immediately open a bank account so we can send your salaries by direct deposit. Once you have opened a bank account, send us a copy of a void/canceled check or a bank certification indicating your name, account number and routing number (used for direct deposit).

You may send all of these requirements to our office by fax at 202-362-4379 or by email to cdeguzman@kuwaitculture.com or banita@kuwaitculture.com or lambas@kuwaitculture.com.

*** If you will report directly to your school, please contact the International Student Office of the university in case you need airport pick-up or housing.

If you have further questions, you may contact the Admissions Advisor at 202-364-2129 or by email: rdelacruz@kuwaitculture.com

IMPORTANT

INFORMATION for INTERNATIONAL STUDENTS from the

U.S. IMMIGRATION and CUSTOMS ENFORCEMENT

Information You Need to Know and Do Before Arriving in the U.S.

- 1) Confirm that your passport and visa are valid for entry to the U.S. Passport should be valid for at least 6 months beyond date of expected stay in the U.S.
- 2) The Customs & Border Protection Officer at the U.S. port of entry will be the only authorized person to open the sealed envelope containing your I-20 form/immigration document that you received from the U.S. Embassy in Kuwait.
- 3) While you are traveling, you should carry with you the following (do not check in these documents with your luggage):
 - ✓ Your passport (including the attached envelope of immigration documents) with visa,
 - ✓ SEVIS Form I-20 AB
 - ✓ Evidence of financial resources
 - ✓ Name & contact information for your designated school official, pen and paper
- 4) You will have to complete the CF-6059 Customs Declaration Forms and I-94 Arrival-Departure Record Forms for immigration, which will be given to you on flight before you land at your initial point of entry in the U.S. It is important that you tell the Customs and Border Protection Officer that you will be a student. Be prepared to include the name and address of the school where you will enroll. Once the inspection is complete, the officer will:
 - ✓ Stamp your SEVIS form for duration of status (“D/S”) for F visa holders
 - ✓ Stamp the I-94 Arrival-Departure Record form and staple it in the passport
- 5) Secondary Inspection Requirements – If your information cannot be automatically verified by the inspector or you do not have all of the required documentation, you may be directed to an interview area known as “secondary inspection”.
 - ✓ We strongly suggest that you have the name and phone number of the foreign student advisor at your school. If you arrive during non-business hours (evenings, weekends or holidays), you should have a phone number where this individual can be reached during non-business hours.
 - ✓ Failure to provide proper documentation and comply with the entry/exit procedures is cause to refuse the student admission into the U.S.
 - ✓ There are times when a student may not be in full compliance, the student may be issued a Form I-515A “Notice to Student or Exchange Visitor”, which authorizes temporary admission into the U.S. and requires the student to take immediate action to submit proper documentation. Non-compliance with the directions contained on these forms can result in denied entry.
- 6) US-VISIT – is a comprehensive entry-exit registration system that was implemented at all international airports throughout the U.S. Non-immigrant visitors holding visas will be participating in the program, which involves obtaining a scan of two index fingerprints and a digital photograph of an arriving visitor.
- 7) Admission to the U.S. – Students should report to their school IMMEDIATELY and register for courses.
- 8) Continuing Students who are traveling outside of the U.S. must see their foreign student advisor at the school and obtain an endorsement from the designated school official. The endorsement will be made on page 3 of the Form I-20. When returning to the U.S., a continuing student must present a valid Form I-20 with the DSO signature that the student is active and in good standing with the school.

- 9) If you are authorized for Optional Practical Training (OPT) by your school, make sure that the school has updated your records in SEVIS and issued your new I-20 Form showing OPT authorization on page 3 of the form.

For further information, please visit the U.S. Immigration and Customs Enforcement website regarding International Students at <http://www.ice.gov/sevis/students/index.htm>

IMPORTANT



EMBASSY OF THE STATE OF KUWAIT CULTURAL DIVISION

3500 International Drive, N.W., Washington, D.C. 20008 Telephone: (202) 364-2100 Fax: (202) 363-8394/ (202) 362-4379

STUDENT ARRIVAL INFORMATION

AIRPORT PICK UP AT WASHINGTON, DC AIRPORTS ONLY

ABDULAZEEZ S. ALOMAR, PH.D.
CULTURAL COUNSELOR/DIRECTOR
Phone: (202) 364-2112
Email: alomar@kuwaitculture.com

STUDENT NAME: _____
STUDENT ID#: _____

FLIGHT DETAILS:

ARRIVAL DATE: _____
AIRPORT: _____
AIRLINE: _____
FLIGHT NUMBER: _____
SCHEDULED ARRIVAL TIME: _____

ACCOMPANIED BY PARENT/GUARDIAN: YES NO

IF YES: NAME: _____

HOTEL INFORMATION:

NAME: _____
ADDRESS: _____
CHECK IN: _____ CHECK OUT: _____

TO ENSURE PROPER PICK UP AT WASHINGTON, DC AIRPORTS, PLEASE FAX THIS FORM TO THE CULTURAL OFFICE IN WASHINGTON, D.C. AT LEAST 4 DAYS PRIOR TO DEPARTURE

KUWAIT PHONE NUMBER AT THE CULTURAL DIVISION
22990090 / 22990091

OFFICE FAX NUMBER
(202) 363-8394 / (202) 362-4379

NUKS FAX NUMBER
(801) 981-0169