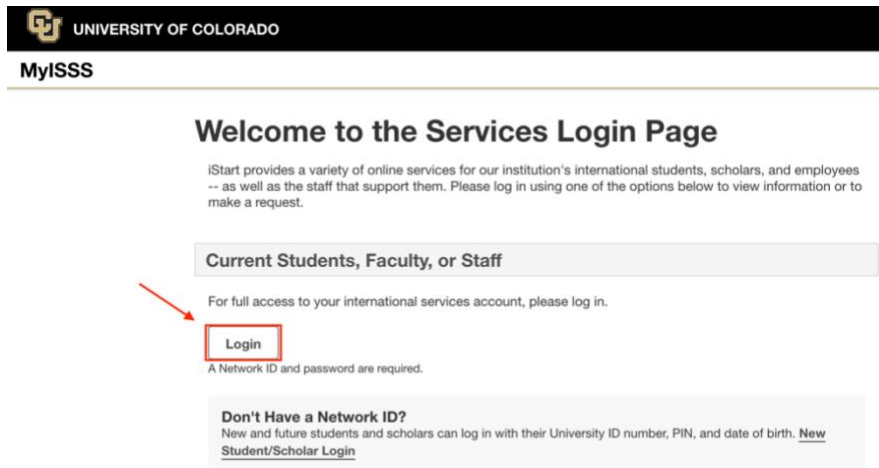


Accessing the F-1 Student Immigration Check-In E-Form in the MyISSS Portal

1. Open the portal at: <https://issc.cu.edu>
2. Select the login button

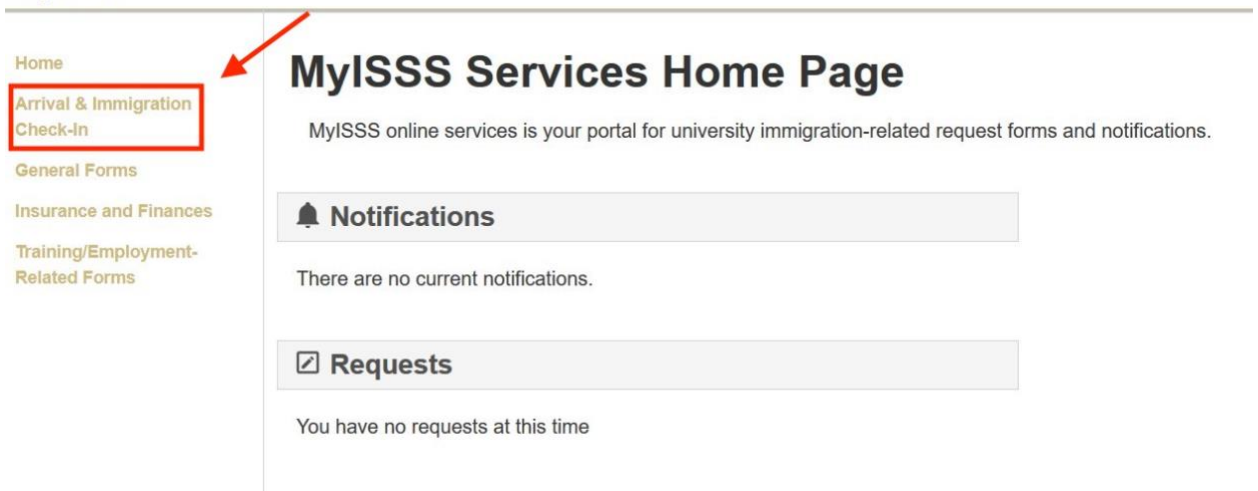


3. Select your campus



4. Login using your [IdentiKey](#)

5. From the main screen, select Arrival & Immigration Check-In in the left column
MyISSS



Home

Arrival & Immigration Check-In

General Forms

Insurance and Finances

Training/Employment-Related Forms

MyISSS Services Home Page

MyISSS online services is your portal for university immigration-related request forms and notifications.

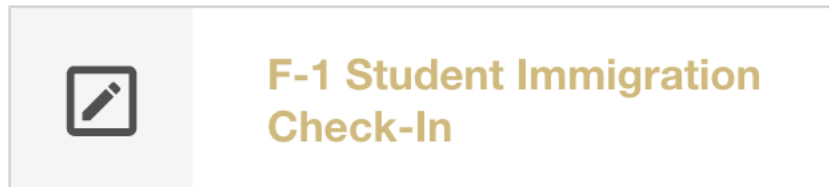
Notifications

There are no current notifications.

Requests

You have no requests at this time

6. You will be in the F-1 E-Form/Tasks Access section. Search for and select F-1 Student Immigration Check-In



F-1 Student Immigration Check-In

7. You will see the information about the form(s) that are part of the immigration check-in process:
- *F-1 Immigration Check-In Form* – Required for all incoming students
 - *Immigration Essentials Quiz Grade Submission* – Required for all incoming students,
 - Quiz available via <http://canvas.colorado.edu>, please contact ISSS if you do not have access to the course.
 - *F-2 Dependent I-94 Submission Form*
 - Only required for F-1 students who had a dependent accompany them to the U.S. in F-2 status
 - There are also links to the *SSN Letter Request Forms*
 - Required if you have on-campus employment, an assistantship, or a fellowship and need to apply for an Social Security Number (SSN)

F-1 Student Immigration Check-In

This group includes all e-forms required to complete the F-1 student immigration check-in form process.

- **F-1 Immigration Check-In Form** (REQUIRED)
 - You will be asked to upload your current passport and most recent [I-94 arrival record](#).
 - [Instructions for accessing your I-94](#)
- **F-2 Dependent I-94 Submission Form** (if applicable)
 - Required for F-1 students with F-2 dependents who entered the U.S. to accompany them on their program
 - You may submit this form multiple times, once for each dependent
 - You will be asked to upload each dependent's [I-94 arrival record](#).

If you have been offered an on-campus assistantship, fellowship, or employment and do not already have a SSN, complete the applicable SSN Letter Request available in your MyISSS portal and noted below.

- [SSN Letter Request for Assistantship/Fellowship](#)
or
- [SSN Letter Request for On-Campus Employment](#)

You must be enrolled full-time and upload a copy of your offer letter in order for ISSS to process the *SSN Letter Request* form.

[+ Start a New Request](#)

8. Select “Start a New Request”

9. You will see the three forms that are available to complete. Select “Immigration Check-In”

Arrival & Check-In

- REQUIRED
[Immigration Check-In](#)
- REQUIRED
[Immigration Essentials Quiz Grade Submission](#)

Dependent Check-In

- OPTIONAL
[Dependent I-94 Submission \(F-2\)](#)

10. Fill out the fields in the form

- You will upload your current passport and most recent [I-94 arrival record](#) in the form.

F-1 Immigration Check-In

MAIN PAGE FOR E-FORM GROUP

(*) *Information Required*

International students in F-1 status are required by federal regulations to complete a SEVIS immigration check-in within 30 days of the start date indicated on their I-20.

- Failure to complete the immigration check-in process will result in the termination of one's F-1 SEVIS record and the ability to legally pursue a degree in the United States.

Student Information

I am a SEVIS transfer-In student.*

Yes No

I have a University assistantship.*

Yes No

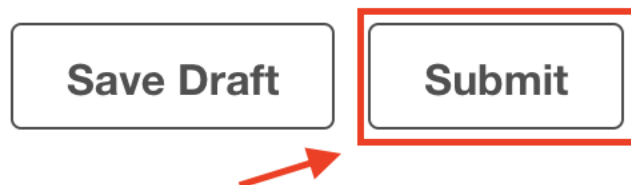
I am sponsored or expect to be sponsored by one of the following financial sponsors: ARAMCO, SABIC, SACM, Kuwait Cultural Office, Oman Government, Scholarship Office of the UAE or KAUST Gifted Student Program.*

Yes No

F-2 dependent(s) accompanied me to the U.S. for my F-1 student program.*

Yes No

11. Once you are complete the form, click on submit at the bottom of the form



12. Next you must submit the Immigration Essentials Quiz Grade Submission form. This will require that you have taken the Immigration Essentials Quiz, located in the orientation course that you should have been added to prior to your arrival.

Please follow our [instructions for submission](#).

Arrival & Check-In

REQUIRED
[Immigration Check-In](#)

REQUIRED
[Immigration Essentials Quiz Grade Submission](#)

Dependent Check-In

OPTIONAL
[Dependent I-94 Submission \(F-2\)](#)

13. If F-2 dependents accompanied you to the U.S. for your program, complete an *F-2 Dependent I-94 Submission Form* for each F-2 dependent who entered the U.S. with you.

- You will upload your dependent's [I-94 arrival record](#) in the form.

F-2 Dependent I-94 Submission

() Information Required*

F-2 Dependent's Full Name*

F-2 Dependent's Email Address (if available):

F-2 Dependent I-94 Arrival Record Submission

[Access the I-94 Arrival Record](#) for the F-2 dependent noted above who accompanied you on your F-1 program and save it as a pdf or image file.

- [Instructions for accessing your I-94](#)

Upload the F-2 Dependent's I-94 Arrival Record *

14. If you have an on-campus job, assistantship or fellowship and do not already have a social security number (SSN), also complete the appropriate SSN Letter Request Form.

- International students working in the U.S. must obtain a SSN.