

Important Steps for New International Students

IMPORTANT: Download OKTA 2-Step Security Authentication to connect to university software

- To access Parkside technology, you must enroll in OKTA, our software security system. Set up information for Windows or Mac are found here: <https://kb.uwp.edu/> . It is very important that you set up your phone/computer with OKTA.
- Problems with OKTA? Email University Tech Bar for help: techbar@uwp.edu

Activate your Parkside email account (All university correspondence will be sent to this email)

- You have received an "UW Parkside Account Activation" email including a temporary password to set up your account.
- Problems with account activation? Email University Tech Bar for help: techbar@uwp.edu.

Review Costs & Complete Financial Sponsorship form including submission of bank statements

- Review costs: <https://www.uwp.edu/international/#t5491172>
- Parkside International scholarships are determined upon admission - <https://www.uwp.edu/live/offices/financialaid/International-Student-Scholarships.cfm>. (See the I-20 for award amount.)
- Submit financial forms: https://your.uwp.edu/register/INTL_Financial_Docs

Receive I-20 Visa Document (or DS-2019 for Exchange Students)

- I-20s and DS-2019s visa documents are always emailed directly to your Parkside Ranger account.

Pay your SEVIS fee and schedule your Visa appointment

- SEVIS fee can be paid at: <https://fmjfee.com/i901fee/index.html> . Keep your receipt!
- To schedule a visa interview, submit your DS-160 Visa application: <https://ceac.state.gov/GenNIV/Default.aspx>
- Prepare for your visa interview by reading: <https://www.uwp.edu/international/upload/Ten-Points-for-Visa-Interview.pdf>
- Inform the ISS/SA Office of your visa outcome (received/denied) by emailing international@uwp.edu

Complete Campus Housing Application - Late applications result in fewer housing options

- <https://www.uwp.edu/live/offices/residencelife/contractprocess.cfm>
- If you have problems with this application, please email: housing@uwp.edu

Undergraduates Only: Register for Placement Test (computer based)

- The online Placement test is required of all international undergraduate freshmen before course registration (Not required for Exchange). Take this Math & English test online as soon as possible. Once results are received, work with your Academic Advisor to register for classes. Late registration results in fewer course options.
- Step by Step instructions on how to access and complete the Math & English placement tests can be found at <https://www.uwp.edu/live/services/placementtesting/> by scrolling to the bottom of the page to the link that reads "Accessing Placement Exams".

Register for New Student/International Orientation

- Register here: <https://www.uwp.edu/admittedstudent/NewStudentPrograms/Orientation/internationalorientation.cfm>
- Plan to arrive **August 27-29, 2024**. New Student/International Orientation is scheduled for **August 30 & Sept. 2, 2024**.
- To obtain arrival transportation support to campus, inform ISS/SA (international@uwp.edu) of your flight information

Email Academic Advisor to discuss Course Registration - Late registration limits course availability

- Before you register for courses, login to your SOLAR Student information account (<https://www.uwp.edu/logins/> and agree to "Terms and Conditions". Information on this is available at <https://www.uwp.edu/live/offices/cashiersoffice/terms-and-conditions.cfm> . Your academic account will show a "Hold" if the Terms and Conditions are not completed.
- Bachelor level: Find & contact your Academic Advisor: <https://www.uwp.edu/learn/academicsupport/advising.cfm>
- Bachelor students must register for Navigate Advising Software: <https://www.uwp.edu/currentstudent/navigate.cfm>
- Master Level: Work with the Academic Advisor of your graduate program for course scheduling.

Paying your bill to Parkside

- Student bills are charged each semester after course registration and are due on the **10th day of classes**. Bills include separate charges for tuition, housing, food plans, fees (int'l, new student, segregated) and mandatory health insurance.
- Once charges are final, you can pay your bill through your SOLAR account from banks around the world. Log into SOLAR, select the **Make payment** option and you will be automatically directed to our payment processor "**Transact**."
- Alternatively, the Parkside bank "Educators Credit Union" (Routing # 275981378) allows new students to establish an immediate account into which funds can be electronically wired.