



International Students & Scholars Office

1 Pace Plaza, New York, NY 10038 (212) 346-1368  
861 Bedford Road, Pleasantville, NY 10570 (914) 773-3425  
78 North Broadway, White Plains, NY 10603 (914) 773-3425

Dear New International Student:

Congratulations on your acceptance to Pace University and welcome to our international student community. If you need to obtain an F-1 student visa, please find in your welcoming packet the I-20 form Certificate of Eligibility for the F1 student visa, which is required for you to enter the U.S. as a Pace University student. Please read the form carefully and notify the Office of Admission immediately if any information is inaccurate.

Please take the Form I-20 along with your Pace acceptance letter, financial certifications, passport and your completed visa application form (available at the Consulate or on <http://evisaforms.state.gov>) to apply for an F-1 student visa at the nearest U.S. Embassy or Consulate. Processing your visa application may take some time, so we suggest you apply for the visa as soon as possible.

Before applying for an F-1 visa, you must pay the SEVIS Fee of \$200 to the Student and Exchange Visitor Program (SEVP). Please find in your welcoming packet the attached SEVIS fee instructions for the procedure to follow.

It is important that you retain copies of your financial documentations and your Pace acceptance letter. You may be asked to present these, along with your Form I-20, passport and visa, when you clear U.S. Customs and Border Patrol upon arrival. Please note the date which you are to begin the program, under Item 5 on your Form I-20. Please plan to arrive earlier than this start program date for the Mandatory Immigration Information Session (MIIS) for all new students on F-1 visa. The date and place for MIIS can be found on our website, follow this link: [http://www.pace.edu/page.cfm?doc\\_id=26060](http://www.pace.edu/page.cfm?doc_id=26060). Department of Homeland Security (DHS) allows students to enter the U.S. 30 days or less prior to the start program date.

If you are in the U.S. and transferring to Pace from another U.S. educational institution, then please review the procedures on transferring your immigration status. The requirements and deadlines are outlined on our website – [www.pace.edu/international](http://www.pace.edu/international). You must complete the transfer procedure within 15 days of the semester start date.

Upon your arrival in New York City, please stop by the International Students & Scholars Office (1 Pace Plaza, W-207) to check in. Please bring your stamped Form I-20, F-1 visa with your passport, and I-94 card (small white card that you receive upon entry to the U.S.) when you first visit our Office so we can review your immigration status.

We look forward to welcoming you to the U.S. and hope that we will be able to assist you with your transition to Pace University. If you have any concerns please contact us by telephone at (212) 346-1368; by fax (212) 346-1948; or by email at [intlnyc@pace.edu](mailto:intlnyc@pace.edu).

Sincerely,

*Mira Krasnov*

Mira Krasnov, Assistant Director of International Students and Scholars  
International Students & Scholars Office