

STUDENT SETTLING IN CHECKLIST

- **Check in at the CIIP Office: St. Joseph Academic Resource Center, Room 312**
- **Immunizations** — Submit proof of immunization to the Health Service at 4910 Drexel Drive. If you need additional shots, ask for information about the public health clinic.
- **Health Insurance** — If you have your own insurance plan, you must complete a medical insurance compliance form. If you do not show proof of adequate coverage by another company, you will automatically be charged for the XULA health insurance. **NOTE:** You must provide an English translation.
- **Banking** — The closest banks to the XULA main campus are below. Students are permitted to open an account *without* a US social security number by requesting a letter from CIIP.
Chase, 3201 South Carrollton Avenue
Capital One Bank, 4121 Canal Street (Canal St. + South Carrollton Ave.) 504-533-5303
- **Social Security Number** — Not all students are eligible to receive a Social Security Number (SSN). Only F-I students who will be employed and J-I are eligible to apply for a SSN. For more information and application procedures, speak with an CIIP advisor.
- **Academic Registration** — Review your copy of the ***Class Schedule Bulletin***. This bulletin provides information on registration and fee payment, and includes information on how to get an e-mail account at XULA. See your academic advisor in your department before registering for classes. Course offerings are on the XULA website (www.xula.edu) and in the catalog.
- **XULA ID Card** — A XULA identification card can be obtained on the first floor of the library during registration *after you have paid your fees*. After the registration period, you can go to University Center room 122 to obtain an ID.
- **Louisiana Driver's License Or State Identification** – In order to get a Louisiana Driver's License, you must take both a written and a practical driver's license test. You will need to have proof of identification, your social security card, proof of Louisiana address, passport, I-94 and I-20 or DS-2019, and your XULA fee bill. For more information, call the Department of Motor Vehicles at 1-877-DMV-LINE or visit their website at <http://omv.dps.state.la.us/>.
- **UPDATE YOUR ADDRESS!**
 - You must notify CIIP within 10 days of moving and give us your new street (physical) address.
 - You may use Banner to update your
 - **Mailing** address where you will receive postal mail
 - **SEVIS Physical** address where you physically reside. This may not be a P.O. Box or campus office.
 - **SEVIS Foreign** address, the address in your home country