

Performance Diploma Student – Check List

As of 7/2016

LETTER OF INVITATION

Performance Diploma Program (PDP) students enroll through Lifelong Graduate Education. You must have acceptance by the College of Music (admissions@music.msu.edu) and admission to the Lifelong Education program from MSU Admissions. Please contact Mr. Ben Ebener (ebener@msu.edu) about the admissions process. ** International students are issued an I-20 so that they may apply for an **F-1** Visa. **

OBTAIN HOUSING

There are many alternatives for housing and leases and prices vary. There are multiple places to obtain housing. A few websites to go to regarding housing are below. Once you have secured housing, please update your local address in your StuInfo account.

<https://offcampushousing.msu.edu/> , <http://liveon.msu.edu/content/international-students> ,
<http://www.dtnmgt.com/> .

PRE - ARRIVAL

Before you leave for East Lansing, please contact Anne Simon (musgrad@msu.edu) to set up a meeting with our Associate Dean for Graduate Studies, Dr. Rayl.

UPON ARRIVAL

- 1.) Get settled into your housing.
- 2.) Meet with your Advisor, Dr. Rayl. After your meeting, please meet with Anne Simon (Rm 207 Music Practice) to work on enrollment.
- 3.) International students must check-in with OISS at the International Center, Monday through Friday from 1 pm to 4:30 pm. Upon check in, you must provide OISS with your U.S. address and your travel documents. Your address cannot be a P.O Box or an office address.
- 4.) Go to the ID office to get your MSU ID card. The ID office is located in the International Center. You will need a picture ID and your PID#.
- 5.) Connect with your professor regarding activities and additional details about your program.

WHILE HERE

- You must report any change of address in StuInfo. International students must report their change of address to OISS within 5 days.
- International students must report any life event that may affect their immigration status such as birth of a child, marriage, change of legal name, divorce or death. This rule also extends to J-2 dependents.
- International students must come to OISS to have their DS-2019 signed if they plan to travel outside the United States. Signatures are valid for 6 months.

WHEN LEAVING

International students must check out at OISS when their program ends.

LOCKERS

There are a limited number of lockers available within the Music and Music Practice buildings. A \$20 non-refundable fee is required before a locker key is issued. To sign out a locker go to the main office in the music building or email mainoffice@music.msu.edu