INTERNATIONAL PORTAL ACCOUNT CREATION
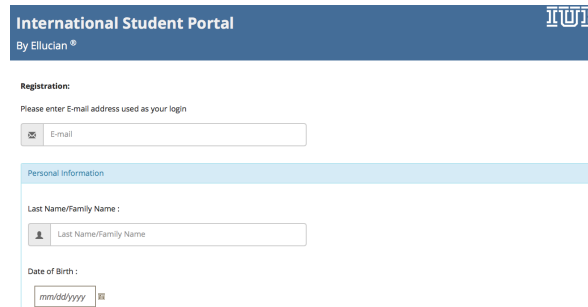
STEP 1. Create your account

The International Portal Check-in can be completed on or off-campus.
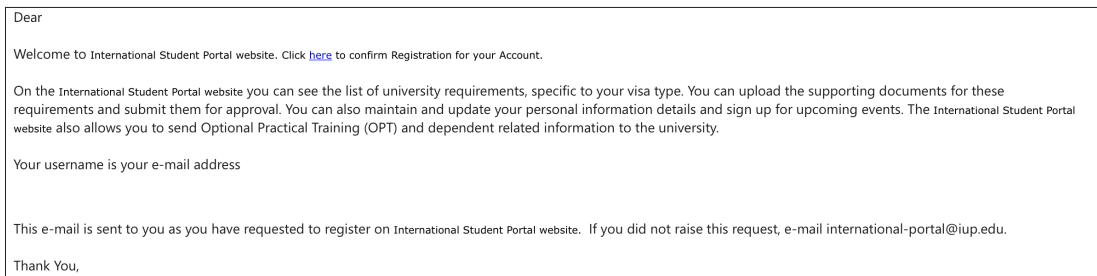
- Check your IUP email at mail.iup.edu for message from the International Portal about your **Account Creation. Click on the link for first time user.**

> Welcome to Office of International Education!
>
> The Office of International Education is using an International Student Portal to collect information and documents to keep immigration records up to date. The information listed here is what is also in the SEVIS database. The following account credentials will allow you access the International Student Portal website.
>
> Portal URL: https://international.iup.edu
> Username:
> To Access the International Portal Please: **Click**
>
> 1) First time users, click here for registration.
> You will be asked for your IUP email, last name, date of birth and country of citizenship. If you get an error message - please email international-portal@iup.edu.

- A Registration page should appear, please fill out the information: IUP email, Last Name, First Name, Date of Birth, and Country of Citizenship. Once that's done you should receive a second email with your login information and confirmation.
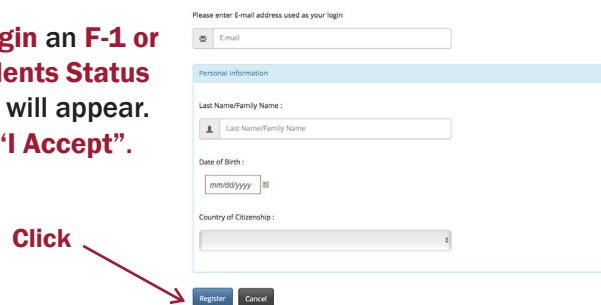
International Student Portal
By Ellucian ®

Registration:
Please enter E-mail address used as your login

✉ E-mail

Personal Information

Last Name/Family Name :
👤 Last Name/Family Name

Date of Birth :
mm/dd/yyyy

- The Second email you receive will have a link to login. Use your IUP Username and Password to login.

> Dear
>
> Welcome to International Student Portal website. Click here to confirm Registration for your Account.
>
> On the International Student Portal website you can see the list of university requirements, specific to your visa type. You can upload the supporting documents for these requirements and submit them for approval. You can also maintain and update your personal information details and sign up for upcoming events. The International Student Portal website also allows you to send Optional Practical Training (OPT) and dependent related information to the university.
>
> Your username is your e-mail address
>
> This e-mail is sent to you as you have requested to register on International Student Portal website. If you did not raise this request, e-mail international-portal@iup.edu.
>
> Thank You,
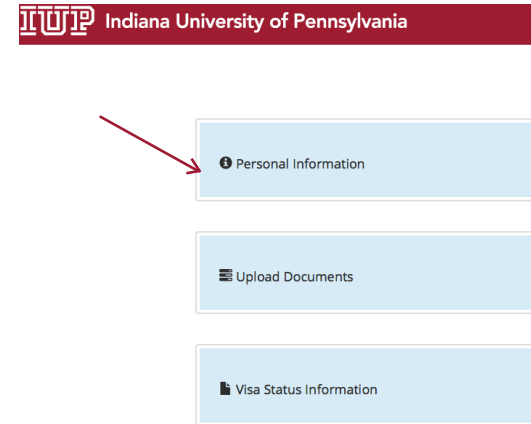
STEP 2. Review Visa Status Information

- When you click **login** an **F-1 or J-1 Maintain Students Status Information page** will appear. Read it and click **"I Accept"**.

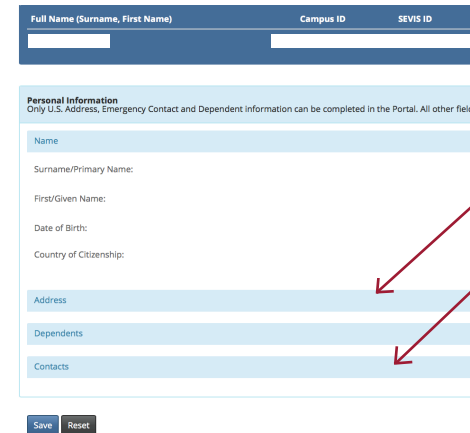Please enter E-mail address used as your login
✉ E-mail

Personal Information

Last Name/Family Name :
👤 Last Name/Family Name

Date of Birth :
mm/dd/yyyy

Country of Citizenship :

Click

Register   Cancel

STEP 3. Update Personal Information

Click on **Personal Information.**

IUP Indiana University of Pennsylvania

ⓘ Personal Information

📑 Upload Documents

📄 Visa Status Information

NOTE: Please report all address changes in the portal within 10 days of moving. This address and phone number is required by SEVIS for immigration reporting while you are in the U.S.

Full Name (Surname, First Name)	Campus ID	SEVIS ID

Personal Information
Only U.S. Address, Emergency Contact and Dependent information can be completed in the Portal. All other fields ar

Name
Surname/Primary Name :
First/Given Name :
Date of Birth :
Country of Citizenship :

Address
Dependents
Contacts

Save   Reset

- Enter your **U.S. Address and Phone Number** if living off Campus. Those living On-Campus enter a phone #. The address will auto-populate after 2 weeks.
- Update your **Emergency Contact.**
- Review **other information.**
- Click **SAVE** after entering all of your information.
- To access the portal in the future go to: international.iup.edu

Please use this address format for these apartment complexes

Housing complex	Address line 1	Address line 2	City, State, Zipcode
The Arch	223 Medlar Dr	Apt #	Indiana, Pa 15701
Carriage/Essex House	1300 Oakland Ave	Apt #	Indiana, Pa 15701
The Verge	100 Grove Ln	Apt #	Indiana, Pa 15701