



Montana State University Billings

International Student Pre-Departure Orientation
Fall 2026



Meet the OIS Team

Dr. Paul Foster
Executive Director

Abby Cook
Associate Director

Brittany Lind
International Advising & Admissions
Specialist

Alisa Batchelor
International Student Services
Coordinator



MSU Billings Office Of International Studies

WhatsApp business account



Scan this code to start a WhatsApp chat
with MSU Billings Office Of International
Studies.



Add us on WhatsApp!

**Send us a message with
your**

Name

Email

+1 (406) 875-1042

Introductions

Name

Where you are from

What you are most excited to experience at MSUB/in Montana



Suggested Packing List

A detailed packing list is available on the website



Highlighted Items

- Seasonal clothing
- Traditional clothing and cultural decorations
- ***Exchange students** – promotional materials from home institution
- Medications and/or prescriptions
- Plug adapters and/or converters for outlets
- Small gifts
- Money

Other items can be purchased in Billings



Billings Friendship Family (BFF)



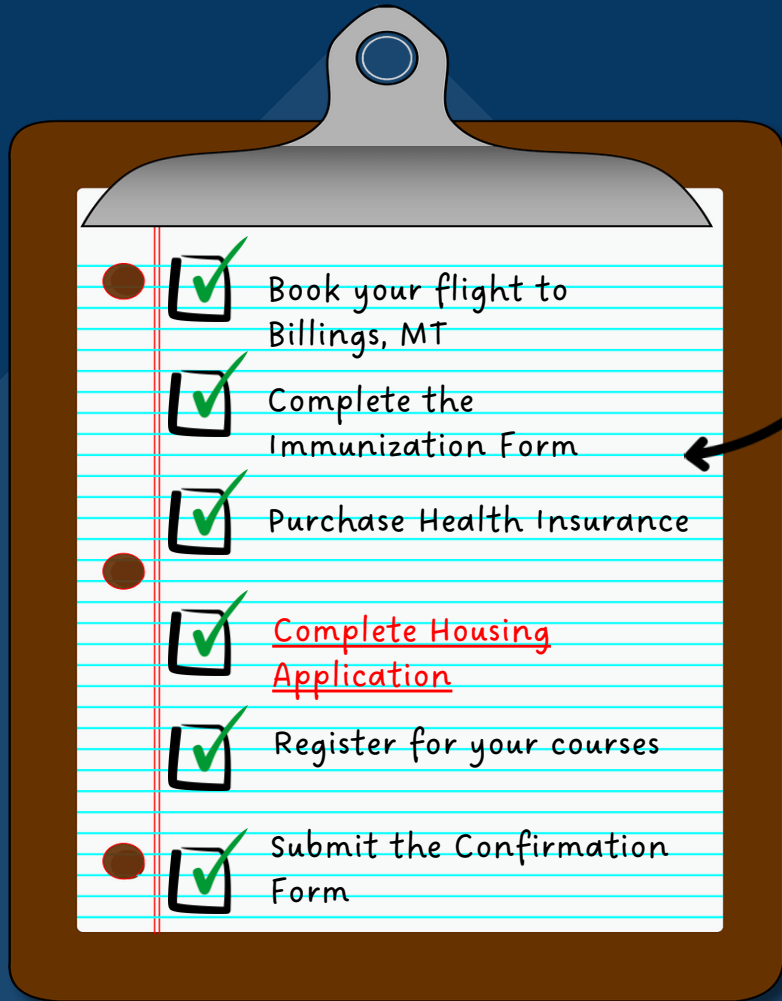
Students who are interested in participating in this program should complete the Billings Friendship Family Questionnaire.

The Billings Friendship Family (BFF) program matches international students with a local family based upon shared interests and personalities.

Typically, the BFF will pick up their student from the airport and help them get settled in the dorms and life in Billings, MT.

Over the course of the semester, BFF families will have their students over for dinner, invite them to local attractions or even host them during holiday breaks.

This is a great opportunity for students to experience American culture.



Pre-Arrival Checklist

All listed items must be completed prior to your arrival to the United States and MSUB.

Complete the Confirmation Form

Upload your:

- Flight Itinerary
- Immunization Form
- Health Insurance Information

Arrival:

The earliest date you may arrive in the U.S. is August 3, 2026

Flights to Billings Logan Airport should arrive between:

Saturday, August 29– Wednesday September 2

Upload your flight itinerary to the International Student Confirmation Form. MSU Billings offers airport pickup for students who inform us of their arrival **1 week in advance**.

If any issues arise such as flight delays or cancellations please let us know via WhatsApp.

*You must arrive in time for mandatory International Student Orientation on **Thursday September 3**



Departure:

- Fall 2026 semester ends: December 17
- Residence halls close: December 18
- *One semester exchange students: DS-2019 ends December 30, 2026; 30-day grace period allows U.S. stay until January 29, 2027
- Winter break housing is available



Entering the U.S.

Documents Needed

- Passport/Visa
- DS-2019/I-20/MSUB Admission Letter or copy of registration – HARD copies

***Keep HARD copies of these documents as well as screenshots on your phone**

Other Documents & Items

- OIS Contact Info
- Cell Phone
- Money – cash, credit/debit cards

Issues at the Border

- Please contact our office if you encounter any issues at Customs and Border Protection (CBP)

Airport Pickup

***Please note that our office may not be able to accomodate airport pickup between the hours of 22:00-7:00.**

Arrival to Billings



In the online International Student Confirmation form, please upload a copy of your flight itinerary. We **MUST** receive this at least a week prior to your departure.

We will arrange for someone from our office or your BFF to pick you up from the airport. They will meet you in baggage claim and will be holding a sign that says "Welcome MSUB International Student!".

Next, you will get checked in to your dorm room where an international student will be available to help you get settled and answer any questions you may have.

You will receive a welcome bag with some essentials and campus information.

*Please note that there will be no blanket/sheets/pillows on your bed. You can order them ahead of time or bring a set along with you.

The international student orientation leaders will be available to answer any of your questions.



Immunization Form

Health Insurance

Required Forms

MONTANA STATE UNIVERSITY BILLINGS

Required Immunization Form for International Students

Name: _____ MSUB Student ID Number: _____
Family Name First Name Middle

Permanent Address: _____
Street Address City Province/State Country Postal Code

Email: _____
Sex: Male ☐ Female ☐ Birthdate: ____/____/____
month day year

DIRECTIONS:
 1. The following immunizations are required by law and MSUB policy. You will **not be able to register** without this form.
 2. This information must be from your Physician's records or other official immunization records.
 3. It must be **signed and stamped** by your physician.

A. MMR (Measles, Mumps, Rubella): **MMR** (month/day/year)
 Two (2) immunizations given after 12 months of age and after 1968. Date of 1st _____
 Date of 2nd _____

B. Tuberculosis Skin Test **TB Skin Test**
 Current skin test given within the last 12 months. Date of PPD _____
 Results must be written in millimeters (mm). Result in mm _____
 For any result over **zero (0) mm**, a chest x-ray is required. Date of x-ray _____
 If the test is considered positive by MSUB policy, a form will be signed. X-ray results _____

Physicians' Name: _____ Signature: _____ Date: _____
 Address: _____ Phone number: _____

Physicians' Stamp: _____
 We will accept a copy of your records from your doctor as proof of vaccination, but please include your full name as it appears on your MSUB application.

If student has to complete these immunizations at MSUB, the costs for each are listed below in American Dollars (USD).
MMR: USD \$95 Tuberculosis: USD \$10 Chest XRAY: USD \$100-400

TO RETURN THIS DOCUMENT:
 By Mail – Office of International Studies 1500 University Drive, Billings MT 59101 USA
 By Email – A scanned copy of this document can be emailed to ois@msubillings.edu Then please bring this original with you.
 By Fax – A copy of this document can be faxed to (406) 896-5907. Then please bring this original with you.

ISO Student Health Insurance

Confirmation Letter

July 10, 2023

Insured person: **STUDENT NAME**
 Insurance plan: Compass PPO
 Insurance ID: 000000000 Policy number: 000000A0C0000
 Effective date: **August 30, 2023** Termination date: **December 31, 2023**
 Covered dependents: N/A

Summary Schedule of Benefits:

Annual maximum:	Unlimited
Per injury/sickness maximum:	\$300,000
Annual deductible in-network:	\$400
Coinurance in-network:	80%
Pre-existing conditions:	Covered after 6 months
Medical evacuation:	\$120,000
Repatriation of remains:	\$60,000
Insurance carrier*:	Berkshire Hathaway Specialty Insurance Bermuda
Insurance carrier representative address:	ISO, 150 W 30th St, New York, NY 10001
A.M. Best rating**:	A++
Claims are handled by:	SISCO Benefits, PO Box 3190, Dubuque, IA 52004. Tel: (833) 577-2586

Medical expense benefits are subject to policy limitations and exclusions. After deductible and copayments, benefits are covered according to the schedule of benefits in your plan's brochure.

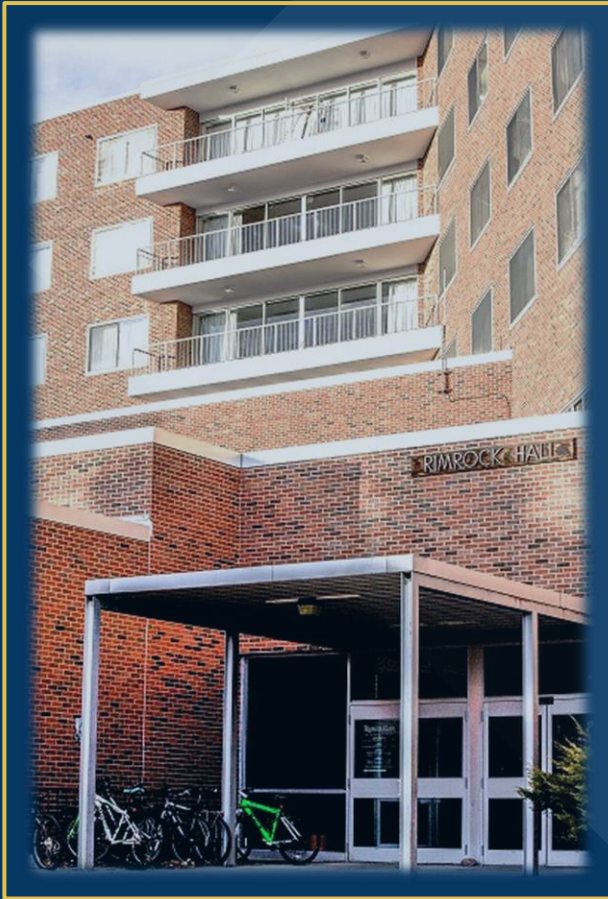
*Berkshire Hathaway Specialty Insurance Bermuda is a Segregated Account administered by Citadel International Reinsurance Company Limited in Bermuda.

**Berkshire Hathaway Specialty Insurance Bermuda is reinsured 100% by Berkshire Hathaway Specialty Insurance Company, part of the National Indemnity group of insurance companies, which hold financial strength ratings of A++ from A.M. Best.

150 W 30th Street, Suite 1101, New York, NY 10001 (800) 244-1180 CustomerCare@iso.org www.iso.org

- Required immunizations: MMR & TB Test
- Immunization form must be completed and signed by a healthcare provider
- International student health insurance providers are listed on the website
- Exchange students must maintain health insurance that meets J-1 visa requirements

These forms must be completed and submitted to the online International Student Confirmation Form prior to arrival.



IMPORTANT

1

Step 1

Look up your NetID and set your password. To do this you will need your MSUB ID (found on your admission letter) & birthday.

2

Step 2

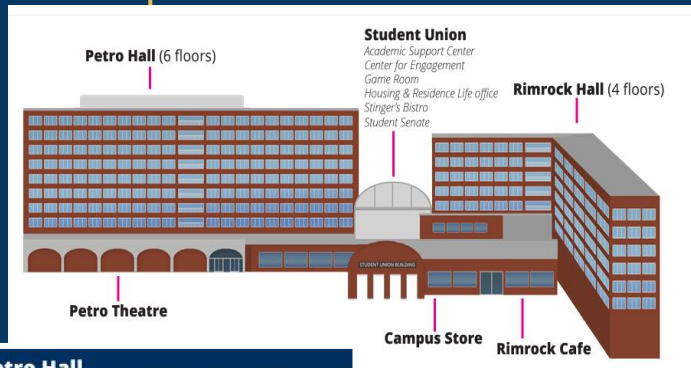
Sign-in to the housing portal with your MSUB email as your username and NetID password to complete the housing application.

3

Step 3

During your designated timeslot chose your room and meal plan. Pay a \$125 deposit

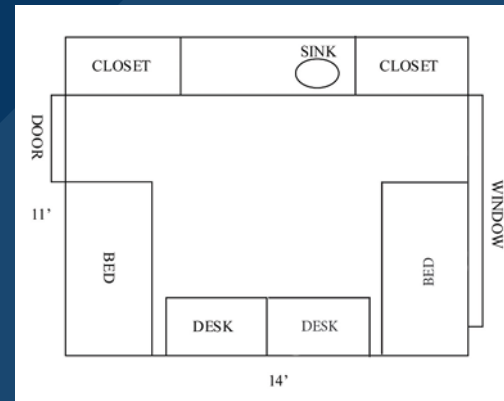
Housing Info



Petro Hall



Rimrock Hall



Tuition, Fees, & Other Expenses

International students are required pay the following:

- Tuition & Fees – *Exchange students exempt*
- Housing
- Meal Plan

Exchange Student Non-Exempt Fees

- OIS Fee: \$100
- New Student Services Fee: \$110
- Student ID: \$15
- Health Insurance: \$250-\$500/semester from outside company

Exchange Student Optional Fees

- Student Health Fee: \$142.50
- Rec Fee: \$35

All tuition and fees must be paid BEFORE the start of classes on September 9



Housing Rates (Per Semester)

Double Room	\$2,692
Single Room	\$3,285

Meal Plan Rates Range from

\$2,188 - \$2,411



Includes: XL reversible comforter, sheets, blanket, pillow and 6-piece towel set

Linen Sets Available
for Purchase Pre-
Arrival

\$150

SEPTEMBER 2026

SUN	MON	TUE	WED	THU	FRI	SAT
30	Arrival & Check-in to MSU-Billings		2	3	4	5
6	7	8	9	10	11	12
Labor Day Holiday		15	16	Classes begin		19
20	21	22	23	24	25	26
27	28	29	30	1	2	3

International Student Orientation

MSUB Multicultural Club & Honors

YELLOWSTONE NATIONAL PARK TRIP

*Sign up
information and
further details will
be sent via email*



September 26 & 27

Sign Up Deadline August 14



Questions?

Contact Info

Alisa Batchelor

International Student Services
Coordinator
Alisa.batchelor@msubillings.edu
+1 (406) 657-1762

Abby Cook

Assistant Director
Abby.cook1@msubillings.edu
+1 (406) 657-1761

Brittany Lind

International Advising & Admissions
Specialist
Alisa.batchelor@msubillings.edu
+1 (406) 657-1786

Dr. Paul Foster

Executive Director
Paul.foster4@msubillings.edu
+1 (406) 247-5785