The International Center will change its hours of on-site operation when U-M moves to fully remote instruction on Nov. 20th and in light of the latest COVID-19 guidance from the State of Michigan.

During on-site hours, the International Center is open to the public. These hours are primarily for document drop-off and pick-up and for pre-scheduled visits. At other times during the work week, staff will work remotely from their homes.

Our currently-scheduled on-site and remote hours through the start of the Winter Term are listed below. Since these hours are subject to change, please refer to Today's Hours on the International Center website [1] for updates.

**November 23 - 27**
- On-site: Monday – Tuesday: 10-noon, 1-3pm
- **Closed Wednesday – Friday** [2]

**November 30 - December 4**
- On-site: Monday, Wednesday, Friday: 10-noon, 1-3pm
- Remote: Tuesday, Thursday

**December 7 - 11**
- On-site: Monday, Wednesday, Friday: 10-noon, 1-3pm
- Remote: Tuesday, Thursday

**December 14 - 18**
- On-site: Monday, Wednesday, Friday: 10-noon, 1-3pm
- Remote: Tuesday, Thursday

**December 23 - 27**
- Remote: Monday – Tuesday
- **Closed Wednesday – Friday** [2]
December 28 – January 1

- [Closed Monday - Friday](#) [2]

January 4 – 8

- Remote: Monday - Friday

January 11 – 15

- On-site: Monday - Friday: 10-noon, 1-3pm

January 18 – forward

- To Be Announced

**Student Activities Building (SAB) hours:** SAB will reduce its hours of operation to 10:00am – 3:00pm Monday, Wednesday, and Friday. The IC drop-off box will be accessible during these times. SAB will be closed on Tuesdays and Thursdays. Note that the SAB schedule is subject to change.

**IC Phone Hours:** On days when we are on-site, the IC phone is answered live from 9:00am to 12:00pm and 1:00pm to 4:00 pm. On days when we work remotely or are unable to answer live, voice mail is available and calls will be returned as soon as possible (with delays for weekends and holidays). Emails are preferred.

**Contacting the IC:** This [webpage](#) [3] details how you may get into contact with the ISSS team for virtual appointments. IC teams can be reached at the following email addresses:

- Main Office and all IC teams: [icenter@umich.edu](mailto:icenter@umich.edu) [4]
- Faculty & Staff Immigration Services: [ICfacultystaff@umich.edu](mailto:ICfacultystaff@umich.edu) [5]
- U-M Health Insurance: [ihi@umich.edu](mailto:ihi@umich.edu) [6]
- Education Abroad (study/work/travel outside the U.S.): [ic-abroad@umich.edu](mailto:ic-abroad@umich.edu) [7]

Wishing you a productive end to the semester and a healthy and happy holiday season.

Judith Pennywell, Ed.D.
Director, International Center
University of Michigan