eShipGlobal (UEMS) Instructions for Students

1. For Students/Scholars: How to Register
   a. Go to https://study.eshipglobal.com
   b. Click “Students”
   c. Click “Sign Up” and complete registration form
   d. Wait to receive activation e-mail (may take several minutes)
   e. Click the link in the activation e-mail, then click “Student Login”

2. How to Create a Shipment
   a. Log in with the e-mail address and password you indicated during your registration
   b. Click either “receive documents” (if you want ISSO to send something to you) or “send documents” (if you want to send something to the ISSO)
   c. Select your university (Cornell University) by entering “Cornell” in the search field, or clicking on New York state and finding it in the list
   d. Click “Continue”
   e. Select “International Students and Scholars Office”
   f. Enter your address information into the form
   g. Click “Continue
   h. Select Service
   i. Enter Payment information (credit card, PayPal, or wire transfer)
   j. Click “Confirm Payment”

3. Email the ISSO mailbox or the ISSO advisor you are working with to notify them that you have created the label.

4. Tracking a Shipment
   a. Go to “Shipment History”
   b. View tracking information
   c. Click the tracking number for more details