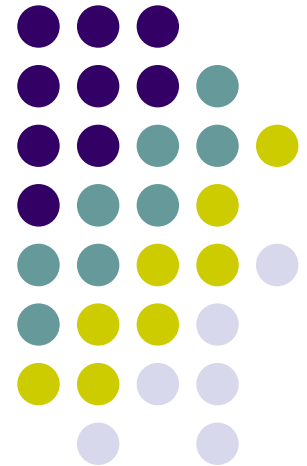
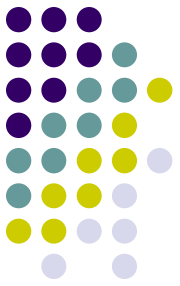


International Student Orientation

Presented by
The International Office (IO)
Northwestern University





Topics to be Covered:

- IO Services
- Our Role & Your Responsibility
- Maintaining Your Status
- Employment
- Travel & Re-entry
- Social Security Numbers
- IO Location & Hours
- Contact Information

IO Services



- Immigration-related services for all international students in F-1 and J-1 status, and J-1 non-students and H-1B employees sponsored by Northwestern University.

Our Role & *Your Responsibility*



- IO provides information and advising regarding immigration regulations.
- It is your responsibility to maintain your valid F-1 or J-1 visa status while in the United States.



Maintaining Your Status

- Check-in at the International Office as soon as possible after your first arrival.
- Maintain valid documents.
- Make continual progress in your field of study.
- If you need a document (I-20 or DS-2019) extension, request it in advance of the expiration.
- Report any change of your status to the IO.
- Report any change of address within 10 days of moving via CAESAR.
- Do not work without the proper authorization.



Maintaining Your Status

- Maintain Valid Documents:
 - Passport or Travel Document;
 - I-20 or DS-2019:
 - You will be given multiple I-20/DS-2019s through your studies at NU. Keep all original I-20s and DS-2019s for your record.
 - Visa Stamp (if applicable) for entry;
 - I-94 Departure Record Card.

Make copies of the above documents and keep them in a safe place.



Maintaining Your Status

- Make continual progress in your field of study:
 - Students must be enrolled full-time for three of four quarters (or two semesters) each academic year:
 - DO NOT drop below full-time enrollment prior to speaking with an IO advisor. Part-time study, with the exception of the vacation and final quarters of study, is generally not allowed in F or J status.
 - DO NOT take a leave of absence prior to speaking with an IO advisor.



Maintaining Your Status

- I-20/DS-2019 Extension Requests:
 - Available if more time is required to complete program/degree requirements.
 - If you need a document extension, request it in advance of your current expiration date.
 - Check the IO website for the latest extension instructions. You must have your advisor's approval to request the extension.

*It is not possible to receive an I-20/DS-2019 extension once it has expired.
Failure to extend your document in a timely manner will cause you to fall out of status.*



Maintaining Your Status

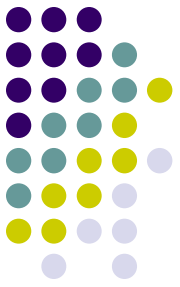
- Other Changes:
 - Consult IO *prior to*:
 - A change of level or academic program.
 - Transfer to another U.S. institution.
 - Early graduation.
 - Any change in your immigration status.
- Report a change of address (U.S. or Foreign) within 10 days of moving through CAESAR. The IO will report your address to SEVIS.

Employment



- Employment is defined as any type of work performed or services provided in exchange for money, tuition, fees, books, supplies, room, or any other benefit.

Employment – On Campus



- F-1 & J-1 Students:
 - Students can begin to work on-campus immediately upon arrival in F or J status (no formal IO authorization required).
 - Students can work part-time (20 or less hours per week) while school is in session and full-time (more than 20 hours per week) during breaks and the annual summer quarter.
 - Contact the IO if you are not sure if a job is considered “on-campus” **before** accepting the job.

Employment – Off Campus



- F-1 Students:
 - Curricular Practical Training (CPT):
 - Available before completion of studies.
 - Unfortunately, CPT is not available for all programs as it is employment that must be tied to course/program credit.
 - Optional Practical Training (OPT):
 - Available before and/or after completion of studies AND after three quarters of full-time enrollment.

F-1 students must request and receive off campus employment authorization from the IO prior to working.

Employment – Off Campus



- J-1 Students:
 - Academic Training (AT):
 - Available before and/or after completion of studies.
 - A meeting with an international student advisor is required before submitting an application to the IO.

J-1 students must request and receive off campus employment authorization from the IO prior to working.

Employment – F-2 Dependents



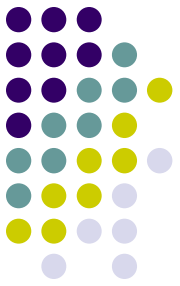
- F-2 dependents may not be employed under any circumstances;
- In the event of a job offer at a professional level, an F-2 dependent should work with the prospective employer to change to an immigration status that permits employment.

Employment – J-2 Dependents



- J-2 dependents may apply to the United States Citizenship & Immigration Service (USCIS) for authorization to work in the U.S.:
 - Authorization can take up to three months.
 - May work in the U.S. in J-2 status for the length of time the J-1 is eligible to remain in the U.S.
- In the event of a job offer at a professional level extending past the authorization period, a J-2 dependent should work with the prospective employer to change to an immigration status that permits further employment.

Travel Abroad & Re-entry



- Necessary re-entry documents:
 - Passport (valid at least 6 months into the future).
 - Unexpired F-1/J-1 visa stamp with unused entries (except for those taking advantage of automatic revalidation).
 - Valid I-20/DS-2019 with a current travel signature.

All individuals must receive a travel signature prior to their first trip abroad; that travel signature, and all future signatures received while registered as a student, will be valid for one year.

Travel Abroad & Re-entry



- Travel Signature:
 - I-20:

Page 3

IF YOU NEED MORE INFORMATION CONCERNING YOUR F-1 NONIMMIGRANT STUDENT STATUS AND THE RELATING IMMIGRATION PROCEDURES, PLEASE CONTACT EITHER YOUR FOREIGN STUDENT ADVISOR ON CAMPUS OR A NEARBY IMMIGRATION AND NATURALIZATION SERVICE OFFICE.

FAMILYNAME: _____ FIRST NAME: _____

Student Employment Authorization:
Employment Status: _____ Type: _____
Duration of Employment - From (Date): _____ To (Date): _____
Employer Name: _____ Employer Location: _____

Comments: _____

SEVIS
Student's Copy

SAMPLE

Event History
Event Name: _____ Event Date: _____

Current Authorizations: _____ Start Date: _____ End Date: _____

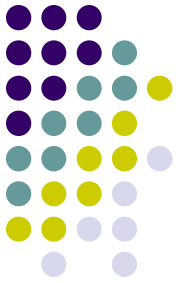
This page when properly endorsed, may be used for reentry of the student to attend the same school after a temporary absence from the United States. Each certification signature is valid for one year.

Name of School: _____ Assistant Director, Office of International Affairs 06/16/2005 Chicago, IL

Name of School Official	Signature of Designated School Official	Title	Date Issued	Place Issued (city and state)
David Comp		Assistant Director, Office of International Affairs	06/16/2005	Chicago, IL
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

Form I-20 A-B (Rev. 04-27-88)N

Travel Abroad & Re-entry



- Travel Signature:
 - DS-2019:

U.S. Department of State
CERTIFICATE OF ELIGIBILITY FOR EXCHANGE VISITOR(J-1) STATUS

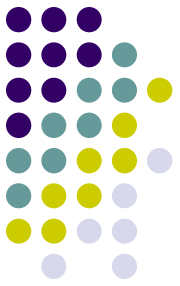
OMB APPROVAL NO.1485-0119
EXPIRES: 02-28-2005
ESTIMATED BURDEN TIME: 43 min
*See Page 2

1. Family Name: [REDACTED]		First Name: [REDACTED]		Middle Name: [REDACTED]		Gender: FEMALE	
Date of Birth (mm-dd-yyyy): 04-01-1982		City of Birth: Ehongkiang		Country of Birth: CHINA		Citizenship Country: CHINA	
Legal Permanent Resident Country Code: CH		Legal Permanent Resident Country: CHINA		Passport Code: 214		Passport: UNIVERSITY GRADUATE STUDENTS	
U.S. Address: Graduate School of Business The University of Chicago Chicago, IL 60637		Exchange Visitor Program Number: P-1-05100					
2. Program Sponsor: University of Chicago		Participating Program Official Description: PROFESSOR; RESEARCH SCHOLAR; SHORT-TERM SCHOLAR; SPECIALIST; STUDENT ASSOCIATE; STUDENT BACHELORS; STUDENT DOCTORATE; STUDENT MASTERS; STUDENT NON-DEGREE					
Purpose of this form: Begin new program; accompanied by number (0) of immediate family members							
3. Form Expires Period: From (mm-dd-yyyy): 03-28-2005 To (mm-dd-yyyy): 06-11-2005		4. Exchange Visitor Category: STUDENT MASTERS		Subject Code Description: Business Administration, Management and Operations, Chicago			
5. During the period covered by this form, the following financial support (U.S. \$) is to be provided to the exchange visitor by: Personal Funds : \$1,200.00 Total : \$1,200.00							
6. U.S. DEPARTMENT OF STATE INSURE OR CERTIFICATION BY RESPONSIBLE OFFICER FROM A PARTICIPATING COUNTRY OF THIS FORM HAS BEEN PROVIDED TO THE U.S. DEPARTMENT OF STATE (INCLUDE DATE): MAR 17 2005 Chicago, IL		7. David Comp Name of Official Preparing Form Office of International Affairs, Univer 1414 East 59th Street Chicago, IL 60640 Signature of Responsible Officer/Alternate Responsible Officer			Alternate Responsible Officer Title: 773-702-7750 Telephone Number: 12-16-2004 Date (mm-dd-yyyy)		
8. Statement of Responsible Officer for Relinquishing Sponsor (FOR TRANSFER OF PROGRAM) Effective date (mm-dd-yyyy): _____ Transfer of this exchange visitor from program number _____ sponsored by _____ to the program specified in item 2 is necessary or highly desirable and is in conformity with the objectives of the Mutual Educational and Cultural Exchange Act of 1961, as amended. Signature of Responsible Officer or Alternate Responsible Officer _____ Date (mm-dd-yyyy) of Signature _____							
PRELIMINARY ENDORSEMENT OF CONSUL OR IMMIGRATION OFFICER REGARDING SECTION 212(a) OF THE IMMIGRATION AND NATIONALITY ACT AND PL 96-48, AS AMENDED (See Item 7(a) of page 2) The Exchange Visitor in the above program: 1. <input type="checkbox"/> Not subject to the two-year residence requirement. 2. <input type="checkbox"/> Subject to two-year residence requirement based on: A. <input type="checkbox"/> Government Sponsoring and/or B. <input type="checkbox"/> The Exchange Visitor Skills List and/or C. <input type="checkbox"/> PL 96-48 as amended Vice Consul Date (mm-dd-yyyy): 1-25-05 Signature of Consul or Immigration Officer _____ Date (mm-dd-yyyy) _____						TRAVEL VALIDATION BY RESPONSIBLE OFFICER (Maximum validation period is one year) *EXCEPT: Maximum validation period is up to six months for Short-term Scholars and four months for Camp Counselors and Summer Travel/Work (1) Exchange Visitor is in good standing at the present time Date (mm-dd-yyyy) _____ Signature of Responsible Officer or Alternate Responsible Officer _____ (2) Exchange Visitor is in good standing at the present time Date (mm-dd-yyyy) _____ Signature of Responsible Officer or Alternate Responsible Officer _____	
THE U. S. DEPARTMENT OF STATE RESERVES THE RIGHT TO MAKE FINAL DETERMINATION REGARDING 212(a).							
EXCHANGE VISITOR CERTIFICATION: I have read and agree with the statement on item 2 on page 2 of this document.						01-18-2005 Date (mm-dd-yyyy)	
Signature of Applicant _____				Place _____			

DS-2019 (formerly IAP-66)
10-2001

Page 1 of 2

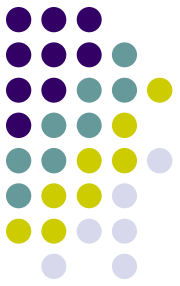
Social Security Numbers (F-1)



- To be eligible for a Social Security Number (SSN) students **MUST** have a job or have secured a job.
- Dependents of F-1 students are not eligible for a Social Security Number (SSN).

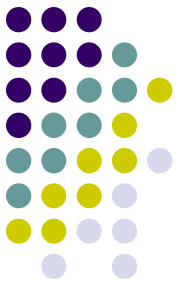
More information about the SSN application can be found on our website: www.northwestern.edu/international.

Social Security Numbers (J-1)



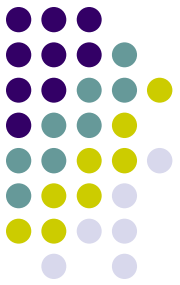
- No offer of employment is required for a J-1 student to obtain a SSN.
- Dependents of J-1 students are eligible for the SSN once they receive employment authorization from the United States Citizenship & Immigration Service (USCIS).

More information about the SSN application can be found on our website: www.northwestern.edu/international.



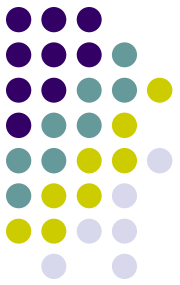
IO Locations & Hours

- 630 Dartmouth Place, Evanston, IL:
 - Check the IO website for the most recent walk-in schedule.
- 710 North Lake Shore Drive, Abbott Hall, Room 1012, Chicago, IL:
 - *Wednesdays, 9am – 12pm; 1 – 4:30pm*



IO Contact Information

- <http://www.northwestern.edu/international>
- 847-491-5613
- International student listserv
- Workshops



Thank you and
Welcome to Northwestern
University!