

Immigration Responsibilities: F-1 and J-1 Students

Area	Your Responsibilities
Registration: full time enrollment is required of all students in F-1 or J-1 Status	You must register for and <u>complete</u> a full course of study each fall, winter, and spring term. "Full time" is defined as <u>completing</u> 15 units per term. <u>You must officially register for your courses by the published registration deadline.</u> Late registering students will be in violation of their immigration status and reported accordingly.
Full Time Exceptions: these are limited and must be approved by ISS before completing registration or dropping a class	If your reason for not maintaining a full course of study falls under one of the following exceptions allowed by the Code of Federal Regulations, <u>you must receive approval for this exception BEFORE dropping the class.</u> Failure to receive prior approval is a violation of immigration status and will be reported accordingly. <ul style="list-style-type: none"> • Verified temporary medical condition that requires a reduced course load • Initial difficulty with English, reading requirements or American teaching methods • Improper course placement • Final semester of study and full time enrollment is not needed to meet degree requirements
Local (U.S.) Address: Lawrence must have your current local address	You must maintain a current local address with the University. Immigration requires that this be a physical street address, and not a post office box. If you move, you must contact the International Student Advisor within 10 days to update your information.
Foreign (non-U.S.) Address: Lawrence must have your non-US foreign address on file	You must maintain a non-US address with the University. Immigration requires that this be a physical street address, and not a post office box. If your foreign address changes, you must contact the International Student Advisor within 10 days to update your information.
Employment: you cannot work in any capacity without specific authorization to do so	You must not undertake any employment, including various forms of practical training, without prior authorization. Any unauthorized employment, including off campus employment without ISS/USCIS/SEVP permission and curricular practical training (CPT) which is started without authorization, will invalidate your legal status and you will be ineligible for any future employment or other benefits of your status. Illegal employment also includes working on-campus without authorization or for more than 20 hours in any week during the fall, winter, or spring term except during vacation periods.
Passport: it must remain valid to maintain your legal status	Your passport must remain valid at all times, and it must be renewed 6 months before it expires. Without a valid passport, you do not have a legal immigration status and are ineligible for employment of any type, including on-campus jobs, practical training, etc.
I-20/DS-2019: you must have a current immigration document	Your form I-20 or DS-2019 has an expiration date which must remain in the future if you are continuing to study in the U.S. Requests to extend expiration dates should be filed at least 30 days prior to the expiration date.
Dependents: ISS must be informed of their arrival and/or departure	ISS must be notified of any dependents who accompany you or later intend to join you in F-2 or J-2 status. Issuance of the I-20/DS-2019 for potential entry of a dependent does not alone meet this requirement; you must notify ISS of their presence in the US by providing the dependents' passports, visas and I-94 forms.