

TAXES

www.ip.wsu.edu/rd/help

All international students and their accompanying dependents must comply with the U.S. tax regulations regardless of their income status in the U.S. OISS provides tax resources each spring prior to the tax filing deadline on April 15.

Please read the Immigration Advisories for tax-related information and updates.

EMPLOYMENT

www.ip.wsu.edu/oiss/students/F-1-students

Definition of Employment

“Employment” is any work performed or services provided in exchange for money, compensation or other benefits.

On-campus Employment

Lawful F-1 students are permitted to work on WSU campus for up to 20 hours/week when school is in session. During annual vacations, immigration regulations allow F-1 students to work up to 40 hours on campus. Students should also follow the employment regulations of the State of Washington.

Off-campus Employment

All off-campus employment requires prior authorization either from OISS or the Immigration Services. You must meet with an OISS advisor to discuss your off-campus employment eligibility in advance. In most cases, you must be a full-time student in lawful status for one academic year before you are eligible to apply for off-campus employment authorization. Most common types of off-campus employment authorization for F-1 students are Curricular/Optional Practical Training.

DEPARTURE FROM WSU

www.ip.wsu.edu/rd/depart

Completion of Program

F-1 students who successfully complete a program of study have 60 days to take one of the following actions unless you have applied for an Optional Practical Training prior to degree completion.

- Depart the U.S.
- Initiate the SEVIS transfer or change of level to begin a new educational program
- Change nonimmigration status to remain lawfully in the U.S.

School Transfer

If you intend to transfer to another U.S. school, you must complete a Transfer-out Request Form. Once an OISS advisor verifies your eligibility for school transfer, your SEVIS record will be released to a new school. Then the new school issues you an I-20.



Check out the OISS website for updated information.

www.ip.wsu.edu/oiss

F-1 Student Immigration Guide

Important things to remember to maintain status



Office of International Students & Scholars (OISS)
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Web: www.ip.wsu.edu/oiss

OISS SERVICES

www.ip.wsu.edu/oiss

Student Advising

OISS advisors are available during the walk-in hours to assist you with quick questions on a first-come-first-served basis. Walk-in hours are 1:30-3:30 pm weekdays at Bryan 108.

OISS advisors are also available by appointment. Please call 335-4508 to schedule an appointment.

Immigration Advisories

OISS sends important reminders and immigration updates on Thursdays via e-mail during the academic year. If you are not receiving the Advisories, please contact OISS to verify your correct e-mail address.

ESSENTIAL DOCUMENTS

www.ip.wsu.edu/oiss/students/F-1-students

Passport

Your passport must be valid for 6 months into the future at all times while in the U.S. If it is expiring, you should contact the embassy/consulate office of your home country within the U.S. to start the renewal process.

Foreign embassy/consulate offices in the U.S.: www.state.gov/s/cpr/rls/fco/

F-1 Visa Stamp

Your F-1 visa stamp is just permission to enter the U.S. as an international student. It has nothing to do with your authorized length of stay in the country. Your visa can be expired while you remain in the U.S. to pursue your program of study. A visa can only be secured at a U.S. embassy/consulate office overseas. It is always recommended that you apply for a visa in your home country.

I-94 Card

It's a very important document for your status. Your I-94 card for "F-1 D/S" and a current I-20 are what allow you to remain in the country as an F-1 student. D/S stands for "duration of status" meaning that you are permitted to stay in the U.S. as long as you pursue your program of study that is documented on your I-20.

Your I-94 card should be stapled to your passport at all times. If you lose your card, you need to apply for a replacement with the Immigration Services.

Form I-20 : Certificate of Eligibility

An I-20 is issued by the U.S. school you attend and allows you to 1) apply for an F-1 visa; 2) enter/re-enter the U.S. to pursue your program of study; and 3) receive other immigration benefits. The I-20 must remain current at all times throughout your study. If you cannot complete your program before the end date on the document, you must apply for a program extension with OISS prior to the end date. Similarly, if any of the information on the document changes (i.e, legal name, major, source of funding, educational level) you must obtain a new I-20.

ADDRESS UPDATE

www.my.wsu.edu

You must report your current residential address to the Immigration Services within 10 days of a move. Addresses you provide in myWSU are automatically sent to the Immigration Services via SEVIS. Please update your local address in myWSU when you move.

ENROLLMENT

www.ip.wsu.edu/rd/F-1visa

Full Course of Study

F-1 students must pursue a full course of study each semester to maintain lawful status. "Full course of study" is defined as 12 semester credits for undergraduate students and 10 semester credits for graduate students.

Only one on-line course (or 3 credits) can be counted toward the full-time course load. Students are eligible for summer vacation if they intend to enroll in the following fall semester.

Concurrent Enrollment

If you plan to concurrently enroll for a few credits at another U.S. institution (e.g. junior college) during the regular academic year, you must contact an OISS advisor in advance to complete necessary paperwork to ensure you maintain the full course of study.

Reduced Course Load (RCL)

Students may enroll part-time due to valid academic/medical reasons during the regular academic year if they obtain a Reduced Course Load authorization from OISS in advance. You must meet with an OISS advisor to determine if you are eligible for the benefit.

Request to Add/Drop/Withdraw

After the 10th day of each semester, a registration hold is placed on all F-1 students. This is to prevent students from inadvertently falling below the full-time course load without RCL authorization.

In order to add, drop, or withdraw from courses after the 10th day of the semester, you must complete a request form at OISS. You will not be able to change your course schedule on-line.

Academic Deficiency www.gradsch.wsu.edu

www.salc.wsu.edu;

Academic deficiency affects your lawful F-1 status. If you become deficient, you must seek academic reinstatement through WSU Student Advising & Learning Center (SALC; for undergrad's) or Graduate School (for grad's) in order to continue at WSU. Meet with an OISS advisor to discuss your options following deficiency or reinstatement denial.

Cancellation of Enrollment

To cancel all your courses in the middle of a semester, you must complete an on-line request form at www.my.wsu.edu. You must also notify OISS of your cancellation during the academic year. Once your cancellation is approved, you must depart the U.S. within 15 days to maintain status except for authorized medical RCL.

TRAVEL

www.ip.wsu.edu/rd/travel

Your current F-1 program terminates if your absence from the U.S. is over 5 months unless you have been authorized for study/research abroad.

Travel Endorsement

You need to obtain a signature from an OISS advisor on the page 3 of your current I-20 in order to travel outside the U.S. and re-enter as a continuing F-1 student. Although a travel signature is valid for one year from the date issued, OISS recommends that you request a new signature if the previous one will be over 6 months old at the time of re-entry. Allow one week for a travel endorsement request.

Required Documents for Re-entry

- Valid passport
- Valid F-1 visa (except for short trips to Canada, Mexico, and Adjacent Islands)
- Current I-20 with a travel endorsement
- Financial documentation (e.g. bank statement, assistantship/scholarship letter)

Automatic Revalidation

Most lawful F-1 students are eligible for automatic revalidation of visa. This allows students to travel to Canada, Mexico, and Adjacent Islands (except Cuba) and re-enter the U.S. on an expired F-1 visa as long as the trip does not exceed 30 days and you have an I-94 card in your passport.

Exceptions:

The following individuals are not eligible for the automatic revalidation.

- Any F-1 students who apply for a new visa in Canada, Mexico or Adjacent Islands.
- Citizens of "state sponsors of terrorism" designated by the U.S. Dept. of State; Cuba, Iran, North Korea, Sudan, Syria

Special Registration (NSEERS)

www.ice.gov/pi/specialregistration/index.htm

Citizens of certain countries are required to comply with the Special Registration.

SOCIAL SECURITY NUMBER

www.socialsecurity.gov/pubs/10181.html

F-1 students are eligible to apply for a social security number (SSN) only if they have secured on-campus employment or obtained employment authorization (e.g. Curricular/Optional Practical Training). Please check with OISS about the SSN application procedures.