

International Student Work Permission

IUP Graduate Admissions
Office of International Education



Immigrant vs. Nonimmigrant

U.S. Department of State

**Immigrant - intend to remain in U.S.
Usually have a work card**

- Legal Permanent Resident (Green Card Holder)
- Many other statuses.
- Asylee, Refugee – intend to remain in U.S.
- There are also undocumented students at IUP (DACA, Undocumented)

**Non-immigrant - Intend to return to home country
Limited work permission**

- F-1, J-1 – student visas
- H1B, H4 – work visas
- G, A visas – government and diplomatic visas

Directory of Visa Categories

Directory of Visa Categories

The purpose of your intended travel and other facts will determine what type of visa is required under U.S. immigration law. As a visa applicant, you will need to establish that you meet all requirements to receive the category of visa for which you are applying. When you apply at a U.S embassy or consulate, a consular officer will determine based on laws, whether you are eligible to receive a visa, and if so, which visa category is appropriate.

Nonimmigrant Visa Categories



Immigrant Visa Categories



<https://travel.state.gov/>

International Student Life Cycle (F-1/M-1)

1 Apply to a Student and Exchange Visitor Program (SEVP)-Certified School

Student applies and is accepted to an SEVP-certified school.



2 Receive a Form I-20, "Certificate of Eligibility for Nonimmigrant Student Status"

A student's Student and Exchange Visitor Information System (SEVIS) record is created and the student is then issued a Form I-20 by the designated school official (DSO) at the SEVP-certified school they have chosen to attend.

3 Pay the I-901 SEVIS Fee

Student must pay the I-901 SEVIS Fee at FMJFee.com.



6 Maintain Status During Program Study

Student must take a full course of study, not work without prior authorization and speak with their DSO if they cannot finish classes before their program end date, or have any other concerns about maintaining lawful status.



5 Arrive in the United States

Student arrives no more than 30 days before their program start date and presents their Form I-20 and valid student visa to U.S. Customs and Border Protection at the port of entry.



4 Apply for Student Visa

Student brings their Form I-20 and other required documents to apply for a student visa from the U.S. Department of State.



7 Explore Post-Graduation Opportunities

A student has the option to transfer schools, change education levels (e.g., undergraduate to graduate), or if eligible, apply to U.S. Citizenship and Immigration Services (USCIS) for post-completion Optional Practical Training (OPT) opportunities.



8 Depart the United States

An F-1 student has 60 days to depart the United States after completion of their program of study or OPT. An M-1 student has 30 days after completion of their program of study to depart.

Work Requirements(F-1 Students Only)

An F-1 student may work only when authorized, including:

- On campus
- Off campus, if financially needed and with authorization from USCIS
- Curricular practical training integral to their program of study
- OPT-related to the student's major and with authorization by USCIS.

Certificate of Eligibility I-20 (F-1) or DS-2019 (J-1) Created by Office of International Education Staff

Department of Homeland Security
U.S. Immigration and Customs Enforcement

I-20, Certificate of Eligibility for Nonimmigrant Student Status
OMB NO. 1653-0038

SEVIS ID: **N0004705512**

| | | |
|---|---|--|
| SURNAME/PRIMARY NAME Doe Smith | GIVEN NAME John | CLASS F-1 |
| PREFERRED NAME John Doe-Smith | PASSPORT NAME | |
| COUNTRY OF BIRTH UNITED KINGDOM | COUNTRY OF CITIZENSHIP UNITED KINGDOM | |
| DATE OF BIRTH 01 JANUARY 1980 | ADMISSION NUMBER | |
| FORM ISSUE REASON INITIAL ATTENDANCE - Updated Form I-20 or Name Conversion | LEGACY NAME | ACADEMIC AND LANGUAGE F-1 |

SCHOOL INFORMATION

| | |
|--|---|
| SCHOOL NAME SEVP School for Advanced SEVIS Studies SEVP School for Advanced SEVIS Studies | SCHOOL ADDRESS 9002 Nancy Lane, Ft. Washington, MD 20741 |
| SCHOOL OFFICIAL TO CONTACT UPON ARRIVAL Rita Feet International Scholar Advisor | SCHOOL CODE AND APPROVAL DATE SA2114F4444000 05 APRIL 2015 |

PROGRAM OF STUDY

| | | |
|--|--|---|
| EDUCATION LEVEL MASTER'S | MAJOR 1 Economics, General 45.0601 | MAJOR 2 None 00.0000 |
| NORMAL PROGRAM LENGTH 72 Months | PROGRAM ENGLISH PROFICIENCY Required | ENGLISH PROFICIENCY NOTES Student is proficient |
| PROGRAM START DATE 01 SEPTEMBER 2015 | PROGRAM END DATE 31 MAY 2021 | |

FINANCIALS

| ESTIMATED AVERAGE COSTS FOR 9 MONTHS | | STUDENT'S FUNDING FOR 9 MONTHS | |
|--------------------------------------|------------------|--|------------------|
| Tuition and Fees | \$ 23,000 | Personal Funds | \$ 3,000 |
| Living Expenses | \$ 6,000 | Scholarship and Teaching Assistantship | \$ 29,000 |
| Expenses of Dependents (1) | \$ 3,000 | Funds From Another Source | \$ |
| Other | \$ | On-Campus Employment | \$ |
| TOTAL | \$ 32,000 | TOTAL | \$ 32,000 |

REMARKS

Orientation begins 8/25/2015. Please report to ISSS upon arrival.

SCHOOL ATTESTATION

I certify under penalty of perjury that all information provided above was entered before I signed this form and is true and correct. I executed this form in the United States after review and evaluation in the United States by me or other officials of the school of the student's application, transcripts, or other records of courses taken and proof of financial responsibility, which were received at the school prior to the execution of this form. The school has determined that the above named student's qualifications meet all standards for admission to the school and the student will be required to pursue a full program of study as defined by 8 CFR 214.2(f)(6). I am a designated school official of the above named school and am authorized to issue this form.

SIGNATURE OF: Rita Feet, International Scholar Advisor **DATE ISSUED:** 05 May 2015 **PLACE ISSUED:** Ft. Washington, MD

STUDENT ATTESTATION

I have read and agreed to comply with the terms and conditions of my admission and those of any extension of stay. I certify that all information provided on this form refers specifically to me and is true and correct to the best of my knowledge. I certify that I seek to enter or remain in the United States temporarily, and solely for the purpose of pursuing a full program of study at the school named above. I also authorize the named school to release any information from my records needed by DHS pursuant to 8 CFR 214.3(g) to determine my nonimmigrant status. **Parent or guardian, and student, must sign if student is under 18.**

SIGNATURE OF: John Doe Smith **DATE:** _____

SIGNATURE OF: _____ **DATE:** _____

NAME OF PARENT OR GUARDIAN: _____ **SIGNATURE:** _____ **ADDRESS (city/state or province/country):** _____ **DATE:** _____

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

Form I-20 (Rev. 12-15-15)
OMB NO. 1653-0038

1. Person Name: **MAIS** Full Name: **J. Mais** Middle Name: _____
 Sex of Birth: **M** City of Birth: **Shenyang** Country of Birth: **CHINA** Citizenship Country: **CHINA** Class: **J-1**

2. Program Sponsor: **Indiana University of Pennsylvania** Sponsor/Institution Program Number: **P-1-00742**

3. School Information: **UNIVERSITY TRAINING STAFF - POLITICAL RESEARCHERS**

4. Exchange Visitor Category: **STUDENT - DOCTORATE**

5. Duration of Period of Stay: **04-14-2015** to **04-19-2015**

6. U.S. Department of State Financial Information: **29,000**

7. Signature of Responsible Officer: **Michele Petranci**

8. Signature of Student: _____

9. Signature of Parent or Guardian: _____

10. Signature of School Official: _____



F-1 and J-1 Work Permission

F-1 Work Permission

- On-campus student work – state or university employment only. (20 hrs/week while taking classes; 40 hrs/week during breaks)
- CPT Internship work permission
- OPT – 12 months work permission to use during studies or after graduation
- Economic Hardship Work Permission

J-1 Work Permission

- STUDENTS:
 - On-campus student work state or university employment only. (20 hours/week while enrolled in classes; 40 hrs/week during breaks)
 - Academic Training – time frame varies - job offer in hand
 - Economic Hardship Work Permission
- VISITING RESEARCH SCHOLARS: usually are not enrolled in classes and they can work
- VISITING PROFESSOR: hired by IUP through HR

F-1 CPT internship work permission

- Must have job offer first
- And must have internship/practicum credits approved through academic department before credits are given
- Typically 3-4 months
- OIE Updates the I-20 for student on page 2.
- Show employer copy of I-20 page 2 for work permission.
- Does not need to be adjudicated by USCIS

Department of Homeland Security
U.S. Immigration and Customs Enforcement

I-20, Certificate of Eligibility for Nonimmigrant Student Status
OMB NO. 1653-0038

SEVIS ID: (F-1) NAME:

EMPLOYMENT AUTHORIZATION

| | |
|-----------------------|---------------------|
| EMPLOYMENT STATUS | TYPE |
| EMPLOYMENT START DATE | EMPLOYMENT END DATE |
| EMPLOYER NAME | EMPLOYER LOCATION |
| COMMENTS | |

CHANGE OF STATUS/CAP-GAP EXTENSION

| REQUESTED VISA TYPE | REQUEST/PETITION STATUS | RECEIPT NUMBER | BENEFIT START DATE/REQUEST DATE |
|---------------------|-------------------------|----------------|---------------------------------|
|---------------------|-------------------------|----------------|---------------------------------|

EVENT HISTORY

| EVENT NAME | EVENT DATE |
|--------------|-------------------|
| Registration | 11 SEPTEMBER 2012 |

OTHER AUTHORIZATIONS

| AUTHORIZATION | START DATE | END DATE |
|---------------|-------------------|------------------|
| | 16 SEPTEMBER 2015 | 11 DECEMBER 2015 |

TRAVEL ENDORSEMENT

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.

| SCHOOL OFFICIAL | TITLE | SIGNATURE | DATE ISSUED | PLACE ISSUED |
|-----------------|-------|-----------|-------------|--------------|
| | | X | | |
| | | X | | |
| | | X | | |

F-1 OPT work permission

- Students can apply for EAD work card – no job offer needed.
- Has specific dates – up to 12 months total.
- Work must be related to their field of study
- Pre Completion OPT – during studies can only work part-time
- Post Completion OPT – can work full or part-time.
- STEM OPT – students in certain fields can get an extra 24 months of OPT – total 36 months.
- Currently taking 3-6 months processing at USCIS



F-1 Severe Economic Hardship

- EAD Card – has dates
- Work does NOT have to be related to field of study
- Part-time during studies
- Full-time during breaks
- Most applications are denied
- USCIS processes application – 3-6+ months



J-1 Student Academic Training

Work permission is documented by an Academic Training letter written by sponsoring agency (IUP, Fulbright) would list employer name, dates of employment. (Not EAD)

Must have job offer first and work must be related to academic program.

- Exchange Students (4 months = 1 semester)
- Degree students (18 months)
- Doctoral Students (Total of 36 months)

J-1 Student Economic Hardship

- Student must have job offer first and work does NOT have to be related to academic program.
- Work permission is documented by an Economic Hardship letter from sponsoring agency (IUP, Fulbright) who issued immigration document and will state work permission and dates eligible.

J-1 Research Scholar and Professors

Work Permission can be given for occasional lectures or short-term consultations must:

- Be directly related to the objectives of the exchange visitor's program;
- Be incidental to the exchange visitor's primary program activities;
- Not delay the completion date of the visitor's program; and
- Be documented in SEVIS.

Other statuses

J-2 : Dependent spouse or child of a J-1

- Can study part-time or full-time
- Allowed to work with EAD

F-2 : Dependent spouse or child of a F-1

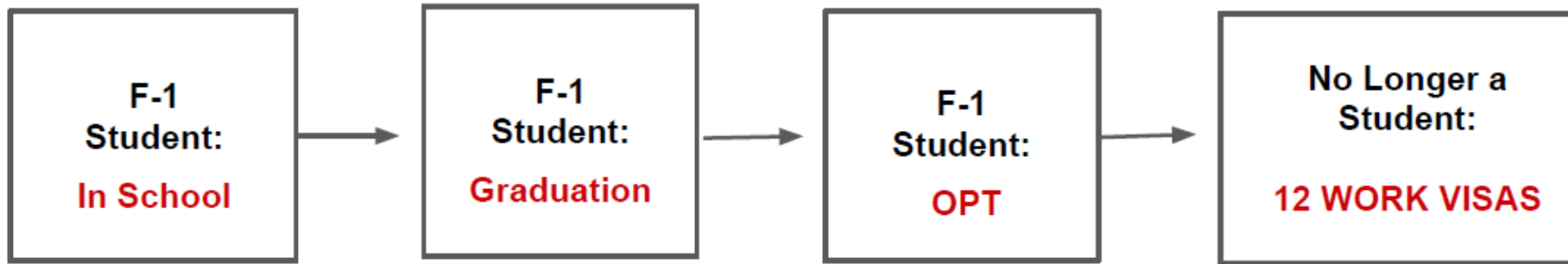
- Can study part-time
- NOT allowed to work at all

H4 : Dependent spouse of an H1B

- Can study part-time or full-time
- Allowed to work with an EAD if the H1B visa holder either
 - H1B spouse must be the beneficiary of an approved I-140, or
 - H1B spouse must have extended H1B status past the initial 6 years

What Options are there After F/J Status?

1. Employment-Based Immigration *OPT, WORK VISA, then Green Card*



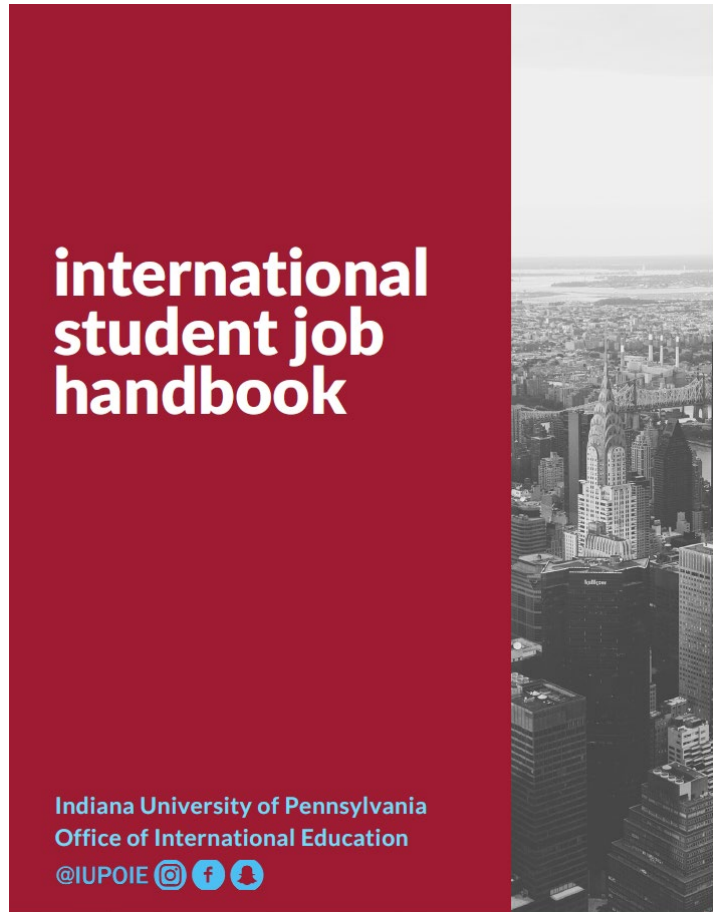
2. Marriage-Based Immigration *American or Green Card Spouse*



CPDC Questions to Ask Students

- What type of job are you looking for? (IUP has students on all types of visas – not just student visas)
- Is this for an internship? If this is for an internship - Have you talked to your academic department? Have you talked with Office of Intl Education?
- Is this after graduation? What is your major? Students need to find a job related to their degree.
- Are you an international student? If yes – are you working with the Office of International Education to understand your work permission options?
- Would you like help with your resume / interview skills? (some students outside of Business don't always know about CPDC or resources)

Work Resources for International Students



- Refer them to our office for questions about immigration
www.iup.edu/intl (zoom appointments, call, email)
- [OIE Employment page - look under Resources](http://www.iup.edu/intl/students/employment)
www.iup.edu/intl/students/employment
- Job Search Handbook – overview of visas, resources
- Do you have websites or information you share that's specific for int'l students?
- Art Seratelli – Immigration attorney who LOVES college students. Presents 1/year at IUP.
 - PPT (has LOTS of helpful links)
 - youtube page, website, email

Art & Mara: Contact Information

Law Firm: Serratelli Mijal PLLC

Email: immigration.art@gmail.com
art@smimmigrationlaw.com

Cell: 757.235.4624 Web: www.smimmigrationlaw.com

Attorney Art
Serratelli



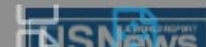
Attorney
Mara Mijal



Best Lawyers®



67.2%



BEST LAW FIRMS

**IUP Office of International
Education
Indiana University of
Pennsylvania**

**920 Grant Street
Delaney Hall, B25
Indiana, PA 15705**

Intl-education@iup.edu

724-357-2295

www.iup.edu/international

