

SEVIS Responsibilities of an F-1 or J-1 Student

Students in F-1 or J-1 status are responsible for learning, understanding, and complying with U.S. federal laws and regulations governing the F or J visa. Failure to do so will violate your legal status in the United States and will have serious consequences.

Your responsibilities include the following:

Keep Your Passport Valid at All Times

You must have a valid passport in your possession. For information on renewing your passport, visit the web site of your country's embassy or consulate in the United States.

(See: <http://www.embassy.org/embassies>)

Report Address Changes within 10 days to the International Programs Office

U.S. federal regulations require all F-1 and J-1 students to report a change of address directly to the International Programs Office within 10 days of the address change. The International Programs Office is required to provide this and other student data to the federal government electronically. No other university office is authorized by the federal government to process this data.

Maintain a Full Course of Study Each Semester

U.S. federal regulations [8 CFR 214.2(f) (6)] require you to pursue a full course of study each Fall and Spring semester until graduation or transfer to a new school.

Obtain PRIOR Authorization from the OII BEFORE Dropping Below a Full Course of Study

There are very limited exceptions to the full course of study rule. Those reasons include; academic difficulty, medical condition, or completion of study, and there are strict criteria for each. You must obtain PRIOR authorization from the International Programs Office. After obtaining this authorization, you may then drop the course(s).

Abide by U.S. Federal Employment Regulations

F-1 and J-1 students may work no more than 20 hours per week on campus when classes are in session [8 CFR 214.2(f)(9)]. You cannot work off-campus (including credit-bearing internships off-campus) without PRIOR authorization from the International Programs Office and the U.S. federal government. Opportunities for off-campus work are limited.

Maintain Required Health and Accident Insurance

F-1 and J-1 students must have International Programs Office -approved health and accident insurance for themselves and any F-2 or J-2 dependents throughout their stay in the United States.

Report Changes in Program to International Programs Office

Students must notify the International Programs Office whenever there is a change in their academic program, program dates or level of study.

Bring Your SEVIS I-20 or DS-2019 to the International Programs Office Prior to Traveling Outside the United States

Students should bring their I-20 or DS-2019 form to the International Programs Office prior to traveling outside the United States to see if an updated International Programs Office signature is required. A new form may need to be issued to you. If you will be traveling AND applying for a new visa, you will also want to request a letter of certification from the International Programs Office, to verify that you are a full-time student.

Notify the International Programs Office of Any Accompanying Dependents or Dependents Who Will Join You Later

The International Programs Office prepares visa documents for any dependents of F-1 and J-1 students who will enter the United States on F-2 or J-2 visas. The International Programs Office is required to report biographical data on F-2 and J-2 dependents to the U.S. federal government.

Ending Your Studies at SUNY Canton Unexpectedly? Report Your Departure Date and Reason to the International Programs Office

Periodically, students leave the university early or unexpectedly due to a variety of reasons. Some of these reasons include early graduation, leave of absence, withdrawal, or termination. U.S. federal regulations require F-1 and J-1 students to inform the International Programs Office if they plan to leave the university before the expiration date of their I-20 or DS-2019 form as well as the reason for doing so. Please come to International Programs Office to complete a departure form.

Apply for an Extension Prior to the I-20 or DS-2019 Expiration Date

Students must apply for an extension BEFORE their I-20 or DS-2019 form expires if they intend to stay at Canton and cannot complete their program by the form expiration date. Requests for an extension may be submitted at any time up to thirty days prior to the expiration date on the form. You will need to obtain the "Academic Advisor's Recommendation Form for Extension of Stay" and re-certify your finances.

Obtain Transfer Authorization Prior to Leaving SUNY Canton

Students who plan to transfer to another college or university in the United States must inform the International Programs Office of their final choice by completing a "SEVIS Release Form" so that the International Programs Office can perform the "transfer out" in SEVIS and designate the school to which you will transfer.

Depart the U.S. within the 60 Day (F-1) or 30 day (J-1) Grace Period

Students in F-1 status must depart the United States within 60 days of the I-20 ending date OR their program end date, whichever is earlier. The exceptions to this rule include those who have applied for optional practical training, are transferring to a new school, or have applied for a change of status with the Bureau of Citizenship and Immigration Services (BCIS). Students in J-1 status must depart the United States within 30 days of the DS-2019 expiration date or program end date, whichever is earlier, unless they have applied for academic training or are transferring to a new J program.

Visit International Programs Office Website for the Updates and Changes in Immigration Regulations (see www.canton.edu/international)

While it is the responsibility of the International Programs Office to keep SUNY Canton international students informed about changing federal immigration regulations, it is the responsibility of the international students to STAY INFORMED by periodically checking in with the International Programs Office and visiting the website.

Important Note

This information is subject to change without notice. If you have any questions or concerns regarding your legal status in the United States, it is important for you to come to the International Programs Office and set up an appointment to meet with an advisor.