

F-1 Immigration Information

Center for International Education
California State University, East Bay



CAL STATE
EAST BAY

Center for International Education at Cal State East Bay

Center for International Education (CIE) is available to assist F-1 and J-1 international students at Cal State East Bay in maintaining status and ensuring compliance with the Federal Regulations and immigration mandates.



CIE Staff

- **Dr. Thomas Tyner**, Executive Director, International Programs
- **Kelly Moran**, Director
- **Julie Moreira**, Senior International Student Advisor
- **Brian Cheng**, SEVIS Records Coordinator



What will be covered today?

- Immigration regulations affect the following areas of your life:
 - Entry to the USA
 - Travel and re-entry
 - Health Insurance
 - Enrollment (full-time, part-time, and vacations)
 - Transferring to or attending classes concurrently at other schools
 - Employment
 - On-campus
 - Off-campus
 - Future Immigration Eligibility



Your responsibilities as an international student are to:

1. Know the rules. Read the F-1 Student Handbook
2. Maintain or gain F-1 student status.
3. Check with CIE before making any changes that may affect your F-1 status.
4. Know your I-20 expiration date (program completion date)
5. Make satisfactory progress towards the completion of your degree
6. Seek advice from the CIE if you have any questions about maintaining student status.



Our responsibilities as your Designated School Officials (DSO) are to:

1. Tell you the rules.
2. Maintain copies of your immigration documents.
 - Check In Procedure discussed later
3. Report required information to Immigration and Customs Enforcement (ICE) via the Student and Exchange Visitor Information System (SEVIS) database.
4. Assist you with your status issues/questions.



What immigration documents do you need to maintain?

- A valid passport
- A valid I-20 (F-1 students)
- A valid I-94 which states “F-1” and “D/S”

Your F-1 visa is only required for the Port of Entry and Customs and Border Patrol.



Passport



- You must keep a valid passport at all times
- To be valid it must always have an expiration date at least 6 months into the future.
- You may be able to renew your passport inside the USA



I-20

- The I-20 is the Certificate of Eligibility for F-1 students for F-1 students
- This document verifies that you have been admitted to a specific academic institution
- It allows you to go to a U.S. Consulate or Embassy and apply for a student visa
- You may accumulate multiple I-20's. Keep them all for your records!
- Your I-20 expiration date is listed as Program End Date- **important to know!**
- **Allowed to be electronically signed by DSO's but not by students!**

Department of Homeland Security U.S. Immigration and Customs Enforcement		I-20, Certificate of Eligibility for Nonimmigrant Student Status DSO NO. 1401-0001	
SEVIS ID: N0004705512			
PERSONAL INFORMATION	CLASS	F-1 ACADEMIC AND LANGUAGE	
PERSONAL PRIMARY NAME Doe John	GIVEN NAME John	CLASS	
PERSONAL NAME Doe Jane	PERSONAL NAME Jane		
EDUCATION OF BIRTH HS: HS123	COURSES BY COUNTRY HS123 HS123		
DATE OF BIRTH 15 JANUARY 1985	ADMISSION NUMBER 123456789		
FORM I-20 READY YES/NO: YES/NO	LEGACY NAME Doe Jane		
SCHOOL INFORMATION			
SCHOOL NAME ABC School for Advanced STUDY Studies	SCHOOL ADDRESS 1234 Main Street, NY, New York, NY 10001		
SCHOOL OFFICIAL TO CONTACT (PRINT NAME) John Doe	SCHOOL CODE AND APPROVAL DATE ABC123456789 12 APRIL 2015		
PROGRAM OF STUDY			
EDUCATION LEVEL HS 1234567	MAJOR 1 Biology, General 12-12345	MAJOR 2 None 12-12345	
NORMAL PROGRAM LENGTH 24 Months	PROGRAM ENGLISH PROFICIENCY Proficient	ENGLISH PROFICIENCY NOTES Student is proficient.	
PROGRAM START DATE 01 JANUARY 2015	PROGRAM END DATE 31 MAY 2017		
FINANCIALS			
ESTIMATED AVERAGE COSTS FOR 9 MONTHS	STUDENT'S CURRENT FINANCIALS		
Tuition and Fees \$ 25,000	Developed Income \$ 1,000		
Living Expenses \$ 4,000	Scholarship and Teaching Assistantship \$ 25,000		
Expenses of Dependents (0)	Study from American Source \$		
Other \$ 0	Gift from American Source \$		
TOTAL \$ 29,000	TOTAL \$ 26,000		
REMARKS			
No restriction applies 12/25/2015. Class expires on 30/00 upon approval.			
SCHOOL ATTESTATION			
I certify under penalty of perjury that all information provided hereon was entered before I signed this form and is true and correct. I received this form in the United States when printed and evaluation in the United States by the school official of the school of the student's application, admission, or other records of continuous admission and/or 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 F.C.I.R. 214.5(b)(5) as a designated school official of the government school and an authorized teacher of the law.			
SIGNATURE OF DESIGNATED SCHOOL OFFICIAL	DATE (MM/DD)	PLACE INSEAL	
N	21 APRIL 2015	NY, New York, NY	
STUDENT ATTESTATION			
I have read and agree 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 is true and correct and I intend to abide by the law. I certify that I seek to study in the United States temporarily, and only 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, including, but not limited to, F.C.I.R. 214.5(b)(5) to the U.S. Department of Homeland Security, and I understand that I am not eligible for a visa if I am not a student in under 18.			
SIGNATURE OF STUDENT	DATE		
N			
NAME OF PARENT OR GUARDIAN	SIGNATURE	A DIMENSION (date/state or province/country)	DATE



Electronic I-94

- Electronic I-94 has been or will be issued by Customs and Border Patrol the Port of Entry
 - Paper I-94 will be issued if you arrived by sea or land
- Access your electronic I-94 at www.cbp.gov/I94
- Print your I-94 and keep a copy with your I-20 and passport
- After future travel and return to the USA, check your I-94 for any errors
- You will get a new I-94 every time you enter the USA as an F-1 student





Electronic I-94 Retrieval Page

www.cbp.gov/i94


Enter Your Traveler Info


Note: The info returned may not reflect applications submitted to or benefits received by U.S. Citizenship and Immigration Services or Immigration and Customs Enforcement.




* First (Given) Name : * Last (Family) Name/Surname : 

* Birth Date :
Day Month Year




* Passport Number : 

* Passport Country of Issuance : 
-- Select --

[Cancel](#) [NEXT >](#)



Electronic I-94

 For: JOHN SMITH



U.S. Customs and Border Protection
Securing America's Borders

SAMPLE ONLY

Most Recent I-94

Admission (I-94) Record Number : 761602736A2

Most Recent Date of Entry: 2023 **December 26**

Class of Admission : **F1**

Admit Until Date : **D/S**

Details provided on the I-94 Information form:

Last/Surname : SMITH
First (Given) Name : John
Birth Date : 1996 March 29
Passport Number : S85465D1
Country of Issuance : United Kingdom

[Get Travel History](#)



CAL STATE
EAST BAY

Electronic I-94 Travel History



Passport Number : XXXXXX

Country of Issuance : United Kingdom

	Date	Type	Location
1	2023-12-26	Arrival	SFR



F-1 Visa vs F-1 Status

- A visa is an eligibility stamp in your passport that is used to apply to enter the U.S.
- Once admitted by CBP, you are given your “status”
- Proof of your given status is your I-94
- Status determines length of lawful stay in U.S., not your F-1 visa, and what rules you need to follow
- F-1 students are admitted for duration of status. (D/S)

Duration of status is defined as the time during which an F-1 student is pursuing a full course of study at an educational institution approved by Immigration for attendance by foreign students, or engaging in authorized practical training following completion of studies. An F-1 student may be admitted for a period up to 30 days before the indicated report date or program start date listed on form I-20. The student is considered to be maintaining status if he or she is making normal progress toward completing a course of study.



How do you know if you have status?



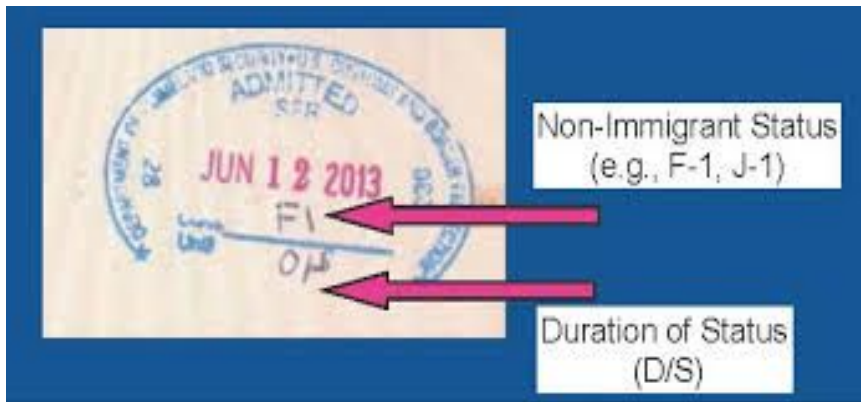
SAMPLE ONLY

Most Recent I-94

Admission (I-94) Record Number : 761602736A2
Most Recent Date of Entry: 2020 December 25
Class of Admission : F1
Admit Until Date : D/S
Details provided on the I-94 Information form:

Last/Surname : SMITH
First (Given) Name : John
Birth Date : 1996 March 29
Passport Number : S85465D1
Country of Issuance : United Kingdom

[Get Travel History](#)



- You gain status
 - Upon legal entry to the US
 - Upon approval by a USCIS Service Center
- Your proof of status is your electronic I-94 Arrival/Departure record
- You may or may not also receive an entry stamp in your passport



How do you maintain F-1 status?

- Maintain a full-course of study
 - Minimum of 8 units per semester for Graduates
 - Minimum of 12 units per semester for Undergraduates
 - Must be full time both Fall and Spring semesters
- Maintain Good Academic Standing
 - 3.0 or higher GPA for graduates
 - 2.0 or higher GPA for undergraduates
- Reduced Course Load
 - Apply in advance of the semester you are applying for
 - Make sure you have a valid reason per immigration
- Keep a valid I-20
 - Your I-20 should always reflect your current degree
 - Do not let your I-20 expire
- Make sure CSUEB has your current address/phone #



How to maintain status (continued)

- Employment
 - Do not work off-campus without permission
 - Do not more than the allowable hours per week
- Academics
 - Avoid academic probation as it leads to academic disqualification
 - Do not plagiarize or cheat
 - Attend your classes that require attendance and do your assignments
 - Do not take too many online courses
 - Obtain authorization from CIE if you wish to withdraw from a class



What happens if you fail to maintain status?

Your F-1 immigration status will be terminated.

- If you do not follow the rules, you will fall out of F-1 status.
- CIE is required to report students who are out of status to the Department of Homeland Security via the Student and Exchange Visitor Information System (SEVIS).
- If you fall out of status for reasons beyond your control, CIE may assist you in applying for reinstatement to F-1 status.
- You will lose all F-1 benefits such as the ability to apply for work authorization or a reduced course load



Enrollment- Class Modality

In-person

You are required to meet regularly with a faculty member to complete the course requirements and attend lectures or other in-person interactive activities.

Hybrid

You are required to meet both in-person and online. Coursework should be primarily in-person.

Hybrid courses can be counted towards your F-1 full-time enrollment requirement as in-person courses.

Online

You are required to complete *ALL* course requirements, lectures, or other activities online.



Full Course of Study- Graduates

Graduate students are required to enroll in at least **8 units** per semester.

Online Course Limits

Only 1 online class can be counted towards full time enrollment per semester

- 3 classes at 3 units each (9 units)- 2 in person classes and 1 online class is full time- this is considered full time
- 3 classes at 3 units each (9 units)- 1 in person class and 2 online classes is **NOT** considered full time
- 4 classes at 3 units each (12 units)- 2 in person classes and 2 online classes- this is considered full time
- Summer is considered your vacation unless your last term



Full Course of Study- Undergraduates

Undergraduate students are required to enroll in at least **12 units** per semester.

Online Course Limits

Only 1 online class can be counted towards full time enrollment per semester

- 4 classes at 3 units each (12 units)- 3 in person classes and 1 online class is full time- this is considered full time
- 4 classes at 3 units each (12 units)- 2 in person classes and 2 online classes- is **NOT** considered full time
- 5 classes at 3 units each (15 units)- 3 in person classes and 2 online classes- this is considered full time
- **Summer is considered your vacation unless it is your last term**



Reduced Course Load

If you cannot enroll full time and you have a valid reason for immigration purposes, you may qualify for a Reduced Course Load (RCL).

- RCL's have to be approved by CIE. Your academic department cannot approve an RCL but may need to provide CIE with verification regarding your RCL.
- RCL forms and verification should be submitted to CIE before the semester which you are applying for a reduced course load.
- Valid Reasons include:
 - Last term
 - Medical reason
 - Academic reason



RCL- Last Term

Q. Can you take less than full time units during your final semester?

A. Yes.

If you have less than 8 (grad) or 12 (UG) units to complete your program in your last semester, with advanced approval from CIE, you will not be required to take in additional classes to be considered enrolled in a full course of study.

RCL- Medical Reason

- Medical Reason:
 - Allowed 12 months of Medical Leave during your academic program (valid for a semester at a time)
 - You must submit a letter from a U.S. Licensed medical doctor or clinical psychologist confirming there is a medical reason
 - The letter does not have to state your specific condition, just that there is a condition and the doctor recommends not being full time



RCL- Academic Reason

Students are only allowed **one** Reduced Course Load for an academic reason per level of education.

Academic Reasons are defined as:

- Initial difficulty with the English language or reading requirements
- Unfamiliarity with U.S. teaching methods
- Improper course level placement

If approved for a Reduced Course Load due to an Academic Reason, you are still required to enroll in at least 6 units.



SEVIS Record Transfer

- Transferring into CSUEB
 - Students transferring from another institution where they had F-1 status must complete the transfer process within 15 days of the beginning of the semester. If you are a transfer student and have not done so, please email csueb.i20@csueastbay.edu immediately for details.
- Transferring out of CSUEB
 - If you are planning to transfer to another institution, please contact our office to initiate the process. We will need your permission and acceptance letter to release your SEVIS record to your new school



Grace Periods

- 60-day Grace Period
 - You have a 60-day Grace Period after completion of a course of study and any authorized practical training to prepare for departure from the United States or to transfer to another school or institution.
- 15-day Grace Period
 - An F-1 student authorized by the DSO to withdraw from classes will be allowed a 15-day period for departure from the United States.
- No Grace Period
 - An F-1 student who fails to maintain a full course of study without the approval of the DSO or otherwise fails to maintain status is not eligible for any grace period.



Travel

- What documents are needed for re-entry after travel?
 - A valid passport
 - A valid F visa
 - Signed/endorsed I-20
 - Recommend no older than 6 months
 - Recommend bringing
 - Transcript
 - Proof of registration for the following semester
 - Proof of finances
 - Be mindful of dates. You should be inside the USA before the semester begins!



Returning from Travel

Retrieve your new I-94 online: www.cbp.gov/I94

- You will receive a new I-94 record number for each entry into the USA
- Check all details are correct
 - F-1
 - D/S
- If something is incorrect, contact Customs and Border Patrol Deferred Inspections to get your I-94 corrected



Employment



On-Campus Employment

- F-1 students in valid status can begin on-campus employment as soon as they arrive on campus and find a job (no sooner than 30 days prior to the first day of classes).
- Employment is limited to 20 hours per week while school is in session.
- Students may work full-time on-campus, if their department allows it, during semester breaks and summer session (if you are not enrolled full time during summer).
- You are **not** allowed to work on-campus after you complete your degree program.



Employment

Off-Campus

- **ALL** off-campus employment must be approved in advance by CIE and/or the USCIS.
- There are limited opportunities for off-campus employment.

Types of Off Campus Employment

- Practical Training
 - Curricular Practical Training (Internships)
 - Optional Practical Training (OPT/STEM)
- Economic Hardship



Employment- CPT

- Curricular Practical Training/Internship
 - You must have been in valid F-1 status for one academic year.
 - You must be in good academic standing.
 - CPT must be an “integral” part of an established curriculum
 - “Integral” is defined as a position that is required for your academic program or an internship that has been approved by your academic department and the Internships office.
 - Involved Offices- Internship Site (Employer), CSUEB Internships Office, your major department and CIE
 - Authorized by CIE for immigration purposes



Employment -OPT

- Optional Practical Training
 - You must have been in valid F-1 status for one academic year.
 - Apply for 12 months of authorization. STEM majors can apply for an additional 24 months
 - You may apply for another period of OPT after completion of a higher level degree or program.
 - You may apply for OPT as early as 90 days before completing your academic program or up to 60 days after completion.
 - Authorized by USCIS



Employment –Economic Hardship

- Economic Hardship
 - You must have been in valid F-1 status for one academic year.
 - You must be in good academic standing.
 - You must have documentation of a change in your financial circumstances that is beyond your control.
 - Authorized by USCIS
 - See CIE for details.



Change of Address/Phone Number/Email

- A student must inform the DSO of any changes to his or her name or any change of address, within 10 days of the change.
- MyCSUEB must have current US Mailing Address and Foreign Address at all times!
- MyCSUEB must have your current phone number and email address also
- The address given must be a local, residential address and **not a P.O. Box**




Health Insurance

- It is mandatory for all F-1 students to have health insurance per CSU policy.
- You may not register for classes until you provide evidence of international student health insurance coverage for the duration of the semester for which you are trying to register.
- Submit evidence of health insurance coverage to csuebhealthinsurance@csueastbay.edu
- Make sure to have health insurance coverage at all times.


You will ALWAYS have a health insurance hold on your account based on your F-1 status.
The hold will be moved term by term based on your purchase.

Health Insurance Hold

Academic Records




Announcements & Messages




Enjoy your Day ..

No new message(s)


Student Record Services




Student Finance




Financial Aid



Manage Classes




Profile




201094288

Tasks




1 Holds

Admissions



Student Association Links



Health Insurance Hold

Holds

Hold	Department	
International Health Insurance	University Extension	>

1 row
↑↓

Hold Details

International Health Insurance

Department University Extension

Reason International Health Insurance

Start Date 01/19/2022

Start Term Summer Session 2024

Please contact the Center for International Education if you have any questions about the international student health insurance requirement.
You may contact the office by email at csuebhealthinsurance@csueastbay.edu. Additional information may be found on the web at <https://www.csueastbay.edu/cie/f-1-students/new-students/insurance.html>



Students with F-2 Dependents

F-2 Dependents (Spouse or Children)

- F-2 Dependents I-20's need to be signed for travel
- F-2 Dependents older than 18 cannot attend school full time
- F-2 Dependents can not work
- F-2 Dependents status is based on F-1 Student status



Taxes

International students are by law required to file taxes each year, even if you are not working.

- Form 8843 is required every year
 - Telling the USA government that you are in the USA and if you are working or not
- Form 1040 is required if you earned any money
 - From on or off-campus jobs

Most international students receive a refund from filing taxes if they were employed!

CIE are not tax experts so any tax related questions will have to be answered by a tax specialist. Additional information is available on the [CIE Tax](#) webpage



Visa Revocation- Arrest Record

- Department of State will revoke (void) your visa following a conviction or an arrest for driving under the influence (DUI), driving while intoxicated (DWI), or a related criminal charge
- You will be notified via email within a week or 2
 - They email the email address you used when you applied for your visa
- CIE does NOT get notified
 - You should tell us if you get arrested so we can properly advise you
- Having your F-1 visa revoked does not mean you have to leave the USA.
 - You can remain the USA after your visa has been revoked as it does not affect your F-1 status
- If you depart the USA, you will need to re-apply for an F-1 visa
 - Will be referred to a Panel Physician who assesses for alcoholism or drug abuse
 - May have to remain outside the USA for 1 year



Visa Revocation- Marijuana/Weed/Pot

- Recreational use of marijuana is now legal in the state of California, however, FOREIGN NATIONALS ARE SUBJECT TO FEDERAL IMMIGRATION LAW WHICH MEANS MARIJUANA EVEN FOR MEDICAL PURPOSES IS **NOT ALLOWED**.
- Under federal immigration law, possession, transportation, giving away or offering to sell/transport/give away less than 30 grams of marijuana may be deportable offenses.
- Second possession, sale, cultivation, transportation, or giving away more than 30 grams can be an aggravated felony with severe and possibly lifelong immigration consequences.
- This may effect your visa status as with the DUI
- Avoid it to be safe!



Check In Procedure

You are required to "report" to the University so we can register your SEVIS record.

We refer to this process as "Check In". In order to complete your "Check In", please upload the following documents to a google form. Information and link are available here-

<https://www.csueastbay.edu/cie/f-1-students/new-students/mandatory-immigration-check-in.html>

1. New Student Information Form (You must provide us with a full U.S. address and US Phone number)
2. I-94- Please submit your I-94 Record obtained at www.cbp.gov/i94
3. Passport- Bio page of your passport

Please submit these documents as soon as you can if you haven't done so

Other Important Information

Horizon Email- <https://horizon.csueastbay.edu/>

- University Email system. Please check this regularly! All communications to persons on campus should be sent from your horizon email
- Please include your NETID

The Bay Advisor- <https://www.csueastbay.edu/aps/the-bay-advisor/>

- System used throughout campus for students to book appointments with advisors (academic, immigration, special programs).

Important Dates- <https://www.csueastbay.edu/registrar/important-dates/index.html>

- Best source for deadlines and important dates. Updated every semester/term

Health Insurance-

<https://www.csueastbay.edu/cie/f-1-students/new-students/insurance.html>

- Best contact is csuebhealthinsurance@csueastbay.edu



CIE ADVISING



- Advising is by appointment only
- Appointments can be hard to get at the beginning and end of the semester
- Appointments can be made via Bay Advisor
 - Use your NETID and password
 - You can cancel your appointment if needed
 - You will be marked “No Show” if you don’t attend. You will be locked out if you get 3 “no shows”
- Advising is currently via Zoom
 - CSUEB provides students with a Zoom login



How do you receive specific advice?

Center for International Education (CIE)

SF 102

Hours: Monday to Friday

25800 Carlos Bee Blvd

8am-5pm

Hayward, CA 94542-3021

Phone: 510.885.2880 Fax: 510.885.2787

E-mail: cie@csueastbay.edu

Website: www.csueastbay.edu/cie

Information and Updates on Social Media!

Facebook- CSUEBCIE

Instagram- csueb_international



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Welcome and Good
Luck!



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