SEVIS REMINDERS

To maintain F-1 or J-1 status, please follow these reminders:

- Register full-time each academic term (full time is 9 credits for graduate students, and 12 credits for undergraduate students. For more info about FT, according to immigration, read the “Maintaining Legal Status” section on our website).
- Complete your studies by the completion date on your I-20 or DS-2019. If you complete earlier than your current completion date, notify us. If you will need more time to complete your studies, also notify us. In both cases it is very important for us to update your SEVIS record.
- ALWAYS and IMMEDIATELY keep the OIS informed of any CHANGE with your local and home country addresses. Such changes must be reported to OIS within 10 days.
- Let us know when you change your degree program.
- Do not work off-campus with-out authorization.
- Do not work on-campus for more than 20 hours per week while classes are in session.
- ALWAYS and IMMEDIATELY keep the OIS appraised of any CHANGES with your approved employment on OPT/CPT. Such changes must be reported to OIS within 10 days. Remember that reality is more important than what you see on your I-20/DS-2019 or your visa!

Join the 2014 Global Transition Team!

Global Transition (GT) is the name of the 5 day program for new international undergraduate students coming to Fordham. The program itself will run from August 26—August 30, and is full of great activities that will help acquaint new international students with Fordham and New York. The program is designed to be fun for both the new students as well as for GT Team members. Global Transition is an interesting and rewarding way to meet new friends from all over the world, and to learn more about the places our international students come from.

An exciting new feature of the Global Transition program is that for the first time this year, it will include social activities throughout the fall semester! And, as a member of the GT Team, you could share your ideas for these activities.

For more information about this program, as well as to complete the application, please go to: www.fordham.edu/gt. This and more info will also be posted soon on the Orientation page of our website. The chance to become part of the GT team is open to any and all undergraduate students—international and domestic, so please share this info with your undergraduate friends!
All F-1 and J-1 Students Must Submit Tax Forms

If you were IN the US during the year 2013 (even for a day), you are required to file taxes, **regardless of whether you have income or not**. The OIS provides a service called Glacier Tax Prep to aid in completing your INCOME TAX RETURN forms.

All students in F-1 or J-1 status, including those on OPT, were emailed on Feb. 6th with your specific Access Code to utilize the GTP service. **DO NOT SHARE** this code with anybody else. If you have not received an email, please email ois@fordham.edu for the information.

If you HAD income: File Form 8843, along with Fed & State tax forms. Deadline is April 15, 2014.

If you did NOT have income: File Form 8843. Deadline is June 16, 2014.

Many students ask for a Form 1098T. This form can be found at http://www.fordham.edu/tuition__financial_a/student_accounts/1098t_90001.asp

Employment

Optional Practical Training (OPT)—If you are completing your studies in April and you wish to apply for OPT, you can do so now. You may apply for OPT up to 90 days before the completion date on your I-20 and up to 60 days after that program completion date. However, in most cases we recommend that you apply prior to your completion date, because it usually takes at least 2 months to receive your EAD card. Remember that your real completion date is more important than the date on your I-20.

Curricular Practical Training (CPT) - if you would like to work off campus this semester, you must apply for CPT, which is another form of work authorization. To be eligible for CPT, you must have been maintaining F-1 status for at least 1 academic year. To apply for CPT, you must already have a job offer. Bring the employment offer letter and the completed CPT form to the OIS office at least 2 weeks prior to the intended employment start date. We must have both these documents in order to process your CPT application.

Health Insurance

Starting this term, the OIS is no longer in charge of your health insurance process. For any health insurance-related concerns, you should contact Maritza Rivera Garcia, the Health Insurance Compliance Administrator. Her email address is emarivera@fordham.edu

If you did not submit a Fall waiver but you would like to waive the Fordham health insurance for the spring/summer 2014 terms, you can do so by submitting a complete waiver application to Maritza before the February 21 deadline.

Fordham Impact Initiative

Are you interested in the United Nations? Would you like to attend NGO briefings and hear about events/opportunities at the UN? Sign up on our facebook page—Fordham University Impact Initiative and read our blog here: http://fordhamimpactinitiative.wordprocess.com/

Traveling Outside the US

If you are planning to travel outside the US, make sure your travel documents are valid and endorsed. This includes a valid passport, a valid visa, and a valid I-20/DS-2019 with a current travel endorsement signature. **For all F-1 students, the travel signature is now valid for 1 year. However, if you hold F-1 status on OPT, your signature is good for 6 months.** If you are on OPT, you should also bring your EAD card and proof of employment. If you have applied for OPT but have not yet received your EAD card, you should bring your Approval Notice and/or Receipt Notice. When you re-enter the US, if you do not have your I-20/DS-2019, or the signature is not valid, you can ask the officer for a Form I-515. Once you are in the US, you must make an appointment with us immediately so we can fix your I-515.

As you know, the I-94 is now an electronic record. The OIS does not require you to submit your I-94 to us when you return to the US, but we do recommend that you obtain your I-94 record online from www.cbp.gov/i94 each time you re-enter the US. Remember that you will NOT be able to retrieve your I-94 if you are outside the US, because the I-94 is an ENTRY document.