



COLUMBIA COLLEGE

Form. 050-011  
Rev. 03/21

# INTERNATIONAL STUDENT ORIENTATION

## F-1 Student Regulations

The rules regarding F-1 students are numerous. This is just a summary of some of the main rules you must follow as an F-1 student. The full government regulations can be seen by going to the U.S. Citizenship and Immigration Services website at [www.uscis.gov](http://www.uscis.gov), and clicking on "Laws and Regulations," then "8CFR," then "Title 8, Code of Federal Regulations." The full regulations are listed under 8CFR 214.2(f).

## Maintaining Your Status

*The responsibility for maintaining your immigration status is **YOURS**. There are several requirements you must follow to maintain your status.*

### Be a full-time student.

\*You are required to pursue a full course of study at all times. **Failure to do so will jeopardize your F-1 status.**

\*International students are eligible for 10 weeks of formal vacation only AFTER meeting all requirements and obtaining approval from the International Student Advisor.

### Keep your passport valid.

\*Your passport must be valid at all times. Renewal applications must be made with the Embassy or Consulate of the country of your citizenship.

\*Addresses of embassies and consulates located in the U.S. are available from the [U.S. Department of State](http://www.state.gov) website.

### Report address changes to the International Students Office

\*You are required to report any address change to Columbia College **within 10 days** of the address change.

\*This includes address changes of your dependents. Please update this information with the international student advisor.

\*Follow government instructions found on the [U.S. Citizenship and Immigration Services](http://www.uscis.gov) website.

### Follow employment regulations

\*Students may work **no more than 20 hours** per week on campus while school is in session.

\*You are not permitted to work off-campus without receiving PRIOR authorization from the U.S. Citizenship and Immigration Services and International Admissions Office. Employment possibilities are very limited.

### Follow proper procedures for extending your program.

\*If you will not be able to complete your program by the expiration date on your Form I-20, you must apply for an extension of your program of study BEFORE that expiration date is reached. Come to the International Students Office and complete an Application for Extension.

### Follow proper procedures for changing your academic program or degree level

\*You must get a new I-20 if you change your academic program from one degree level to another or from one major of study to another. Fill out the new I-20 from the international student advisor **within 15 days** of beginning the new program.



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**Follow proper transfer procedures**

\*If you decide to transfer to a different school in the U.S., you must give **5 weeks prior notice** to the International Students Office of your intent to transfer.

\*To be eligible to transfer out in good standing, your attendance rate should be above 75%. If it is lower than 75%, you have to take extra classes in the following session until it reaches 75%. You also need to pay for the extra classes you take.

\*Once you are confirmed that you are eligible for transfer out in good standing, you must bring transfer eligibility form and acceptance letter from the school you intend to transfer.

**Report departure date and reason to the International Students Office**

\*You are required to inform the International Students Office if you plan to leave U.S. before the date on your I-20 some of these reasons include early graduation, leave of absence, suspension, expulsion, or a family emergency.

\*Fill out the withdrawal/leave of absence form and submit it to International Students Office.

**Receive authorization to travel**

\*You must notify the international student advisor **BEFORE** you travel outside the United States.

\*Your I-20 must be endorsed by the advisor in order to reenter the country.

**Important Note:**

\*This information is not exhaustive and is subject to change at any time.

\*It is YOUR responsibility to make sure you are following all of the rules at all times.

\*If you have questions or are uncertain about what the regulations are, contact the international student advisor.

\*PLEASE DO NOT rely on friends, professors, or other staff for advice or immigration matters.

\*Following bad advice may jeopardize your legal status in the U.S. or may cause you to lose opportunities available to you.

I \_\_\_\_\_ fully understand all the regulations and it is my responsibility to maintain my F-1 status and check for updates.

Phone Number: \_\_\_\_\_ E-mail: \_\_\_\_\_

Current Address: \_\_\_\_\_

\_\_\_\_\_  
Student's Signature

\_\_\_\_\_  
Date