Maintaining your F-1 Visa Status

All members of the CIIS academic community are bound to uphold the highest standards of scholarship. As an international student, you have an additional obligation to comply with the immigration laws and regulations of the United States. It is illegal to violate U.S. federal immigration laws and regulations for any reason whatsoever. Your failure to be aware of and comply with these requirements could jeopardize your academic plans and plans for future visa applications. It is *extremely important* that you read, understand and comply with this information. Details of the immigration regulations and CIIS policy are outlined in individual documents and the IS Handbook on MyCIIS.

The U.S. Citizenship and Immigration Services (USCIS) for F-1 students sets forth regulations regarding how to maintain your visa status. As long as you continually meet these requirements you are considered 'in status' or 'maintaining your visa status'. The International Student Advisor is available to assist you with maintaining your status, but when you (and your dependents) enter the country in non-immigrant status, it is your responsibility to understand the immigration regulations that affect you. Maintaining your visa status requires that you:

1. Keep your passport and I-20 valid at all times.
2. Attend the school you are authorized to attend as indicated on your I-20.
3. Register and complete each fall and spring semester as a full-time student (note: per CIIS policy some programs require summer enrollment).
4. Only one class, or 3 units, can be taken online in fall/spring semester to meet the requirement for the minimum number of units per semester.
5. Apply with the International Student Advisor if you wish to change your level of study, extend or shorten the program end date listed on the I-20, transfer to another institution, change your non-immigrant status or drop below full-time registration. All requests must be made in advance of the start of the semester and the program end date listed on your I-20 to remain in status.
6. Do not work on-campus more than 20 hours per week while school is in session or 40 hours per week during the summer semester and break periods.
7. Do not work off-campus without written authorization from the USCIS or International Student Advisor, as required. Prior authorization for employment that is not a campus job is always required.
8. Report a change of physical address in the U.S. by email directly to the International Student Advisor within 10 days.
9. Have your I-20 endorsed on the second page by the International Student Advisor before traveling outside the United States. The signature is valid for one year from the last date signed.
10. Inform the International Student Advisor once you complete your degree, and your date of departure (even during post-completion OPT).
11. Students who violate their status should meet with the International Student Advisor to discuss their options for reinstatement of their visa status.

If you have any questions about your status or are out of status, please make an appointment with the International Students, Jody O'Connor at joconnor@ciis.edu. You may also refer to the CIIS websites for forms and detailed information about maintaining your status.

Updated August 2020

Health Insurance Policy

"I understand that it is CIIS policy to maintain health insurance throughout the duration of my studies at CIIS. I will purchase on-going coverage and maintain this insurance. If I change my health insurance policy, I will provide proof of coverage to the International Student Advisor.

I have read and understand this information, and I knowingly accept full responsibility for maintaining my status as an international student during the duration of my studies at the California Institute of Integral Studies."

Date: _____   Student Signature: _____

CONTACT INFORMATION *required by the start of your first semester.*

Name	
Address in the U.S.	
Phone # in the U.S.	
Email address	
Emergency Contact Name/ Relationship (in or outside of the U.S.)	
Emergency Contact Phone number/Email address	