WELCOME TO
THE UNIVERSITY
OF DENVER

Fall 2023 International Student Orientation
Welcome to DU!
The mission of ISSS is to help students and scholars succeed academically, professionally, and personally at DU.

Main Functions of ISSS

- Providing immigration advising & documentation & workshops
- General assistance for personal matters and cultural/social adjustment
- Assistance with DU policies and procedures
- Advocacy for international student and scholar issues on campus
Meet the ISSS Staff

Samantha Gerber
SEVIS Coordinator & Advisor

Theresa Johnson
Director

Tom King
Senior International Student Advisor

Katie Pettet
Assistant Director

Maddie Risch
International Community & Programming Coordinator
Immigration Documents
Passport

Must be valid at all times while in the U.S.

Must be valid for at least SIX (6) months beyond entry into U.S.

Tip: Make copies and store in a safe place.
Basic Info
Visas are permission to seek ENTRY into the U.S. They remain valid during OPT, and after transferring to a new program at DU or to another U.S. institution.

Important Things to Remember

**Does not** indicate how long you can stay in U.S.

Visa stamp **can expire** while inside U.S. without issue

**Cannot be renewed** inside the U.S.
I-94 Arrival Record

- Issued after being admitted into U.S.
- **Class of Admission** indicates immigration status.
- **Admit Until Date** indicates how long you can STAY. “D/S” stands for Duration of Status.
- A new I-94 generated for each entry into U.S.

**Tip:** Confirm that details are correct after travel.
Reminder: Keep good records!

Maintain a file of all immigration documents including previous I-20s / DS-2019s.

You never know when you may need them.
Maintaining Immigration Status
Common Terminology

DOS: Department of State
DHS: Department of Homeland Security
CBP: Customs and Border Protection
USCIS: U.S. Citizenship & Immigration Services
SEVP: Student and Exchange Visitor Program
SEVIS: Student and Exchange Visitor Information System

DSO: Designated School Official for F visa
RO: Responsible Officer for J visa
Full-time: Graduate – 8 credits per quarter
   Undergraduate – 12 credits per quarter

*If taking minimum required hours, only one online class allowed

i.e. Graduate student with two 4-credit classes must have at least one on-campus course
Exceptions to Full-Time Enrollment

May be authorized for academic reasons:
Examples - Initial difficulties with the English language
  Initial difficulties with reading requirements
  Unfamiliarity with English teaching practices
  Improper course level placement

Must still enroll at least half time
Allowed only **ONCE** during academic program

Additional options:
  Final term of study
  Medical reason with letter from doctor

**Poor grades, work schedule conflict, and/or financial difficulties are **not** valid reasons**

**Never drop below full-time without permission from ISSS!**
Program End Date

Apply for OPT/Academic Training **before** completion of program

Gain admission to another DU program

Transfer to another school

60-day grace period after completion (F-1)
30-day grace period after completion (J-1)

If you will not graduate by end date, you must apply for extension **BEFORE** I-20/DS-2019 expires.
Vacation

- **DU Quarter system**: Fall, Winter, Spring, Summer

- *One* vacation quarter is allowed per calendar year

- Summer is default vacation quarter

- A non-summer vacation will be an option after one academic year at DU

- Must intend to enroll the following quarter
Please get advice/prior permission from ISSS if you plan to...

- Register for less than full-time/drop a class
- Take online courses
- Take courses at another institution/concurrent enrollment
- Seek off-campus employment
- Take a leave of absence from DU
- Withdraw from DU
- Transfer to another university or college
- Need help with cultural adjustment
Violation of Status

ISSS is required to terminate SEVIS records for violations including:

• Failure to enroll full-time or dropping below full-time without ISSS approval
• Working without authorization
• Failure to maintain required health insurance coverage (J-1 exchange visitors)

USCIS has authority to terminate SEVIS records for failure to report change of name or change of residential address within 10 days through MyDU or directly to ISSS
The legal drinking age in United States is 21 years old.

Arrest or conviction for driving under the influence of alcohol can have severe criminal and immigration consequences including **revocation of visa**.
Federal (national) law says cannabis is **ILLEGAL**. Possession and/or use of cannabis is **illegal** under federal law.

Colorado state law says cannabis is legal for adults 21+.

*International students **must follow federal law.**

Consequences for non-U.S. Citizens include **possible deportation** and/or **prohibition of reentry** into U.S.
Travel
Travel Outside U.S.

**MUST HAVE**

1. Valid I-20 or DS-2019
2. Unexpired travel signature
3. Unexpired passport – valid for 6 months
4. Unexpired U.S. visa (F-1 or J-1)

*Optional documents to have:
   - Transcripts
   - Proof of Registration
   - Financial documentation
I-20/DS-2019 Travel Signature

Establishes that you are maintaining status and eligible to re-enter the United States.

Must be valid (unexpired) upon entry from abroad.
Students with an expired US visa can reenter the US after travel to Canada, Mexico, or adjacent islands except Cuba.

Travel must be less than 30 days.

**Excludes** students from Cuba, Iran, North Korea, and Syria.
Employment Overview
What is Employment?

“Providing services for compensation, financial or otherwise”

Examples of compensation: one-time payment, lunch, tuition, housing, bus pass, concert tickets

All employment requires authorization!
On-Campus Employment

Work performed on DU campus paid by the University (i.e. assistantship, hourly jobs)

OR

Work performed on DU campus and paid by commercial firms which provide direct services to DU students (i.e. Sodexo or Bookstore)
On-Campus Employment

**Maximum 20 hours per week during** academic year
- Cannot exceed 20 hours/week total for all jobs

May work more than 20 hours per week during vacation term and official school breaks

On-Campus Jobs - [http://du.edu/pco](http://du.edu/pco)

International students do not qualify for Federal Work-Study positions
On-Campus Employment Process

- Complete immigration check-in (New students)
- ISSS must activate SEVIS record (New students, Change of Level students)

- F-1 Student: No additional ISSS authorization required
- J-1 Student sponsored by DU: Obtain ISSS On-Campus Work Authorization letter
- J-1 Student sponsored by US Agency (Fulbright, Ford Foundation): Obtain on-campus employment authorization letter from your sponsor

Steps Following Job Offer at DU

- Complete Employment Eligibility Verification (Form I-9) with Shared Services
- Obtain Social Security Number, if this is your first employment in U.S.
Social Security Number (SSN)

- Can only apply for SSN if you have valid work authorization
- Social Security Numbers are used for income taxes and personal identification
- SSNs are useful but NOT mandatory for most business processes

Find more details about applying for a SSN on our website under Current Students -> Employment
Off-Campus Employment

Off-campus employment may begin **ONLY** after obtaining permission from ISSS or USCIS.

**F-1 Practical Training**
Eligible to apply after one academic year of full-time enrollment in the US in F-1 or another valid status.
Must be directly related to academic **major**

**J-1 Academic Training**
Maintaining valid J-1 status and in good academic standing.
Must be directly related to academic **major**
Before Making a Request to ISSS

Step 1: Visit https://internationalization.du.edu/isson to learn more related to your need
How to Submit a Request to ISSS

Step 2: Log into isss.du.edu – Go to “Control Center” tab to choose type of request

Please allow 3-5 Business Days for Processing
All new students must complete

✓ Immigration Check-In

Please complete Check-In request through ISSS Portal. This will activate SEVIS record and must be done before applying for Driver's License or Social Security Number (SSN)
Keep Contact Details Updated

Please report all changes of Name or Address in my.du.edu within 10 days to meet SEVIS reporting requirements

• **MAILING** Address should be your current U.S. residential address

• **HOME** Address must be an address outside the U.S.
Updating your Address

- Login to My.du.edu
- Type "Address" on the search bar
- Click on Update your contact information
Tips for Emailing ISSS

✔ Include your DU ID# (87#)
✔ Send to isss@du.edu, not to advisor
✔ Do not send to multiple advisors
✔ Responses to email take 1-3 business days

✔ Check your DU email regularly
Final Tips

• **Use ISSS Resources**
  - Website [https://internationalization.du.edu/isss](https://internationalization.du.edu/isss)
  - Advisors (Zoom appointments, walk-ins, email, phone)
  - Alerts will be sent to your @du.edu account

• **Do not take immigration advice from others**

• **Plan ahead** – do not wait until last moment

• **You** are responsible for protecting your immigration status
Ways to Connect with ISSS

https://internationalization.du.edu/isss

issss@du.edu

303-871-4912

Instagram @issss_du
ATTENTION INTERNATIONALS!
Beware of scams!

STOP
If you are being asked or feeling pressured to give information or send payment, stop! Check the legitimacy of the request before taking action!

COLLECT CALLER INFO
Ask for the person’s name (proper spelling), agency/office, contact info, and details about the request. Then say you need to follow up with your institution first and hang up!

ALERT AUTHORITY
Contact your international office or campus police/security office to help you determine if this is a real request.

MAKE REPORT
Your international office, campus police, or security office can help you determine the best way to report a scam. Reports may be made to the police, government agencies, IT office, etc.
THANK YOU