

## **Very Important Information about your Student Status!**

You are **required** to notify Avila's International Student Services office of any changes in your program or status. You are also required to understand the rules and responsibilities of your F-1 student status. As part of your responsibility, you must continue to provide information to Avila's International Student Services office while you are a student and while you are on OPT. Failure to follow these policies could cause problems with re-entering the U.S. and your student status.

### **For all F-1 students at Avila:**

- Always keep your I-20 updated.
- Request an extension of your I-20 at least 30 days before it expires.
- Get a signature on your I-20 from Avila's International Student Services office before you travel outside of the U.S.
- Keep your passport valid at all times while in the U.S.
- Obtain your I-94 number at <https://i94.cbp.dhs.gov>
- Be a full-time student at all times unless you have met very limited conditions as will be explained by a DSO in Avila's International Student Services office.
- Report any address change to the International Student Services office within 10 days.
- Do not work more than 20 hours per week at Avila while classes are in session.
- Meet with a DSO before beginning OPT (Optional Practical Training).

### **Maintaining your F-1 student visa status:**

- Be a full-time student each semester or session.
- Do not work off-campus without DSO and USCIS approval.
- Part-time enrollment is granted only under limited situations and must be approved by a DSO.
- Get good grades and go to class. Students who are dismissed will have their I-20s terminated and will need to return home immediately.
- Notify the International Student Services office if you plan on going home and will not be taking courses during the next semester.
- Make sure your I-20 is updated, signed when you travel, and does not expire.
- Notify the International Student Services office if you plan on dropping all of your courses for any reason.