

Overview of Federal Regulations Pertaining to International Students (updated 5/10/2016, updated text in italics)

(For a detailed version, please refer to Advising Handbook page 59-68):

Full Course of Study Requirement:

Fall and Spring: New and continuing students: Enroll and complete a full-time course of study.

Undergraduate: 12 credit hours Graduate: *9 credit hours*

Law: LLM: 8 credit hours, JD: 12 credit hours MBA: 10 credit hours

Summer: New students: Enroll and complete the equivalent of a full time course of study for the session.

Undergraduate: *12 credit hours, six per term*

Graduate Students: *9 credit hours across two terms (There will be no Summer II admits starting summer 2016)*

Law school: no summer admit

On-line courses:

Only one online course (per semester) maybe counted towards the full course of study requirement.

Sponsored students (e.g., almost all our Saudi students, some Iraqi and Kurdish students) have different on line requirement. The government may not allow any on line courses.

Final term: If there is only one course left to complete the degree requirement, that course may not be an online or distance learning course. *Exception is made for internship course.*

For students who need to **drop below full time** status or withdraw from all classes, please discuss with Janice Lin and Joe Frake at the Office of International Programs. Reduced Course Load is recommended by academic advisors and must be authorized by OIP in the student's immigration record **before** dropping below full time.

Leave of absence, withdrawal, and suspension from the university: please notify OIP immediately. If a student is about to be suspended or expelled, please notify OIP as soon as possible so we may find ways to help the students to maintain their legal status.

Employment/internship:

On campus employment (VU as the employer): 20 hours during the school year; full time during official school/ summer break. Exchange students or those on J1 visa will need special authorization from OIP.

Off campus employment/internship, paid or nonpaid: must have authorization from OIP/USCIS, noted in their immigration documents.

Curricular Practical Training (CPT)--must register for an internship/practicum/co- op course for the same semester. CPT is recommended by the academic advisor and authorized by OIP before internship/employment starts.

Optional Practical Training (OPT): no need to register for a course for the employment. OPT is recommended by the academic advisor and OIP, and authorized by USCIS/Department of Homeland Security. Note: This costs \$380 and takes 3 months for the government to process it. Almost all Valpo students save OPT for after graduation.

Academic Training (AT): Exchange students or students on J1 visa can apply for AT and work off campus. No need to register for a course; recommended by academic advisor, authorized by OIP.

Contact:

Janice Lin, Joe Frake, or Andrew Knox at the Office of International Programs (x5333). More information on CPT, OPT, Extension, RCL can be found on: <http://www.valpo.edu/international/current/index.php>, under "Immigration" and "Employment." OIP is now processing these through on line e-forms. Please visit iValpo at <https://sunapsis.valpo.edu/istart/controllers/start/start.cfm>