



In the last few days and weeks, we have all faced new and challenging circumstances! Though times are difficult, on the bright side, I'm sure that we will all learn some valuable things which we would not have learned otherwise.

Starting today (Wednesday, 3/18) through at least March 30, for the safety of all and in accordance with university & national guidelines regarding in-person meetings, the Office of International Programs (OIP) will be moving to online advising for all our students and scholars.

But don't worry, the OIP staff will be working and available as usual! We will be checking our email consistently throughout the weekdays (Mon-Fri); also, we are setting up a system by which we will be able to answer the office phone (219-464-5333) during regular business hours (Mon-Fri, 8am-5pm). At this point, if you call and the phone is not answered, please leave a message or send an email with your question to one of the OIP staff.

Furthermore, please do not hesitate to contact us if you have any need in the coming days! As mentioned already, we are working as usual, and we are absolutely committed to serving you in any way we can as everyone figures out how to overcome these challenges.

Below are some important resources & tips to be aware of:

#1. OIP Online Resources

- [Our website](#) contains a lot of helpful information, especially under the "Current Students" section.
- [Here is a list](#) of OIP staff members in case you need their email addresses for any questions.
- [iValpo](#) is the place to submit all immigration requests (OPT applications, I-20 reprint, I-20 extension requests, etc). On the iValpo e-forms, there is also a lot of information there (or linked) which will answer many of your questions about the e-forms.

#2. OIP Social Media

- [Facebook](#) (Valpo International Students & Scholars)
- [Instagram](#) (valpointernationalstudents)

#3. Document Pickup

Although we will not have the normal document pickup service available at the OIP front desk, you will still be able to request and receive your documents (such as I-20s/DS-2019s, or OPT packets) in a timely manner:

- **If you live off-campus in the Northwest Indiana or Chicago area**, after you make a request for a document through iValpo and we process it, we will then send you the document by mail to the residential address you listed on the e-form. So make sure you put an accurate residential address on the e-form!
- **If you live on-campus**, and the residential address you list on the e-form is an on-campus residence hall, we will contact you and make arrangements for you to pick up your document as soon as possible.
- **If you have decided to complete your online classes anywhere other than the NWI or Chicago area, or if you are currently on post-completion OPT/STEM OPT**, we request that you make your own shipping label through eShipGlobal after requesting the document. That label will be used to mail your document to you. Instructions to create the shipping label are on each e-form.

#4. Online Workshops

Our world today allows for all kinds of virtual teleconferencing! Several of our planned workshops will be moved online; all the details are not finalized yet, but keep an eye on your email for updates to come soon. This includes:

- **CPT/OPT Workshops:** The CPT workshop on 3/18 and OPT workshop on 3/20 will be canceled. However, options will be made available soon to attend CPT/OPT workshops online. Also, note that CPT/OPT details can be found [here on our website](#).
- **Career Tips Workshop for International Students:** Though originally scheduled for 3/19, it will be postponed, but we are hoping to reschedule a virtual workshop within the next week!

#5. Health Reminders ([click here](#))

Please continue to follow these instructions very carefully. Experts say that doing the simple things (washing hands frequently, not touching your face, and staying away from groups, etc) is really the best way to defeat the spread of the virus.

We're all in this together!

Let's all continue to support each other during this time, and we'll come out stronger on the other end!

- Janice, Andrew, Emily, Julie

