

Important Information for International Students in F1 or J1 Status  
Your immigration responsibilities:

All international students are responsible for remaining “in status”, by following the rules:

- Have a valid passport, maintain a valid passport, provide ISSS with a copy
- Attend the school whose I-20/DS-2019 you enter the U.S. on
- Know the expiration date of your VISA, and provide ISSS with visa renewals
- Know your program completion date on your I20 or DS2019, follow correct procedure for timely extensions
- Carry full course load – 12 credits for undergraduates, 9 for graduates. Follow correct procedures for less than full time course load
- Make normal academic progress
- All F1 and J1 students, unless officially sponsored by their home government or agency that guarantees student’s health insurance coverage as part of their contract with Florida Tech, must enroll in the Florida Tech health Insurance plan (and your dependents if necessary)
- Report to ISSS with changes in status – within 10 days of a move, extension, transfer or program change
- File non-resident tax forms each year by deadline
- Obtain official work permission and approval from ISSS, including RA and TA’s College Roll positions and all forms of off-campus employment. Adhere to proper terms of employment. Apply for Curricular Practical Training, Optional Practical Training in a timely manner
- Obtain travel signatures before leaving the U.S.
- Notify ISSS if you are leaving school for any reason
- Obey state and federal laws
- Depart from the US in a timely manner

Failure to comply with the above regulations will result, per the Department of Homeland Security, in falling out of status. Remember, it is always best to check with an Advisor at ISSS whenever you are uncertain about immigration matters.

***PLEASE SIGN AND RETURN:  
I HAVE BEEN PROVIDED WITH A COPY AND HAVE READ AND UNDERSTOOD MY RESPONSIBILITIES  
AS AN INTERNATIONAL STUDENT IN F1 or J1 status:***

*Name* \_\_\_\_\_

*Student #* \_\_\_\_\_

*Date:* \_\_\_\_\_