International Student & Scholar Services

Dr. Mordean Taylor-Archer, Vice Provost for Diversity and Int’l Affairs

- Sharolyn Pepper, Associate Director - Int’l Student & Scholar Services

- International Student Coordinators: Barbara Jones, Ashley Gray-Ziba, Thomas Beard

- Program Assistant Sr.: Beverly Cooper
International Student and Scholar Services Office (ISSS)

• Belknap Campus Office
  • 9 a.m. to 4:30 p.m. Monday, Tuesday, Thursday and Friday.
  • Appointment only on Wednesday
  • Phone: 502-852-6604
  • Email: intcent@louisville.edu

• Health Sciences Campus Office
  • Every Tuesday from 10 a.m. to 4 p.m.
  • HSC Instructional Building, Room 120
  • Phone: 502-852-7124
  • Web address: http://www.louisville.edu/internationalcenter/iss
Student and Scholar Information

UofL International Students and Scholars

Total Students: 716
Total Scholars: 286
Total Students/Scholars: 1002
Total Countries: 94
Athletes: 7%
Undergraduate: approx. 24%, Represent < 1% overall
Graduate: 55%, Represent 7% overall
On-Campus: 3%
# Student and Scholar Information

## Top 5 Courses of Study at the University of Louisville

<table>
<thead>
<tr>
<th>Rank</th>
<th>Field of Study</th>
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</thead>
<tbody>
<tr>
<td>1</td>
<td>BUSINESS AND MANAGEMENT</td>
</tr>
<tr>
<td>2</td>
<td>ENGINEERING</td>
</tr>
<tr>
<td>3</td>
<td>PHYSICAL AND LIFE SCIENCES</td>
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<tr>
<td>4</td>
<td>MATH AND COMPUTER SCIENCE</td>
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<tr>
<td>5</td>
<td>SOCIAL SCIENCES</td>
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</tbody>
</table>
Int’l Student and Scholar Services (ISSS)

What does the ISSS office do?

- Ensure institutional compliance with federal government regulations through the Student Exchange Visitor Information System (SEVIS)
- Serve as Principal Designated School Official (PDSO or DSO) on behalf of the University
- Issue and sign the proper immigration documents to admitted students and exchange visitors, the forms I-20 or DS-2019, respectively
- Advise international students and scholars on “maintaining their status”, conduct welcome orientations, work authorization workshops, and change of status requests
- Collaborate on programming efforts with on and off campus offices and organizations to enhance opportunities for non-immigrant students, scholars and their dependents
Student and Scholar Information

Who is a non-immigrant?

A non-immigrant is an individual who is currently in the United States on a temporary visa pursuing a specific objective.

F-1 Student: Individuals in the US engaging in a full course of academic study in an accredited educational program that has been certified by Department of Homeland Security. 60 day grace period

J-1 Exchange visitors, student, professor, researcher, physician, intern: Individuals in the US as visiting researchers, professors, short-term scholars, specialists, trainees, interns, or alien physicians under the sponsorship of an exchange visitor program certified by the Department of State. 30 day grace period

H-1B Temporary Worker: University Legal Counsel processes/Employer

Other Visa Types -- A-Z-- Non-Immigrant Visa Classifications Chart

*Note: A visa is only permission to enter the United States.
Student and Scholar Information

Process for Coming to Study

• Apply and be admitted to the University

• ISSS reviews Financial Documentation – Fellowship, Assistantship, Personal Funding, Affidavit of Support from Private Sponsor in US – must cover tuition, living expenses, health insurance

• I-20 immigration document issued (F-1) or DS-2019 issued for (J-1) visa holder—Utilize PeopleSoft

• Student applies at U.S. Embassy in their country for non-immigrant visa to enter US. Must prove intent to return to home country, financial means, and English proficiency

• Transfer students – are students coming from a U.S. institution
Student and Scholar Information

J-1 Visiting Research Scholars/Professors, Post Docs

Bringing a Visiting Scholar to Campus

• Departmental DS-2019 Request Form
• $150 Processing Fee (student categories are exempt)
• Objective, paid and unpaid
• Insurance-Medical, Repatriation & Medical Evacuation
• Orientations and Validation
• Departmental Role – housing, sponsor email and ID cards

• Forms and Instructions
• DS-2019 entered in PeopleSoft
• Student Exchanges & Government Sponsored
Student and Scholar Information

U.S. Department of State (DOS)

http://www.state.gov/

• Consular officers working in U.S. embassies and consulates abroad are responsible for issuing all nonimmigrant visas to foreign nationals

• Foreign nationals who seek to enter the US as a nonimmigrant student/scholar must first obtain an F-1 or J-1 visa from a U.S. embassy or consulate

• Spouse or dependent child of an F-1 or J-1 must obtain an F-2 or J-2 visa in order to accompany the student to the US
Student and Scholar Information

Department of Homeland Security (DHS)

www.dhs.gov

- **United States Customs and Border Protection**-(CBP)
  Charged with guarding the U.S. border. Responsible for the inspection of people seeking to enter the US. Interview validity of required entry documentation, CBP Officers determine whether or not an individual may be admitted to the US.

- **United States Immigration and Customs Enforcement**-(ICE)
  Investigate reports of nonimmigrant students and exchange visitors who may have violated the terms of their status or may be involved in illegal activities. SEVIS under this organization.

- **United States Citizenship and Immigration Services**-(USCIS)
  Oversees the granting of benefits to nonimmigrants while in the United States. USCIS adjudicates nonimmigrant student applications for changes of status and employment authorizations.
Student and Scholar Information

Interaction With Government Agencies Prior to Arrival

The diagram shows the interactions between a nonimmigrant student, school officials, record-keeping software and government agencies.

1. School A, School B, School C
2. Form I-20 / DS-2019
3. Visa Application
4. Dept. of State Consular Systems
5. Visa data
6. Selected School
7. DHS/DoS Officers
8. Law Enforcement & Intelligence Agency Systems / Officers

U.S. Port-of-Entry

Entry data
U.S. Department of Justice  
Immigration and Naturalization Service

Certificate of Eligibility for Nonimmigrant (F-1) Student
Status • For Academic and Language Students (OMB No. 1653-0038)

Please read Instructions on Page 2
This page must be completed and signed in the U.S. by a designated school official.

1. Family Name (surname):
   First (given) Name:
   Middle Name:
   Date of birth (Month/Day/Year):
   Country of birth:
   Country of citizenship:

2. School (School district) name:
   University of Louisville
   School Official to be notified of student's arrival in U.S. (Name and Title):
   Sharelyn PEPPER
   Asst. Dir. Int'l Student and Scholar Services
   School address including zip code:
   International Center
   2301 South Third Street
   Louisville, KY 40208
   School code (including 3-digit suffix, if any) and approval date:
   HGL214F10718000 approved on 01/29/2003

3. This certificate is issued to the student named above for:
   Initial attendance at this school.

4. Level of education the student is pursuing or will pursue in the United States:
   DOCTORATE

5. The student named above has been accepted for a full course of study at this school, majoring in Electrical and Electronics Engineering. The student is expected to report to the school no later than 02/01/2012 and complete studies not later than 05/15/2012. The normal length of study is __60__ months.

6. English proficiency:
   This school requires English proficiency. The student has the required English proficiency.

7. This school estimates the student's average costs for an academic term of 9 (up to 12) months to be:
   a. Tuition and fees
   b. Living expenses
   c. Expenses of dependents (0)
   d. Other (specify): Health Insurance
   Total

8. This school has information showing the following as the student's means of support, estimated for an academic term of 9 months (Use the same number of months given in item 7).
   a. Student's personal funds
   b. Funds from this school
   c. Funds from a grant or fellowship
   d. On-campus employment
   Total

9. Remarks:

10. School Certification: I certify under penalty of perjury that all information provided above in items 1 through 9 was completed before I signed this form and is true and correct. I further certify that the information provided on this form will be published in the United States after review and evaluation in the United States by me or other officials of the school of the student's application, transcripts, or other records of courses taken and proof of financial responsibility, which were received at the school prior to the execution of this form. I further certify that the above named student's qualifications meet all standards for admission to the school; the student will be required to perform a full course of study as defined by 8 CFR 214.2(f); and the designated official of the above named school and is authorized to issue this form.
   Sharelyn PEPPER
   Asst. Dir. Int'l Student and Scholar Services
   Date Issued: 11/10/2011
   Place Issued (city and state): Louisville, KY

11. Student Certification: I have read and agreed to comply with the terms and conditions of my admission and those of any extension of stay as specified on page 2. I certify that all information provided on this form is true, correct and complete to the best of my knowledge. I certify that I seek to enter or remain in the United States temporarily, and solely for the purpose of pursuing a full course of study at the school named on page 1 of this form. I authorize the named school to release any information from my records which is needed by the INS pursuant to 8 CFR 214.3(g) to determine my nonimmigrant status.
   Name of Student
   Signature of Student
   Date
   Address (city)
   State or Province (Country)
   Name of parent or guardian
   Signature of parent or guardian
   Date

Form I-20 A/B (Rev. 04-27-003N)
Student and Scholar Information

University Reporting and Recordkeeping Requirements

- Report arrival (Registration or validation) within 30 days [I-20 or DS-2019, passport, visa and I-94 (Arrival/Departure Information)]
- Address Changes and personal information updates
- Transfer to and from another University
- Program Extension/Shorten program/Dismissal
- Change of Level
- Reduction in Course load
- Completion of Program
- Change of Status
- Employment Authorizations
- Reinstatements
- I-20 stored in SEVIS system. Update Changes
- Signatures for Travel
Student and Scholar Services (ISSS)

Employment Authorizations

On-campus Employment - for F-1 students can be authorized as long as the work directly provides services to students. May not exceed more than 20 hours when school is in session.

Off-campus Employment – for F-1 students is only allowed if the Secretary of DHS issues a Special Student Relief or for students who can show that new, unexpected circumstances beyond the student’s control have created severe economic hardship. (must apply to USCIS) Must have been enrolled for at least one academic year.

Curricular Practical Training (CPT) - employment that is an integral part of a F-1 student’s curriculum including internships and coops. Must have been enrolled for at least one academic year unless required by program.

Optional Practical Training (OPT) - provides F-1 students with an opportunity to gain employment experience in their field of study www.uscis.gov

Academic Training - employment integral to a J-1 exchange visitor’s academic program

* CPT, OPT and Academic Training require a signature from an academic advisor and sometimes from the Department Chair.
Student and Scholar Services

Employment Authorization Document (EAD) card

![Employment Authorization Document (EAD) card](image)
Student and Scholar Information

Maintenance of Student Status

(ISSS) We serve as a link between nonimmigrant students and the Student Exchange Visitor Program (SEVP)

- Enroll by Date Specified on I-20
- Enroll in a full course of study Fall and Spring – put drop/add holds on accounts
- Distance Learning Limitation
- Passport valid for six months into the future
- Difference between visa expiration and status
- Completion of Program Date and Duration of Status D/S
- Employment – Part-time on campus, Curriculum Practical Training (CPT) and Optional Practical Training (OPT)
- Options after Completion of Program
Student and Scholar Information

Programming

• Arrival orientations, Resource Fairs

• Monthly International Meet and Greet Luncheons

• American International Relations Club

• Optional Practical Training Workshops

• International Education Week

• H-1B and LPR Workshops

• Collaborative Programming

• Emergency Funds/$500 Tuition Award
Student and Scholar Information

Other issues for International Students

• Airport pick up, dormitory check-in, housing
• Social Security Number
• Driver’s License
• Banking
• Safety
• Health Insurance
• English Language Classes
• Food
• Religious Holidays
• Cultural Adjustment, ex. reluctant to admit their hardships
• Cultural Differences, ex. Time
• Academic Issues, ex. Plagiarism
• Dependents
Questions, Comments or Concerns

www.louisville.edu/internationalcenter/isss

502-852-6604