

# **International Students**

## **Maintaining F-1 Status**

**IIFA English Learning Center maintains an attendance policy for Foreign F-1 Students. This attendance policy follows the rules and regulations of the Department of Homeland Security's United States Citizenship and Immigration Service (USCIS). The Principal Designated School Official (PDSO) at IIFA is Rose Baek. She may be reached by email at [rose.b@iifa.edu](mailto:rose.b@iifa.edu).**

- You are admitted into the US for as long as you are in compliance with the admission requirements. This is called admission for the Duration of Status (D/S)
- To maintain your nonimmigrant status you must:
  1. Enroll in a full course of study at least 18 hours per week
  2. Continually progress toward the completion of the program of study and move forward in your classes to advance to the next semester/level
  3. Report to the DSO at the beginning of every regular term
  4. Report a change of address to the DSO within 10 days of the change
  5. Report any change in sources of financial support to the DSO
  6. Notify the DSO prior to traveling outside the US
  7. Notify the DSO upon applying for a change of nonimmigrant status
  8. Notify the DSO upon approval of an adjustment of status to an immigrant status
  9. Notify the DSO about changes in dependent status
  10. Notify the DSO if you intend to transfer
  11. Consult with a DSO to extend the program
  12. Do not work without authorization
- Consult with the DSO before dropping below full course of study
  1. There are several circumstances when F1 students can take less than a full course of study. For example, F-1 students with documented medical conditions can take a reduced course load or no course load at all. A student must provide the school with medical documentation, which must be from a licensed medical doctor, doctor of osteopathy, or licensed clinical psychologist. The document must indicate the start and the end date of your medical condition and must be submitted to the school office prior to the expiration of the medical leave of absence.
  2. The authorization period cannot exceed an aggregate of 12 months per program level. This means a student who dropped to half time for one semester in the first academic year can drop to half time for one semester in the second academic year if needed.

3. If a student has already had 12 months at less than full-course load, they may not be allowed any additional part time study based on a medical condition.
- F2 Dependent's rights and responsibilities:
    1. Minor F2 nonimmigrants are allowed to attend kindergarten through high school
    2. Spouses and children are not allowed to engage in post-secondary study unless it is avocational or recreational
    3. Spouses and children who wish to pursue a degree or certificate must apply for a change of status to F1 and cannot start school until the change of status is granted
  
  - F- Student Transfer:
    1. Students must maintain status by attending classes until the transfer release date. An F- Student cannot stop attending classes once a term has begun because he/she opted to transfer. Such an action would be a violation of the status and the student's SEVIS record should be terminated. Students must first receive transfer approval.
    2. Students must report to school within 15 days of the program start date and register for classes.
    3. Students may transfer during the 60 days grace period after the program end date.
    4. There is no requirement that the student attend a full term before applying for transfer
    5. If a student does not report to school the SEVIS record is terminated within 30 days of the program start date
    6. Students who wish to return to their home country prior to the program completion; the SEVIS record can be terminated for an Authorized Early Withdrawal. The student is then required to leave the US within 15 days.