Here to help:
International Students and Scholars Center Team

Student Services Building (SSV)
Phone: (480) 727-4776
Emails: ISSC@asu.edu
Not at the Tempe campus? Not a problem!

**Poly Campus – ADMIN 150**
2 – 3 visits a month

**Downtown – UCENT 130**
1 – 2 visits a month

**West – UCB 101**
1 – 2 visits a month

**Thunderbird – One Arizona Center, 8th Floor**
By appointment

*Weekly Walk-In Hours and appointments at Tempe location*
What if the ISSC needs to contact YOU?

ASU email address: check it daily

Phone: please ensure your My ASU profile has your most current phone number
Part I: What does it mean to be an international student?
Two Types of Student Visas

F-1
- Funded by personal/family funds
- I-20 Form

J-1
- Funded by U.S./Home Government Funds
- DS-2019 Form
Part II: Immigration Matters

I have arrived at ASU, now what?
1) SEVIS Check-in
2) Local & SEVIS Address
3) Immigration Documents
4) Full Course of Study
5) Employment Regulations
1-Mandatory SEVIS Check-In

Let us know you are here!
You must complete the mandatory SEVIS Check-in through MyASU.
Mandatory SEVIS Check-In for new and transfer F-1/J-1 students

Login to MyASU and Complete SEVIS Check-in under Priority Tasks

Update LOCAL and SEVIS addresses in MyASU

SEVIS Registration
SEVIS Check-in through MyASU

Priority Tasks
Complete SEVIS Check-in

Complete Your SEVIS New Student Check-In to Report Your Arrival
All new and transfer F-1/J-1 students must complete this mandatory check-in to report their arrival with the ISSC.

Once you are in the United States, complete the SEVIS check-in eForm.

Prepare the following documents:
- Passport
- Visa
- I-20 or DS-2019
- I-94
- Other immigration documents as needed

Questions? Contact the International Students and Scholars Center (ISSC)
Phone: (480) 727-4776
E-mail: issc.checkin@asu.edu

International Orientation 2018
I-94 – You will be able to obtain your admission number and electronic I-94 record through www.cbp.gov/I-94. Your I-94 should reflect the date you entered the US, your visa status and D/S (Duration of Status).

At Land Border Ports of Entry, you will still receive a paper Form I-94.
I-515A at the Port-of-Entry
If you receive a Form I-515A “Notice to Student or Exchange Visitor” you must immediately meet with an ISSC advisor.
ONE DOES NOT SIMPLY COMPLETE SEVIS CHECK-IN

WITHOUT UPDATING THEIR LOCAL ADDRESS FIRST
Update address through MyASU
Address Guidelines

MUST be a residential address

NO:
- PO Box
- Company address
- School address
- C/O

International Orientation 2018
Local Address

Address: 215 E. Orange St. #12
City: Tempe
State: AZ
Zip Code: 85281

• Must be your residence in the United States
• Must contain street number, street name, city, state, and postal code.
• Important: You must update your local address in myASU within 10 days every time you move
SEVIS Address

Address: 513 Venkateshwara Nagar
City: Rajahmundry
Province/Territory: AP
Postal Code: 533103
Country: India

• Must be your residence in your home country
• P.O. Box, company address, or school address are not valid addresses.

• Important: If your permanent residence address in your home country changes, you must update your SEVIS address in myASU!
2- Address
Keep your Local & SEVIS addresses updated
F-1/J-1 students must report any change of local address (current residential address) through MyASU within 10 days of move.
3- Immigration Documents

Keep your immigration documents valid at all times
Maintain valid passport at all times – Passport renewals or replacements while in the U.S. are done through your country’s Embassy or Consulate.
Visa stamp – Functions as an entry ticket into the U.S. and does not need to be valid while you are in the U.S. Visa renewals are done outside of the U.S. only.
Maintain valid I-20 at all times!
Keep all copies of any I-20s you receive indefinitely!
Ask for an extension BEFORE your document expires!
J-1 Students

Maintain valid DS-2019 at all times!
Keep all copies of any DS-2019s you receive indefinitely!
Ask for an extension BEFORE your document expires!
I-20 or DS-2019 must correctly reflect:

- Major
- Level of study
- Name as indicated in passport
- Citizenship
End of D/S

- Completion of degree program, Optional Practical Training (OPT) or Academic Training (AT)
- Failure to maintain status
- Approval of change of status
F-1 students have a 60 day grace period after completing their course of study or Optional Practical Training (OPT)

J-1 students have a 30 day grace period after completing their course of study or Academic Training (AT)
You have arrived at ASU, completed SEVIS Check-In, and checked all of your documents. Now what?
4- Register for classes

Maintain a full course of study at all times
Full-Time Requirement

- **Undergraduate Student**
  - 12 credit hours
  - Only 3 online out of 12 count

- **Graduate Student**
  - 9 credit hours
  - Only 3 online out of 9 count

- **Graduate Student with an Assistantship**
  - 6 credit hours (unless Academic Unit requires more)
  - Only 3 online out of 6 count

- **Important**: Only 3 credit hours online may be applied towards full-time requirement per semester
Session C – 16 August to 30 November
Session A – 16 August to 5 October
Session B – 10 October to 30 November

In person credits required throughout the entire term
Exemption To The Full Time Enrollment Requirement

- Serious medical problem
- Serious personal issues
- Final semester
5-Abide by employment regulations

- completed SEVIS check-in
- update local and SEVIS address
- checked immigration documents
- enrolled full-time
On Campus Employment

• May not interfere with full-time study
• Eligible for on-campus hourly jobs and research/teaching assistantship
F-1/J-1 students are allowed to work on-campus up to 20 hours per week during the semester.

F-1/J-1 students are allowed to work on-campus up to 40 hours per week during the breaks.

International Orientation 2018
Social Security Number

• Obtain a Social Security Number (SSN) if you are working on-campus
• You may apply no sooner than 10 days after arrival in the U.S.
• You must have completed SEVIS Check-In to report your arrival to the ISSC through your MyASU.
• You must be enrolled full-time

Email ISSC@asu.edu for complete instructions
Travel inside and outside of the U.S.
Travel in the U.S.

{ I-20/DS-2019
I-94
Valid Passport }
Travel outside of the U.S.

\[
\begin{align*}
\text{I-20/DS-2019} & \quad \text{with travel signature endorsed within 1 year} \\
\text{Valid Visa} & \\
\text{Valid Passport} & 
\end{align*}
\]
• Travel signature endorsed within 1 year
• J-1 sponsored students must have their sponsor sign their DS-2019
Attend ISSC Workshops

- OPT/CPT Workshops; Visa Options Beyond OPT
- Let’s Chat Series
- Workshops are offered on all four campus - Check your email for dates and more information
  - Schedule can be found at issc.asu.edu/events
STAY IN STATUS!

Your visa status = Your responsibility

Stay informed

Consult with ISSC

Handle immigration matters in timely manner
ISSC website- a great resource for you

https://issc.asu.edu/

International Center for students and scholars from around the world

Helping you thrive at ASU
ISSC Facebook – find out what is going on on

www.facebook.com/internationalasu