

International Affairs

COLORADO SPRINGS

## **BASICS FOR STAYING LEGAL IN F-1 STATUS**

- 1. Always keep your passport valid, ensure the current I-94 record is accurate.
- 2. Have your passport and I-20 with you when travelling outside of the U.S.
- 3. Enroll in a full-time course of study each fall and spring semester.
- 4. You can enroll in a maximum of one online course in your full-time course load.
- 5. Get International Affairs (IA) Office approval before taking classes concurrently at another college.
- 6. Attend class 100% of the time, email <u>international@uccs.edu</u> about any issues preventing attendance.
- 7. Request an extension *BEFORE* current I-20 expiration if not completing studies by the program end date listed on the I-20.
- 8. Inform IA Office if planning to move or transfer to another school at the same or different program level.
- 9. Request a new I-20 for any change in major, degree, program end date, or personal information change.
- 10. DO NOT work on-campus more than 20 hours a week while school is in session.
- 11. DO NOT WORK OFF-CAMPUS without prior authorization and follow authorization dates.
- 12. Report address in your UCCS portal within 10 days of any change.
- 13. Fill out the Travel Signature Request Form to receive an updated I-20 before travelling outside of the U.S.
- 14. Inform IA Office of your plans for after graduation within 60 days of completing your current program.
- 15. Follow U.S. port of entry and exit procedures.
- 16. ALWAYS read emails from the IA Office, use your UCCS email address and check it daily.
- 17. If on OPT or CPT be sure to discuss any plans to attend classes, travel outside the U.S., or *anything* which may impact your immigration status, with the IA Office.

F-1 regulations are complicated, confusing to understand, and occasionally change. This guide provides a quick overview of important basic points to remember about maintaining legal F-1 status but is not intended to give a full explanation of every regulation relating to F-1 status.

## Always remember – YOU are responsible for your F-1 status!

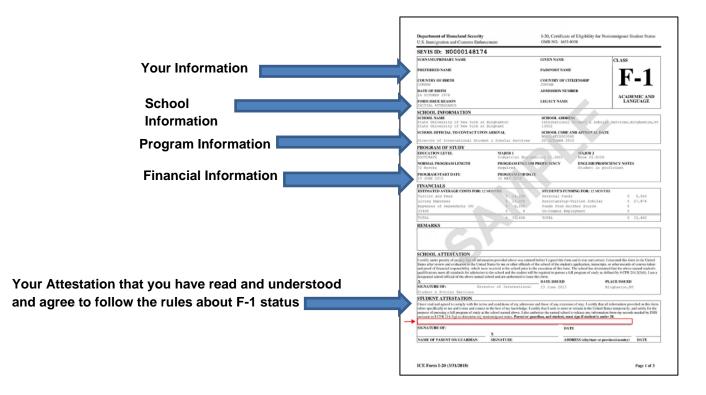
Questions or Concerns about your F-1 Status? Contact us:

International Affairs Copper House 9202 1420 Austin Bluffs Parkway University of Colorado Colorado Springs Colorado Spring CO 80918 (719)255-5018 <u>international@uccs.edu</u>

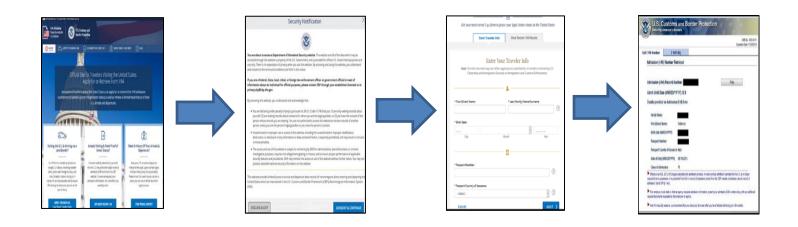
## **UNDERSTANDING YOUR F-1 DOCUMENTS**

## I-20

Your I-20 must always be valid and show your correct information.



- Visit the following website: <u>https://i94.cbp.dhs.gov/I94/#/home</u> to <u>'Get Most Recent I-94'</u>
- When filling out the form, it should have your correct status, D/S, and your correct U.S. entry date (the most recent one).
- Check with the IA Office about any problems or errors.
- Repeat this process **each time** you enter the U.S.! *Make sure to print and keep your current I-*94 and email to <u>international@uccs.edu</u>!



Check out the International Affairs website at https://www.uccs.edu/international/ for all the information you may need! Email international@uccs.edu with any questions.

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