NEW INTERNATIONAL STUDENT ORIENTATION
What is ISO?

- Advice and counsel on any issue impacting your lives as international students
- An office that is uniquely sensitive & informed about international students & scholars.
- An office committed to the internationalization of UVA, to the education of “Global Citizens.”
- A first resource among support services.

Advice concerning your immigration status in the U.S.

SEEK ADVICE ONLY WITH THE ISO when you require information that may impact your immigration status in the U.S.

Meeting with ISO advisors

Walk-in/virtual advising hours: 9-12 and 1-4 Monday-Thursday
YOUR ADVISORS

Caren Freeman  Linda Callihan  Richard Tanson  Adrienne Kim Bird  Tricia Galvez Carpenter
International Studies Office
2nd Floor of Minor Hall
434 982-3010
Fax: 434 982-3011
issp@virginia.edu

ISSP Walk-In/Virtual Advising Hours
9-12 and 1-4 Monday-Thursday

Schedule Virtual Appointments at
https://connect.issp.virginia.edu/
Welcome to the University of Virginia’s ISSP Conneクト!

STUDENTS/ALUM:
If you are returning to work on an existing application, DO NOT use the links on the forms page to open a new request. This will result in significant delays in processing. Instead RESUME YOUR PLACE in an EXISTING REQUEST by logging onto connect.issp.virginia.edu, and select your application from your student portal. After submitting required documents, questionnaires and verifications (if required), DO NOT FORGET to click the submit button on the top of the page.

TROUBLE LOGGING INTO ISSP Conneクト?
If you are an alum on OPT or OPT STEM, please select “Non-UVA Login” and select “forgot your password”. You will be emailed with instructions as to how to log in.

1. SCHOLARS, EMPLOYEES AND DEPARTMENTS:
To log onto the scholar portal, please select “Scholar/Employee & Department Portal” on the left panel of this page.

- Departments
  - After you select the “Scholar/Employee & Department Portal” link, you will click on the orange “UVA Department Admin LogIn” to access the scholar/employee portal.

- Scholars/Employees
  - After you select the “Scholar/Employee & Departmental Portal” link, you will login with your username and password that was emailed to you. If you have forgotten your password, select “Forgot your password?”

DO NOT schedule an appointment or place a request with multiple advisors.
SEVIS: internet-based system the Department of Homeland Security uses to maintain information on schools, international students, and their dependents

- Shares information with other U.S. government agencies
- UVA reports required information to DHS through SEVIS, and receives information and alerts in return.
- Real-time interface
- Information you are required to report to ISO must be accurate and timely
INFORMATION YOU MUST REPORT

- Changes in status and location – report within 10 days of the event
  - Address
  - Major
  - Degree level
- Transfer to another school
- Graduation or completion of studies
- Registration below full-time status
- Suspensions/expulsions
- Felony charges or convictions
- Employment
MAINTAINING LEGAL STATUS
FULL-TIME REGISTRATION

Fall & Spring
• F-1 & J-1 must be full time until end of degree program
• 12 credit hours, minimum

Summer
• Not required unless it’s the first/last semester
• 6 credit hours, minimum

Part-time
• Not allowed without PRIOR authorization from ISO

An unauthorized drop below full time enrollment constitutes a violation of legal status.
NORMAL PROGRESS MADE TOWARDS EDUCATIONAL OBJECTIVE

- Unauthorized without prior approval from ISO
  - Leaves of absence
  - Course reductions
  -Withdrawals
- Timely completion of degree requirements
- Eligibility for immigration-related benefits
MAINTAINING VALIDITY OF LEGAL DOCUMENTS

- Passport
- Visa; NEVER use a tourist visa!
- I-20/DS-2019 for F & J students
- Dependent’s legal status ends when the status of the principal visa recipient ends
- Keep copies of all visa documents issued to you.
ON GROUNDS EMPLOYMENT

• F & J students may work on Grounds for UVA
  – Maximum of 20 hours per week during the fall and spring semester
  – Maximum of 40 hours per week during official school break
  – F-1 don’t need to apply for authorization
  – J-1 MUST apply for authorization through ISO before starting work

• Graduate assistantships – full assistantship (GTA, GRA or combination)
  – Employed at 20 hours per week
  – Cannot accept additional employment.

• Not an F-1 or J-1 student?
  – You cannot be employed anywhere, including UVA, without appropriate employment authorization.

• Jobs often posted on Career Center Handshake, Workday, and department newsletters
OFF GROUNDS EMPLOYMENT

- **ALWAYS** require prior authorization
- Any paid or un-paid employment in which UVA is not the employer
- Employment authorization
  - F-1: Curricular Practical Training (CPT) or Optional Practical Training (OPT)
    - After completing one continuous academic year
    - May be eligible for a new period of OPT only if you move subsequently to a higher degree level (e.g. undergraduate to graduate degree)
  - J-1: Academic Training (AT)
    - After one semester
  - All other non-immigrant categories require Employment Authorization Document (EAD) from USCIS.
- Review employment information on ISO website
- Job and internship postings on Career Center's Handshake website
SOCIAL SECURITY NUMBER (SSN)

SSN is:
- A tax identification number issued by the Social Security Administration.
- Required for working in the U.S.
- For life

SSN is NOT:
- Authorization to work in the U.S.
- Required to open a bank account, nor to obtain a driver’s license.
- Proof of US citizenship or permanent residence

Keep your SSN well protected to avoid identity theft.
HOW TO APPLY FOR SSN

• Application process:
  – Have a job offer on Grounds
  – Wait at least 10 days after your arrival in the U.S.
  – Wait at least 1-2 days after completing your ISO Immigration Check-In form.
  – Be enrolled full-time.
  – Submit a Letter Request on ISSP Connect
  – Submit signed letter with passport, admission number printout and I-20/DS-2019 to the SSA office.
    • During pandemic, call SSA to make appointment.
  – The SSN card will typically be mailed to you in 2-3 weeks.
TAXATION

- **Tax filing**
  - Required for all students, regardless of income earned or not
  - Always filed for the preceding calendar year between January and April 15 for U.S. federal tax forms
  - Students with earned income may be required to file state tax

- **Withholding income**
  - A portion of your income may be withheld by your employer as a prepayment of tax to federal, and in most cases, state governments
  - You may get some of it refunded after filing your tax returns.

- **Tax advice**
  - ISO is not legally permitted to offer advice on tax filing
  - ISO does provide a free tax filing software in the spring for students

- **UVA Foreign National Tax Advisor:** Logan Hobbs, lh7ea@virginia.edu
RESOURCES
A division of ISO
Provides social and cultural programs for the UVA and Charlottesville community in person AND virtually
  - Movie nights
  - Cooking programs
  - Arts & crafts activities
  - Local outings
  - And many more
English programs – popular with partners
Connect with international and American students
Automatically receive monthly e-newsletter
Location: 21 University Circle, off of Rugby Road
# UNIVERSITY RESOURCES

<table>
<thead>
<tr>
<th>Office of Graduate &amp; Postdoctoral Studies</th>
<th>University-wide programs and support for grad and post doc, holds professional development events specifically for international students</th>
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</thead>
<tbody>
<tr>
<td>Office of the Dean of Students</td>
<td>Overall support for student life. Housing &amp; residence life, orientation &amp; new student programs, engagement, safety</td>
</tr>
<tr>
<td></td>
<td>• Dean on Call: +1 434-924-7133 M-F 8am-5pm, +1 434-924-7166 after hours</td>
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<tr>
<td></td>
<td>• [Just Report It!](<a href="https://justreportit.org/Report">https://justreportit.org/Report</a> any incidents at UVA, including virtual</td>
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<tr>
<td>Multicultural Student Services</td>
<td>Promote inclusion and engagement for historically underrepresented students</td>
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<tr>
<td>Student Health</td>
<td>Offers wide range of health and wellness services for all students, most services are covered by comprehensive student fee, takes all insurance</td>
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<tr>
<td>Student Disability Access Center</td>
<td>Academic accommodations and accessibility services for students</td>
</tr>
<tr>
<td>Counseling &amp; Psychological Services</td>
<td>Individual and group therapy and services, International Student Support Group</td>
</tr>
<tr>
<td></td>
<td>• 24/7 number: +1 434-243-5150</td>
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<tr>
<td>Honor Committee</td>
<td>Elected student representatives who oversee the Honor system and trial process</td>
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<tr>
<td>Career Center</td>
<td>Job and internship services, advising, newsletter for international students</td>
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<tr>
<td>Center for American English Language and Culture</td>
<td>English assessment and courses, writing center ESL tutoring, volunteers for English practice and consultation</td>
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<tr>
<td>UVA Police Department</td>
<td>Safety and security for University community, same level of service as regular police department</td>
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GLOBAL GREETERS AT UVA

- Students who work with ISO to welcome new international students
- Available for questions about student experience
- Summer and welcoming events and resources
  - International Student Life Panel
  - Summer Office Hours
  - Insider's Tour
  - Packing tips
- FB & IG: @globalgreetersatuva
STUDENT ORGANIZATIONS

• Over 650 student organizations with a wide ride of interest. Example:
  • Hobbies
  • Professional development
  • Cultural groups
  • International student groups
• Hub for all organizations - @UVA, https://atuva.student.virginia.edu/
  • Description, contact, social media links
FALL 2020

- Attend International Student Town Hall – TOMORROW and next Friday at 9 AM EDT
- Check issp.virginia.edu AND your UVA email for critical updates
- Schedule virtual appointment with an advisor
History of the Honor System
History of the Honor System

John A. G. Davis

- Professor at the University of Virginia Law School
- Shot and killed by a disgruntled student during a period of tenuous student-faculty relations in 1840
History of the Honor System

Henry St. George Tucker Sr.

- Professor at the University of Virginia Law School
- First professor to require students to pledge their work in 1842
Criteria of an Honor Offense

Act, Knowledge, Significance
Criteria: Act

Defined in the Honor Committee’s By-laws as “any specific event or occurrence of Lying, Cheating, or Stealing”

**Lying**

“... misrepresentation of one or more facts in order to gain a benefit or harm another person, where the actor knows or should know that the misrepresentation will be relied upon by another person...”

**Stealing**

“... the taking, keeping, or appropriation of the property of another without the owner’s permission or approval...”

**Cheating**

“... violation of any standards, conditions, or rules for which a student may receive benefit, credit, or acknowledgment, academic or otherwise...”
Cheating: Academic Fraud

1. Plagiarism
2. Multiple submission
3. False citation
4. False data submission
5. Unauthorized Collaboration
Scenario

1. A student uses a paper from a 12th grade English class for an ENWR 1010 assignment. Is it an act of cheating?

2. A student cites an academic article in the reference list of a paper, but the student did not use utilize the article in the paper. Is it an act of cheating?

3. A student paraphrase one sentence from an assigned book in a course without mentioning the author. Is it an act of cheating?
Tips for Avoiding Academic Fraud

1. After receiving an assignment for which the expectations regarding citation are unclear, first speak to the professor or TA to learn the preferred method of citation and any other expectations for citing. If any of these expectations remain unclear, ask for clarification.

2. If, after speaking to your instructor, you feel that you need additional help learning the proper method of citation, there are numerous online resources designed to help students learn citation requirements and techniques. The University of Virginia Writing Center is a particularly helpful source. You can schedule a meeting with a tutor in the Writing Center for in-person assistance if the assistance is allowed for your courses.
Criteria: Knowledge

“that the actor knew, or a reasonable University of Virginia student should have known, that the Act in question might be considered an Honor Offense. Ignorance of the scope of the Honor System shall not be considered a defense”
Criteria: Significance

“open toleration of such Act would be inconsistent with the Community of Trust”
Retractions and the CHI

Conscientious Retraction (CR)
- Students may admit to committing a potential Honor Offense before being reported

Contributory Health Impairment (CHI)
- A student may elect to file a Request for Hearing on CHI if they believe that a mental or medical condition may have contributed to their commission of the Act in question
- The CHI process is overseen by the Office of the Dean of Students;

Informed Retraction (IR)
- Reported students may view interviews and evidence submitted by the reporter and any primary witnesses
- Students take a 2-semester leave of absence from UVA upon completion of the current semester
- Students may only take 1 IR during their time at UVA, but may admit to any potential Honor Offenses they may have committed prior
Single Sanction

- If found guilty, a student is permanently dismissed from the University
- With the Conscientious and Informed Retractions, the Honor System is only single sanction at Hearing
Structure of the Honor System
Structure of the Honor System

**Honor Committee**

- 27 elected representatives.
  - 5 from CLAS, 2 from each of the other 11 schools
- Elect the Executive Committee
  - Chair
  - Vice Chair for Hearings
  - Vice Chair for Investigations
  - Vice Chair for Education
  - Vice Chair for Community Relations
- Run subcommittees and working groups
- Set Honor System policies and procedures
- Serve on Investigative Panels and, if requested by the accused student, Hearing Panels

**Support Officer Pool**

- 80-120 active Support Officers
- Serve as Advisors, Investigators, Counsel, and Educators
- Work with Committee members on subcommittees and working groups
How Honor Impacts You
Members of the Community:
- As a UVA student, you are a member of the Community of Trust

- All students agree to abide by the Honor Code, thereby pledging their integrity
- As a result, students can trust one another and can be trusted by administrators, faculty, staff, and community members
- The trust and respect encouraged by the Honor Code contribute to the development of a strong, diverse community
Members of the Community:

As UVA students, we are all responsible for creating a welcoming, respectful, and supportive community. The Honor Code serves as a common moral baseline and a challenge to develop ourselves as ethical individuals in the pursuit of the betterment of our community.
Questions?