

# Keeping Up With Your F-1/J-1 Status

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International Studies Office

April 30, 2025

*Session will not be recorded*



# STUDENT LEGAL SERVICES

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## Hours & Location

- Newcomb Hall 460
- Drop-in Hours
  - Tuesday & Friday 1:30-3:30PM
  - Wednesday 11:30-3:30PM

\*Please refer to SLS website for changes to drop-in hours.

## CONTACT US

- 434-924-7563



1. Our Office
2. Maintaining a Full Course of Study
3. Keeping SIS Up-to-date
4. Employment
5. Graduation/End of Program
6. Travel Reminders
7. Scam Reminders
8. Resources

# ABOUT ISO

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## What is ISO?

- Advice and counsel on any issue impacting your lives as international students
- 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.

## CONTACT US

1-434-982-3010, 24/7

ISSP@virginia.edu



*Located in Minor Hall (2<sup>nd</sup> floor)*

# SCHEDULE A MEETING WITH ISO ADVISORS

## INTERNATIONAL STUDENTS & SCHOLARS PROGRAM

A Division of the International Studies Office

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Schedule an  
Appointment &  
Access ISSP Connect  
by visiting  
[issp.virginia.edu](https://issp.virginia.edu)

**Schedule an  
Appointment**



**Access ISSP Connect**

Your Immigration Portal



# YOUR ADVISORS

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Adrienne Kim Bird



Polly Lawson



Caren Freeman



Tricia Carpenter



Seth Hall



Lora Steiner



# ACADEMIC REQUIREMENTS

FALL AND SPRING SEMESTER	SUMMER TERM
F-1 and J-1 must be enrolled full-time until end of degree program	Not required to enroll in summer unless it's the first or last term of your program
Minimum of 12 credit hours per semester	Minimum of 6 credit hours if it is your first term of enrollment on an initial I-20 or DS-2019.

- Students must register for 12 credits per semester. Only 3 online credits, or one course, can count toward the full-time requirement.
- Part-time enrollment (less than 12 credits) is **NOT** permitted without prior authorization from ISO in the form of updated I-20 or DS-2019.
- Contact ISO if you need to withdraw or enroll in less than full-time. Prior authorization is required.

	F-1 STUDENT	J-1 STUDENT
ON-GROUNDS EMPLOYMENT	<ul style="list-style-type: none"><li>• Up to 20 hours per week during the fall and spring semester</li><li>• Over 20 hours permitted during university break (e.g. winter break)</li></ul>	
	No further forms need to be completed for on-grounds employment	Must complete an “On-grounds employment” request on ISSP Connect

A Graduate Teaching Assistantship (GTA) or Graduate Research Assistantship (GRA) is considered equivalent to 20 hours per week, thus no further employment in addition to the assistantship is permitted during the semester.



	F-1 STUDENT	J-1 STUDENT
OFF-GROUNDS EMPLOYMENT	Requires prior approval in the form of: <ul style="list-style-type: none"><li>• Curricular Practical Training (CPT)</li><li>• Optional Practical Training (OPT)</li></ul>	Requires prior approval in the form of: <ul style="list-style-type: none"><li>• Academic Training (AT)</li></ul>

Unauthorized off-grounds employment will result in the termination of your legal status

# GRADUATION/END OF PROGRAM

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## 1. **EXTEND YOUR PROGRAM**

If you are not planning to complete your program, you must complete a Program Extension request on ISSP Connect

## 2. **START A NEW PROGRAM OF STUDY**

If you've completed your program and wish to start another program (e.g. Master's or PhD) at UVA, you must gain admission and request to change your I-20 before the end of the grace period. Make sure you complete the "Change of Educational Level" request on ISSP Connect.

## 3. **TRANSFER YOUR SEVIS RECORDS**

If you intend to start a new program at another institution, you must gain admission and transfer your SEVIS record to the new school before the end of the grace period. Complete a transfer-out request on ISSP Connect.

# GRADUATION/END OF PROGRAM

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## 4. CHANGE YOUR STATUS

Example: If your spouse is an F-1 student, you may apply for a Change of Status to F-2. This must be done before the end of the 60-day grace period. Schedule an appointment with an advisor for more information.

## 5. LEAVE THE U.S.

If you choose not to take any of the previous actions listed, you must plan to leave the US before the end of the 60-day grace period (F-1 Students) or 30-day grace period (J-1 Students/Scholars). If you have any dependents, they must also leave.

# CONTACT INFORMATION

You are required to keep your **mailing address and phone number** up-to-date in UVA SIS

## CORRECT EXAMPLE:

2101 Arlington Boulevard  
APT 23  
Charlottesville, VA 22903

## INCORRECT EXAMPLE:

The Pavilion at North Grounds  
PV-123  
Charlottesville, VA 22904

MAILING ADDRESS:		EXAMPLE ONLY	
Country: *	United States	Address 1:	1234 Jefferson Way
Address 2	APT 1	Address 3	
City:	Charlottesville	State:	Virginia
Postal:	22904	County	
Cancel		Save	



Link to address  
standard guide

# YOUR LEGAL DOCUMENTS

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## I-20/DS-2019

- Your I-20 must always remain valid. Program extensions cannot be given once the program end date has elapsed.

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## PASSPORT

- Your passport must be valid for at least 6 months beyond your entry into the U.S.
- A passport can be renewed within the U.S. Contact your consulate for more information.

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## VISA

- Your F-1/J-1 visa is an entry document only. It can be expired with no consequence to your legal presence or status in the U.S.
- Visa CANNOT be renewed in the U.S.

**ALWAYS ENTER IN F-1 OR J-1 STATUS, EVEN DURING SCHOOL BREAKS.**

# HOW TO RETRIEVE YOUR I-94

## PURPOSE

Official document that proves a non-U.S. citizen's legal status in the U.S., including the specific immigration status they were granted upon entry.

## D/S OR DATE OF EXPIRATION

Duration of Status (D/S) means you can stay in the U.S. as long as you maintain your legal status.

For F-1 or J-1 students, this lasts until the expiration date on your I-20/DS-2019 and through post-completion OPT or Academic Training.



### Most Recent I-94

Admission (I-94) Record Number : 51415565885

Most Recent Date of Entry: 2017 July 25

Class of Admission : F1

Admit Until Date : D/S

Details provided on the I-94 Information form:

Last/Surname :

First (Given) Name :

Birth Date :

Passport Number :

Country of Issuance : China



Access your I-94

# TRAVEL

- All F-1 and J-1 students and scholars must have a valid travel signature before re-entering the United States.
  - Travel signature is **not** needed to depart the U.S.
- We recommend a travel signature every semester you travel internationally
- Allow 3-5 business days to process your request. Plan accordingly

## F-1 Form I-20, page 2

Department of Homeland Security  
U.S. Immigration and Customs Enforcement

I-20, Certificate of Eligibility for Nonimmigrant Student Status  
OMB NO. 1653-0038

SEVIS ID: N (F-1) NAME:

EMPLOYMENT AUTHORIZATIONS

CHANGE OF STATUS/CAP-GAP EXTENSION

AUTHORIZED REDUCED COURSE LOAD

CURRENT SESSION DATES

CURRENT SESSION START DATE CURRENT SESSION END DATE

**TRAVEL ENDORSEMENT**

This page, when properly endorsed, may be used for re-entry of the student to attend the same school after a temporary absence from the United States. Each endorsement is valid for one year.

Designated School Official	TITLE	SIGNATURE	DATE ISSUED	PLACE ISSUED
		X		
		X		
		X		
		X		

## J-1 Form DS-2019

**TRAVEL VALIDATION BY RESPONSIBLE OFFICER**  
(Maximum validation period is 1 year\*)

\*EXCEPT: Maximum validation period is up to 6 months for Short-term Scholars and 4 months for Camp Counselors and Summer Work/Travel.

(1) Exchange Visitor is in good standing at the present time

09/01/2017  
Date (mm-dd-yyyy)

Jane Doe  
Signature of Responsible Officer or Alternate Responsible Officer

(2) Exchange Visitor is in good standing at the present time

Date (mm-dd-yyyy)

Signature of Responsible Officer or Alternate Responsible Officer



# DOCUMENTS NEEDED FOR TRAVEL

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- Valid Passport
- Valid F-1 or J-1 Visa
- I-20/DS-2019 signed for travel every semester. If you have a travel signature on your I-20 or DS-2019 from this semester, you do not need to request another travel signature unless there are other changes on your I-20 or DS-2019
- [Enrollment Verification Letter](#) OR [UVA Transcript](#)
- [Evidence of financial ability](#). “It is...advised to have the evidence [of financial ability] on-hand when entering the country at a U.S. point of entry, in the event a U.S. Customs and Border Protection asks to review it.”
- EAD and proof of employment, if on F-1 OPT

**Please print and sign your Form I-20 or DS-2019 using wet ink. Digital signatures from students/scholars are NOT accepted.**

[Travel Signature Requirements & Documents | International Students & Scholars Program](#)

# IMMIGRATION RESOURCES

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- [Federal Information](#)
- [International Student & Scholar FAQ: Status, Entry, Rights | International Students & Scholars Program](#)
- [Travel Signature Requirements & Documents | International Students & Scholars Program](#)

# SCAM ALERT

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If you receive a call from someone claiming to be a government official, you should:

It is exceedingly rare for a government official to contact an individual by phone. You may receive a call from fraudsters posing as USCIS, ICE, DHS, HSI, or IRS officials. Caller ID systems may even make it appear that the calls are coming from legitimate agencies. Scammers may know personal information about you. They may ask you to give personal information or demand money. They may even threaten you with deportation. HANG UP immediately.

**Do NOT share your personal information and never send money.** Legitimate government agents will never threaten you or demand payment over the phone. Students who receive threatening or suspicious calls should contact the [University Police Department \(UPD\)](#). UPD can assist by documenting the incident and coordinating with federal partners if necessary. Report scams to the Federal Trade Commission (FTC) [here](#).

You may also view our [scam page](#) for more details.

# HELP IS AVAILABLE 24 HOURS A DAY

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- The **International Studies Office** number is answered 24/7: 434-982-3010
- If **Student Health and Wellness** is closed and you need to speak with someone regarding an urgent medical concern, care providers are always on call at (434) 297-4261.
- If the situation is urgent and poses a threat on life and safety, **call 911**
- **Counseling And Psychological Services (CAPS)** on Call: 434-243-5150 and TimelyCare
- **Care and Support Services**, 24-hour crisis management, ask to speak to Dean on Call: 434-924-5362
- **Just Report It:** UVA's online system for reporting sexual harassment and violence, bias or discrimination, hazing, etc.
- **International Student Support Circle**



# International Student Support Circle

Fridays 3:00-4:15pm @ Student Health and Wellness

The International Student Support Circle provides a calm space to reflect on the difficulties and rewards of your experiences as an international student. Adapting to a new cultural environment is challenging and can sometimes feel overwhelming. Take a refreshing break each Friday afternoon amid the support of fellow international students who are navigating similar challenges. The 75-minute sessions, facilitated by a CAPS counselor and an ISSP advisor, are designed to help you find resilience, refreshment, new perspectives, and a sense of belonging.

Please register by scanning the QR code, clicking on this image, or responding to this email.



Scan to Register

# Lorna Sundberg INTERNATIONAL CENTER

A Division of the International Studies Office

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Lodgings



## OPEN HOUSE!

Featuring:  
Thai Iced Tea

Friday, August 30  
5-7pm



**August 30, 2024**  
**5:00 PM - 7:00 PM**

INTERNATIONAL CENTER, 21 UNIVERSITY  
CIRCLE

**Open House at the Center**



**September 7, 2024**  
**2:00 PM - 4:00 PM**

INTERNATIONAL CENTER, 21 UNIVERSITY  
CIRCLE

**Guatemalan Cooking Class**



**September 10, 2024**  
**5:30 PM - 6:30 PM**

INTERNATIONAL CENTER, 21 UNIVERSITY  
CIRCLE

**English Conversation Group**

<https://internationalcenter.virginia.edu/>



# ISO

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1. ALWAYS CHECK YOUR UVA EMAIL
2. [International Student & Scholar FAQ: Status, Entry, Rights](#)
3. [Federal Information](#)
4. Questions? Make sure to consult with ISO advisor.

