

Immigration Rules for Maintaining your F-1 Status

These rules are very important for you to remember:



1. **Do not let your passport expire.** It should be valid for at least six (6) months into the future. If it is going to expire, you can contact your country's consulate or embassy in the United States.
2. **Do not let your I-20 form expire.** The expiration date is marked in Item #5 on Page 1 of your I-20. If your I-20 is going to expire, please come to International Programs to find out if you can receive an extension. Try to come at least two (2) months before it expires.
3. **Be a full-time student.** This means that you must take at least 12 credits of coursework each quarter. This is an immigration rule. Under some circumstances it is possible to take less than 12 credits.
4. **If you want to take less than 12 credits in any quarter, please complete a yellow REDUCED COURSE LOAD FORM (also known as an RCL form) with an International Programs advisor in advance.** If you do not have an advisor's permission to take fewer than 12 credits, we cannot update your SEVIS record – which would cause problems with your immigration status!
Click here to download a sample RCL form:
<http://www.international.shoreline.edu/pdfs/RCLSample.pdf> . (This sample form is for your reference only – you will need to meet with an International Programs advisor to receive an official form.)
5. **DO NOT work more than 20 hours per week on campus during regular quarters.** During your vacation quarter, and when classes are not in session, you can work on campus up to 40 hours per week.
6. **DO NOT work off-campus** (unless you have received work-authorization to do so). Note that off-campus work authorization is only possible in very limited situations, and only after students have been in the U.S. for one academic year. **Working off-campus without authorization is ILLEGAL.** Please come and see us if you have questions.
7. **Fill out a green “Change of Contact Information” form at the International Programs front desk if your address changes.** You must do this no later than 10 days after you move. *This is an immigration rule.*

8. **Meet an advisor at International Programs any time your situation changes** (for example, if you change your major, if you return to your home country, etc.). We may need to give you a new I-20 form.
9. **If you are going to be traveling outside the U.S., request a travel signature** from International Programs every six (6) months. The immigration officer at the border will check to see that you have a valid signature on page 3 of your I-20 before they let you re-enter the U.S. With this signature, we are informing the immigration officer that you are an active student at Shoreline and in valid F-1 immigration status.
10. **If you have gone through Special Registration procedures during your entry to the U.S., please follow the instructions given to you.** See us for further information.
11. **Inform International Programs if you will leave Shoreline before the end date on your I-20 (item #5 on the I-20).**