

# Easy steps to maintaining your Immigration status

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## For ALL F-1 and J-1

1. If you are a new arrival, report to the Office of International Student Services (OISS) as soon as you arrive on campus. The office is obligated to report to the Department of Homeland Security your arrival within 30 days of the start of the semester.
2. Always keep your I-20/DS-2019 updated
3. Request an Extension of your I-20/DS-2019 at least 30 days before it expires
4. If you travel outside the US, get a "travel signature" from OISS before your departure
5. Report to OISS the arrival of your dependents
6. Keep your passport valid at all times while in the US
7. If you are intending to transfer to another school, OISS must approve the transfer
8. Never leave requests for the last moment. Dates in your I-20/DS-2019 are "time sensitive"
9. Never accept any kind of employment without getting approval in advance from OISS
10. If you move, give OISS your new address within 10 days of your move

## For ALL F-1 and J-1 students only

11. Always register for a full course of study. Full course of study at URI is:
  - o **12** credits for a F-1 undergraduate student
  - o **9** credits for graduate students
  - o **6** credits for graduate students that have been awarded a Assistantship from their department.
12. If you have been offered on-campus employment, only work 20 hours per week while school is in session
13. Report to OISS if you change your major or your academic level
14. Request permission from OISS if you must become a part time student
15. Maintain good academic standing by keeping a good GPA
16. Do not start CPT employment until your academic advisor and OISS has approved it
17. Begin the OPT and/or AT request process before completing the course of study/requirements

**NOTE:** OISS strongly recommends that students and scholars request information from the Office of International Students Services, before they ask their friends.