



Overview of Office International Education

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Office of International Education

Contact Information

- **Website:** <https://www.tamucc.edu/academics/international-education/>
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- **Office Hours:** 8:00 AM – 5:00 PM (Monday - Friday)
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Overview of Topics

- **International Students & Scholars services**
- **Issuance of the Form I-20**
- **Form I-20 Updates and Extensions**
- **Full course of study**
- **Reduced Course Load**
- **Leave of Absence**
- **Employment**
 - **On-campus employment**
 - **Optional Practical Training(OPT)**
 - **Curricular Practical Training (CPT)**

International Students & Scholars Services

- Provide guidance with SEVIS and immigration support
- Assist with international admissions inquiries
- Support and provide culturally relevant programs for the campus and community
- Assist with cultural adjustment needs of international students
- Collaborate with Academic Departments or Advisors to provide academic support
- Serve as a liaison between international students and campus or community resources

Issuance of Form I-20

- Form I-20 is the Certificate of Eligibility to study at an institution in the U.S.
- Form I-20 is a legal document that contains information such as SEVIS ID, name, date of birth, academic program, and program start and end dates.
- Once an international student is admitted to TAMU-CC, our office will contact the student to request the required documents for issuing the Form I-20.
 - Admission letter
 - Identification- Passport ID page
 - Financial Support- Sponsor Bank Letter, Graduate Assistantship, scholarships, etc.
 - Affidavit of support- To be completed by the student and sponsor providing bank letter
- Once OIE receives required documents, DSO will issue the Form I-20 to student. Form I-20 will be emailed to student.
- Student is required to pay the I-901 SEVIS Fee before completing the DS-160.
- Student must complete the DS-160 to book visa appointment at U.S. Embassy or Consulate.
- Student obtains visa and travels to U.S no more than 30 days before their program start date.

Form I-20 Updates and Extension

- An international student must maintain a valid I-20 for their entire duration of stay.
- Students are required to notify OIE when certain changes occur:
 - Changes to major, level, or transfer schools
 - International travel
 - Current I-20 expires or need for an I-20 extension
 - Apply for CPT, OPT, or Reduced Course Load
- Form I-20 Extension- Student must make normal progress towards completing the course of study, by completing studies before the expiration of the program completion date on Form I-20.

What is a full course of student for international students?

- F-1 international students are required to enroll in a "full course of study" each term.
 - Undergraduate Students must enroll in at least 12 credit hours EVERY SEMESTER to stay in the U.S.
 - Graduate Students must enroll in at least 9 credit hours EVERY SEMESTER to stay in the U.S.
- International students are NOT allowed to drop below a full course load. This is a visa violation. You MUST meet with an International Student Advisor before you drop below full-time.
- **Note: If you drop below full-time without notifying our office, your F-1 status may be terminated without notice!!**

Can students ever register below full-time?

- Yes, under certain circumstances a DSO may allow an F-1 student to engage in less than a full course of study. A Reduced Course Load must consist of at least six semester or quarter hours, or half the clock hours required for a full course of study. A student who drops below a full course of study without the prior approval of the DSO will be considered out of status. An RCL can be granted to 7 choices:
 - Illness or Medical Condition
 - Initial Difficulty with English Language
 - Initial Difficulty with Reading Requirements
 - Unfamiliarity with American Teaching Methods
 - Improper Course Level Placement
 - To Complete Course of Study in Current Term
 - Part Time Border Commuter Student

Leave of Absence

- ▶ An international student can take a temporary leave of absence from studies and leave the U.S. due to unforeseen circumstances, but the student's SEVIS record will be terminated for Authorized Early Withdrawal.
- ▶ Following an authorized early withdrawal, the student will be allowed a 15-day period to leave the U.S.
- ▶ If the student will be able to resume his or her studies in less than 5 months, the student's record can be reactivated so that the student can return to the United States.
- ▶ A student must request a temporary absence from DSO no later than the first day of classes, which is the next session start date in their SEVIS record. Otherwise, they are not eligible for a temporary absence, and must obtain a new Initial Form I-20 and pay a new I-901 SEVIS Fee if they wish to return to the United States.

On-campus employment

- ▶ F-1 students are generally permitted to work part-time on the premises of the school that issued their currently valid I-20, with the school as the employer, while they are attending that school and maintaining their F-1 status.
- ▶ Limited to 20 hours per week while school is in session; can be full-time during official school breaks.
- ▶ Can be in any on-campus jobs that does not displace a U.S. worker; does not have to be related to course of study.
- ▶ On-campus" also includes work "at an off-campus location which is "educationally affiliated with the school's established curriculum or Related to contractually funded research projects at the post-graduate level"
- ▶ Initial entry students cannot begin work more than 30 days before classes start date.
- ▶ A student may not engage in on-campus employment during the 60-day grace period following the completion of a course of study (after receiving a degree).

Employment

- ▶ **Are international students allowed to participate in off campus employment?**
 - ▶ **Curricular Practical Training (CPT): An integral part of an established curriculum" and "directly related to the student's major area of study. Curricular practical training is defined to be "alternate work/study, internship, cooperative education, or any other type of required internship or practicum which is offered by sponsoring employers through cooperative agreements with the school."**
 - ▶ **A CPT must be required by the**
 - ▶ **curriculum, or**
 - ▶ **The student must receive credit for the training.**

Optional Practical Training (OPT)


- ▶ Temporary employment for practical training directly related to the student's major area of study.
 - ▶ Pre-completion OPT, available before the student's program end date;
 - ▶ Standard Post-completion OPT the student's program end date;
 - ▶ STEM extension OPT
 - ▶ H-1B cap-gap extension OPT

TAMU System Insurance Requirement

- ▶ Benefit Information for International Employees
- ▶ *The following information applies to Fall 2021 (Fiscal Year 2022)*
- ▶ International students are required to maintain health insurance per Texas A&M University Student Health Insurance Regulation (26.99.01). The following information addresses benefits enrollment for international graduate student employees newly hired into a benefits-eligible position.

Insurance Cost

- ▶ International students are automatically charged a fee for the System Student Health Insurance Plan (SSHIP) each fall, spring and summer (new student only).
- ▶ Newly-arriving international students are also charged the **Mandatory First Time On-Campus** fee for coverage period August 1, 2021 through August 31, 2021 in the amount of \$252.00.



 Texas A&M University System

 Student Health Insurance Plan

 2021-2022 Final Premium Rates

 International J1 / F1 Visa Holders

	Fall	Spring/Summer	Summer	Summer 2
	9/1/2021 through 12/31/2021	1/1/2022 through 8/31/2022	5/17/2022 through 8/31/2022	7/1/2021 through 8/31/2022
Medical				
Student	\$ 1,010.00	\$ 2,013.00	\$ 886.00	\$ 513.00
Spouse	\$ 1,010.00	\$ 2,013.00	\$ 886.00	\$ 513.00
Children	\$ 1,672.00	\$ 3,331.00	\$ 1,466.00	\$ 850.00
Spouse & Children	\$ 2,682.00	\$ 5,344.00	\$ 2,352.00	\$ 1,363.00

Insurance Waiver

- ▶ Fees may be adjusted for those students who enroll in the Graduate Student Plan or submit a waiver request to Academic Health Plans (AHP) due to alternative health insurance coverage that meets [TAMU waiver guidelines](#).
- ▶ Hiring Department: For both new and returning international Graduate Student Employees (GSEs), in order for the waiver to go through, the employee must be processed through Workday as soon as possible.
- ▶ Human Resources: The student's Visa Type information **must** be entered and or updated in Workday as well as unexpired Alien Work Authorization information. Newly-benefit-eligible employees are subject to the 60-day wait period before Grad Plan begins.
- ▶ Students must contact Benefit Services at benefits@tamucc.edu if they wish to have Grad Plan begin on Date of Hire (if eligible). Students may be responsible for premiums before the state contribution.

Insurance Waiver

- ▶ Example: An employee hired September 1st will be eligible for the employer contribution beginning November 1. Student will pay the fall premium in full. The student will be double covered November and December. AHP will refund the student employee for months of double coverage.
- ▶ **Friendly reminder:** If the department has not yet entered the student employee into Workday, or the student employee has not elected benefit coverage in Workday this will delay waiver process.
- ▶ GA waiver deadline is set by TAMU Benefit Administrator. It is usually 5 weeks after the semester has started.

Insurance Waiver

- ▶ **Payment Schedule Expectations:**
- ▶ Student employees will pay \$1010 through the fee statement for Fall semester coverage through December 31, 2021 for their health insurance on the Academic Student Health Plan.
- ▶ Newly arriving international students will see an additional \$252.00 charge for coverage from August 1 through August 31 in addition to the Fall insurance premium rate of \$1010 for the Academic Health Plan.
- ▶ The Employer State Group Insurance Premium (SGIP) contribution will NOT begin until the 1st of the month following the required waiting period (60 days). This will cover a portion of the out-of-pocket cost the student employee would have to pay.
- ▶ Student employees will receive a partial refund of their paid insurance premiums for any dual coverage processed by Academic Health Plans in the form of a check. Refunds will be processed by early Spring semester.
- ▶ The Benefit Services department will be working closely with all of the Academic departments to ensure that all students who contact us had their benefits processed in a timely manner. **Due to the very high volume of requests, we ask that all students please be patient.**

Questions?