



F-1 Student Immigration Responsibilities Agreement

MAINTAINING YOUR F-1 STATUS

As an F-1 Student, you were admitted to the U.S. for “duration of status” (D/S). This means you are permitted to stay in the U.S. as long as you maintain your status by fulfilling the requirements pertaining to F-1 students. Please keep in mind that there is an important difference between an F-1 visa and F-1 status. The visa is a stamp or sticker placed in your passport by a U.S. Embassy or Consulate and is granted for entry purposes only. F-1 status is granted when you enter the U.S. and is regulated by the Department of Homeland Security (DHS). Even if your visa is valid, you can lose your F-1 legal status if you do not comply with immigration laws regulating your stay in the U.S. If you fail to maintain your legal status, you will need to apply for reinstatement, or in some cases, be forced to leave the country.

PLEASE READ THE FOLLOWING INFORMATION CAREFULLY!

Government Regulations You Must Follow in Order to Maintain Your Legal F-1 Status:

1. Maintain a **valid passport** at all times. Your passport should be valid for six months into the future.
2. You are required by law to **carry your I-94** on you while you are in the United States in F-1 status.
3. **Enroll in and complete a full course of study** during Fall and Spring semesters (12 credits per semester for an undergraduate student and 9 credits per semester for a graduate student). You **MUST** consult an ISA before you consider dropping a course, changing a course from credit to audit, or discontinuing attendance or withdrawing from all courses in a semester. **If you become part-time without prior permission from a DSO, you will fail to maintain your F-1 status. This means that you would become illegal. You would need to appeal to the Department of Homeland Security (DHS) for Reinstatement to F-1 or leave the U.S.**
4. You may not use more than 3 credits of online or distance course work to count toward your full-time status each semester. (No more than 3 of 12 credits as an undergraduate and no more than 3 of 9 credits as a graduate student)
5. **Attend the college** or university you are authorized to attend as **noted on your I-20**. You must get permission from the International Student Advisor (ISA) and your academic department before you take any coursework outside Marymount University (MU). **When you are authorized to take courses in another institution, you must provide proof of enrollment and copy of transcripts** of the course as evidence that you maintained your full time enrollment.
6. **Report changes of address, phone number, and email in writing, to MU within 10 days** of the move by notifying your ISA and the Office of Registrar. Please also keep the ISA informed of changes to your address in your home country or country of permanent residency immediately.
7. **Notify the ISA within 10 days of changing your major or adding a minor** and request a new I-20 to reflect the major change.
8. **Obtain a new I-20 whenever you make a change in degree levels**, and make sure your degree level change is processed within 15 days of the start of your new program (Bachelor’s to a Master’s degree, etc)
9. **On-campus** employment is permitted part-time during Fall and Spring semester and full-time during Winter and Summer breaks for students maintaining F-1 status. Off-campus employment authorization may be possible after a student holds valid F-1 status and has been full-time for one academic year. Off-campus work authorization must be approved by either the ISA or the DHS before employment begins. A student who engages in off campus work without prior authorization from an ISA or DHS has violated their status.

