



SMU[®]

International Student & Scholar Services Office

MAINTAINING YOUR STUDENT STATUS (IEP)

Obtaining a visa with a specific expiration date is not an assurance that you will be able to stay in the US and maintain your F or J status. Your right to stay in the US may be forfeited at any time if you violate the regulations of your student non-immigrant status. Please place your initial by each point confirming that you understand each compliance requirement.

- ___ 1. You are required to maintain the following valid documents as well as carry the originals at all times: Passport, I-94 card, I20/DS-2019 document.

If you transfer to SMU or transfer out of SMU, you are responsible for carrying the I20/DS2019 reflecting your status BEFORE classes begin.

- ___ 2. You must maintain a **full course of study** according to the Intensive English Program requirements.

If you have problems, please talk to John Wheeler, Director of the IPE program, and obtain authorization from the DSO/ARO before dropping below full time hours.

- ___ 3. You must make normal academic progress towards the completion of your degree as indicated by the end date of your I20 or DS2019 document.

If you need to apply for an extension, you must do so ONE MONTH before the expiration date of your I-20/DS-2019 document by completing and submitting the "Extension of F-1 or J-1 status Form."

- ___ 4. You must obtain a new travel signature on your I-20 **BEFORE** traveling out of the US.

- Travel Signatures are valid for 6 months
- Our office requires three business days to process your signature*

- ___ 5. You must receive **WRITTEN AUTHORIZATION** from an Immigration Advisor for the following:
- Reduced Course Load (Medical Reasons, Last Semester less than full time enrollment, Academic Reasons)
 - Changing your degree level: Bachelor's to Master's etc.
 - Concurrent Enrollment: Enrollment at another Institution in order to fulfill full time status.
 - Transferring to another Institution.

- ___ 6. You must receive **WRITTEN AUTHORIZATION** from the Department of Homeland Security (DHS) or the ISSS Office **before** accepting any kind of on-campus employment in the U.S.
- a. You must get work authorization every time you add/change your place of work.
 - b. You are only allowed to work 20 hours per week while school is in session.
 - c. You are considered to be employed if you are providing any kind of service for which you are being compensated.

