



F-1 Guidelines Agreement

The F-1 visa classification allows you to enter the country as a full-time student at a U.S. academic institution. The information below outlines the rules and regulations that you agree to while you are in F-1 status and at NCTC.

Failing to maintain your status is grounds for SEVIS record termination.

As an F-1 international student at NCTC, I understand that I...

Must meet enrollment requirements:

- Must maintain a minimum of 12 credit hours during the full 16-week fall and spring semesters.
- Must enroll in at least:
 - 12 in-person credit hours **OR**
 - 9 in-person credit hours **AND** 3 online credit hours
- Am responsible for attending class and paying for courses in full and on time. I understand that failing to do so could result in the termination of my SEVIS record.
- Must receive approval from the international office before personally withdrawing from any courses for any reason, including a planned Reduced Course Load (RCL).
- Must take courses each semester that complete remaining degree requirements. I understand that retaking a course I already received credit for or taking a course outside of a degree program is not allowed during long semesters (fall and spring) unless approved by the international office for extenuating circumstances.
- Can either leave the United States, begin Optional Practical Training (OPT), or start a new degree program in the U.S. at the completion of my program.

Can participate in authorized employment:

- Am only eligible to work an on-campus job and can only work after applying for and being officially hired into a campus position without needed approval from the international office.
- May only work up to 19 hrs./week in an on-campus position while I am enrolled in courses.
- Am only eligible for CPT if my degree/certificate program has a required internship/co-op/training that all other students within the program must also complete.

Must otherwise maintain my status:

- Must maintain thorough records during my F-1 status, including but not limited to keeping all I-20s issued to me by any U.S. school and keeping track of important immigration-related dates.
- Must notify International Admissions if I plan to travel, renew my visa, or renew my passport.
- Can not travel outside of the U.S. for longer than 5 months and will only be eligible to re-enter the U.S. with a signed travel endorsement on page 2 of my I-20.
- Have 10 days to report changes to International Admissions, including but not limited to changes to my name, local address, permanent foreign address, enrollment, or visa status.
- Am allowed a 60-day grace period at the end of my studies, a 15-day grace period if I have an authorized early withdrawal from all of my classes, and no grace period if I do not have an authorized early withdrawal.

Should this student fail to update or maintain contact with International Admissions, NCTC reserves the right to check the student's most recent I-94.

Student Signature

Signature:

(signatures cannot be typed)

Date: