



[www.AAITSchool.com](http://www.AAITSchool.com)

**AAIT School International Students Center**

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**Rights & Responsibilities of an international student while in the US on an F-1 Visa**

Welcome to AAIT! The information below will help you understand your rights, role and your responsibilities as an F-1 student at AAIT. It is critical that you take responsibility to maintain your legal status in the United States. Department of Homeland Security grants F1 status to individuals for one purpose only, to be full time students at a SEVIS approved school. While enjoying your time in America, it is very important that you understand and comply with the requirements governing your stay to ensure that you don't jeopardize your immigration status. The International counselors are here to assist you, but ultimately, it is your responsibility to be aware of and comply with immigration policies. Some key regulations are listed below.

**You must maintain a valid passport at all times.** The U.S. government requires foreign passports to remain valid for at least six months into the future. Contact your home country embassy for information on extending your current passport or obtaining a new passport. Embassy information is available at <http://www.embassy.org/embassies/>

**You must attend the school which USCIS has authorized you to attend.**

**Whenever you change educational institutions, you must complete an official immigration transfer.** You must successfully complete one semester at AAIT before transferring to a new school. If you wish to transfer to a new school after one or more semesters, you will need to discuss your interest with the Designated School Officials at both AAIT and your new institution. Both officials will guide you through the transfer process. Once your SEVIS record has been transferred to the new school, you will then be required to report to that institution within 10 days of the Acceptance Letter start date.

**You must keep your tuition payments current**

**You must enroll for a full course load during normal enrollment periods** (at least 2 of the 3 semesters (fall, spring, summer). You can have a vacation only after completing two full semesters of studies.

If you have reason to enroll for less than a full course load during a normal enrollment period/semester, you must complete a "Reduced Course Load" form.

In order to obtain authorization to drop below the full-time registration requirement in a required term of study, students must first request authorization for a drop below full course of study within the term in which s/he will drop below full course of study, as outlined in 8 C.F.R. § Sec. 214.2(f)(6)(iii). Acceptable reasons for drop below full course of study at any time during the student's studies are:

- a. Improper course level placement.
- b. Illness or medical condition
- c. Student in final term of study.

Acceptable reasons for drop below full course of study during the student's first term of study only are:

- a. Unfamiliarity with US teaching methods.
- b. Initial difficulties with the English language.
- c. Initial difficulties with reading requirements.

The Reduced Course Load form must be submitted to, and approved by an AAIT Designated School Official before you drop below a full course load.

**You must not allow your I-20 to expire before completing your program of study.** Immigration regulations require that you make every effort to complete your program of study by the expiration date on your I-20. However, if you cannot meet this expiration date due to circumstances beyond your control, you must request a "program extension" 30-60 days prior to your I-20 expiration date. For that contact your AAIT DSO.

**You must not work in the United States without proper authorization.** With authorization from an AAIT Designated School Official, you are permitted to work on campus up to 20 hours per week when school is in session, if a job is available. Make sure you are registered full-time first. Additionally, you may work up to 40 hours per week at a job



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during vacation periods when you are not in school, such as summer, winter, and spring breaks. After you have completed one year of studies, and with authorization from an AAIT Designated School Official you may apply for Work authorization. Please be aware that working without proper authorization is one of the most serious offenses you can commit as a visitor to the U.S. Unauthorized employment will cause you to fall out of F-1 status and may result in future visa denial. If you are unsure whether you are authorized to work at any time, please speak with an AAIT Designated School Official.

**You must report any change of name and/or address to AAIT Administration within 10 days of the change.**

Immigration regulations require that you provide current, up-to-date information about yourself to the school at all times.

**If you plan to invite your spouse and/or children to join you as F-2 dependents in the U.S., you must notify AAIT Administration.** If you are an F-1 visa holder, each of your dependents may enter the United States with an F-2 visa.

See F-2 Visa For Family Members <http://ls.aaitschool.com/f-2-visa-for-family-members/>

Remember, SEVIS is an inflexible system with 0 tolerances for those who violate the terms of their student status. DO NOT seek immigration advice from your friends and family. Immigration regulations are subject to change and this information is subject to change without notice. It is your responsibility to stay informed and take the required action on time.

The federal regulations related to F1 students are found at 8 CFR 214.2(f).

I have carefully read this acknowledgement and understand the requirements of my F1 status and my responsibility as an F1 student. I understand that violation of any conditions of my F1 student status may result in termination of my records in SEVIS, rendering me out of status. I understand that if I am ever unsure of regulations regarding my status as an F1 student I should consult my International Student Advisor before taking any actions that may jeopardize my status.

Student Name \_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_