

# MAINTAINING YOUR F-1 STATUS

## Keep Your Documents Up to Date:

- **I-20:** Do not let your I-20 expire. Contact OISSS if you need an extension of stay. If your I-20 expires before you graduate, you will be out of legal status. Keep all I-20s for your records.
- **Passport:** Do not let your passport expire. You should extend your passport six months prior to the expiration date at your country's consulate in the U.S. or when you travel back home. You cannot work with an expired passport.
- **I-94 Card:** Keep your I-94 card stapled in your passport. Your I-94 should read "F-1" and "D/S" (Duration of Stay). If you were given an expiration date on your I-94 contact OISSS.
- **Visa:** Your visa can expire while you are in the U.S. However, you may need to renew it if you travel outside of the U.S. Be aware of the number of entries into the U.S. you are allowed (i.e., M stands for multiple entries).
- Update OISSS of any physical **address changes** while maintaining legal immigration status. Report change of address at <http://myut.utoledo.edu> under the "International" tab.
- **Maintain a permanent (foreign) address** outside the U.S. to which you intend to return.
- **Contact OISSS if your documents are lost or stolen.** You may also need to file a police report.

## Maintain Full-time Enrollment:

UT Student	Credit Hours – Fall & Spring Semesters
Undergraduate	12
Graduate	9
American Language Institute (ALI)	20 hours per week

- **Reduced Course Load:** If you need to fall below the required number of credit hours, please contact OISSS. You may or may not be eligible to fall below these hours legally. Legitimate reasons include:
  - *Academic difficulties,*
  - *Final semester of study,*
  - *Completed course work (graduate students only)*
  - *Medical condition or illness*
- **Summer Term:** If Summer term is your first academic semester at UT, you must register full-time. For all others, summer is considered vacation time and you are not required to take courses.
- **Distance Learning (online classes):** Only 3 hours of distance learning or online courses may count towards the full-time enrollment requirement.
- Please contact OISSS in regards to change of major and/or change of level.

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## Travel:

- Your I-20 should be signed by OISSS before you leave the U.S. The signature on page 3 is valid for up to one year. Be sure to enter the U.S. on your F-1 visa. If you are given a 30-day entry (Form I-515A), visit OISSS immediately upon entry.
- *If you are on OPT*, you must have the following in order to travel:
  - Valid F-1 Visa
  - OPT (EAD) Card
  - Verification of Employment letter from current employer
  - Signed I-20 (signature on page 3 is valid for up to 6 months).

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## Work Authorization:

- **On-Campus Work:** If you are in legal F-1 status and meet UT requirements, you are eligible to work on campus for up to 20 hours per week during the Fall and Spring semesters. During vacation periods and the summer semester, you are eligible to work full-time on campus. To find an on-campus job, visit the UT Career Services office.
- **Off-Campus Work:** You must get proper work authorization prior to working off-campus. Off-campus work authorization falls under three different categories: Severe Economic Hardship, Curricular Practical Training (CPT), and Optional Practical Training (OPT). **You will be in violation of status and eligible for deportation if you work without DHS authorization.**

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## Dependents on the F-2 Visa:

- You may bring your dependents (spouse and/or unmarried children under age 21) to the United States on an F-2 visa. Visit OISSS to learn about the process.
- Dependents on an F-2 visa cannot work or receive compensation for services.
- Dependents must travel with proper paperwork, such as the I-20 endorsed for travel.



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THE UNIVERSITY OF TOLEDO  
**OFFICE OF INTERNATIONAL  
STUDENT & SCHOLAR SERVICES**

Snyder Memorial 1020 – 2801 W. Bancroft St., MS 120, Toledo OH 43606  
**Phone:** 419.530.4229 – **Fax:** 419.530.4244 – [utoledo.edu/cisp/international](http://utoledo.edu/cisp/international)