

# **U.S. Immigration Regulations and Travel Information For CELOP Students**



**What do I need to know about my visa status,  
now that I am a full-time student in the United States?**

Dear Students,

Congratulations on your acceptance to CELOP! During your time at CELOP, you will refer to this booklet over and over again for information regarding your visa and other documents. In fact, this booklet contains some of the most important information you will receive from CELOP, so please keep it in a safe place.

It is your responsibility to follow all U.S. immigration regulations. You are held responsible for following these regulations whether or not you know what the regulations are. Therefore, it is to your advantage to read the information in this booklet carefully, and to ask questions about things you do not understand. CELOP will assist you in complying with these regulations. Please note that immigration regulations may be changing and we will keep you up-to-date with any new information.

**With the implementation of SEVIS, it is more important than ever for students, to understand and comply with the regulations pertaining to their status and to ensure that their information in University Information System (UIS) is accurate and complete.** The staff of CELOP and the International Students and Scholars Office are committed to helping nonimmigrant students and the broader Boston University community understand changing regulations and are pleased to assist students in taking advantage of certain benefits available to them in F-1 status. As always, we are happy to provide nonimmigrant students with information, counseling, and assistance so that they can maintain lawful F-1 status in order to achieve their educational goals at Boston University/CELOP.

Again, congratulations on your acceptance and welcome to CELOP!

The CELOP Staff

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# SEVIS INFORMATION

## What is SEVIS?

SEVIS stands for Student & Exchange Visitor Information System. SEVIS is a web based tracking system, which enables the government to monitor certain information on students and exchange visitors and is an efficient tool for students traveling in and out of the U.S., applying for visas, and requesting immigration benefits for their F-1 status. The SEVIS I-20 forms allow Customs and Border Patrol (CBP) officials at U.S. ports of entry and Department of State (DOS) officials at U.S. consulates and embassies to electronically check the validity of a student's status. While this will eventually speed the process of applying for visas and being allowed to enter the U.S., it also significantly increases the F-1 visa holder's responsibility to maintain lawful immigration status.

## Electronic Reporting for SEVIS

Since SEVIS is a web-based system established for data collection, it is very important that information regarding students and exchange visitors on record at CELOP and in the University Information System (UIS) be completely up-to-date. Department of Homeland Security (DHS) regulations require that certain events affecting immigration status be reported. Failure to maintain accurate records with the University may result in technical violations, which might have significant consequences for the immigration status of students. Under special circumstances beyond a student's control (such as severe illness) exceptions to certain regulations can sometimes be made. However, these must first be pre-approved by CELOP's foreign student advisor so that SEVIS does not report the student to be in violation of status. Students should work closely with the CELOP staff to make certain they comply with all F-1 regulations.

## **Boston University will report to the government only information required by federal law.**

For F-1 students, this includes all the information listed on the student's Form I-20: legal name, country and date of birth, country of citizenship, admission number, major, program of study, level of education, expected commencement of studies, date of completion, information on F-2 dependents, and sources of funding. The University will also be required to report information on academic, disciplinary, or other events that affect a student's nonimmigrant status.

# **WHAT WILL CELOP REPORT TO SEVIS?**

**For F-1 students, these reportable events include, but are not limited to:**

- ✓ registration/enrollment each school term;**
- ✓ leaves of absence, suspensions, or withdrawals from school;**
- ✓ authorized and unauthorized drops below a “full course of study” as defined by Department of Homeland Security regulations;**
- ✓ resumption of a “full course of study” after an authorized drop;**
- ✓ dependent information;**
- ✓ U.S. residential address changes;**
- ✓ changes in major, program of study, or expected completion date;**
- ✓ transfer to a new college or to a new degree level;**
- ✓ unauthorized employment (CELOP students are not permitted to work!);**
- ✓ reinstatement to status after any violations;**
- ✓ termination of F-1 status due to degree completion, change of status, failure to maintain status, or other reason.**

# Questions and Answers

## The F-1 Visa and F-1 Status

### **What is an F-1 Student Visa?**

The F-1 visa is given to students who plan to study in the U.S. full-time. Most students with an F-1 visa are financially sponsored by family, personal funds or through a private agency or company.

### **What is an I-20 Form?**

The I-20 Form is an application for the F-1 student visa. It is prepared by the school you will attend after you have been accepted to their program. You must present the I-20 at a U.S. Embassy with your passport and a letter of financial support when you apply for an F-1 visa stamp. You must present the I-20 each time you enter the United States.

### **What does the expiration stamp on my visa mean?**

The expiration date of the visa stamp in your passport is the last date you will be permitted to enter the U.S. on your F-1 visa. If you leave the U.S. while you are studying full-time and then wish to re-enter the U.S. you can do so only before the expiration date of the visa stamp.

If your visa stamp has expired, and you wish to leave and then re-enter the U.S., you will need to obtain a new visa from a U.S. embassy outside the U.S. Only a U.S. Embassy can issue you a new visa stamp. You must have a valid visa stamp to enter the U.S.

### **How long can an F-1 Visa student stay in the United States?**

Upon entrance to the U.S. you will receive from CBP an **I-94 card (Arrival/Departure Record)** which states your **Duration of Status (D/S)**. F-1 students may remain in the U.S. within the time period stated in item #5 of their I-20 as long as they maintain full-time status at the institution which issued their I-20.

**After your course of study is completed, you may stay/travel in the U.S. for up to 60 ADDITIONAL DAYS before returning home, transferring to another institution, or entering a full-time degree program. If you wish to remain in the U.S. longer than 60 days without studying full-time, you must change to a B-1/B-2 tourist visa status.**

### **Can an F-1 student work in the United States?**

**YOU MAY NOT WORK AT ALL WHILE YOU ARE STUDYING AT CELOP, which means that you are not eligible for a Social Security number. Please also be aware that working without authorization constitutes a serious violation of your immigration status!** After you begin your academic (degree) study you can request limited work permission by seeing your foreign student advisor.

# Questions and Answers

## The J-1 Visa and J-1 Status

### **What is a J-1 Exchange Visitor Visa?**

The J-1 visa is given to students, professors and research scholars who are sponsored to study in the U.S. by a government program or a private foundation.

### **What is a DS-2019 form?**

The DS-2019 (formerly known as the IAP-66 Form) is an application for a J-1 visa. The DS-2019 is used when you apply at the U.S. Embassy in your home country for a J-1 visa. The DS-2019 must also be presented to the U.S. Immigration officer when you enter the country. The officer will then give you your I-94 card, which should be kept in your passport at all times. The DS-2019, your **I-94 card** and your **J-1 visa stamp** are your proof that you have permission to study in the U.S. as a J-1 student.

If you want to travel outside the U.S. while studying here, you will use your DS-2019 to leave and re-enter the U.S. You must have your program sponsor sign your DS-2019 in order to travel abroad. The name of your program sponsor appears in item #2 on your DS-2019.

If you lose your DS-2019, you should ask your program sponsor to make you a new DS-2019.

### **How long can J-1 Exchange Visitors stay in the United States?**

Upon entrance to the U.S. you will receive from CBP an **I-94 card (Arrival/Departure Record)** which states your **Duration of Status (D/S)**. J-1 students may remain in the U.S. within the time period stated on their DS-2019 as long as they maintain their full-time status.

**After your course of study is completed, you may stay/travel in the U.S. for up to 30 ADDITIONAL DAYS before returning home.**

### **Can a J-1 student work in the United States?**

**YOU MAY NOT WORK WHILE YOU ARE STUDYING AT CELOP. It is illegal (against the law) for Exchange Visitors to work unless they have received permission to work from their program sponsor.** After you have been studying in an academic (degree) program you can learn how to apply for work permission by speaking with your foreign student advisor.

***PLEASE REMEMBER THAT YOU MUST ALSO GO DOWN TO THE INTERNATIONAL STUDENTS AND SCHOLARS OFFICE TO CHECK IN!***

# Your Obligations

If you are an F-1 student, you must fulfill certain obligations in order to maintain legal immigration status. You must follow these rules:

1. Keep all of your immigration documents in a safe place and keep your **passport valid** for at least 6 months into the future.
2. Carry a **full course of study** and maintain **good class attendance** and **continual enrollment** at CELOP.
3. **Notify Susan in office #244 beforehand if you wish to withdraw from CELOP.**
4. **Do not work in the U.S.**
5. Report a **change of address** to CELOP within 10 days of the change.
6. Obtain a travel signature on your I-20 from Susan if you plan on traveling outside the U.S. If you will be traveling between semesters at CELOP you must have applied to continue at CELOP and plan on attending CELOP the following semester.
7. Complete your studies at CELOP by the end date on your I-20 or apply for an **extension of stay** at least **30 days before** your I-20 will expire.
8. Leave the U.S., transfer to another institution, begin a degree program, or apply for a change of immigration status **within 60 days** of completing your studies at CELOP. If you will be transferring to another institution or beginning a degree program at BU you must speak with Susan beforehand.
9. If you have been conditionally accepted to a degree program at Boston University you must notify Susan beforehand in writing if you do not intend to continue your studies at Boston University the following semester.



**If you have violated any of these rules, you may be out of status. You must see Susan in office #244 IMMEDIATELY.**



# THINGS TO REMEMBER

- ☞ Send your passport in the mail **only if you need to obtain a visa to enter another country or if your passport is due to expire and you need to extend it.** Do not send your passport in the mail for any other reason.
- ☞ If you decide to **withdraw** from CELOP, you have 15 days to leave the U.S. Remember you must speak with Susan prior to withdrawing!
- ☞ While you are in the U.S. as a student, it is your responsibility to **keep your passport valid at all times for at least 6 months into the future.**
- ☞ If you are sending documents to USCIS, be sure to send them by **certified mail with a return receipt.**
- ☞ Photocopy **ALL** of the papers you send to the USCIS office.
- ☞ **Before you travel outside of the U.S. come to see Susan.** F-1 students must obtain a signature on their I-20 form before traveling. This signature is valid for one year. **J-1 students must get their DS-2019 signed by their program sponsor.**
- ☞ **Never throw out old I-20's** (this applies to ALL students).
- ☞ **Keep a copy of all your financial documents.**





# Extension of Stay



These are the procedures you must follow if you require additional time to complete the CELOP program or to acquire adequate English language proficiency.

## F-1 Students

CBP grants "duration of status" to F-1 students by entering the notation "D/S" in the upper right hand corners of your I-20 and I-94 form. You must finish your program of study by the completion date specified on your I-20 (which is the equivalent of three CELOP semesters). **If you will not complete the program by the date specified on item #5 of your I-20, you must apply for a program extension.**

To be eligible for program extension you must:

- apply for a program extension **30 days before** the completion date specified in item #5 of your I-20.
- have continuously maintained lawful F-1 status.
- obtain special permission from CELOP for continuing the program.

If your completion of studies date has expired or if you do not meet the eligibility requirements to apply for Program Extension, you may need to apply for "reinstatement." In this case, consult with Susan immediately.

### How to apply for an extension:

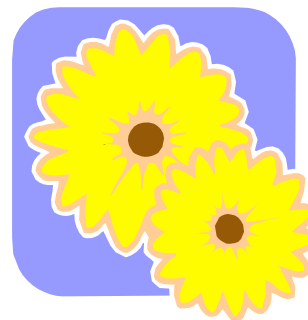
See Susan in office #244 to obtain a new I-20 from CELOP with a new date of completion.



## J-1 Students

J-1 students are issued a DS-2019 form by their program sponsors. If you need to extend your status in the United States, you should contact your program sponsor **at least 30 days before the expiration date on the DS-2019** and ask them to issue you a new document.

Remember, that once you have completed your program of study you only have **30 days to leave the U.S.** or apply for a change of immigration status.



# Travel Outside of the U.S.

If your visa says **"ONE"** or **"SINGLE"** entry you may use this visa one time only. You must remain in the U.S. until you return to your country.

If your visa says **"MULTIPLE"** or **"M"** entries, you may come into the U.S. more than one time as long as the date on your visa is still valid at the time you re-enter the U.S.

Even though Puerto Rico, U.S. Virgin Islands and Hawaii are part of the U.S. You should carry your passport with your visa stamp and recently signed I-20 when you travel to these areas.

## 🌀 F-1 STUDENTS 🌀

If you plan to travel outside the United States on an F-1 student visa, you must obtain a signature on your Form I-20 from Susan in Office #244 **before you leave the U.S.** **You will encounter serious difficulties and may not be allowed to return to the U.S. without this signature on your I-20.** **Also if you will be traveling between semesters at CELOP you must have applied to continue and plan on attending CELOP the following semester.**

Your F-1 visa is your permission to enter the U.S. You may stay in the U.S. with an expired visa, but **you cannot enter the U.S. if your visa has expired.** However, it is **sometimes** possible to travel to Canada, Mexico or the adjacent islands even if your F-1 visa has expired. If you wish to travel to these areas and your visa has expired you should ask Susan about this possibility first before making any travel plans.

Citizens of many countries need a visa to enter Canada. Citizens of countries on the enclosed list all require a visa to enter Canada. You may pick up a Canadian Visa Application in Office #244. The Canadian Consulate in Boston does not issue visas. You must submit your application to their New York Office by mail. **It may take up to 30 DAYS to obtain a Canadian visa.** Please plan in advance!

## 🌀 J-1 STUDENTS 🌀

If you are traveling outside the United States on a J-1 Exchange Visitor visa, your program sponsor must sign the DS-2019 **before you leave the U.S.** **You will encounter serious difficulties and may not be allowed to return to the U.S. without this signature on your DS-2019.**

When you re-enter the U.S. you will have to show the U.S. Immigration Officer the following items:

- your passport with a valid J-1 visa stamp;
- your DS-2019

**Any other travel questions or concerns?**

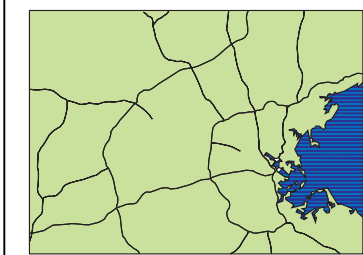
**Ask Susan in Office #244**



# Who needs a visa to visit Canada?

*Citizens of these countries require a visa to visit Canada.*

AFGHANISTAN	GUATEMALA	NIGER
ALBANIA	GUINEA	NIGERIA
ALGERIA	GUINEA - BISSAU	OMAN
ANGOLA	GUYANA	PAKISTAN
ARGENTINA	HAITI	PALAU
ARMENIA	HONDURAS	PALESTINIAN AUTHORITY
AZERBAIJAN	HUNGARY	PANAMA
BAHRAIN	INDIA	PARAGUAY
BANGLADESH	INDONESIA	PERU
BELARUS	IRAN	PHILIPPINES
BELIZE	IRAQ	POLAND
BENIN	ISRAEL (only Israeli citizens holding a valid Travel Document in lieu of National Passport)	QATAR
BHUTAN	IVORY COAST	ROMANIA
BOLIVIA	JAMAICA	RUSSIA
BOSNIA-HERZEGOVINA	JORDAN	RWANDA
BRAZIL	KAZAKHSTAN	SAO TOME E PRINCIPE
BULGARIA	KENYA	SAUDI ARABIA
BURKINA-FASO	KIRIBATI	SENEGAL
BURMA	KOREA - NORTH	SEYCHELLES
BURUNDI	KUWAIT	SIERRA LEONE
CAMBODIA	KYRGYZSTAN	SLOVAK REP.
CAMEROON	LAOS	SOMALIA
CAPE VERDE	LATVIA	SOUTH AFRICA
CENTRAL AFRICAN REPUBLIC	LEBANON	SRI LANKA
CHAD	LESOTHO	SUDAN
CHILE	LIBERIA	SURINAM
CHINA (PRC)	LIBYA	SYRIA
COLOMBIA	LITHUANIA	TAIWAN
COMOROS	MACAO S.A.R.	TAJIKISTAN
CONGO, DEM. REP.	MACEDONIA	TANZANIA
CONGO, REP. OF	MADAGASCAR	THAILAND
CROATIA	MALAWI	TOGO
CUBA	MALAYSIA	TONGA
CZECH REPUBLIC	MALDIVES ISLANDS	TRINIDAD & TOBAGO
DJIBOUTI	MALI	TUNISIA
DOMINICAN REPUBLIC	MASHALL ISLANDS	TURKEY
EAST TIMOR	MAURITANIA	TURKMENISTAN
ECUADOR	MAURITIUS	TUVALU
EGYPT	MICRONESIA	UGANDA
EL SALVADOR	MOLDOVA	UKRAINE
EQUATORIAL GUINEA	MONGOLIA	UNITED ARAB EMIRATES
ERITREA	MOROCCO	URUGUAY
ESTONIA	MOZAMBIQUE	UZBEKISTAN
ETHIOPIA	MYANMAR (BURMA)	VANUATU
FIJI	NAURU	VENEZUELA
GABON	NEPAL	VIETNAM
GAMBIA	NICARAGUA	YEMEN
GEORGIA		YUGOSLAVIA
GHANA		ZAMBIA
GRENADA		ZIMBABWE



# Consulates in Boston

**AUSTRIA**

15 School Street  
(617) 227-3131

**BELGIUM**

28 State Street  
(617) 523-7493

**BRAZIL**

20 Park Plaza, Suite 810  
The Statler Building  
(617) 542-4000

**CANADA**

3 Copley Place, Suite 400  
(617) 262-3760

**Does Not Issue Visas**

**CAPE VERDE**

535 Boylston Street  
(617) 353-0014

**CHILE**

1 Bernardo O'Higgins  
Circle, Brighton  
(617) 232-0416

**COLOMBIA**

535 Boylston Street, 11th  
Floor  
(617) 536-6222

**DENMARK**

211 Congress St.  
(617) 542-1415

**DOMINICAN REPUBLIC**

20 Park Plaza, Suite 601  
(617) 482-8121

**FINLAND**

31 St. James Ave.  
(617) 654-1800

**FRANCE**

31 St. James Avenue  
(617) 542-0459

**GERMANY**

3 Copley Place, Suite 500  
(617) 536-4414

**GREECE**

86 Beacon Street  
(617) 523-0100

**HAITI**

545 Boylston Street  
(617) 266-3660

**IRELAND**

535 Boylston Street  
(617) 267-9330

**ISRAEL**

20 Park Plaza  
(617) 542-0041

**ITALY**

100 Boylston Street  
(617) 542-0483

**JAPAN**

Federal Reserve Plaza  
(617) 973-9772

**KOREA**

One Gateway Center  
2<sup>nd</sup>. Floor, Newton

(617) 641-2830

**MEXICO**

20 Park Plaza, Suite 506  
(617) 426-4942

**NETHERLANDS**

20 Park Plaza  
(617) 542-8452

**PERU**

20 Park Plaza, Suite 511  
(617) 338-2227

**PORTUGAL**

899 Boylston Street  
(617) 536-8740

**SPAIN**

545 Boylston Street  
(617) 536-2506

**SWEDEN**

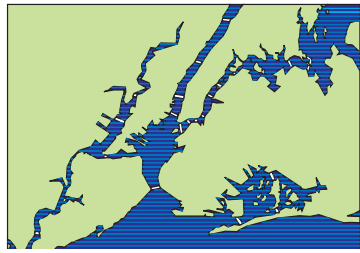
6 Street James Ave.  
(617) 350-0111

**SWITZERLAND**

420 Broadway, Cambridge  
(617) 876-3076

**VENEZUELA**

545 Boylston Street  
(617) 266-9368



# Consulates in New York City

**ARGENTINA**  
(212) 603-0400

**BAHAMAS**  
(212) 421-6420

**BRAZIL**  
630 Fifth Avenue, Suite  
2720  
(212) 757-3080

**CANADA**  
1251 Avenue of the  
Americas  
New York, NY 10020-1175  
(212) 596-1601

**COSTA RICA**  
(212) 509-3066

**EGYPT**  
(212) 759-7120

**JAMAICA**  
(212) 935-9000

**MOROCCO**  
(212) 758-2625

**PANAMA**  
(212) 840-2450

**PARAGUAY**  
(212) 682-9441

**RUSSIA**  
(212) 348-0926

**SAUDI ARABIA**  
(212) 752-2740

**THAILAND**  
(212) 754-1770

**TURKEY**  
(212) 949-0160

**UKRAINE**  
(212) 371-5690