

## International Student Support

### Student Information

#### Optional Practical Training Deadlines – Spring 2024

Students graduating in May 2024 may submit applications for Optional Practical Training from 90 days before their program end date until 60 days after. Be sure to apply for graduation with your academic advisor prior to applying for Optional Practical Training so that your advisor can review your credits and ensure that you are on track to graduate. The deadline for applying for OPT is July 15, 2024.

#### Part Time Authorization:

This is to remind you that if you are planning to enroll for part-time courses, prior authorization is required to do so. Failure to do so will result in the termination of your F-1 status.

**Full Time Status** is as follows:

- Graduate Students - 9 credits
- Undergraduate - 12 credits
- English Language – 18 clock hours

**Note:** New students must be enrolled full-time, no exceptions.

USCIS states that an F-1 student can only be part time under these circumstances:

- **Illness or medical condition** (doctor's letter and medical withdrawal from the Registrar required)
- **Academic Difficulties** (can only be done once and only in the first semester)
- **Final Semester of Study**

Should you have to register part time for any of these reasons, you must complete the [Part Time Authorization Form](#). It must be completed by you and your academic advisor and submitted back to our office. You will then be issued a new part time I-20 for the semester at the end of February.

#### Travel Information:

Remember that your I-20 will need to be signed on page 2 in order to be able to travel overseas. That signature is valid for travel for one year.

#### Digital Form I-20's for Travel:

Digital Form I-20s are accepted for re-entry into the United States. If you need to apply for a new visa, it would still be best to receive a physical copy of your I-20 for the visa office.

#### Expiring I-20s

If your I-20 is set to expire and you are not graduating, you will need to extend your I-20 to maintain your F-1 status to do so. It is your personal responsibility to ensure that your I-20 does not expire.

To check whether your I-20 is due to expire, check the "Program of Study" section on Page 1 of your Form I-20.

**Note: If you have already applied for OPT then you need not worry about the expiration.**

#### I-20 Extension

To extend your I-20 you will need:



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- [Program Extension Form](#) - attached to email.
- [Financial Affidavit of Support](#) - attached to email.
- Bank Statement - provided by you.

These documents must be given to us complete before your I-20 expires for us to extend your record. **If you allow your I-20 to expire, there is nothing we can do at that point, and you will be forced to apply for reinstatement.**

### Reinstatement

If your I-20 as already expired then you will have to apply for [reinstatement](#). The average processing time for reinstatement is 12-18 months. During this process, you cannot do any of the following:

- Travel outside the U.S.
- Pursue any employment, either on or off campus employment

You can only register for courses and attend classes full time.

See the [attached application](#) for more information.

### Alternative to Reinstatement

A faster alternative to applying for reinstatement is to leave the country and return the following semester with a new Form I-20.

Keep in mind that if you do so and plan to apply for OPT, you will need to be enrolled for an additional two semesters to meet the federal requirement for OPT.

### English Language Completion

If you have completed your English Language this semester, then you would also have to change your I-20. You will need to contact Admissions to have the I-20 updated.

Remember to submit:

- Letter of completion - from the English Language Department
- [Financial Affidavit of Support](#) - attached to email.
- Bank Statement - provided by you.

The information below is to provide clarification on the changes to the requirements for F-1 students in the wake of the termination of COVID flexibilities.

### Contact International Education:

#### **Meet an International Advisor Weekly Meetings:**

**Thursdays & Fridays: 4:00 – 5:00 p.m.**

**Zoom Registration Link:**

<https://nyit.zoom.us/j/99408899024>

Outside of these *Meet an International Advisor* weekly Zoom meetings, please email advisors to schedule individual appointments:

### Advisors

#### **New York City**

**Christopher Olagunju**, Assistant Director Enrollment – International Education

**In-person office hours: 16 West 61<sup>st</sup> Street, Room 001, Thursday, 1 – 4 p.m.**



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### Long Island

**Karen Johnson**, Assistant Director Enrollment – International Education

**In-person office hours: Harry Schure Hall, Room 141, Tuesday, 10 a.m. – 12 p.m., 2 – 4 p.m.**

Tel: 516.686.7526

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