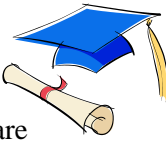


# April & May 2009

## General Information

### Congratulations Graduates!

Although this list is not exhaustive, we would like to congratulate all past and present on-campus international students who have been served by the OISS and are expected to graduate this May or August. We are very proud of you, and we look forward to hearing how you will use your knowledge and skills in Christian leadership to change the world!



#### Expected Graduates for May or August, 2009:

Emil Abu-Jaber, MA  
So-Young Ahn, MDIV  
Feyi Alayande, MBA  
Alejandro Arana, MA  
Manuela Asamoah, MA  
Leonardo Ferreira, MBA  
Shaheryar Gill, LLM  
Sara Grujin, JD  
Nian "Clare" Huang, LLM

Yeong Gwang Im, MDIV  
Yohane Kina, BA  
Kangming Ma, PHDC  
Yue "Eva" Niu, JD  
Jennifer Park, JD  
Sorin Petan, MA  
Haakon Sengsvoll, MA  
Blisson Thangamani, DMIN  
Beatriz Viera, MFA

### Spring & Summer Birthdays:



Congratulations and blessings to the following students who have birthdays in the upcoming months:

#### April:

Janet Spaeth  
Mary Iskarous  
Eunyye Kim  
Maria Yudice  
Oluwole Oladele  
Sommer Dinning

#### June:

Meron Berhane  
Haakon Sengsvoll  
Beatriz Viera  
Yue "Eva" Ni

#### May:

Cynthia Aby  
Katherine Chisholm

#### July:

Shinn-Rong Chung  
Enoch Charles  
Carlos Qvistgaard  
Adeline Allen  
Varsha Sherring

#### August:

Lucy Gichaga  
Younghyeok Yun  
Javkhlantugs Ganbaatar



### OISS Director Away in April & May:

Please note that OISS Director, Leanne Johnson, will be out of the office from Thursday, April 9 – Thursday, April 16. In addition, Ms. Johnson will be attending a conference and will be out of the office from Tuesday, May 26 – Friday, May 29. The University will be closed on Monday, May 25 for the Memorial Day holiday. Please plan accordingly and submit any immigration requests around these dates.

## OISS Outgoing Student Survey Results:



Since the Fall, 2007 term, each international student who graduates or leaves Regent has been asked to complete an Outgoing Student Survey for the OISS, which is used to assess the services provided by the office. **Here is a brief summary of the survey responses to-date:**

- 94% of outgoing students rated the overall services provided by the OISS as "Excellent or Very Good".
- 81% of outgoing students rated the processing timeliness of the immigration questions and requests submitted to the OISS as "Excellent or Very Good".
- 81% of outgoing students rated the accuracy of the immigration questions and requests submitted to the OISS as "Excellent or Very Good".

### Here are some of the outgoing student statements regarding what they liked most about the OISS:

- "Readiness to help with everything you know the best way you can, professionalism and expertise in the field."
- "The Christian basis on and from which the services of this Office are Offered."
- "The personal interest taken in our needs by the OISS staff."
- "Care and concern."
- "I am confident they know what they are doing."
- "Always ready to help on time."
- "They are very proactive."
- "The wealth of information that is made available to us on a wide variety of our needs."
- "Very helpful and compassionate service. Easily accessible with friendly advice. OISS always keeps students' best interests in mind."

### The April & May, 2009 OISS newsletter contains information about the following topics:

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--Congratulations Graduates.....1	--ISO's Graduation Banquet.....5
--Spring & Summer Birthdays...1	--Help Needed for ISO Rose Sale.....5
--OISS Director Away in April & May.....1	--Summer OPT Information Sessions.....6
--OISS Outgoing Student Survey Results.....1	<b>Important Immigration Information</b>
--OISS Trip to Colonial Williamsburg.....2	--Travel Signature Requests & Deadlines.....6
--Summer Internship Position....2	--Change of Address Reminder.....6
--New Health Insurance Procedures.....2	--Attention All F-1 Students.....6
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<b>Getting Involved/Upcoming Events</b>	--F-1 Student OPT Applications & Filing Deadlines.....7
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Presented by  
Office of International Student Services  
Regent University  
201 Student Center, 352-4130  
[www.regent.edu/oiss](http://www.regent.edu/oiss)  
Walk-in Hours: 2-5 p.m., Monday – Friday

## OISS Trip to Colonial Williamsburg, Virginia:



On Saturday, March 21, the OISS sponsored a trip for international students to Colonial Williamsburg. Seven students attended the trip, which included a tour of the Jamestown Settlement--the first permanent English settlement in the United States. At Jamestown, the group visited the recreated Indian village, replicas of the 3 ships that brought the settlers to Virginia, and the English fort. The group had lunch at the famous "Duke of Gloucester Street" in Colonial Williamsburg and enjoyed some site-seeing there as well. Here is what some of the participants had to say about the trip:

--*"It's a fantastic trip. Beautiful scenes, wonderful friend time. You should go next time!"*

--*"I really appreciated the chance to go to Colonial Williamsburg & Jamestown, as I have never been, even though I lived in Virginia Beach for 3 years."*

--*"Perfectly planned and executed."*

**Special Note:** Photos from the Williamsburg Trip are now included on the OISS website!

## Summer Internship Position at WorldReach (Available in May for Spanish Speaking F-1 or J-1 Student):



### Main job duties:

1. Assist Marketing Director in administrative details for ministry and marketing projects, for primary target region, Latin America, and for secondary target regions, US Hispanics, and the Caribbean.
2. Assist with development and implementation of day-to-day operations related to broadcasts in Latin America.
3. Work with WorldReach Marketing Director to expand CBN TV market presence throughout Latin America and Caribbean. Process flow of contracts.
4. Work with Latin America staff to improve existing programming in the areas of quality control, scheduling, and program package diversity.
5. Review reports for the Director and provide data entry for Broadcast Schedule.
6. Monitor ministry statistics and testimonies to WR received in office on a monthly basis.
7. Assist in the planning and implementing of special evangelistic ministry and humanitarian projects according to approved budgets, WR goals and objectives. Develop systems to ensure effective reporting of these special projects.

### ► Required Skills:

Effective bilingual communicator (Spanish/English)  
Excellent administrative skills  
Proficient in Windows XP  
Flexible Schedule (available in the afternoons)

### ► Other Requirements:

For international students only, holding F-1 and J-1 visas. Students from Puerto Rico are also accepted for the position.

► Send Resumes to: [sandra.anderson@cbn.org](mailto:sandra.anderson@cbn.org)

## New Health Insurance Procedures— Waiver Requests Now Required Each Fall Term:



Beginning Fall 2009, all F-1 and J-1 international students who do not wish to be charged for the University Student Health Insurance plan will be required to apply for a health insurance waiver at the beginning of every fall semester. Current pricing and details, as well as the Health Insurance Waiver Request Form, can be found online at: [http://www.regent.edu/admin/busoff/student\\_insurance.cfm](http://www.regent.edu/admin/busoff/student_insurance.cfm). Students seeking a health insurance waiver should first contact the Director of Student Life, Dr. Wendi Santee, at [wsantee@regent.edu](mailto:wsantee@regent.edu) prior to the established enrollment deadlines. Students must include detailed information about the alternative health insurance coverage, including a summary of benefits stating overall coverage maximum, deductibles, and emergency room benefits. In addition, the alternative coverage must include medical evacuation and repatriation. Students who are granted a waiver will be notified by email by the Director of Student Life within 2 weeks. Once approved by the Director of Student Life, students must then submit the online Waiver Request Form to the Regent Business Office along with the approval of the Director of Student Life in order to ensure that their accounts will not be charged for the Regent plan. If you have questions, please feel free to contact Dr. Wendi Santee at 757-352-4867.

## Student Housing Reminder:

A friendly reminder from Regent University Student Housing that only **full-time, degree-seeking students** may reside in campus housing assignments (in Regent Commons or Regent Village). For this reason, international students who are graduating this May or are currently on post-completion OPT must vacate their campus housing assignments no later than July 31st, 2009. If this applies to you and you have not already submitted a notice to vacate by July 31st, 2009 please contact Ryan Brown, Director of Student Housing, at [rbrown@regent.edu](mailto:rbrown@regent.edu) or 352-4898 as soon as possible. **Special Note:** In the past, students who graduated were still able to live in student housing because of extra apartments that were available. Currently, there are not enough housing spaces for current, full-time, tuition-paying students who must be given priority for student housing. If you have any questions, please do not hesitate to contact Mr. Brown at 352-4898.



## Important Reminders! Deadlines & Mailing Address for the FEDERAL 8843 & 1040NR/1040NR-EZ Forms:



► For F-1 and J-1 students who were employed and earned taxable wages in 2008 (money earned from employment, internships, or assistantships)—AND for students who received taxable scholarship, fellowship, or grant funds in 2008, the 8843 should be filed together with the 1040NR or 1040NR-EZ tax forms, and the filing deadline is: April 15, 2009.

► For F-1 and J-1 students who received non-taxable scholarship, fellowship, or grant funds in 2008, the 8843 form should be filed together with the 1040NR or 1040NR-EZ tax forms, and the filing deadline is: June 15, 2009.

► For F-1 and J-1 students who did NOT receive any taxable or non-taxable wages, income, scholarship/fellowship/grant funds in 2008, but were physically present in the United States in 2008, the 8843 form should be filed, by itself, and the filing deadline is: June 15, 2009.

► The Mailing Address for the FEDERAL 8843, 1040NR, and 1040NR-EZ form is:

**Department of the Treasury  
Internal Revenue Service Center  
Austin, TX 73301-0215**

For questions on FEDERAL Tax Filing, you can call the Internal Revenue Service (IRS) at: 1-800-829-1040.

## Virginia Tax Filing Address & Deadline:

If you worked in Virginia in 2008 and had Virginia withholding you should file a STATE return to get all of your withholding back, even if you are under the filing threshold.

For students who live in Virginia Beach, the 760/760PY Virginia STATE Income Tax Forms should be mailed with a copy of the 8843 and a copy of your complete FEDERAL Income Tax Return (1040NR/1040NR-EZ) to this address:

**Commissioner of Revenue  
2401 Courthouse Drive, Bldg. #1  
Virginia Beach, VA 23456-9002**

► The STATE Tax Filing DEADLINE is: **May 1, 2009** ◀

For more information you can go to the Virginia Department of Taxation website: <http://www.tax.virginia.gov/index.cfm>. For questions about STATE Tax Filing, please call: 385-4483. Assistance with State Tax Filing can be obtained through the Virginia Beach Commissioner of Revenue's Office at 2401 Courthouse Drive, Building #1 in Virginia Beach. The office is open from 8 a.m. – 5 p.m. and the best time to go for assistance is early morning.

## Feature Article from Lemuel Williams, 1<sup>st</sup> Year Student from Trinidad & Tobago:

“Since coming to the United States of America, I have had many varying experiences – both extremely uplifting and excruciatingly disheartening – however altogether memorable. When I made the decision to attend school here in the states in 2005, it was one of the most exciting decisions in my life. For a long time in my home country of Trinidad and Tobago, I had felt that there was something that was missing despite the social and educational status I held. I saw a lot of things going on within the lives of my friends and family; even the country on a whole, and I realized that there was only so much that I personally could do to effect change within these situations. With that realization, I had decided to pursue my career of psychology and counseling all the way to the PhD level and in order to acquire the best training possible, I had to make that hard decision of leaving all that I know and hold dear behind for a season till I gained all I could to then come back and give back to them. Out of all the options though, the United States of America seemed the most feasible at least for my undergrad education and thus, I began my undergraduate studies at another Christian university in August of 2005 – the beginning of a huge growth period in my life.

Now, I am not going to lie or butter things up to make this piece a politically correct piece like so many others that I have encountered throughout the few years I have been here. There have been, as aforementioned, some REALLY great times but unfortunately, my tenure within the states has not been the ‘dream’ experience that is so often portrayed and sold by various means, be it the media, or just idealized social talk about the American life/way. I encountered racism for the first time in my life, a concept which conceptually was explained and discussed in classes back home, yet still an almost non-existent phenomenon in this day and age. I also experienced a lot of insulting and ignorant comments and remarks from nationals who, in all respect, really just did not know better. Conversely, I experienced a lot of negative reactions and treatment purposefully by associates and even acquaintances and they were in the know – so it went both ways. However, nothing could dash my dreams and my decision and sacrifice to attain the prize that I know was promised by God for me in the not so distant future. Don’t get me wrong though, I have formulated some very long lasting and strong relationships over the years – made families away from home and God’s love really was demonstrated to me through them. Even at times, love that I hadn’t experienced back home in Trinidad from those outside of my close friends or family and that was a really monumental experience for me – much needed even – to counteract the plethora of overpoweringly negative experiences that just seemed to flood me since I set my feet to the American soil.

In that light, it is only fitting that I give my testimony of my experience here within the States and of God’s awesome ability to turn that which seems to be evil and hopeless into good and teeming with hope. I am forced to have to compress the testimony because of the sheer length of it if it were to be scribed in its entirety, still, even in nutshell, the message should be clear. It all began (as stated a few paragraphs above) in 2005 when I began my undergrad career. “Plain talk bad manners” (Trinidadian slang meaning truthfully/honestly), that first year of college was the WORST year I had ever had up until that point! No exaggeration! Everything that could have gone awry

or opposite to my initial expectations did. As I had said, I experienced racism, ignorant and hurtful encounters, serious emotional stressors, and well, that all added to the normal cycle of homesickness and also that extreme loneliness and shock that you are all alone and no longer amongst those who care for you and understand you. To make matters worse, I had a myriad of medical emergencies occur that hampered me from physical movement and interactions and that only served to escalate the already consuming depression that I felt.

Everything however came to an all-time climax in the summer of 2006, after returning from a European tour with one of my professors. Simply put, I was homeless for a significant amount of time – sleeping on the street with no form/means of communication or of securing food, shelter or aid. I had gone through all of the preparations, to stay with a friend for the time till I could be back on student housing, yet 1 hr before arriving my friend told me that I had to get somewhere else to stay; at 2 am; with no money; no car; no friends still in the state seeing as this was into the summer holiday. That really was a blow to me, because for me, I have experienced a lot of things, but vagranting on the streets was the last thing that I had envisioned for my own life when I sacrificed and gave up all my wealth and status and position at home to come here and learn from and contribute/give to the American society. To add insult to injury, while I was on the streets, I saw people with whom I had been in class with at my esteemed premiere Christian college and they saw me lying on the ground, day after day, passing by without a word. Yet when I FINALLY was back in school two weeks later, beginning the second summer school session and these folks see me passing by, they would ask smiling ear to ear, “hi, how are you?” Hmm, not the vision. For some reason, that tripped me off, seriously! And well, naturally, a deep seated hatred and anger towards the American people I had been “blessed” to encounter began to cultivate and it was only reinforced by the interesting fact that the ONLY people who stopped to assist/help me were two pastors at a local church whom apparently had seen me before. They were not Americans... ironically... they were from St Lucia and Grenada.

Fast forwarding to the end of summer, I had returned home for the last end of summer, and already had my transfer papers in the works to be removed from that school and these cold and callous and insensitive and ignorant people – I was through! At least in another university I would be more than amply surrounded with people whom I had grown up with and who accept and understand me. I was not the only one though, for a great number of my other international friends also had left, and were wondering how I could still be there. However, there was a complication – for my little sister had been enrolled in the same school and my transferring would mean leaving her there to go elsewhere. So I was faced with a huge decision – should I hold onto the anger and hurt and the pain, being jaded and anti-American as it was the role I felt I was beginning to fall into or should I stay with my sister? An EXTREMELY difficult decision by all means, but the answer was clear to me – I would stay at this university and ensure that my sister NEVER had to experience the things I had. Even further than that, I would ensure that something would be done and changed on all levels, to ensure that NO international person at this university would ever have to go back home, to their countries with these negative impressions – that they would have the experience that they had envisioned – or at least as close to it as possible. And with that conviction, I forgot about my transfer to a different

school, and I returned to my old school and revived the long dead International Student’s Organization. Within the remaining two years, I tirelessly and dedicatedly toiled and bled over creating an environment that any international would want to send their friends and family back to when they returned home. It was by no means an easy task and there still is lots to be done, even as I have graduated and moved on here to Regent University; but I am excited and hopeful for the great things that I can do here at this new establishment, all toward the unification and empowerment and all-round betterment of the internationals here at this esteemed institution and even the school in itself – all for the continual glory and uplifting of God’s holy name!”

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## Getting Involved & Upcoming Events

### Spiritual Diversity Celebration:



**Wednesday, April 1,**

**Noon – 4 p.m.**

Come one, come all!!! Bring your friends and family to join ISO and COGS in celebrating this campus-wide cultural event which will feature an International Worship Service (Moot Court Room, RH at Noon); Global Fashion Show (Moot Court Room, RH at 12:45 p.m.); and Cultural Presentations & Prayer (Fountain View Room, SC from 2-4 p.m.) lead by various international students. Prizes will be awarded for the best costumes and presentations, and a wide variety of international desserts will be served!!!

### New I-Connect Program & Information Session on April 3:

I-Connect is a new program designed by the OISS to provide opportunities for Regent students to build international connections and friendships with international students. Current students (international and domestic) will be paired with new international students just arriving in the U.S. and in need of some help with their transition. Not only will this program assist Regent’s newly admitted international students, but it will be a terrific opportunity for all participants to expand their global competence and awareness. **The Office of International Student Services (OISS) will host an information session on Friday, April 3 at Noon in the Fountain View Room (SC) for all who are interested.** Lunch will be served and applications will be distributed. **If you plan to attend, please RSVP by Monday, March 30 by calling 352-4951 or by emailing olumoku@regent.edu.** We invite everyone interested in this program to consider



making a difference in your life and in the life of a new international student...*RU Global?*

## Regent Connections to Global Literature: Sharing Stories from our Home Countries



Tentatively scheduled for **Thursday, April 16, 2-4 pm** in Library Exhibit Area. The theme of National Library Week is **Worlds Connect @ Your Library**. We invite you to join us for a celebration of literature from around the country and world. Would you be willing to help us by sharing stories? We envision this discussion being similar to an informal book talk in which you will share a story or your thoughts on literature from your home country or state. We invite you to consider sharing one or more of the following:

1. A fairy tale, children's story, folktale or fable from your country/region
2. A book that impacted you growing up in your country/region
3. An author who epitomizes the literature of your country/region
4. Major literary themes significant to your country/regions culture or history
5. Other media as it relates to literature, books and libraries

If interested, please be prepared to spend 5 minutes sharing your story, including reading a few lines in the original language or dialect. **Tell us your interest or ideas by Friday, March 27<sup>th</sup>**. By March 31<sup>st</sup>, we will need specific information about your topic. **For additional information, please contact Leanne Hillery at: [lhillery@regent.edu](mailto:lhillery@regent.edu)**

## ISO Board Positions & Upcoming Elections:



At the end of each Spring semester the International Student Organization (ISO) holds elections to appoint new Board members for the next academic year. There are currently four ISO Board positions in total, President; Vice President; Treasurer; and Secretary. A fifth position (Public Relations Officer) may be added depending on the outcome of the March 26 vote for the ISO Constitution changes. If you have a servant heart and a strong desire to assist others, please consider this potential calling to serve your fellow students as an ISO Board member. Tuition scholarships are granted to ISO Board members for the time and service they provide. **The deadline to submit the ISO Candidate Application to the OISS is 4 p.m. on Tuesday, April 7.** Applications will be distributed by email through the ISO and OISS list serves and are also available at the FRONT DESK of the Student Services Office (SC 201). On **Tuesday, April 14 at Noon (on the Ordinary's Patio)** the current ISO Board will hold a special **"Garden Party"** where interested

candidates for the 2009-2010 Board positions will have the opportunity to say a few words regarding their experience and desire to serve. This is a terrific way to get involved with the international student and Regent communities, to learn and develop important leadership skills, and especially to serve your brothers and sisters in Christ! **The confidential online election for the 2009-2010 ISO Board positions will be held on Tuesday, April 21.** All full-time, on-campus, student visa holders are expected to vote. Please check your email for more details regarding the upcoming ISO Garden Party & Board Election.

## ISO's Graduation Banquet Wednesday, May 6, 6:30 p.m.:



All international students are cordially invited to the ISO's Graduation Banquet, which is scheduled for Wednesday, May 6, from 6:30 p.m. onward. Whether you are graduating this May or not, please be sure to attend this special event where you can congratulate our current international graduates and wish them well in their future endeavors. ISO will also be needing your help with the decorating & set-up arrangements for the banquet. If you can help with that from 4 p.m. onward on May 6, please send ISO an email at: [iso@regent.edu](mailto:iso@regent.edu) Please check your emails from ISO for more details.



## Assistance Needed for ISO's 2009 Commencement Rose Sale on Friday, May 8 & Saturday, May 9:

The ISO Rose Sale is a traditional fundraising event that occurs at the commencement ceremony each year. All international students will gather on Friday, May 8 to create beautiful bunches of roses to sell at Saturday's graduation ceremony. ***Last year ISO sold approximately 1300 roses and made a profit of approximately \$2300!*** The funds raised from last year's Rose Sale helped to support this year's trip to Washington D.C., the ISO Game Nights, Ice Skating Outings, the Graduation Banquet, etc. Assistance will be needed with **assembling the roses on Friday, May 8** (from approximately 3 – 8 p.m.) and with **selling the roses on Saturday, May 9** (from approximately 7:30 a.m. – 1 p.m.). **Each international student is asked to assist for at least one day (Friday or Saturday), so please be sure to join the fellowship.** Check your emails for more details.



## Optional Practical Training (OPT) Information Sessions for the Summer, 2009 Semester:



The OISS will offer three Optional Practical Training information sessions this summer. All F-1 students who are planning to apply for OPT this summer **must** attend one of these three sessions where OPT applications will be distributed and the application process will be explained. F-1 students cannot apply for OPT this summer without first attending one of these three sessions. For students who are graduating in August, the OPT applications cannot be submitted more than 90 days prior to the Term End date of August 21, 2009 and must be submitted to USCIS within 60 days of that date. Sessions will start on time, so please do not be late. Attendance will be taken.

### Upcoming OPT sessions for the summer are as follows:

- Wednesday, May 20, 12 p.m., 252 Student Center
- Friday, June 26, 12 p.m., 252 Student Center
- Friday, July 31, 12 p.m., 252 Student Center

[www.regent.edu/admin/stusrv/iss/onlineform.cfm](http://www.regent.edu/admin/stusrv/iss/onlineform.cfm)

Please see the OISS webpage entitled “Departing and Reentering the U.S.” for more important details:  
<http://www.regent.edu/admin/stusrv/iss/departing.cfm>

## Change of Address Reminder:

All F-1 and J-1 students, please be reminded that, outside of web-registration periods, you are **REQUIRED** to report any address changes **BOTH** to the Registrar’s Office **AND** to the Office of International Student Services **within 5 days** of the change. Please do not hesitate to contact the OISS if you have any questions. **Special Note for Graduates on OPT:** Those who will graduate and remain in the U.S. for post-completion OPT should report any address changes to the Office of International Student Services **ONLY**, and not to the Registrar’s Office. The Registrar’s Office no longer maintains your records once you graduate, but the OISS must continue to maintain your address for immigration purposes/SEVIS.



## Attention ALL F-1 Students— Check your I-20 Completion Date:



All F-1 students should check the date by which you are expected to complete your studies on Page 1, Section 5 of your most recent I-20. If the completion date on your current I-20 is May or August, 2009, and you will not complete all of your degree requirements this May or August, you **MUST** apply for an “F-1 Program Extension” **at least 1 month BEFORE the completion date listed on Section 5 of your current I-20**. If you qualify for an F-1 Program Extension, a new I-20 will be issued to you. You will need to submit new financial documentation before a new I-20 can be issued. **Failure to apply for an extension at least 1 month prior to your I-20 expiration date can cause you to be in violation of your F-1 status, and can make you ineligible for any employment benefits, etc.** Applying for a timely F-1 Program Extension is **YOUR** responsibility as an F-1 student, so please take care of this important matter as soon as possible. F-1 Program Extension applications are available at the Office of International Student Services, and on our website [www.regent.edu/admin/stusrv/iss/onlineform.cfm](http://www.regent.edu/admin/stusrv/iss/onlineform.cfm)  
**Special Note:** Participation in the May graduation ceremony is irrelevant for immigration purposes. **It does not matter if you walk at graduation or not, what matters is when you complete all of your degree requirements.** If your I-20 expires in May and you are approved to walk at the ceremony in May but you will not complete all of your degree requirements until August, you **MUST** apply for an I-20 Program Extension until August.

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## Important Immigration Information

### Travel Signature Requests & Deadline for Summer Travel:



All F-1 and J-1 students and dependents who plan to depart the U.S. and will need a “recent” signature on your I-20s or DS-2019s for reentry purposes, please be reminded that you **MUST** submit your completed I-20/DS-2019 Travel Signature Request Form **at least 2 WEEKS prior** to your departure date. A “recent signature” is one that will not be more than 12 months old by the time you will reenter the U.S. Students who fail to meet this deadline will need to leave the OISS your I-20/DS-2019 with a completed express mail envelope where we can send you the form once we have time to process your late request. The forms will be sent at your expense. Before you can complete the Travel Signature Request Form, all students will need to stop by the Registrar’s Office to request a “Certification of Enrollment” which must be attached to the OISS Travel Signature Request Form. The Enrollment Certification will show your enrollment status for each semester you’ve been enrolled at Regent, which is something the OISS must check before we can sign your I-20/DS-2019 for travel. The Certification of Enrollment Request Form can be found on the Registrar’s website at: [www.regent.edu/admin/registrar/studentforms.cfm](http://www.regent.edu/admin/registrar/studentforms.cfm). The OISS Travel Signature Request Form can be found here:

## Students Who are Completing Their Degrees/Studies this May or August:

**F-1 Students:** Please be reminded that you must depart the U.S. within 60 days from the date you complete your degree if you are not transferring to another school, beginning a new degree program at Regent, applying for OPT, or applying for a change of status. For students who will complete their degree requirements in May, the Term End date of May 1, 2009 will be reported in SEVIS, and you will have 60 days from this date to depart the U.S. Also, please note that your “on-campus employment” authorization at Regent will end on May 1, 2009 as well. **Please contact the OISS if you have any questions.**

**J-1 Students:** Please be reminded that you must depart the U.S. within 30 days from the time that you complete your studies if you are not transferring to another school, applying for Academic Training, or applying for a change of status. In addition, please note that any on-campus employment authorization will end on the date you complete your studies. **Please contact the OISS if you have any questions.**

## Students Who will Transfer-Out of Regent or Attend Another U.S. Institution after Graduation:

F-1 and J-1 international students who are planning to transfer-out of Regent must first complete a “Request for Transfer-Out” form so that your SEVIS record can be released from Regent and your new school can issue you a new I-20/DS-2019. International students who will graduate from Regent and will attend another U.S. institution for a new degree program must also complete the “Request for Transfer-Out” form in order to transfer your immigration status from Regent to your new school.

**For F-1 students:** The “Request to Transfer-Out” MUST be submitted to the OISS within 30 days after you complete your degree at Regent (Term End date) or within 30 days after the program end-date on your I-20, whichever comes first.

**For J-1 students:** The request MUST be submitted at least 2 weeks BEFORE you complete your studies or at least 2 weeks BEFORE the end-date on your DS-2019, whichever comes first.

## Students Who will Leave Regent after Spring, '09 Without Completing their Degrees:

All F-1 students who will not complete the degree listed on their I-20 and will not return to Regent after the Spring 2009 semester are REQUIRED by USCIS to apply for approval to cease attendance from the Office of

International Student Services (OISS) BEFORE they withdraw or leave Regent. To comply with this regulation, you must complete the OISS “Request for Withdrawal Form”, which is available at [www.regent.edu/admin/stusrv/iss/onlineform.cfm](http://www.regent.edu/admin/stusrv/iss/onlineform.cfm).

(This includes students who are withdrawing, taking a leave of absence, or just returning home.) **Students who are authorized by the OISS to withdraw are given a 15 day grace period to depart the United States.** Students who fail to comply with this requirement are NOT eligible for the 15 day grace period, must depart the U.S. immediately, and may experience immigration problems in the future. If you have any questions, please contact the OISS as soon as possible.

## F-1 Student OPT Applications & Filing Deadline for May Graduates:



All F-1 international students who plan to apply for Optional Practical Training (OPT) this spring, are required to attend an OPT Information Session--this spring--before their applications can be processed. **There is only one OPT Session remaining this Spring on Thursday, April 23 at Noon (SC 252).** OPT applications take approximately 2-3 months for USCIS to process, so please plan accordingly. You cannot begin working until you receive written authorization in the form of an EAD from the USCIS. Job offers are NOT required to apply for OPT. **For May, 2009 graduates, OPT applications must be received by the USCIS Vermont Service Center within 60 days after the Spring, 09 Term End date of May 1, 2009.** Details about OPT can be found on this page of the OISS website:

<http://www.regent.edu/admin/stusrv/iss/employment.cfm>

## Reminders for May Graduates Who Applied for Post-completion OPT:

### Critical I-20 Expiration Information

If you will not complete all of your degree requirements by the completion date that is listed on your OPT I-20, **remember that you MUST apply for an I-20 Program Extension at least 30 days prior to the I-20 expiration date (Section 5).** Failure to do so will result in the loss of your lawful F-1 status and your OPT.



### Expiration of “On-Campus Employment” Authorization:

Once all of your degree requirements have been met by the May 1, 2009 Term End date, you can no longer work at Regent as a student under the benefit of “on-campus employment”. **Please communicate your last day of work to your supervisor and sign the Resignation/Termination form to end**




**your employment. The May 1, 2009 Term End date will be reported to the USCIS through SEVIS.** Those who are completing degrees in May and planning to work at Regent after May 1, 2009 as a regular or temporary employee of the University (and not as a degree-seeking student) will need to visit the Human Resources Office after you receive the EAD for post-completion OPT. You will need to complete a new I-9 “Employment Eligibility Verification” form or to update any existing I-9 forms that you submitted as a student. You will also need to show proof of proper employment authorization. For F-1 students, that would be the Employment Authorization Document (EAD) you will receive when you apply for post-completion Optional Practical Training (OPT). OPT employment authorization allows you to work “anywhere” in the United States (including Regent) as long as the position is “DIRECTLY” related to your major field of study. Please note that engaging in unauthorized employment is a serious violation of the F-1 status that will result in the loss of your lawful immigration status and possible deportation as explained on page 2 of your I-20. Thank you for your attention to this important matter!

### OPT Application Information

OPT applicants should be checking for mail from USCIS. The mail will either contain an “I-797 Notice of Action” or it will contain a “Request for Additional Evidence”. The Notice of Action will tell you that your application was received and is being processed. If you receive a “Request for Additional Evidence”, you must read it very carefully and respond promptly. Please feel free to contact the OISS for assistance. ► **Please be reminded that you MUST send a copy of your EAD to the OISS as soon as it arrives.** ◀



### Travel Information for OPT Graduates

 Please be reminded that F-1 graduates are advised NOT leave the U.S. after graduation until you receive your EAD and have a job offer. If you leave before the OPT application is processed, your pending OPT application may be considered “abandoned” by USCIS, and you may not be able to return to the U.S. in F-1 status. If you wish to travel and return to the U.S. to engage in OPT after you have received your EAD, all F-1 students must have the following items for a smooth reentry:

1. Valid Passport;
2. Valid F-1 Visa (Does not apply to Canadians);
3. Valid I-20 endorsed for travel by the OISS on “page 3” **within the past 6 months;**
4. Valid EAD with current employment dates; and
5. Letter of Employment from your employer including your salary and dates of employment.

F-2 dependents will need the following items for a return to the U.S. after a departure while the F-1 is on post-completion OPT:

1. Valid Passport;
2. Valid F-2 Visa (Does not apply to Canadians);

3. Valid Dependent I-20 endorsed for travel on “page 3” **within the past 6 months;**
4. Copy of F-1’s OPT I-20 endorsed for travel **within past 6 months (if the recommended OPT dates do not appear on the dependent’s I-20s)**
5. Copy of the F-1’s valid EAD; and
6. Copy of F-1’s Letter of Employment from the employer including salary and employment end dates.

Remember that after graduation, the F-1 regulations allow you to reenter the U.S. in F-1 status to “resume” employment, so proof of employment is critical for a smooth reentry. Also, remember that your lawful F-1 status will end 60 days after the expiration date on your EAD, so you must depart the U.S. by that date if you haven’t applied for a change of status or have not been issued an I-20 to pursue a new degree at another U.S. institution.

### Immigration Responsibilities While on Post-Completion OPT



You must send a copy of your EAD to the Office of International Student Services as soon as you receive it. You must also report any address changes, immigration status changes (to H-1B, etc.), name changes, or interruptions in employment to the OISS **within 10 days!** In addition, one may no longer accrue an aggregate of more than 90 days of unemployment during any post-completion OPT, so it is important that you send your employer’s name and address to the OISS immediately and that you remain employed while on post-completion OPT. If you decide not to use your OPT and will depart the United States instead, you are required to report this to the OISS as well. **Please be mindful of these important responsibilities for maintaining your lawful F-1 status during your OPT period.** Failure to do so could cause serious immigration problems for you in the future.