Carnegie Mellon University
International Student Orientation & Immigration Check-In
Passport

• MUST be valid at all times

• At least 6 months into the future

• Always required for entry into the U.S.

• Contact your embassy for passport extensions while inside the U.S.
I-20 Certificate of Eligibility for F-1 status

- SHOULD Not Expire!
- Do not EVER throw away any I-20’s!

| SEVIS ID: |)
<table>
<thead>
<tr>
<th>NAME/PRIMARY NAME</th>
<th>GIVEN NAME</th>
</tr>
</thead>
<tbody>
<tr>
<td>PREFERRED NAME</td>
<td>PASSPORT NAME</td>
</tr>
<tr>
<td>COUNTRY OF BIRTH</td>
<td>COUNTRY OF CITIZENSHIP</td>
</tr>
<tr>
<td>DATE OF BIRTH</td>
<td></td>
</tr>
<tr>
<td>INITIAL ATTENDANCE</td>
<td></td>
</tr>
<tr>
<td>Class of Admission</td>
<td>F-1</td>
</tr>
</tbody>
</table>

**SCHOOL INFORMATION**
- SCHOOL NAME: Carnegie Mellon University
- SCHOOL ADDRESS: 5000 Forbes Avenue, Pittsburgh, PA 15213
- SCHOOL OFFICIAL TO CONTACT UPON ARRIVAL: Patricia Dugen
- DOCUMENT MANAGER: PDI214910187000
- SCHOOL CODE AND APPROVAL DATE: 14 JANUARY 2003

**PROGRAM OF STUDY**
- EDUCATION LEVEL: MAJOR
  - MAJOR 1: Computer Software Engineering
  - MAJOR 2: None
- PROGRAM ENGLISH PROFICIENCY:
  - REQUIRED: Student is proficient
- START OF CLASSES: 23 August 2017
- EARLIEST ADMISSION DATE: 14 August 2017
- PROGRAM START DATE: 19 December 2018

**FINANCIALS**
- ESTIMATED AVERAGE COSTS FOR 12 MONTHS
  - TUITION AND FEES: $65,902
  - LIVING EXPENSES: $18,000
  - EXPENSES OF DEPENDENTS (0): $0
  - HEALTH INSURANCE, BOOKS, SUPPLIES: $4,171
- TOTAL: $88,073
- STUDENT’S FUNDING FOR 12 MONTHS:
  - PERSONAL FUNDS: $0
  - FUNDS FROM THIS SCHOOL: $0
  - FAMILY FUNDS: $88,073
- TOTAL: $88,073

Expiration Date!
Travel signature is valid for 12 months after the date written above!
DS-2019 Certificate of Eligibility for J-1 status

- SHOULD Not Expire!
- Do not EVER throw away any I-20’s!

Expiration Date!

Category & Subject Field Code
DS-2019 Certificate of Eligibility for J-1 status

212(e) Two Year Home Residency Requirement
- Applies **ONLY** to H-1B, L, or U.S. permanent residency

Travel signature is valid for 12 months after the date written above!
I-94 Arrival/Departure Record

- Electronic arrival record (called I-94) **MOST** important immigration document you have
- Proof of your status - F1 or J1 and D/S (Duration of Status)
- Stamp in passport with F1 or J1 and D/S (Duration of Status) – proof of your status

Obtain I-94 record: https://i94.cbp.dhs.gov/I94/#/home

Contact OIE if there are any mistakes!
U.S. Entry Visa

• ONLY a travel document
  • (not required for Canadians)

• U.S. Visa must be valid for RE-ENTRY

• Visa Type Class (F1 / J1)

• # of Entries (M, 1, 2)

• YES! Your visa can expire while you are in the U.S.!!

• NO! You cannot get a new visa inside the U.S.
Never throw away any immigration documents!

Necessary for employment!

OIE cannot make copies!
Maintaining Status
Maintaining Status

- Report your address
- Keep immigration documents valid
- Report any changes to OIE
- Obtain appropriate work permission
- Full-time enrollment
Report your Address

www.cmu.edu/sio

If you submitted your OIE Newly Admitted Student Arrival E-Form and your address doesn’t look like this in SIO...

It is OK - **BUT**, you must update your SIO account **TODAY** to match the correct address format.

Permanent Address Must be an address **OUTSIDE** the U.S.

Off-Campus Address Must be an address **INSIDE** the U.S.

Should be blank or contain your “Student Mail Code (SMC)”
OIE Reports Information to SEVIS

Program Data:

- Enrollment in the program
- Program
- Withdrawal
- Financials

Notify OIE with ANY changes!
## Maintaining your Status

### Enrollment Status

<table>
<thead>
<tr>
<th>Semester</th>
<th>Fall 2019</th>
</tr>
</thead>
<tbody>
<tr>
<td>Enrollment Status</td>
<td>Enrolled</td>
</tr>
<tr>
<td>Registered</td>
<td>36 Units</td>
</tr>
<tr>
<td>Units Carried</td>
<td>60 Units</td>
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<tr>
<td>Maximum Units</td>
<td>Graduate</td>
</tr>
<tr>
<td>Class Level</td>
<td></td>
</tr>
<tr>
<td>College</td>
<td>Computer</td>
</tr>
<tr>
<td>Department</td>
<td>SCS</td>
</tr>
<tr>
<td>Department Advisor</td>
<td>Amy Yearwood</td>
</tr>
</tbody>
</table>

### Notes:
- **FULL-TIME (FT) Enrollment:** Required *EVERY* semester!
- Full-time = **36 units**...OR Minimum required by your department (48...60...72...)
- No enrollment required in summer UNLESS Summer enrollment is **required** by your program
- Some exceptions exist... **ALWAYS** consult OIE *and* your academic department *before* dropping below full-time!

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*Image credits: Carnegie Mellon University*
Maintaining your Status

Only **ONE** online course per semester is allowed.
Maintaining your Status

**Withdrawal – Leave of Absence**

- Depart U.S. with OIE permission = 15 days
- Depart U.S. **without** OIE permission = 0 days

**F-1 Grace Period**

AFTER your program end date

60 Days To...

- Depart U.S.
- Apply for OPT
- Change status

On-campus employment prohibited!

**J-1 Grace Period**

30 Days To...

BEFORE your program end date!

- Apply for AT
- Change status

On-campus employment prohibited!
On-Campus Employment

• No more than 20 hours per week during academic school year (Fall and Spring)

• J-1 STUDENTS: **MUST** receive **authorization** from OIE before any on-campus employment!

• F-1 STUDENTS: NO special authorization is necessary (**on-campus employment only**)

• More than 20 hours per week OK during official breaks (summer)
Off-Campus Employment

**All work must be related to level/field of study**

F-1 Status
Eligible after completion of 2 full-time semesters and must attend Information Session

Curricular Practical Training (CPT)

Optional Practical Training (OPT)

J-1 Status

F and J students **MUST** receive authorization from OIE before any off-campus employment!

Academic Training (AT)

See OIE website for additional information
Travel

Valid Passport

Valid Visa

I-20/DS-2019
With valid Travel Signature
Entry to Canada or Mexico: Visitor visa required?

Returning to U.S.: **Automatic Visa Revalidation**
- Passport
- Signed document
- Expired/unexpired U.S. visa

* Certain countries are excluded. See OIE website for more information!
Social Security Number

- F-1 students are not eligible for SSN unless they have employment.
- F-2 dependents cannot work, thus are not eligible for SSN at any time.
- J-1 students are not eligible for SSN unless they have employment.
- J-2 dependents can apply for work authorization, thus are eligible for SNN once work authorization is granted.

Keep in a Safe Place!
9 digit number used for tax purposes
Same number for LIFE!

Beware of PHONE SCAMS!!
Never give your information to anyone over the phone!

Do not apply for SSN until after 10 days from today!
Social Security Number: Must Show Proof Of Work Authorization

See OIE Website: www.cmu.edu/oie
PA Driver’s License/State ID

Required documents for the DMV:

• I-20/DS-2019 with **at least** 1 year remaining
• Passport, I-94, Visa
• **SSN or denial letter**
• Proof of residency (2)

**DO NOT** apply for Driver’s License until after 10 days from today!
SSN Denial Letter:

• Bring ALL your Immigration documents
• Go in person to **Social Security**
• Get letter while you wait!
  • **This is OK** – does not mean you can never obtain an SSN
Contacting OIE

[oie@andrew.cmu.edu](mailto:oie@andrew.cmu.edu)

Be sure to **include**:
- Name (as on passport)
- Date of Birth
- Andrew ID
- Academic Department

**Allow 24-48 hours for a response!**
OIE Processing Times

Requests = 3 Days
• Travel Signature
• SSN letter

New Documents = 5 to 10 Days
• Change of Level
• Adding a spouse
• Work authorization
Student Responsibilities

- Update SIO Every time you move!
- Always read OIE emails!
- Plan ahead!
- Stay Informed!
- Inform OIE if you will be leaving CMU
- Enjoy your time at CMU!
WELCOME AGAIN!
Office of International Education
Posner Hall, 3rd Floor
412-268-5231
www.cmu.edu/oie
Finish Your Immigration Check-In with OIE using your **MyOIE Portal**!

If you have not completed and submitted your *Newly Admitted Student Arrival E-Form* through your [MyOIE Portal](http://bit.ly/MyOIECMU)...

You will need:

- Your address updated in SIO
  [www.cmu.edu/sio](http://www.cmu.edu/sio)
- Picture of your passport
- Picture of your J-1 visa sticker
- Picture of your DS-2019 (signed by you)
- Screenshot of your most recent I-94
  [https://i94.cbp.dhs.gov/I94/#/home](https://i94.cbp.dhs.gov/I94/#/home)