



## Dear International Students,

We are so glad you are here at UNT! International Student and Scholar Services (ISSS) wants to ensure that you have a successful semester. To do this, PLEASE be aware of the immigration laws that will affect you during your time here.

Read carefully through the following information and contact our office if you have any questions. Remember, each situation is different and immigration regulations are complex. If you ever have questions, we are here to help! Have a wonderful semester and [remember the FACTS!](#)

Sincerely,  
UNT ISSS

**NOTE:** Current information regarding Immigration Updates including COVID-19 changes are available at [international.unt.edu/immigration](http://international.unt.edu/immigration)

## Full-Time Enrollment and Exemptions

You are required to maintain full-time enrollment. This is defined as 12 hours for undergraduates and 9 hours for graduates during long semesters. There are a few reasons you may be considered full-time while not enrolled in the minimum number of hours. If you will be below hours this semester and any of these reasons apply, approval from ISSS must be given by **January 27th, 2023**

## F-2 Students

F-2 visa holders may only be enrolled part-time. It is your responsibility to monitor your enrollment. Please contact our office if you have any questions.

<b>Final Semester</b>	<ul style="list-style-type: none"> <li>This MUST be your LAST semester. Immigration allows only one final semester. A new I20 will be issued.</li> <li>Applies when your remaining required enrollment to complete your degree is less than full time</li> <li>Undergraduate students complete <a href="#">THIS</a> form, have an academic advisor sign it, and upload in iNorthTX</li> <li>Graduate students complete the corresponding form in <a href="#">iNorthTX</a> for Toulouse to review</li> </ul>
<b>Dissertation or Thesis Only</b>	<ul style="list-style-type: none"> <li>Coursework is completed and only thesis or dissertation hours remain to complete degree</li> <li>Submit the "Graduate Student Full-Time Equivalency" form <a href="#">iNorthTX</a> for Toulouse to review</li> </ul>
<b>CPT</b>	<ul style="list-style-type: none"> <li>Full-time CPT students may waive the full-time enrollment requirement</li> <li>Full-time CPT must be approved prior to working and prior to January 27th, 2023</li> </ul>
<b>Other</b>	Please refer to our <a href="#">Enrollment Requirements page</a> for more information. Feel free to <a href="#">schedule an appointment</a> with an Immigration Advisor if you have questions.

## Immigration Advising Hours

**NOTE:** Our office is paperless! All requests can be submitted through iNorthTX or by emailing [internationaladvising@unt.edu](mailto:internationaladvising@unt.edu)

<b>Monday</b>	<b>Tuesday</b>	<b>Wednesday</b>	<b>Thursday</b>	<b>Friday</b>
1:30-3:30P	9:30-11:30A 1:30-3:30P	Discovery Park e225D 1:00-4:30 P	9:30-11:30A 1:30-3:30P	9:30-11:30A

STUDENT AND  
SCHOLAR SERVICES  
UNT International

**UNT**  
EST. 1890

Marquis Hall 110

[internationaladvising@unt.edu](mailto:internationaladvising@unt.edu)

[international.unt.edu/immigration](http://international.unt.edu/immigration)

P: 940-565-2195 | F: 940-565-4145

### Mailing Address

1155 Union Circle #311067  
Denton, TX 76203-5017 USA

## U.S. SEVIS Address & Phone Number

U.S. SEVIS address and phone number MUST be up to date at ALL TIMES. Update your Current/Local address and Main Phone Number at [my.unt.edu](http://my.unt.edu). We will receive a notification and update your address with USCIS/SEVIS. It is critical that your Enrollment Address is also updated at my.unt.edu.

Visit [international.unt.edu/localaddress](http://international.unt.edu/localaddress) for instructions on how to update your address.

### How to Write a Current/Local U.S. Address

Street Number **Street Name** Apartment Number (if applicable)  
Optional second line  
City, State, Zip Code

123 **Scrappy Street** Apt 1\*  
Denton, TX 76201

\*Apt is an abbreviation for apartment

## IMPORTANT DATES

January 17	Classes Begin
Jan. 17-20	Add/Drop Period
January 30	Census Date
Feb. 11	OPT applications accepted for Spring 2023 grads
May 12	Last day of Spring 2023
July 11	Last day for Spring 2023 grads to apply for OPT

## EagleConnect Email

All official correspondence from UNT will be sent to your EagleConnect email. You MUST check this email for important information regarding immigration status. Failure to check this email will NOT serve as a reason to avoid F-1 status termination.

To forward emails to a personal account, visit [eagleconnect.unt.edu/forward](http://eagleconnect.unt.edu/forward)

## Concurrent Enrollment

If you will enroll concurrently at another institution during Spring 2023, remember:

- You MUST enroll in at least one on-campus UNT course and the combination of hours from both schools MUST equal full-time enrollment
- We will maintain your immigration record. All changes MUST be reported to ISSS.
- If the other school requires a letter from our office, it will take 3 business days to complete. Apply online at [international.unt.edu/ISSS/concurrent-enrollment-request-form](http://international.unt.edu/ISSS/concurrent-enrollment-request-form)
- You MUST turn in proof of enrollment from the other school to our office by January 27th, 2023
- At the end of the semester, you **MUST** submit a transcript/grade report showing completion of courses to ISSS.

## Online Courses - COVID-19 Information

If you are a newly arrived student who arrived in the U.S. AFTER March 2020:

- You must enroll in at least 1 face-to-face, on-campus class.
- All other courses may be internet classes.

If you are a continuing students who was in F-1 status in March 2020:

- You can be enrolled in all internet courses.

**REMEMBER:** This information is temporary! Restrictions on online enrollment may return for Fall 2023



## Graduating in May?

Congratulations! ISSS is very proud of you and your accomplishments! There's a lot on your mind, but we would like to remind you of some important things that need to be done this semester:

- File an "Exemption from Full-Time Enrollment" Form if you will be below full-time hours in Spring 2023
- File for graduation with UNT. The deadline is early. Check with the Registrar (Undergrads) or Toulouse (Grads) for instructions.
- If you want to apply for Optional Practical Training (OPT), plan to complete a mandatory workshop early in the semester. It can take up to 3 months for approval so get started early!
- If you will not apply for OPT, you have 60 days after your I-20 ends to figure out your next step. If you will begin a new program, you must receive a new I-20 within 60 days of completion. If you plan to return home, make reservations to leave before your grace period expires.
- Remember!** Immigration considers your last day of enrollment, not your graduation ceremony, as the date to use for your OPT application. If you are no longer required to enroll by UNT after Spring 2023, your program completion date is May 12th, 2023



## OPT Workshops

To apply for Optional Practical Training (OPT), you must first complete the OPT workshop and pass the quiz.

Visit [international.unt.edu/content/optional-practical-training](http://international.unt.edu/content/optional-practical-training) to take the workshop online.

Complete this early in the semester as the application process is lengthy.

## SCAM ALERT

If you are contacted by someone claiming to be with a U.S. government agency, who asks for money to fix an immigration or tax issue, contact ISSS or the UNT police first!

DO NOT send money and DO NOT give them personal information!

Find us online!



@UNTInternational



@GlobalUNT

# DON'T FALL OUT OF STATUS

F-1 status may be terminated due to:

### Failure to Enroll

If you do not enroll in courses for a given semester, your SEVIS record will be terminated. If you plan to take a semester off, fill out an "Ending Studies" form via iNorthTX. You have 15 days to leave the U.S. after this date.

### Enrolling Less than Full-Time Without Approval

If you do not receive approval to enroll less than full-time, your SEVIS record will be terminated. Remember to submit the corresponding e-form in iNorthTX for approval.

### Unauthorized Employment

International Students are NOT allowed to work off campus ANYWHERE without approval from USCIS or our office.

F-1 students are limited to 20 hours of on-campus work per week. Please speak with an advisor if you have any questions.

### I-20 Expiration

Do not let your I-20 expire! Look on the first page where it says "Complete studies not later than: \_\_\_\_" or on newer versions it states "PROGRAM END DATE" or "PROGRAM START/END DATE" If you will not complete by this date, visit ISSS to inquire about a Program Extension before your I-20 expires.

### Online Classes (SPECIAL COVID-19 NOTE)

If you were not in F-1 status inside the U.S. in March 2020, you must enroll in at least one face-to-face or partially remote class. If you were in F-1 status in March 2020 and have the same SEVIS ID number, you may enroll in 100% online/remote coursework.