


# Before we start: Check your SEVIS (US) Address & Complete PINK Slip

1. Log in to Axess at <http://axess.stanford.edu>
2. Enter the emergency contact information before proceeding to the next step
3. Click on the Student Center tab at the top of the page
4. Click “Add a new address” under “SEVIS US”
5. Enter your **FULL** residential/dorm address (**see example below**) **NOT DEPARTMENT**
6. **Required Format: Street Number with Street Name must be on Address 1 line.**
7. You can have multiple addresses (home, billing, mailing), but your physical address MUST be designated as SEVIS (US) to be validated.

## Add a new address

Verify your address information and make sure that your SEVIS US address is updated.

### Edit Address

Country:	United States	<a href="#">Change Country</a>
Address 1:	47 Olmsted Rd	
Address 2:	Escondido Village, Studio XXX	
Address 3:		
City:	Stanford	State: CA  California
		Postal: 94305
County:	Santa Clara	

OK

Cancel

### Apply To

- SEVIS (NON-US) \*
- Mail \*
- Billing
- SEVIS (US) \*
- Stdnt Res \*
- Work

# Welcome to Stanford!

**Fall 2015**



# Agenda

- ✦ Introduction to the Bechtel International Center (the I-Center)
- ✦ Address Confirmation and Enrollment Hold Removal
- ✦ Review of Important Immigration Documents
- ✦ Maintaining Your Immigration Status as an International Student
- ✦ Travel & U.S. Re-Entry – Student Visa Renewal
- ✦ Academic Life
- ✦ Settling in at Stanford

# International Students at Stanford

- ✦ Over 3500 international students from 124 different countries
- ✦ Every year over 1000 new international students arrive to Stanford
- ✦ Over 650 Student run groups with over 30 internationally focused

Fun Fact ~ The original Bechtel building has stood on this site since 1919!



# Student Services at the I-Center

- ✦ **Orientation programs** for new international students.  
Schedule online at <http://icenter.stanford.edu/students/new/orientation.html>
- ✦ **Advising** on regulatory matters, as well as enrollment, employment, travel and personal issues (We will contact you @ *your stanford.edu* address. *Please check that your primary email address is correct in A×ess*).
- ✦ **Workshops** on federal regulations affecting international students, including employment, and basic tax information (we are not tax advisors and cannot advise on taxes)
- ✦ **Newsletter** (International Student Update) concerning important news and events.
- ✦ **Social Programs** for you and your family.
- ✦ **Read all info at I-Center website:** <http://icenter.stanford.edu/index.html>

# Your Immigration Documents

Department of Homeland Security - Form I-901 Application - Confirmation  
**Student and Exchange Visitor Program: SEVIS I-901 Payment Confirmation**  
 OMB 1653-0034 (Expires: 1/31/2015)  
 Please note the Payment Confirmation for your records. Reference the confirmation number CCC102556670 on all inquiries related to your I-901 status. You may be required to produce your payment confirmation for your visa issuance, admission to any United States port of entry, for any change of nonimmigrant status, or other United States immigration benefits.  
 When you go to the Consulate for your visa, you should bring your payment confirmation to prove you have paid the SEVIS fee. If you paid by credit card, this transaction will appear on your credit card bill as -US STUDENT & EX-1901.FEE 600-375-5285-VT

U.S. Department of State  
**CERTIFICATE OF ELIGIBILITY FOR EXCHANGE VISITOR (J-1) STATUS**  
 OMB APPROVAL NO. 1485-0119  
 (07/01/2014) ESTIMATED BURDEN TIME: 45 min  
 \*See Page 2

1. Family Name: \_\_\_\_\_ Middle Name: \_\_\_\_\_ Gender: **FEMALE** **000**

Date of Birth (mm-dd-yyyy): \_\_\_\_\_ City of Birth: **Jeddah** Country of Birth: **SAUDI ARABIA** Citizenship Country: **EGYPT**

Legal Permanent Residence Country Code: **EGPT** Position Code: **315** Position: **PROFESSIONAL OR SCIENTISTS IN PRIVATE**

Primary Site of Activity: **Stanford University** Program Number: **P-1-00162**  
**SCHOOL OF EDUCATION**  
**C/O 450 SERRA WALL**  
**STANFORD, CA 94305**

2. Program Sponsor: **Stanford University, Bechtel International Center**  
 Participating Program Official Designation:  
**PROFESSOR; RESEARCH SCHOLAR; SHORT-TERM SCHOLAR; SPECIALIST; STUDENT ASSOCIATE; STUDENT BACHELORS;**  
**STUDENT DOCTORATE; STUDENT INTERN; STUDENT MASTERS; STUDENT NON-DEGREE**

Purpose of this form: **Amend a previous form: Site of Activity added**

3. Form Covers Period:  
 From (mm-dd-yyyy): **09-23-2013**  
 To (mm-dd-yyyy): **12-31-2014**

4. Exchange Visitor Category:  
**STUDENT MASTERS**

Subject/Field Code Remarks:  
**13.0101 Graduate studies in Education leading to**  
**degree**



Department of Homeland Security  
 U.S. Immigration and Customs Enforcement

SEVIS ID: **NO0**

SURNAME/PRIMARY NAME: \_\_\_\_\_  
 PREFERRED NAME: \_\_\_\_\_

COUNTRY OF BIRTH: \_\_\_\_\_  
 DATE OF BIRTH: **10 JANUARY 1991**

FROM ISSUE REASON: \_\_\_\_\_  
 SECURITY: \_\_\_\_\_  
 VETERANAGE: \_\_\_\_\_

GIVEN NAME: \_\_\_\_\_  
 PASSPORT NAME: \_\_\_\_\_  
 COUNTRY OF CITIZENSHIP: \_\_\_\_\_  
 GENDER: \_\_\_\_\_  
 ADMISSION NUMBER: \_\_\_\_\_  
 LEGACY NAME: \_\_\_\_\_

CLASS: **F-1**  
 ACADEMIC AND LANGUAGE

SCHOOL ADDRESS: **584 Copeland Ave, Stanford, CA 94305**  
 SCHOOL CODE AND APPROVAL DATE: **SERR1490061000 27 JANUARY 2003**

**UNITED** AIRSTAR  
 Issue Date: **July 29, 2013**

Traveler: \_\_\_\_\_ eTicket Nur: \_\_\_\_\_

FLIGHT INFORMATION

Day, Date Flight Class Dep  
**Mon, 19AUG13 UA78 L HC**  
**Mon, 19AUG13 UA138 L (H**  
**WEST**

Fee: \_\_\_\_\_  
 Jser Fee: \_\_\_\_\_  
 nsportation Security F  
 ort Passen ger Security

U.S. Customs and Border Protection  
 Securing America's Borders

Admission (I-94) Number Retrieval

Admission (I-94) Record Number: **68069078020**  
 Admit Until Date (MM/DD/YYYY): **D/S**  
 Details provided on Admission (I-94) form:

Family Name: \_\_\_\_\_  
 First (Given) Name: \_\_\_\_\_  
 Birth Date (MM/DD/YYYY): \_\_\_\_\_  
 Passport Number: \_\_\_\_\_  
 Passport Country of Issuance: **India**  
 Date of Entry (MM/DD/YYYY): **05/29/2013**  
 Class of Admission: **P1**

Effective April 26, 2013, DHS began automating the admission process. If you are in possession of a preprocessed Form I-94, a record of the admission is maintained in the DHS system. If you are not in possession of a Form I-94, you may request a copy from the nearest U.S. Customs and Border Protection office. For security reasons, we recommend that you close your browser window after you have retrieved your admission information.



# Keep your Immigration Documents Safe & Dry!

## Immigration documents include:

- ✦ Valid Passport
- ✦ I-20 / DS-2019
- ✦ I-94 arrival/departure record \*Print this after entry to U.S. by going to: <https://i94.cbp.dhs.gov/I94/request.html>
- ✦ Visa stamp (except Canadian citizens)

## For safekeeping:

- ☞ Make photocopies of your documents and keep the copies and originals in a safe place **or**
- ☞ Scan your documents and keep electronic copies
- ✦ The passport pages that have your passport number, picture, personal information, and visa stamp
- ✦ All pages of your current **and** any previous I-20s or DS-2019s

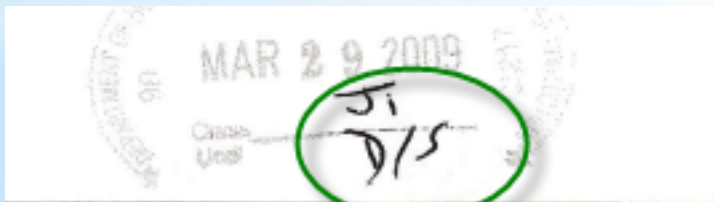


# Entering the U.S. in the Correct Status

Make sure that you have entered the U.S. in the correct visa status.

U.S. Customs and Border Protection (CBP) will provide a stamp in your passport and an electronic I-94 Arrival/Departure record if traveling by sea or air. Check BOTH to ensure you are entered the U.S. in the correct visa status.

## F-1 “Duration of Status”



## J-1 “Duration of Status”

A screenshot of the U.S. Customs and Border Protection website's I-94 Admission Number Retrieval page. The page header includes the U.S. Customs and Border Protection logo and the text 'Securing America's Borders'. The main content area displays the following information:  
Admission (I-94) Number Retrieval  
Admission (I-94) Record Number: 68069078020  
Admit Until Date (MM/DD/YYYY): D/S  
Details provided on Admission (I-94) form:  
Family Name: [REDACTED]  
First (Given) Name: [REDACTED]  
Birth Date (MM/DD/YYYY): [REDACTED]  
Passport Number: [REDACTED]  
Passport Country of Issuance: India  
Date of Entry (MM/DD/YYYY): 05/29/2013  
Class of Admission: F1  
Footnote: Effective April 26, 2013, DHS began automating the admission process. An alien lawfully admitted or paroled into the U.S. is no longer required to be in possession of a preprinted Form I-94. A record of admission printed from the CBP website constitutes a lawful record of admission. See 8 CFR § 1.4(d).  
Footnote: If an employer, local, state or federal agency requests admission information, present your admission (I-94) number along with any additional required documents requested by that employer or agency.  
Footnote: Note: For security reasons, we recommend that you close your browser after you have finished retrieving your I-94 number.

Obtain I-94 record and travel history  
[www.cbp.gov/I94](http://www.cbp.gov/I94)





# Check Your Immigration Documents

## I-20 for F1 visa students

Make sure to get your new I-20!

U.S. Department of Justice  
Immigration and Naturalization Service

Certificate of Eligibility for Nonimmigrant (F-1) Student  
Status - For Academic and Language Students (OMB NO. 1653-0038)

Page 1

Please read Instructions on Page 2

This page must be completed and signed in the U.S. by a designated school official.

1. Family Name (surname):

First (given) Name: Middle Name:

Country of birth: **COLOMBIA** Date of birth (mo/day/year):

Country of citizenship: **ITALY** Admission number:

2. School (School district) name:  
**Stanford University  
Stanford University**

School Official to be notified of student's arrival in U.S. (Name and Title):  
**Junko Pierry  
Foreign Student Advisor**

School address (include zip code):  
**584 Capistrano Way  
Stanford, CA 94305-8549**

School code (including 3-digit suffix, if any) and approval date:  
**SFR214F00617000 approved on 01/27/2015**

SEVIS

For Immigration Official User

Student's Copy  
**WOOD**

3. This certificate is issued to the student named above for:  
**Continued attendance at this school.**

4. Level of education the student is pursuing or will pursue in the United States:  
**MASTER'S**

5. The student named above has been accepted for a full course of study at this school, majoring in **Computer Science**.  
The student is expected to report to the school no later than **09/20/2016** and complete studies not later than **06/12/2016**. The normal length of study is **24** months.

6. English proficiency:  
This school requires English proficiency, the student has the required English proficiency.

7. This school estimates the student's average costs for an academic term of **9** (up to 12) months to be:

a. Tuition and fees	\$ 29,550.00
b. Living expenses	\$ 27,141.00
c. Expenses of dependents (0)	\$ 0.00
d. Other (specify):	\$ 0.00
<b>Total</b>	<b>\$ 56,691.00</b>

8. This school has information showing the following as the student's means of support, estimated for an academic term of **9** months (Use the same number of months given in item 7).

a. Student's personal funds	\$ 0.00
b. Funds from this school	\$ 0.00
Specify type:	
c. Funds from another source	\$ 56,691.00
Specify type: <b>Family</b>	
d. On-campus employment	\$ 0.00
<b>Total</b>	<b>\$ 56,691.00</b>

9. Remarks:

Department of Homeland Security  
U.S. Immigration and Customs Enforcement

I-20, Certificate of Eligibility for Nonimmigrant Student Status  
OMB NO. 1653-0038

SEVIS ID: NOO

SURNAME/PRIMARY NAME	GIVEN NAME	<b>CLASS</b>  <b>F-1</b>  <b>ACADEMIC AND LANGUAGE</b>
PREFERRED NAME	PASSPORT NAME	
COUNTRY OF BIRTH GERMANY	COUNTRY OF CITIZENSHIP GERMANY	
DATE OF BIRTH 10 JANUARY 1991	ADMISSION NUMBER	
FORM ISSUE REASON INITIAL ATTENDANCE - Updated Form I-20 or Name Conversion	LEGACY NAME	

**SCHOOL INFORMATION**

SCHOOL NAME Stanford University Stanford University	SCHOOL ADDRESS 584 Capistrano Way, Stanford, CA 94305
SCHOOL OFFICIAL TO CONTACT UPON ARRIVAL Mary Louton International Student Advisor	SCHOOL CODE AND APPROVAL DATE SFR214F00617000 27 JANUARY 2015

**PROGRAM OF STUDY**

EDUCATION LEVEL DOCTORATE	MAJOR 1 Business Administration and Management, General 52.0201	MAJOR 2 None 00.0000
NORMAL PROGRAM LENGTH 72 Months	PROGRAM ENGLISH PROFICIENCY Required	ENGLISH PROFICIENCY NOTES Student is proficient
PROGRAM START DATE 21 SEPTEMBER 2015	PROGRAM END DATE 13 JUNE 2021	

**FINANCIALS**

ESTIMATED AVERAGE COSTS FOR: 9 MONTHS		STUDENT'S FUNDING FOR: 9 MONTHS	
Tuition and Fees	\$ 45,729	Personal Funds	\$
Living Expenses	\$ 28,986	GSB Financial Aid	\$
Expenses of Dependents (0)	\$ 0	Funds From Another Source	\$
Relocation	\$ 500	On-Campus Employment	\$
<b>TOTAL</b>	<b>\$ 75,215</b>	<b>TOTAL</b>	<b>\$</b>

**REMARKS**

**SCHOOL ATTESTATION**

I certify under penalty of perjury that all information provided above was entered before I signed this form and is true and correct. I executed this form in the United States after review and evaluation in the United States by me or other officials of the school of the student's application, transcripts, or other records of courses taken and proof of financial responsibility, which were received at the school prior to the execution of this form. The school has determined that the above named student's qualifications meet all standards for admission to the school and the student will be required to pursue a full program of study as defined by 8 CFR 214.2(f)(6). I am a designated school official of the above named school and am authorized to issue this form.

DATE ISSUED: 11 August 2015 PLACE ISSUED: Stanford, CA

SIGNATURE OF: Mary Louton, International Student Advisor

**STUDENT ATTESTATION**

I have read and agreed to comply with the terms and conditions of my admission and those of any extension of stay. I certify that all information provided on this form refers specifically to me and is true and correct to the best of my knowledge. I certify that I seek to enter or remain in the United States temporarily, and solely for the purpose of pursuing a full program of study at the school named above. I also authorize the named school to release any information from my records needed by DHS pursuant to 8 CFR 214.3(g) to determine my nonimmigrant status. Parent or guardian, and student, must sign if student is under 18.

SIGNATURE OF: \_\_\_\_\_ DATE: \_\_\_\_\_

NAME OF PARENT OR GUARDIAN SIGNATURE ADDRESS (city/state or province/country) DATE


# Check Your Immigration Documents

## DS-2019 for J1 visa students

U.S. Department of State		OMB APPROVAL NO.1405-0119	
CERTIFICATE OF ELIGIBILITY FOR EXCHANGE VISITOR (J-1) STATUS		07/31/2014	
		ESTIMATED BURDEN TIME: 45 min	
		*See Page 2	
1. Family Name: _____		First Name: _____	Middle Name: _____
		Gender: <b>FEMALE</b>	
Date of Birth(mm-dd-yyyy): _____	City of Birth: <b>Jeddah</b>	Country of Birth: <b>SAUDI ARABIA</b>	Citizenship Country Code: <b>EG</b>
			Citizenship Country: <b>EGYPT</b>
Legal Permanent Residence Country Code: <b>EG</b>	Legal Permanent Residence Country: <b>EGYPT</b>	Position Code: <b>315</b>	Position: <b>PROFESSIONAL OR SCIENTISTS IN PRIVATE</b>
Primary Site of Activity: <b>Stanford University</b> <b>SCHOOL OF EDUCATION</b> <b>C/O 450 SERRA MALL</b> <b>STANFORD, CA 94305</b>			
2. Program Sponsor: <b>Stanford University, Bechtel International Center</b>		Program Number: <b>P-1-00162</b>	
Participating Program Official Description: <b>PROFESSOR; RESEARCH SCHOLAR; SHORT-TERM SCHOLAR; SPECIALIST; STUDENT ASSOCIATE; STUDENT BACHELORS;</b> <b>STUDENT DOCTORATE; STUDENT INTERN; STUDENT MASTERS; STUDENT NON-DEGREE</b>			
Purpose of this form: <b>Amend a previous form: Site of Activity added</b>			
3. Form Covers Period:		4. Exchange Visitor Category:	
From (mm-dd-yyyy): <b>09-23-2013</b>		<b>STUDENT MASTERS</b>	
To (mm-dd-yyyy): <b>12-31-2014</b>		Subject/Field Code: <b>13.0101</b>	Subject/Field Code Remarks: <b>Graduate studies in Education leading to the MA degree</b>

NOO

J-1



Make sure to get your new DS-2019!

**YOU are  
responsible for  
Maintaining  
Your Visa Status**



# Maintaining legal status is YOUR responsibility

There are many U.S. laws and Stanford policies that affect international students.

**It's your job to know all the policies!**

- You must maintain your international student status while at Stanford. It is what is expected of you by the U.S. government and there are consequences for not maintaining status.
- Remember to contact an I-Center advisor whenever you have questions about your status (do not seek advice from your “friend”).
- It is not the responsibility of the I-Center to enforce immigration laws. However, federal laws require the I-Center to inform the Department of Homeland Security of your status and changes to this status.

# I-Center Responsibilities

The I-Center is the University office responsible for immigration reporting and compliance such as:

- ★ **Full-time Enrollment**
- ★ **Reduced Course Load**
- ★ **Leave of Absence**
- ★ **Extension**
- ★ **Change / Add Academic Program**
- ★ **Transferring Out**
- ★ **Employment**
- ★ **Change of Visa Status**

# Fundamental Guidelines

- Maintain a **valid passport** at all times.
- Maintain a **full course-load** of study during the academic year.
- Report **any changes** to the I-Center.
- Follow **ALL on-campus and off-campus employment regulations and restrictions.**
- File for **timely extension** of I-20/DS-2019 if needed.
- J-1 visa holders **MUST** maintain health insurance for themselves and their J dependents.

# Reporting Important Changes

**YOU MUST REPORT ANY AND ALL PERSONAL, PROGRAM, AND FINANCIAL CHANGES TO THE I-CENTER**

- ✦ **Name**
- ✦ **Citizenship**
- ✦ **Address (update in Axxess within 10 days after the change)**
- ✦ **Degree Level**
- ✦ **Major**
- ✦ **Graduation date**
- ✦ **Dependents (not children born in the U.S.)**
- ✦ **Change of Status (H1, Permanent residency,...)**
- ✦ **School (Transfer Out)**
- ✦ **Source of Funding**
- ✦ **Stolen or lost travel documents**

*To comply with federal law, Stanford has to report all changes and violations to the federal government*



# Maintaining legal status – Full-Time Enrollment

## What is a full course of study?

- 8 units minimum for graduate students – unless the department requires a higher number of units
- 12 units minimum for undergraduates
- 3 consecutive quarters of every academic year

## Can I take online or distance learning courses?

Sometimes – Student visas require physical presence!

Only 1 online course can be counted in full-time. May take additional courses beyond fulltime or during a vacation quarter

## Exceptions to Full-time Enrollment

- Final quarter
- Medical reasons approved first by the Office of Accessible Education (OAE)

# Maintaining legal status – Full-Time Enrollment

**Do I need to be enrolled full-time during summer quarter?**

Full-time summer enrollment is **not** required by the Federal Government

## **UNLESS**

- You intend to take fall/spring/winter quarter as vacation
- Your first quarter at Stanford is in the summer quarter.

Students must request and obtain approval from an I-Center advisor and their department for the reduced course load **prior** to dropping below the full course of study.

**Do NOT** take less than a full course of study without contacting an I-Center advisor or you will violate your status.

# Maintaining legal status - Employment

**Your job is to be a student! Employment (on and off campus) is restricted by visa regulations and Stanford policies. Both apply to you!**

**Working without prior employment authorization is a violation of your visa status**

## **Types of Employment Available Throughout Your Program**

- On campus employment for F-1 and J-1 students
- Off campus Academic Training for J-1 students
- Off campus Curricular Practical Training for F-1 students
- Off campus Pre Completion Optional Practical Training for F-1 students
- Post Completion Optional Practical Training for F-1 students
- STEM Optional Practical Training for F-1 students
- Economic Hardship for F-1 and J-1 students
- Internship with an international organization for F-1 students
- Volunteering and Unpaid Internships for F-1 and J-1 students

**Please READ: <http://icenter.stanford.edu/students/current/employment.html>**

**Do NOT** accept off-campus employment without official permission. Know the regulations about off-campus work **AND** always ask advisors at the I-Center before accepting any off-campus employment.

**NOTE:** Stanford policy will limit (or prohibit) employment for students receiving full fellowships.

# Maintaining legal status – J-1 Employment

## J-1 Student Common Employment Options

Type	Restriction	Requirement	Action Needed	Common Situations
On Campus Authorization	Hours*	Must receive OnCampus Authorization through Sponsor	Request Authorization through Axxess if Stanford is Sponsor	RA/TAship Other positions
Off-Campus Academic Training	Hours* Fulltime after graduation Limit of 18 months or length of degree program Phd 36months	Must receive AT through Sponsor Must have job offer Must be related to study	Request AT through Axxess if Stanford is Sponsor	After graduation Summer Internships

\*Hours All employment is restricted to 20hours/week while school is in session and 40 hours/week during vacations

**Please READ**

**<http://icenter.stanford.edu/students/current/employment.html>**



# Maintaining legal status – F-1 Employment

## F-1 Student Common Employment Options

Type	Restriction	Requirement	Action Needed	Common Situations
OnCampus	Hours* Oncampus	No authorization needed	Obtain SSN if needed	RA/TAs Bookstore, Library Dept. positions
Curricular Practical Training (CPT)	Hours* F1 status min. 3 qtrs RA/TAship Limitations Limited by fellowships	Related to study Registered in CPT course in dept. Must have Job Offer	Check if dept offers CPT course and dept rules Register for CPT course Obtain employment auth from I-Center	Internships
Pre-Completion Optional Practical Training (OPT)	Hours* F1 status min. 3 Qtrs RA/TAship Limitations Limited by fellowships	Related to study Application to USCIS – can take 3 months to process!	Request pre-completion OPT from I-Center Apply to USCIS Wait until EAD is received to work	Internships If choose not to do CPT Self-employment
Post-Completion Optional Practical Training (OPT)	Fulltime only F1 status min 3 Qtrs	Must completed degree Related to study Application to USCIS	Request OPT I-20 from Icenter Apply to USCIS Wait until EAD is received to work	Employment after graduation

\*Hours: All employment is restricted to 20 hours/week while school is in session and 40 hours/week during vacations

**Please READ**

<http://icenter.stanford.edu/students/current/employment.html>

# Travel & U.S. Re-Entry

## Visa Renewal



# Travel

## International Travel

- ✦ Valid Passport
- ✦ I-20/DS-2019

Current and SIGNED

- ✦ Valid F1 visa
- ✦ Recommended:
  - Copy of transcript and/or confirmation of enrollment
  - Financial documents

## Domestic Travel

- ✦ Valid Passport
- ✦ I-20/DS-2019
- ✦ Print-off of electronic I-94 record

# International Travel & U.S. Re-Entry

## What is a Travel Signature?

### TRAVEL ENDORSEMENT

This page when properly endorsed, may be used for reentry of the student to attend the same school after a temporary absence from the United States. Each certification signature is valid for one year.

SCHOOL OFFICIAL	TITLE	SIGNATURE	DATE ISSUED	PLACE ISSUED
Mary Louton	International Student Advisor	X <i>Mary Louton</i>	8/11/15	Stanford, CA
		X		
		X		
		X		

Page 2 of the I-20

### TRAVEL VALIDATION BY RESPONSIBLE OFFICER

(Maximum validation period is one year\*)

\*EXCEPT: Maximum validation period is up to six months for Short-term Scholars and four months for Camp Counselors and Summer Travel/Work.

(1) Exchange Visitor is in good standing at the present time

9/24/2014

Date (mm-dd-yyyy)

*Rolando Villalobos*

Signature of Responsible Officer or Alternate Responsible Officer

Page 1 of the DS-2019

**Do NOT** travel outside the U.S., even briefly, without the proper documents signed for travel.

# What if I need to renew my Visa?

**You can only renew your visa at an U.S. Embassy abroad.**

**Must have a valid visa to re-enter the U.S. after international travel.**

**Beware: An alcohol-related offense can impact future visa renewals**

Panel physician evaluation required if visa applicant

- has a single drunk driving arrest or conviction within past 3 years.
- has two or more drunk driving arrests or convictions in any time period
- if there is any evidence to suggest an alcohol problem.

For more information about **Student Alcohol Policy**, please check the website at:

<http://alcohol.stanford.edu/>

**NOTE:** Drinking age in the **United States** is **21** years old.



# Life at Stanford



# Academics - Stanford's Honor Code

The **Honor Code** at Stanford is a **VERY important** aspect of your academic and social life.

- ★ The **Honor Code** is the University's statement on academic integrity written by students in 1921. It articulates University expectations of students and faculty in establishing and maintaining the highest standards in academic work.
- ★ Focuses on:
  - The Academic Standard (Progressing toward the degree, Plagiarism, Un-permitted collaboration, Cheating in an exam)
  - The Fundamental Standard (Harassing Speech or Behavior)
- ★ Violations of the **Honor Code**, even first time, can result in suspension for the student. This can have serious consequences for international students including status termination.
- ★ Information on the **Honor Code** at Stanford can be found at:  
<http://www.stanford.edu/dept/vpsa/judicialaffairs/guiding/honorcode.htm>

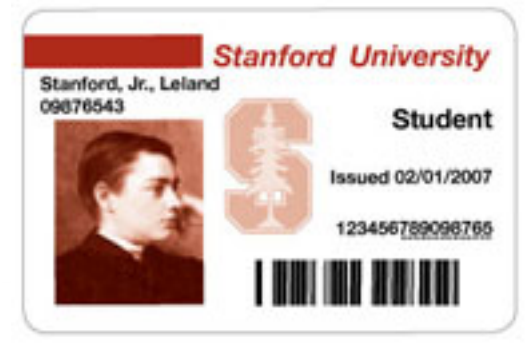
# Settling in at Stanford

## Get your Stanford ID Card

The Stanford ID Card serves as an identification card allowing you to use services for which you have privileges, and to enter facilities.

The Student Service Center is located on the  
2nd Floor of Tresidder Union.

Hours: Mon - Fri, 9 a.m to 5 p.m.



Check out the I-Center's Orientation Guide for new student checklist, local transportation, shopping centers, student organizations, and more!

[http://icenter.stanford.edu/orientation/orientation\\_guide.html](http://icenter.stanford.edu/orientation/orientation_guide.html)

# Settling in at Stanford

## Applying for California Driver's License

- ✦ Visit a DMV office (make an appointment for faster service - <http://www.dmv.ca.gov/> )
- ✦ Pass exam (vision & written)
- ✦ Pass a driving test (traffic laws and sign test) You may need to bring a CA licensed driver with you for this test. Please check at DMV.

**NOTE:** A Social Security number is **not needed** to apply for a California driver's license. However, if you qualify for a SSN, you will be expected to include the SSN with your application.



# Settling in at Stanford

## Social Security Number (SSN) or ITIN

Identifies participants in the U.S. Social Security system.

Official use of the SSN is only for employment and tax purposes. Official use of ITIN is used for filing taxes if you are not eligible for an SSN.

**Upcoming Workshops: Friday Sept 11 @ 3:45PM and Friday Sept 18 @ 4:45PM**

### WHO IS ELIGIBLE for SSN?

- ★ F-1 Students with either:
  - ★ On-campus RA, TA or other salaried campus work
- OR-**
- ★ Off-campus work permission
- ★ F-1 Students with fellowships that require a work component now or in the future (IE PhD)
- ★ J-1 Students with work authorization
- ★ J-2 Spouses with work authorization

### WHO IS INELIGIBLE for SSN?

- ★ F-1 Students with no employment and no Stanford funding
- ★ F-1 Student with fellowship/scholarship no work obligations
- ★ F-2 Dependents

# Settling in at Stanford - Taxes

All international students are expected to file tax returns annually in the spring.

Student Financial Services provides information on taxes and payroll:

<https://sfs.stanford.edu/taxes>

If you are employed, you will need to obtain an SSN to be paid and to file your taxes in April.

If you receive a fellowship or scholarship and would like to obtain an ITIN, please do so starting in October so you may file taxes April – June.

**Important Note:** I-Center cannot not offer specific tax advice.

We will have tax workshops by a tax consulate in April as well provide software to help you file taxes.

# Timing Issues

Before visiting the SSN office or DMV, you must meet these criteria:

1. Have been in the U.S. at least 10 days in F1/J1 status
2. Have updated your SEVIS US Address in Axess
3. Attended a Maintaining Legal Status session
4. The I-Center validates your SEVIS record

All records will be validated by October 20. You can wait until after then to obtain your SSN or driver's license OR if you need it earlier:

Request early validation <http://web.stanford.edu/dept/icenter/validation.fb>

We will validate records every Friday from August 21 through October 20.

5. If applying for SSN, you obtain an employment letter & Bechtel Letter first before going to the SSN office.
6. If applying for an ITIN, please start the process in early October as it takes approximately 8 weeks.

**For full details – please attend additional workshops during Orientation and read through all the information in your packets and at <http://icenter.stanford.edu>**

# Programming @ The I-Center

**Community Committee for International Students (CCIS)**

**The Loan Closet**

**Social, academic, and cultural events**

- The International Festival
- Bus Trips
- Academic Discussions
- Professional and Personal Development
- Dance classes
- International movie series
- Potluck dinners
- Holiday celebrations
- Events hosted by students groups





# I-Center Activities

## Programs for spouses/partners/families

We have wonderful resources available to spouses/partners/families to enrich your stay here. We invite you and your family member(s) to join us for ongoing programs and activities through the year.

- Dance and language classes, cooking lessons, and musical evenings.
- Friday Morning Coffee Hour 10am – 12pm
- Guest Speakers to address current local and international affairs
- We have a multilingual Welcome Committee to help you!

# Staying Informed

Subscribe to the I-Center social list by sending a blank email to [icenter-social-join@lists.stanford.edu](mailto:icenter-social-join@lists.stanford.edu)

Subscribe to Spouses/Partners/Families by sending a blank email to: [icenter-spouseprograms-join@lists.stanford.edu](mailto:icenter-spouseprograms-join@lists.stanford.edu)

Look at our calendar of events:

<http://icenter.stanford.edu/events/calendar.html>

Protect Yourself: Keep documents safe and avoid phishing scams

Attend other sessions offered in International Orientation on Health Insurance, Biking, Public Transportation, Banking, and more

Meet with a Community Advisor in the Conference Room

Graduate Orientation and Lunch Info Event – Friday Sept 18 12-2pm!

# Bechtel International Center (the I-Center)

## General office hours on the 2<sup>nd</sup> floor of the I-Center

- ✦ Summer Hours: Monday to **Thursday** 10 a.m. to 5 p.m.  
(Until Sept 8th)
- ✦ Regular Hours: Monday to **Friday** 10 a.m. to 5 p.m.
- ✦ (Starting September 8th) Note: Sept. 7th is Labor Day / holiday

## Walk-in advising is available on (Starting the week of September 8):

- ✦ Mondays, Wednesdays and Fridays 10:00 am to 4:00 pm
- ✦ Tuesdays and Thursdays 1:00 pm to 4:00 pm

## General e-mail: [internationalstudents@stanford.edu](mailto:internationalstudents@stanford.edu)

- ✦ Please do not send repeated e-mails. Your e-mail will be answered within 3 business days.
- ✦ **Note:** Please include your SEVIS ID# and Stanford ID in any communication with our office so we can look up your record easily.

Website: <http://icenter.stanford.edu>

# Thank You!

Please join us on Tuesday September 15<sup>th</sup> 5:30 – 7:30pm for our  
**Welcome Reception!**

