

Immigration Update: Spring Semester 2007

Greetings from the International Advising staff of CIE! Please take a moment to review these important immigration reminders:

Information for May Graduates: Do you plan to finish your studies in May 2007? The International Advising Staff can assist you with two important items—applying for *Optional Practical Training* (OPT) and obtaining a *letter of invitation* for commencement your family--

OPT

OPT is available for students who complete a degree program and have been in valid F-1 status for an academic year. U.S. Citizenship and Immigration Services (USCIS) requires students to apply *before* the completion of the last term of study. **For May graduates, your application for OPT must be filed with the Vermont Service Center BEFORE the semester ends on May 5.** To meet this filing deadline, you must complete the application process with the CIE by **April 27, 2007**. There are three easy steps to the OPT application process:

1. Use the OPT packet to complete the application form and gather the supporting documents. OPT packets are available at 73 Tremont or can be requested by email to oja@suffolk.edu
2. Meet with an international student advisor. During this meeting, the advisor will review your application and counsel you on all aspects of maintaining status during OPT. Meetings can take place during regular walk-in advising on Monday, Tuesday or Thursday or by appointment on Fridays. If you prefer an appointment, please call 617-573-8154 or write to oja@suffolk.edu
3. Mail the completed application to the immigration service.

Be certain to take care of this application now before you become busy with your last round of papers, projects and final exams!

Important Dates

April 27, 2007	Last day to submit OPT applications to the CIE
May 5, 2007	Last day the Service Center will accept OPT applications
May 20, 2007	All international graduating students and their families are invited to an International Champagne Reception directly following commencement. Reception will be at the BankNorth Garden, Legend Restaurant. RSVP before May 15, 2007. For more information please email dzahir@suffolk.edu .

Letters of Invitation

If your family plans to attend Suffolk University commencement, you may request a letter from the CIE that confirms the date of the ceremony for use in the application for the tourist visa. The Office of the Registrar also offers letters of invitation for graduating seniors. Visit the CIE during walk-in hours or write to oia@suffolk.edu.

Change of Address: Will you be moving at the end of the semester? Remember to report your new address to the CIE within 10 days of the move. CIE will notify the Registrar for you. If you change your address on SAIL, you still need to notify the CIE so that we can notify the immigration service of your new residence in accordance with immigration regulations.

Course Withdrawal: Are you thinking of withdrawing from a course? Consult the CIE BEFORE withdrawing from any class, since students in F-1 and J-1 status must be full-time in the Spring Semester.

Working in the Summer: If you currently hold a co-op or CPT position, remember to visit the CIE to receive a new authorization on your I-20 BEFORE you begin any work for the summer. Current CPT/co-op authorizations expire on **May 4, 2007**. Do not work beyond May 4 unless you have received a new authorization for summer.

If you plan to work on-campus for Suffolk University in the summer, remember to visit the CIE to receive a *new on-campus work authorization* for any work after **May 4, 2006**. If you are completing your Suffolk degree in May, you cannot continue to work on campus after May 4.

Twenty Hour Per Week Work Limit: Remember to limit your work on or off campus to 20 hours per week during the Spring Semester. If you work for Suffolk University, the Payroll Office tracks the number of hours that you work and reports all incidents of work beyond 20 hours to the CIE. Students who work too will lose their F-1 or J-1 status. Be certain that your supervisor or supervisors understand that you absolutely cannot work more than 20 hours or have more than 20 hours of work reported in one pay period for the Spring Semester.

Income Tax Returns & Form 8843: Income tax returns and Form 8843 must be filed by April 17, 2007. CINTAX passwords are once again available from the OIA to assist you with this process.

Check Your I-20 or DS-2019: When was the last time that you checked the end date on your I-20 or DS20-19? If your I-20 or DS20-19 will expire in May, be sure to request an extension if you will study at Suffolk after May 2007.

Final Words: If you have any questions about employment, travel, or any other immigration matter, ask the International Advising staff of the CIE for assistance. Enjoy the rest of the term!

Walk-In Advising

Mondays: 10 am – 2 pm

Tuesdays: noon – 4 pm

Thursdays: noon – 4 pm

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tel: 617-573-8154