

HOW TO MAINTAIN YOUR F1 STATUS

- Maintain full-time enrollment (minimum of 18 hrs/wk at Approach)
- Keep your passport valid;
- Apply for a program extension before your I-20 expires;
- Report any change of name or address within 10 days;
- Attend all classes complying with minimum attendance requirements;
- Maintain normal progress towards your course of study;
- Request DSO authorization prior to traveling abroad, taking vacations, reducing course load, or accepting employment;
- Inform your DSO of your intention to transfer to another school;
- Cancel your enrollment prior to departure.

your FUTURE is so

bright!

learning English is just the first step!



APPROACH INTERNATIONAL
STUDENT CENTER

F1 STUDENT REGULATIONS

WELCOME
2022
TO THE US

DESIGNATED SCHOOL OFFICIALS AT APPROACH

DSO@approachusa.com

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STUDY IN THE STATES

<https://studyinthestates.dhs.gov/students>

SEVIS HOTLINE

(212) 620-3418



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**DO SOMETHING
TODAY THAT
YOUR FUTURE
SELF WILL THANK
YOU FOR.
LEARN ENGLISH
NOW!**
”

WELCOME
TO BOSTON



WHAT SHOULD I KNOW?

TRAVEL ABROAD:

You may travel abroad during your annual vacation or during school breaks. If you need to travel in the middle of the quarter due to an emergency situation and you will miss over two (2) weeks of classes, you must cancel your enrollment/promotional agreement.

To request a travel authorization and email us a **copy of your round trip tickets (showing a returning date within 5 months from your last date of attendance)**. Make sure you have a valid passport and visa to return to the U.S. If you are leaving the U.S for over 30 days, your I-20 will be terminated when you depart and it will be reactivated prior to your arrival to allow you to return to the US. You must **inform us of any changes to your returning date**. Tuition financing is due as scheduled during a medical leave.

MEDICAL LEAVE:

Medical leave can be approved within the first 20 days of absence if you get sick and miss over 2 weeks of classes. You can make your request over email by sending us a **letter from a licensed medical doctor or clinical psychologist stating the reason you need to reduce your hours (RCL) or the reason you cannot attend classes (NCL) and when are you expected to return to classes**. Please note that If your request is not adequate for meeting your needs, the DSO will instead authorize a temporary absence so you can go back to your home country to seek medical treatment. Tuition financing is due as scheduled during a medical leave.

VACATION:

Students enrolled in the full academic year program, are eligible to take **one quarter per 12-month period, as an annual vacation** after attending classes continuously a minimum of 26 weeks on F1 status provided the student intends to resume classes after the vacation. Per SEVP regulations, students should not take a vacation in the last quarter of enrollment. Tuition financing is due as scheduled during vacation.

CONCURRENT ENROLMENT

Students enrolled at Approach, may concurrently take one non-degree undergraduate or graduate-level class at another institution and may reduce attendance to one 3-hr/wk for each 3 credit course, provided the student continues full-time enrolment at Approach.

SCHOOL TRANSFER:

INITIAL students wishing to transfer to another SEVP-certified school prior to attending classes at Approach must:

1. report to APPROACH prior to the starting date on the I-20;
2. email us the acceptance letter with a program start date fewer than 30 days of your initial admission into the United States or of the change of status approval date.

Failing to do so, results in a transfer in TERMINATED status and the need to apply for reinstatement at the new school or the need to withdraw acceptance from Approach, leave the U.S. and return with the I-20 of the school you plan to attend. Once you start classes at APPROACH, you may request a transfer to another institution anytime prior to graduating from our program. To request a transfer you must **email us the acceptance letter from the school you wish to attend prior to the last day of classes in the current quarter**.

EMPLOYMENT:

ESL students in SEVIS ACTIVE status may **work up to 20 hours per week while the school is in session and 40 hours during vacation and school breaks**. There are 3 types of employment available to ESL students:

- **on-campus:** work that takes place on campus or at an off-campus location that is affiliated with the school. Examples of on-campus employment include working at a school bookstore or cafeteria.
- **off-campus:** work that takes place outside of a school campus, only available to F-1 students who have completed at least one full academic year of their program of study, and who have an economic hardship that qualifies for the DHS emergent circumstances (world events that affect a specific group such as natural disasters, wars and military conflicts, national or international financial crises).
- **Internship with a recognized international organization** within the meaning of the 59 Stat. 669, International Organization Immunities Act, (see 22 USC 288) and, within the scope of the organization's sponsorship. A list of organizations is available at 8 CFR 316.20.

EXTENDING YOUR I-20

If you need more time to complete your program, you may request a program extension. The DSO will evaluate your request and the need for a program extension provided that the total length of the language training is no more than 36 months per program at Approach. To extend your I-20 to a length different than the original length of your I-20, you will need to provide updated financial information.

GRACE PERIODS:

Upon graduating from any program at Approach, you will qualify for a 60-day Grace Period to transfer to another school, program or to prepare for departure. You may choose to take your grace period immediately or prior to leaving the school. Please refer to the student handbook for graduation requirements for each program.

GOING BACK HOME:

When you decide to go back home, bring us your departure tickets so we can prepare your certificate, transcript and properly update your SEVIS record.

DSO REQUESTS

All above actions require approval from your DSO. Make sure to email your requests to

help@approachusa.com