PEPPERDINE | GRAZIADIO
BUSINESS SCHOOL

How to Maintain Your Status as an F-1 Student at Pepperdine

Welcome and Introductions

How to Maintain Your Status as an F-1 Student at Pepperdine

Judy Lee, PDSO
Associate Director
Graduate Immigration and Student Services
Office of International Student Services

Office of International Student Services = OISS

https://www.pepperdine.edu/international-students/

Office of International Student Services

- Admissions
- F-1 Student Status
- Other Visas
- Forms
- International Payments
- FAQs
- Things to Know
- International Student Ambassador Program
- International Student Advisory Council
- About Us

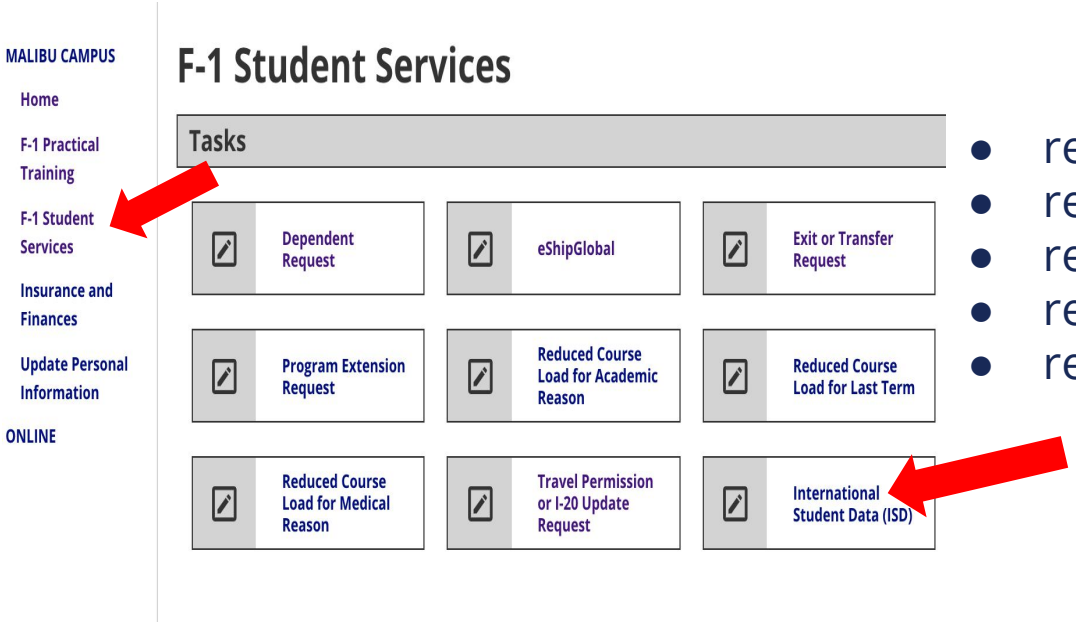
APPLY

Office of International Student Services

UPDATES

- July 24, 2020: SEVP Update for Continuing Students
- July 23, 2020: Important Fall 2020 Guidance for International Students
- New Standardized Testing Policy for International Applicants for 2021
- Preliminary Guidance for International Students

OISS Portal



oiss.pepperdine.edu

- report ALL information changes
- request permission to travel
- request permission to work
- request permission to drop courses
- request a new I-20

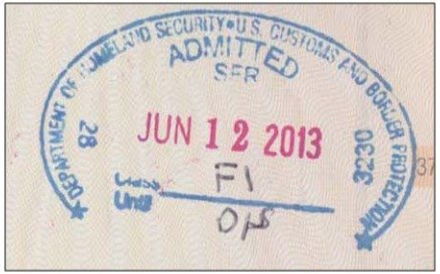
...and MORE!

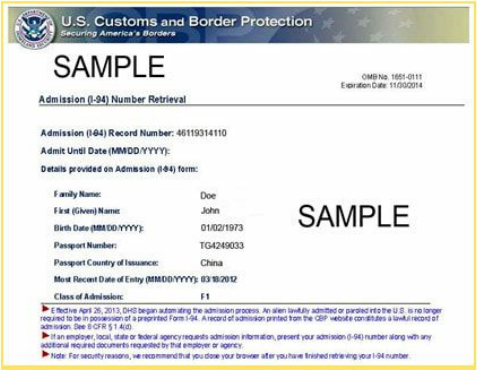
SUBMIT YOUR MANDATORY ARRIVAL REPORT!

In order to update your F-1 status to “active,” you must submit the *Mandatory Arrival Report* (*MAR*) no later than 7 days after your program start date. Prepare to upload the following documents:

- a copy of your passport
- a copy of your visa
- a copy of the U.S. port-of-entry admission stamp
- a copy of your most recent I-94 (https://I94.cbp.dhs.gov/I94/)

Example Port of Entry Admission Stamp





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Mandatory Arrival Report = MAR

iStart

- Home
- F-1 Student Services
- Insurance and Finances
- Orientation
- Update Personal Information

iStart Services Home Page

Online Services for International Students: Update your institutional information, request signatures, work authorization, certificate of enrollments, sign-up for sessions, and more.

Notifications

There are no current notifications.

Requests

IN PROGRESS
Mandatory Arrival Reporting: Malibu Campus -

INTERNATIONAL STUDENTS OUTSIDE THE U.S. TAKING ONLINE CLASSES FROM YOUR HOME COUNTRY

- Whether you are starting your program this term or started your program previously, if you are taking classes from outside the U.S., you must request a new Form I-20 to enter the U.S. for the Spring 2022 term.

- Contact your DSO (Judy Lee A-M, or Stacey Chen N-Z) to review your academic record and immigration status. You may need to submit a new *International Student Data (ISD)* form to request your Form I-20.

MAINTAIN YOUR F-1 STATUS

- **MAINTAIN "FULL-TIME" ENROLLMENT**
  F-1 students must complete a full course load each term and make normal progress toward program completion. If you need more time to finish your program, request an extension before the program end date printed on your Form I-20.

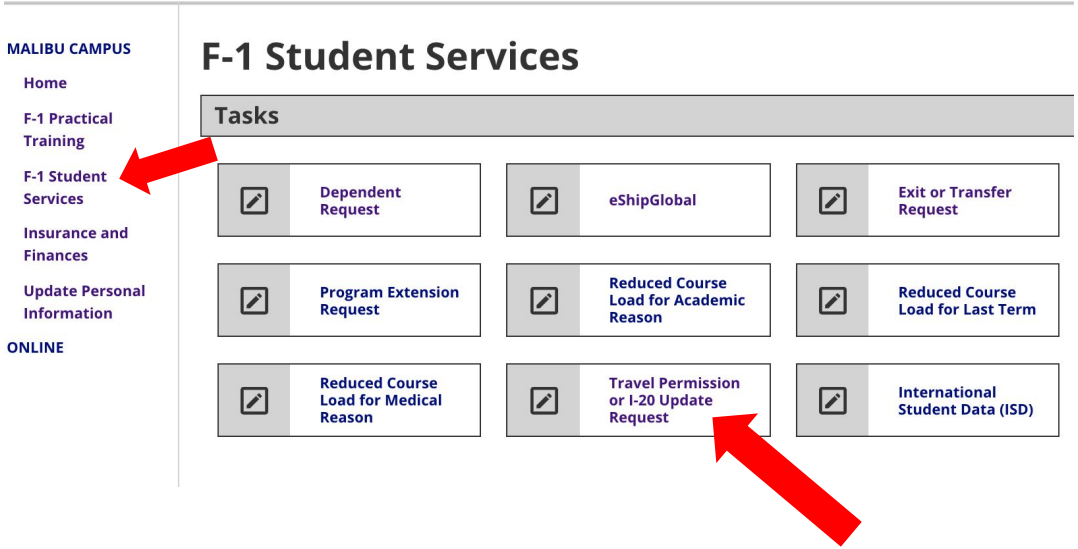
- **DO NOT WORK WITHOUT PERMISSION**
  F-1 students must obtain permission from the OISS before starting any type of work off campus, whether paid or unpaid

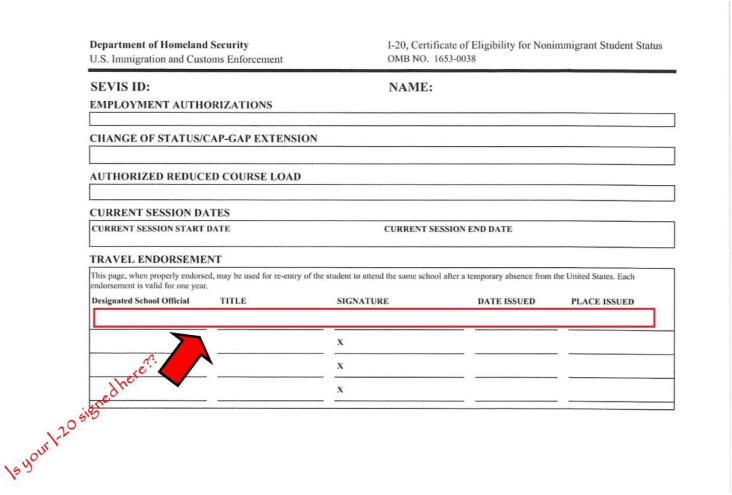
- **ANNUAL VACATION BREAK**
  F-1 students are allowed to take a break from school for one term after completing 2 consecutives terms

- **REPORT CHANGE OF PERSONAL AND ACADEMIC INFORMATION**
  F-1 students are required to report their information changes within 10 days

- **REQUEST PERMISSION TO EXIT AND REENTER THE U.S.**
  Submit the *Travel Permission* form before traveling abroad.

TRAVEL PERMISSION





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: NAME:

EMPLOYMENT AUTHORIZATIONS

CHANGE OF STATUS/CAP-GAP EXTENSION

AUTHORIZED REDUCED COURSE LOAD

CURRENT SESSION DATES

CURRENT SESSION START DATE | CURRENT SESSION END DATE

TRAVEL ENDORSEMENT

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

Designated School Official	TITLE	SIGNATURE	DATE ISSUED	PLACE ISSUED
		X		
		X		
		X		

Is your I-20 signed here??

EMPLOYMENT OPPORTUNITIES

On-campus Employment

- F-1 students may work on campus, limited to 20 hours while school is in session.

Curricular Practical Training - CPT

- F-1 students are granted permission to work off campus ONLY when they are enrolled in an internship course.
- Submit the *CPT Request* form (your academic adviser will approve the form before the OISS)
- You may NOT begin your CPT until the OISS has approved your request and issued a new I-20!

Optional Practical Training - OPT

- F-1 students have the opportunity to obtain employment authorization known as OPT
- Submit the *OPT Request* form about 4 months before your program end date.

➔ For more information go to https://www.pepperdine.edu/international-students/
(F-1 Student Status, Employment & Taxes)

CPT and OPT Requests

MALIBU CAMPUS

- Home
- F-1 Practical Training
- F-1 Student Services
- Insurance and Finances
- Update Personal Information

ONLINE

F-1 Practical Training

Tasks

- CPT Request
- OPT Request
- STEM EXTENSION REQUEST
- OPT Report
- STEM OPT Report

TERMINATION OF F-1 STATUS

- Failure to obtain work authorization
- Failure to enroll or failure to enroll full time
- Failure to request a program extension prior to expiration of I-20
- Failure to depart or transfer prior to expiration of F-1 status
- Failure to work while on OPT
- Withdrawal or dismissal from
- Failure to otherwise maintain F-1 status (please review the *SEVIS Contract* and OISS website)

If your status has been terminated, you must exit the U.S. immediately or apply for reinstatement to lawful F-1 status by submitting an application to the U.S. Citizenship & Immigration Services.

REMINDERS

- ❑ **Submit the Mandatory Arrival Report as soon as possible**
- ❑ **Report any changes within 10 days: addresses, phone numbers, major, travel plans, dependents, etc.**
- ❑ **Use the OISS Portal to report information or request a new I-20.**
- ❑ **When submitting your request, please allow up to 10 business days for processing.**
- ❑ **Always include your full name and CWID # in your communications, using your Pepperdine email account.**

OISS CONTACTS

- OISS Main Line - 310-506-4246
- OISS General Inbox - oiss@pepperdine.edu
- DSO - Designated School Officials:
  - Judy Lee - (A - M) judy.lee@pepperdine.edu
  - Stacey Chen - (N - Z) stacey.chen@pepperdine.du
- OISS website https://www.pepperdine.edu/international-students/
- OISS Portal - oiss.pepperdine.edu

Q & A

Facilitated by Student Engagement and Success

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