IMPORTANT IMMIGRATION INFORMATION UPDATE FOR F-1 & J-1 STUDENTS
FALL 2012

A. Information for Graduating students:
   1. Student completing their program this fall semester who want to apply for the Optional Practical Training (OPT) benefit must apply before COMPLETION of degree program. Failure to meet the deadline will result in the loss of OPT benefit. For Undergraduates, completion date is December 16, 2006. For Graduate, it could be thesis or dissertation date. Please discuss your OPT option with the ISS office personnel by the end of October to ensure timely filing of your application.
   2. After completion of studies, F-1 students must be in one of the following situations: must have already applied for OPT, have been admitted to a new program at TU or other institution, or have applied for a change to another status. If not in any of the above situations, students must depart the USA within 60 days.
   3. J-1 students may be eligible to apply for Academic Training during the final semester of their degree program. Academic Training requires an offer of employment prior to application. A.T. must begin within 30 days of program completion.
   4. J-1 students who are not planning to apply for Academic Training have 30 days to enter a new program or depart the USA.
   5. If you intend to enter another degree program here at TU you must apply, be admitted, and inform the ISS office of your plans to remain in the USA.
   6. If you transfer to some other institution, you must return the "Transfer in US" form to the ISS office before the end of your program so that we can make arrangements to transfer your SEVIS record prior to its completion. Failure to do so will cause loss of student status.
   7. Graduating students are advised to keep all of their immigration documents indefinitely. After you leave The University of Tulsa, the ISS office keeps your file for a limited period of time only and will not be able to assist with requests for documents or verification of immigration status after the files have been destroyed.

B. Information for Continuing students:
   1. Students who want to make any change to their academic programs, i.e. switch levels/majors must come to the ISS office for immigration advisement as soon as possible. The impact of a change made without prior approval may cause you to jeopardize your immigration status.
   2. Students who have requested OPT and did not complete as reported on the OPT request form must report to the ISS office as soon as possible for appropriate immigration advisement. Failure to do so may cause the loss of F-1 status and consequently the loss of the OPT benefit.
   3. F-1 or J-1 students who are getting close to the expiration date listed on their I-20 or DS-2019 and find that they are unable to complete the program by the date listed must file a request for an extension at the ISS office before your immigration document expires. Students should plan to request an extension at least 1 month prior to the expiration date. Failure to extend in time will jeopardize your immigration status.
   4. International students are required to update their physical address **with the ISS office** within 10 days of every move. Failure to keep your address updated is a reportable error and the ISS office is required to notify immigration of status violation.

*Remember the processing time for all document/forms for signature request is two weeks. When in doubt about an immigration question, please contact the ISS Office. The University of Tulsa, 800 South Tucker Drive, Tulsa, OK 74104. You may also call us at (918) 631-2329 or email at inst@utulsa.edu.