

12 MUSTS FOR INTERNATIONAL STUDENTS

1. Your SEVIS I-20/DS-2019 must be kept valid at all times. It is your responsibility to check your program end date (Form I-20 Box #3, DS-2019 Item #3) and if necessary have your Form I-20/DS-2019 extended at least **30 days** prior to its expiration.
2. You must use your most recently issued Form I-20/DS-2019 for travel. Please note that ALL F-1 students will be issued a "Continued Attendance" I-20 from the International Student Service Center (ISSC). This will be the second I-20 you will receive, and should be used for traveling after you begin classes at Baruch College.
3. Your passport must be kept valid at all times.
4. You must inform the ISSC of a change of address within 10 days of moving. For Graduate and Undergraduate students you can report this by changing your address at the International Student Service Center (ISSC) and in CUNYfirst. For Certificate and ESL students you **MUST** bring the change of address form to BOTH the ISSC and the Continuing and Professional Studies (CAPS) office.
5. You **MUST** register **full-time** each semester. Full-time for Undergraduate students is a minimum of 12 credits and for Graduate students it is according to the requirements of your program. For ESL and Certificate students full-time is a minimum of 18 hours.
6. In addition to registering full-time, you must successfully complete a full course load each term. You cannot withdraw from a course if it will drop you below full-time without getting authorization from the ISSC.
7. You must maintain good academic standing. For Undergraduate students you must maintain a 2.0 Grade Point Average (GPA), for ESL you must maintain a 2.5 GPA and for Certificate students you must maintain a 3.0 GPA. Graduate students should speak with their respective schools to find out the requirements for maintaining good academic standing.
8. You must pay your tuition bill on time or you will fall out of status.
9. If you are going to travel outside of the U.S., you **MUST** come to the ISSC **Two Weeks** prior to traveling to have your most recently issued Form I-20/DS-2019 signed.
10. If you are engaged in on-campus employment at Baruch College or at another CUNY College, you must be re-certified to work **EACH** semester. You must bring a

letter of employment to the ISSC for approval **BEFORE** beginning to work each semester.

11. You are not permitted to work off campus **without** approval for Curricular Practical Training (CPT) or Optional Practical Training (OPT). CPT is only available for Graduate and Undergraduate students. OPT is available for Certificate, Undergraduate and Graduate students, but not for ESL students.
12. Students who are completing their program of study can apply for OPT as early as 90 days prior to completion of their program. The latest your application for OPT can be received by the USCIS is 60 days after you complete your program.