

NEW YORK ACADEMY OF ART

International Students: Maintaining Your F-1 Status

As an international student one of your most important responsibilities is to maintain your status. There are some basic guidelines that you must understand and follow in order to remain legally in the United States as a student.

Keep DSO Informed

As an International Student you must inform the school of the following:

- Report your address change within 10 days to the PDSO in order to receive important information and receive your updated 1-20 form.
- Inform PDSO about any change in: name; citizenship; degree level; major; sources of funding; anticipated change in the date you will complete your degree.

Keep All Your Documents Valid

While studying at the Academy you must keep your SEVIS I-20 and F-1 Student Visa valid at all times.

If your passport is expiring soon, you can contact your embassy in NYC or Washington D.C. for renewal procedures, if you are not able to return home for renewal.

Important documents – Visa & I-94



- **Type/Class: F-1**
- **College Name**
- **Expiration Date**
- **Make Sure I-94 is correctly stamped**
- **Please make sure your visa is valid anytime you are traveling out of the US.**
- **Students from Canada may enter and study with their I-20 and I-94 – applying for the Visa is not required.**

Important documents –SEVIS I-20

- Initial SEVIS I-20**
 SEVIS I-20 given to students applying for F-1 visa from their country.
- Continuing Attendance SEVIS I-20**
 Every student receives a second SEVIS I-20 after registration indicating that the student successfully registered for classes and is maintaining F1 Status.
- Transfer SEVIS I-20**
 SEVIS I-20 given to students transferring their SEVIS records from another school.

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: [REDACTED]		F-1 ACADEMIC AND LANGUAGE	
SURNAME/PRIMARY NAME [REDACTED]	GIVEN NAME [REDACTED]		
PREFERRED NAME [REDACTED]	PASSPORT NAME [REDACTED]		
COUNTRY OF BIRTH [REDACTED]	COUNTRY OF CITIZENSHIP [REDACTED]		
DATE OF BIRTH 10 JULY [REDACTED]	ADMISSION NUMBER [REDACTED]		
FORM ISSUE REASON CONTINUED ATTENDANCE - UPDATED	LEGACY NAME [REDACTED]		
SCHOOL INFORMATION			
SCHOOL NAME New York Academy of Art Graduate School of Figurative Art Tom Georges Director of Admissions and Recruitment	SCHOOL ADDRESS 111 Franklin Street, New York, NY 10013	SCHOOL CODE AND APPROVAL DATE Y022490354000 29 JANUARY 2003	
PROGRAM OF STUDY			
EDUCATION LEVEL MASTER'S	MAJOR 1 Painting 50.0708	MAJOR 2 None 62.0200	
NORMAL PROGRAM LENGTH 24 Months	PROGRAM ENGLISH PROFICIENCY Required	ENGLISH PROFICIENCY NOTES Student is proficient	
PROGRAM START DATE 01 SEPTEMBER 2013	PROGRAM END DATE 31 MAY 2015		
FINANCIALS			
ESTIMATED AVERAGE COSTS FOR 9 MONTHS		STUDENT'S FUNDING FOR 9 MONTHS	
Tuition and Fees	\$ [REDACTED]	Personal Funds	\$ [REDACTED]
Living Expenses	\$ [REDACTED]	Merit based scholarship	\$ [REDACTED]
Expenses of Dependents (D)	\$ [REDACTED]	Family Sponsor - Father	\$ [REDACTED]
Other	\$ [REDACTED]	On-Campus Employment	\$ [REDACTED]
TOTAL	\$ [REDACTED]	TOTAL	\$ [REDACTED]
REMARKS			
[REDACTED] wishes to pursue employment and professional practice in an art-related field as it pertains to his graduate studies in painting.			
SCHOOL ATTESTATION			
I certify under penalty of perjury that all information provided above was entered before I signed this form and is true and correct. I executed this form in the United States after review and evaluation in the United States by me or other officials of the school of the student's application, transcripts, or other records of courses taken and proof of financial responsibility, which were received at the school prior to the execution of this form. The school has determined that the above named student's qualifications meet all standards for admission to the school and the student will be required to pursue a full program of study as defined by 8 CFR 214.219(f). I am a designated school official of the above named school and am authorized to issue this form.			
SIGNATURE OF: John Georges, Director of Admissions and Recruitment	DATE ISSUED 31 August 2015	PLACE ISSUED New York, NY	
STUDENT ATTESTATION			
I have read and agreed to comply with the terms and conditions of my admission and those of any extension of stay. I certify that all information provided in this form refers specifically to me and is true and correct to the best of my knowledge. I certify that I seek to enter or remain in the United States temporarily, and solely for the purpose of pursuing a full program of study at the school named above. I also authorize the named school to release any information from my records needed by DHS pursuant to 8 CFR 214.3(g) to determine my nonimmigrant status. Parent or guardian, and student, must sign if student is under 18.			
X			
SIGNATURE OF: [REDACTED]	DATE		
X			
NAME OF PARENT OR GUARDIAN	SIGNATURE	ADDRESS (city/state or province/country)	
		DATE	

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Important documents –SEVIS I-20

You must keep ALL your SEVIS I-20s, which you ever received, since they are the immigration documents proving that you were keeping your status within the US.

Never ever throw away or destroy your old I-20's.
Always keep them in a safe place – you will always
need them.

Report Stolen Documents

It is important that you contact the PDSO if any of your travel documents are stolen or lost:

- Passport and F-1 student visa
- SEVIS Form I-20
- Academy Student ID card

Remain in Full-Time Status

- You must register for at least **12 credits or** its equivalent every semester
- Failure to enroll full-time is a violation of student status without permission. If for extenuating circumstances you must drop below full-time status, please contact the PDSO immediately.
- You must attend all your classes on-campus.
- If you are ill, injured, or need to be absent, please contact the PDSO for consultation – not a guaranteed excused absence.
- Excessive/consecutive unexcused absences must be and will be reported to US Immigration through SEVIS and may jeopardize your status.

Never go to US Immigration Department **unless advised by the PDSO**

Most US Immigration Advisors do not work with a knowledge of student regulations. If you have a complicated case that requires you to go to US Immigration, the PDSO will advise you accordingly.

Also students often obtain information from friends, family or websites, this is convenient but it is likely that the information does not apply to your specific case. Therefore, consult with the PDSO first.

Go to Study in the States (<https://studyinthestates.dhs.gov/>) for up-to-date accurate information.

Make a Timely Application for a Program Extension

Most students complete their programs in the period of time noted on their SEVIS I-20 (section #5) but occasionally students need an additional semester or more to complete their degree program.

If you need additional time, you must consult with the PDSO at least 30 days before the expiration of your form I-20. It is not possible to extend your stay after your form I-20 has expired.

Visit The PDSO One Week Before Traveling

- You must have your SEVIS I-20 signed for travel by the PDSO or DSO – not the Provost, Faculty, etc.
- Without a current travel signature you may have difficulty re-entering the U.S.
- Also, make sure that your passport is valid for at least 6 months past the day you plan to re-enter the U.S. If you need to renew your passport, make sure your visa is transferred.

EMPLOYMENT

- **Do Not Work Without Authorization:** As an International Student, you are not permitted to work off-campus anywhere in the US without authorization from US Immigration's Department of Homeland Security. No exceptions!!!
- **This especially includes:** Full-time, part-time, paid jobs, non-paid jobs, paid internships, non-paid internships, and volunteer opportunities outside the Academy.
- **On-campus employment:** Maximum of **20 hrs per/week** while school is in session in Fall, Spring and Summer. You are not allowed to work earning below minimum wage hourly rate.

Optional Practical Training (OPT) for F-1

Optional Practical Training (OPT) is temporary employment that is directly related to an F-1 student's major area of study. Eligible students can apply to receive up to 12 months of OPT employment authorization before completing their academic studies (pre-completion) and/or after completing their academic studies (post-completion). However, all periods of pre-completion OPT will be deducted from the available period of post-completion OPT.

- An International Student must be enrolled in lawful full-time status for **one academic year before** he/she can apply for any type of off-campus employment.
- Due to the rigor of the Academy's full-time programs, it is strongly recommended that you apply for OPT in the final semester of your program.

File Federal Taxes Every Year

- If you are a student working on-campus or on OPT, you are required to file Federal Income Taxes each year you are in the U.S.
- Speak with an immigration tax specialist if you earn any income in the U.S. within the calendar year.
- File taxes between January 1st and April 15th, for any earned income from the previous calendar year.

Notify PDSO of your Travel Plans

As an International Student you must inform the PDSO if you intend to :

- Study Abroad/International summer residency
- Take a Leave of Absence
- Withdraw from the Academy

Traveling within US

Anytime you travel within US you should bring:

- Your valid passport with your valid F-1 student visa
- Copy of your valid SEVIS I-20
- Your valid Academy Student ID Card

Traveling outside of the US

Before traveling outside of the US please make sure of the following:

- Your latest SEVIS I-20 is valid (Check SEVIS I-20 - section #5)
- The travel signature on your SEVIS I-20 is not older than 6 months
- Your passport and F-1 student visa are valid

Have questions or concerns?

Talk to A DSO!

Sarah Sager

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