



ISO REQUIRED SEVIS REGISTRATION AND REPORTING

Please complete the form below. It is **mandatory** to check in with the International Student Advisor prior to the **beginning of each term**. Failure to check in on a timely manner will affect your F-1 status.

Last Name: _____ First Name: _____

SEVIS ID #: _____ Rivier Student ID #: _____

Personal Email Address: _____

Physical Local Address (US)

Foreign Address (Abroad)

Local Telephone No.: _____

Foreign Telephone No.: _____

STUDENT STATUS

Circle Applicable Responses

NEW STUDENT

TRANSFER

CHANGE OF STATUS (H4 to F1, for example)

EMERGENCY CONTACT

Emergency contact in U.S. _____

Relationship: _____

Phone number: _____ Email address: _____

Home address: _____

Emergency contact in home country: _____

Relationship: _____

Phone number: _____ Email address: _____

Home address: _____

Student Signature: _____ Date: _____

(continued on other side)

INTERNATIONAL STUDENT ORIENTATION (ISO)

Statement of Understanding F1 Regulations

The following are F1 regulations that were explained to you at the orientation. They are reminders to you in maintaining your F1 legal status. Please read each item carefully and put your initial as you confirm your understanding.

My initial below confirms my understanding of the Federal Regulations pertaining to F1 students and I am committed to maintaining my status for the duration of my studies.

_____ I understood the regulations pertaining to F1 students discussed at the ISO today, I am aware that violation of the following will constitute an OUT OF STATUS action.

_____ **Poor Academic Performance:** I understand that if my total GPA is below 3.0 I will be at risk of academic dismissal and I will be out of status. Academic dismissal will mean termination of my SEVIS record.

_____ **Change of Address:** I have an obligation to notify ISS, email asktheregistrar@rivier.edu within 10 days of moving to another US address.

_____ **Change of Major:** I understand that I need to submit an approved request to change major to ISS within 21 days of change to obtain an updated SEVIS I-20.

_____ **Change of Education Level:** I understand that I need to notify ISS Advisor about a change of education level before the 60 days grace period after the completion of the prior degree program.

_____ **Employment:** I understand that it is illegal for me to work OFF CAMPUS without proper immigration authorization. For example: Curricular Practical Training (CPT), Optional Practical Training (OPT) and STEM OPT. Failure to observe the regulations will cause termination of my SEVIS record and deportation.

_____ **Online Course:** I understand that only **ONE online course is allowed** for each semester; I also understand that **my last course before program completion SHOULD NOT BE an online course.**

_____ **Full Time Registration:** I understand that I need to be registered full time every semester: 3 courses minimum for graduate students and 4 for undergraduate students. **NOTE: You are authorized to register below full time at your last semester.**

_____ **Reduce Course Load (RCL):** I understand that I must see my ISA if my circumstance calls for a reduce course load. Acceptable reason for authorization (RCL) is medical with documentation.

_____ **SEVIS Registration:** I am responsible to check in with ISA every semester with proof of registration and confirm my physical address, email and phone number. **Failure to do so will constitute out of status.**

_____ **Travel:** I understand that I need to get travel authorization from ISA before making travel plans. I understand that I **SHOULD NOT BE PLANNING** travel while school session is ongoing. I also understand that SUMMER is the official vacation for international students.

Full Name: _____

(Last Name, First Name) Please print

Signed by: _____

Phone No: _____

Address: _____
