

F-1 Degree Statement of Responsibility – Academic Students

The following statement is to be completed by the F-1 student when he/she initially checks in at NOVA. The statement should be scanned along with other check in documents. The student should be provided with a photocopy of the document.

I, _____, Student ID # _____, understand that I must follow the regulations listed below in order to maintain my F-1 status.

- ___ 1. **Full-time enrollment.** Students must register for at least 12 credits each Fall and Spring Semester.
- ___ 2. Students may not drop, withdraw or audit a class if that will reduce enrollment to less than 12 credits.

NOTE: Students starting classes in the summer must take 12 credits for the summer, fall and spring.

- ___ 3. Students must take 12 credits even though they may be on academic warning or academic probation. Students who are recommended to take less than 12 credits should consult with their international student advisor before registering.
- ___ 4. Students **may not take** more than one online class or three online credits per semester as part of the required 12 credits.
- ___ 5. Students **may not work** off campus in the U.S. without written authorization from USCIS.
- ___ 6. Students must report any **change of mailing address** to the College through My NOVA.
- ___ 7. Students need to have a NOVA International Student Advisor (DSO) sign their I-20 before traveling outside the U.S. Students are expected to request this **travel signature** at least two weeks prior to leaving the country.
- ___ 8. Students are expected to make sure that their **program of study** (major) is always correct on the I-20.
- ___ 9. The I-20 is valid until the program ending date listed on the I-20 or until the student completes the program of study, **whichever comes first**. If an extension is needed, the student is expected to contact the International Student Advisor at least 30 days before the program ending date.
- ___ 10. An International Student Advisor who is aware that a student has failed to comply with any of these regulations may be required to report this to the Department of Homeland Security and may be required to terminate the student's I-20.

Student Signature

Date

International Advisor Signature

Date