
Office of International Students and Scholars



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TRAVELING

Are you traveling out of the U.S. during the summer, including Mexico or Canada? Remember that your last Travel Signature on your I-20 is only **valid for 6 months**. If you need a new signature, bring your I-20 to OISS to request one (it takes 7 days to process), or come to walk-in hours. To re-enter the U.S. you will need:

1. I-20 (signed by OISS less than 6 months ago)
2. Passport that is valid for at least 6 months into the future.
3. Unexpired F-1 visa
4. If you are on OPT, you also need your OPT card and Proof of Employment OR if you have not received your OPT card yet, you need to bring your OPT receipt notice.

If you are traveling out of the U.S. and you need to renew your F-1 visa, please see an advisor in the OISS office at least two weeks before you leave so we can assist you!

TRAVEL WARNING

This Travel Alert updates security information for U.S. citizens traveling and living in Mexico. It supersedes the Travel Alert for Mexico dated October 15, 2008, and expires on August 20, 2009.

http://travel.state.gov/travel/cis_pa_tw/pa/pa_3028.html

MAY = busy busy busy!

If you are requesting any documents, NOW is the time to request them! May will be a very busy month. May 25-29th, it will be difficult to see an advisor, because Sheri will be at a conference that week, Kristen will be here only a few of the days, and Kristie will be the only advisor available. Please plan accordingly, and get any requests submitted BEFORE May 15th, 2009 to make sure they are completed on time.

SUMMER WORK PERMITS

All spring semester work permits will expire on May 9th (except OPT). Remember that you have to verify your work eligibility EACH semester for on-campus or off-campus jobs before you work. In order to apply for a summer work permit you must:

1. Register for summer classes part-time or full-time ***OR*** Register for fall classes full-time.
2. Fill out a work permit request form in the OISS office.

Hotel Undergraduate majors, who wish to apply for an off-campus work permit, need to bring their I-20 and employer's address and phone number when you come to the OISS office.

If you are not an Undergraduate Hotel major, but you want to apply for an off-campus work permit, you must see an OISS advisor for information before you agree to take a job. Not all students are eligible to work off-campus.

OISS SUMMER HOURS

The Office of International Students and Scholars will be open during the summer. Our office is open Monday – Friday 8am – 5pm. You can call 895-0143 to make an appointment to see an advisor (or schedule a phone appointment). We also have walk-in hours where you can talk to an advisor without an appointment:

WALK-IN HOURS (*beginning May 11th*)

Tuesdays: 11:30 – 1:30

Wednesdays: 1:00 – 3:00

Thursdays: 11:00 – 1:00

Fridays: 12:00 – 3:00

**UNLV will be closed:
MAY 25TH and JULY 3RD
in observance of holidays.**

UPDATE YOUR ADDRESS

If you change your address, you must report the change to OISS within **10 days** of your move. If your address has changed, there are several places at UNLV that you will need to update:

1. Office of International Students & Scholars
2. UNLV on-line registration system
3. Payroll (if you work for UNLV) – change through EQUUS online
4. Tax Treaty/1042-S forms (e-mail Debbie Honrath at nraassistance@unlv.edu)

I-20 EXPIRATION?

Does your I-20 expire in May or August 2009? Please make sure to check the expiration date on your I-20. If you need more time to complete your program than what is on your I-20, please come to the OISS and request an I-20 extension before it expires!

ON-LINE COURSES

Fall and spring semesters - be sure that you are only taking *3 credits of on-line courses* towards the full-time credit minimum requirement. If you drop any courses, remember that you still can only have 3 credits of on-line courses to count towards full-time requirement. If you have questions about how many on-line classes you can take because of F-1 visa regulations, please contact an OISS advisor.

ANNOUNCEMENTS

CALL FOR VOLUNTEERS!

OISS will have the “OISS Welcome Center” for new fall 2009 students. Help us welcome the new international students to UNLV.

Students majoring in Hotel can volunteer and receive hours toward their 295 Work Experience course. We will multiply every hour you volunteer by 10 (i.e. 2 hours x 10 = 20 hours).

Please contact Sheri Beyer at sheri.beyer@unlv.edu for more information, or to volunteer.

OISS Welcome Center will be August 17 – 21, 2009 from 10:00 a.m. - 3:00 p.m. daily.

OPT

SPRING 2009 GRADUATES:

If you are completing your program in May 2009, you should apply for OPT NOW!
Please call or stop by to make an appointment with an advisor. You will also need to pick up an OPT application packet. *The last date to apply for OPT is July 1, 2009 (for spring graduates).*

If you complete the last course credits required for your major in *August 2009* and you wish to apply for your 12 months of Optional Practical Training (OPT), you can apply after May 7th. OPT work permits are issued directly by USCIS and they require **3 months** processing time.

CAP GAP time 2009 – ALL OPT students

If you are on OPT and have applied for an H-1b visa, please contact OISS once you have your official I-797 Notice of Action (receipt) form. We will then be able to extend your OPT to cover you until September 30, 2009, if your OPT expires before the H-1B visa begins.

CONGRATULATIONS GRADUATING STUDENTS!

Congratulations to all spring and summer graduates! We would like to celebrate your achievement to congratulate your upcoming graduation.

Please join us!

INTERNATIONAL STUDENT GRADUATION PARTY!

Date: Friday May 8th, 2009

Time: 2:00 – 3:30 p.m.

Place: Student Union, Rooms 209

Please respond to Kevin Vicker: Kevin.vicker@unlv.edu by May 1 with your name and the number of people that will be attending.

SUMMER HEALTH INSURANCE

Continuing students who purchased the UNLV student health insurance for the spring 2009 term are covered through August 16, 2009.

If you take a summer course you can continue to use the Student Health Center and not pay a fee. If you do not take a summer course but you want to use the Student health center, you can, but you will have to pay a fee.

TURN IN FINAL TRANSCRIPTS!

Undergraduate students who were admitted for the Spring 2009 semester, remember that if you have NOT submitted your final transcripts to Enrollment Services, you must do so BY MAY 8th. If you do not submit them by then, your admission will be cancelled and you will be in violation of your F-1 status.

Please hand-deliver your transcripts to Enrollment Services in SSC-C and also make sure you get the name of the person who you give them to.

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