

Office of International Services

- Phone: 919-515-2961
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- Website: www.internationalservices.ncsu.edu

What We Do

- Manage NC State's F and J visa programs.
- Advise F/J students on visa rules and issue visa documents.
- Assist departments and university in supporting international students.
- Provide campus and community programming.

Current Operations

- In-person visits limited to confirmed appointments only
- Phone hours
 - M, T, Th, F 8-12 and 1-5
 - Wednesday 8-12 and 2-5
- Nearly all of our services remain virtual as students and scholars find this format more convenient and accessible
 - Drop-in Advising, Advising, Check-in, Info Sessions, etc.
 - In-person appointments can be arranged by request

Immigration Software Update

- All of our student and scholar request processes are in our “GlobalHome” system.
- We continue to build out and enhance GlobalHome by adding additional processes and functionalities, such as moving more of our processes into electronic approver format, eliminating the need for PDF approvals.
 - Coming soon: J-1 Student Intern Requests updated to mirror the J-1 Scholar Initial Request format of routing to departmental approvers and Export Control

Fall 2024 Orientation

International Orientation will be **in-person** again this fall!

- Talley Student Union
- Wednesday, August 14, 2024
- New international students on F and J visas should plan to arrive to Raleigh before that date.

Arrival Requirements (New Admits)

- *Ideally* arrive in Raleigh on or before 8/14 (OIS orientation).
- *May* arrive in Raleigh by 8/19 (first day of class) without permission.
- *Must* arrive in Raleigh by 8/23 but **only** with permission from dept. to enter late.
- If they cannot arrive by 8/23 they must defer their admission and plan to begin in Spring 2025 (this can have some consequences for CPT eligibility that can be discussed with OIS if there are questions).

Enrollment Requirements (AY 2024-2025)

- Must be enrolled full-time (generally 9 credit hours) unless approved in writing by OIS for a reduced course load (RCL).
 - If student has a grad load waiver or has met minimum credit hours to enroll in only 3 research credits and are enrolled as such, no RCL is needed as they are coded in the system as full-time.
- Online course limitations
 - For F-1 students, one (3 credit) online or distance education course may be used each semester to help satisfy the full-time enrollment requirement.
 - J-1 students can use 1 online course to satisfy the full-time enrollment requirement.
- OIS monitors enrollment and will notify student if there are issues.

On-Campus Employment

- **On-campus employment while Out-of-Country** Students are not allowed to engage in GSSP or other on-campus employment from abroad (includes continuing students and new admits) though exceptions can be made for field research. Contact Graduate School for approval.
- **Remote work:** Students are expected to live in a commutable distance from their institution. While hybrid/remote work may be okay, students should not be living out of state unless there is an academic reason to do so (and that may require approval from OIS)
- Note on **On-Campus Employment in Summer:**
 - No upper limit on hours from immigration standpoint during summer when it is a vacation term (i.e. not first or final term of program). Can exceed 20 hr/week.
 - For the purposes of on-campus employment, the 2024 summer break began 05/04/2024 ends **08/16/2024**.

On-Campus Employment Con't.

- **Hours Limit Fall & Spring:** Max of **20 hrs/wk** when classes are in session
 - This is a regulatory limit. **No one** can make an exception or “approve” >20.
 - Also applies if Summer is first or final term of enrollment (i.e not a vacation term)
 - Each week is limited to 20 hrs
 - Cannot average 20 hours over 2 week pay period.
 - Students with .5 FTE assistantships are maxed out, cannot accept additional hrs.
 - Please review student’s total campus employment before adding more.
 - Fall 2024 20 hour/week limitation begins 8/17 (Saturday be FDOC).
- **Last day of on-campus employment eligibility for Fall graduates** and Spring no-registration students will be **12/14/2024** (Commencement).

On-Campus Employment: Summer

- Maximum allowed hours depends on whether Summer is first or final semester of enrollment.

If Summer is...	On-campus employment
First semester of enrollment	Maximum 20 hours/week.
Final semester of enrollment	Maximum 20 hours/week. All appointments must end as of last day of final exams for Summer 2 (or potentially earlier if student applies for OPT based on defense date within the summer session).
Not first or final semester of enrollment	No hours limitation, OIS announces in student newsletter on our website the dates of summer during which students may exceed 20 hours per week of employment.

Off-Campus Employment

- Off-campus employment is any employment not physically located on NC State campus OR not paid by NC State.
 - Employment paid by NC State but occurring at an off-campus location still requires approval from OIS (industrial traineeships, GA contracts with national labs, etc.)
- Off-campus employment always requires written authorization from OIS and sometimes USCIS.
- Encourage students to consult OIS re: any employment opportunity that takes place off-campus or is paid by an entity other than NC State.
 - Most frequent situation we see unauthorized off-campus employment is when student is conducting research at another institution or working for a faculty member's start-up.

As always, if you have any questions,
please reach out to ask!

Thank you for all you do to support
international students and scholars at NC
State!