



Center for International Education
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Important Information When Advising International Students

The Center for International Education is available to assist or answer any questions that academic advisors may have regarding the enrollment of international students.

Full-time Enrollment

All international students must be enrolled as a full-time student while attending UIU. Full-time enrollment is 12 credits for undergraduates and 6 credits for graduates during Fall and Spring semester. Please note that students can enroll on a part-time basis for the summer term only, although there are certain restrictions. Students who start in the October Term must be enrolled in a minimum of 6 credits for undergraduates. If a situation arises that a student will not be enrolled as a full-time student for a semester term, or if the student will be enrolled in the summer term, the student must get authorization from the Center for International Education.

Online Courses

No more than 1 (3-credit) on-line course per semester can be used to meet the minimum full-time enrollment requirement for international students. This means that only 1 (3-credit) course can be online out of 4 courses per semester. If the student enrolls in 15 credits for one semester, the student could enroll in a second (3-credit) online course. **No online courses or other non in-person modality courses can be used as the only course in the final semester.** An international student can enroll in online courses for the summer semester provided it's not the final semester.

Withdrawing from a Course

Failing a class, not attending a class or otherwise not doing well in a class are not valid reasons for falling below the full-time enrollment requirement. There is a set number of reasons (some academic and some personal) that would allow a student to drop below full-time status. However, anytime that an international student wishes to drop a course and fall below the minimum full-time credit requirement he or she must get authorization from the Center for International Education.

Withdrawing from all Classes

If an international student would like to withdraw from all of his or her courses during the semester, there are serious immigration consequences for his or her immigration status. The student should consult with the Center for International Education before any action is taken.

Working Off-Campus

International students are only eligible to work off-campus in two situations.

- 1.) Curricular Practical Training (CPT): To be eligible for CPT, the internship must be required for the course or degree program and the internship must be related to their program of study. Students are eligible for part-time (less than 20 hours per week) or full-time (20 hours or more per week) CPT. For internships, an international student must have an offer letter from the proposed interning company(?) and be approved for work authorization (or curricular practical training, CPT, approved by the Center for International Education) prior to beginning the internship. The international student will have to submit a form signed by the academic advisor certifying that the internship is required and related to the student's program of study and a copy of the offer letter from the company or organization. **An internship cannot be taken as the only remaining course or requirement during the final semester.**
- 2.) Optional Practical Training (OPT): If an international student would like to participate in an internship or other work opportunity that is not required for a course or their program of study but is related to their program of study, they can seek work authorization from the U.S. federal government. The student must be approved for work authorization prior to beginning any work but no job/internship offer is required for the application. If a student is interested in this work authorization, the student must meet with the Center for International Education.

Travel

There are no restrictions on travel for international students provided they have valid immigration documents and will not be affecting their full-time enrollment. If the student will travel outside of the U.S., the student should come to the Center for International Education prior to leaving to verify their immigration status and get a travel signature on their I-20. Even if traveling within the U.S. (outside of Fayette), the student should carry their immigration documents.