Welcome

International Student Services

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Because we have such a small staff, and we cover four campuses, it is often hard to find us in the office. Additionally, we have a large quantity of paperwork that must be completed for each student, and all Immigration paperwork must be completed quickly. For this reason, we see students by appointment only. Email ISS@tulsacc.edu for an appointment time.

Office Hours 9-5 M-Th
Important Documents

- **Passport**
  - Main form of photo identification, it must be valid at least 6 months into the future

- **Visa**
  - The “ticket” that gets you into the U.S., okay if it expires in the U.S. as long as the I-20 is still valid

- **I-94**
  - A piece of paper that you can get at [WWW.cbp.gov](http://WWW.cbp.gov) listing the visa holder’s departure date, for F-1 students it should be marked D/S which means “Duration of Status”

- **SEVIS I-20**
  - The document that lists your school of attendance, important to read and understand: major field of study, program end date, signature for travel, etc.
Important Documents continued...

- Driver’s License
  - Needed for driving, also a major form of photo identification (see page 6)

- Social Security Card
  - Major form of identification in the U.S., immigration requires proof of a legal, verifiable employment

- TCC Student ID Card
  - Form of photo identification, good for discounts on some goods and services, required for some applications (Driver’s License etc.), available at Student Activities.

- I-901 Receipt
  - Immigration and Customs Enforcement is now requesting F-1 visa students carry the I-901 receipt alongside their I-20 when traveling outside of the United States during breaks.
In-Status

- Enrolled in and complete a full-time course-load each Spring and Fall semester (minimum of 12 credit hours)
- Notifies the ISS Office within 10 days of any change of address, phone number, or major
- Work only with permission of ISS and USCIS
- Make “progress” toward a degree
- Not deportable for any reason
Out-of-Status Consequences:

- The I-20 is terminated (cancelled)
- May be detained by Immigration & Customs Enforcement (ICE) agents
- May be deported to home country
- Must file for reinstatement (if eligible) or return home to apply for a new visa to re-enter the U.S.
More about Full-Time Enrollment

- Student must be enrolled in a minimum of 12 hours by Friday of the first week of the 16-week semester.

- Student must successfully complete a minimum of 12 hours at the end of the semester (Note: To “complete” classes, the student must receive a grade of A, B, C, D, or F—AW, AU (audit), and “I” are not accepted by Immigration as proof of completion.)

- Summer enrollment is required only if it is the student’s first semester in the U.S.
Full-time Enrollment Exceptions:

- It is the student’s last semester and they do not need 12 hours to graduate.
- The student is having difficulty with the English Language or reading requirements of the class (one time exception).
- The student has a well-documented medical reason (one or two semester exception). Pregnancy does not count as a medical reason for an enrollment exception.
- **Note:** Any drop below 12 hours must be pre-approved by ISS.
### Students A, C, & D are in Status

- **What is the “Status” of these students?**

#### Student A
- **Math (3 hours)** = B
- **History (3 hours)** = C
- **Biology (4 hours)** = F
- **English (3 hours)** = D

  **Total Hours**: 13 hours

#### Student B
- **Math (3 hours)** = A
- **History (3 hours)** = A
- **Biology (4 hours)** = A
- **English (3 hours)** = AW (no hours)

  **Total Hours**: 10 hours

#### Student C
- **Math (3 hours) On-line** = A
- **History (3 hours)** = C
- **Biology (4 hours)** = B
- **English (3 hours) On-line** = A

  **Total Hours**: 13 hours

#### Student D
- **Math (3 hours)** = A
- **History (3 hours)** = W (no hours)
- **Biology (4 hours)** = C
- **English (3 hours)** = C
- **Art History (3 hours)** = B

  **Total Hours**: 13 hours
Work Options

Working on-campus at TCC

- Eligibility: All students on a TCC I-20 are eligible
- Benefit: Work Part-time up to 20 hours per week during the regular semester and up to 40 during the summer, job type is not important
- Application: No immigration application required, apply through TCC (See page 11 for application process)
- NOTE: Once a job offer is received, the student can apply for a Social Security Card and a FICA (Tax) exemption
Curricular Practical Training (CPT)

- **Eligibility:** All students on a TCC I-20 who have been in-status at least one academic year.

- **Benefit:** Work in a field related to student’s major. The work must be a part of the student’s curriculum/required coursework. Student must be supervised and receive a grade for the course.

- **Application:** Apply through the International Student Services Office BEFORE you begin work. A notation must be made on your I-20.
Pre-Completion Optional Practical Training (OPT)

- Eligibility: All students on a TCC I-20 who have been in-status at least one academic year
- Benefit: Work part-time, off campus, in the student’s field of study, for one year while the student is still taking classes at TCC
- NOTE: One year of this OPT prevents doing the post-completion OPT
Post-Completion Optional Practical Training (OPT)

- Eligibility: All students on a TCC I-20 who have been in-status at least one academic year
- Benefit: Work full-time, off campus, in the student’s field of study, for one year after the student has graduated from TCC.
- You may apply up to 3 months in advance of graduation, or up to 60 days after graduation.
Work Options

Severe Economic Hardship

- Eligibility: All students on a TCC I-20 who have been in-status for at least one academic year. Must have a severe, documented, unforeseen change in financial support
- Benefit: Work part-time, off campus, for one year while the student is still taking classes at TCC
Completion of Study

- Once you complete your degree at TCC, you have 60 days to do one of the following:
  - Transfer to another institution
  - Return to your home country
Graduation

- You cannot officially graduate or get a degree from TCC unless you apply for it.

- You may graduate at the end of any semester (Spring, Summer, or Fall) but there is only one graduation ceremony (called Commencement) each year.
  - If you complete your degree in the Fall (December), you should attend the ceremony the following May.
  - If you graduate in the Spring, you should attend the ceremony at the end of the semester in May.
  - If you are reasonably sure that you will graduate in the Summer (July), you should attend the ceremony in May, BEFORE the Summer semester begins.
Extracurricular Activities

- Student Activities
  (discount tickets to area attractions and activities)

- Fitness Centers
  (exercise facilities and opportunities for intramural sports)

- Student Organizations
  (Like the International Student Support Coalition)
Other Important Offices (p. 19)

- Campus Police
  - Report crimes/emergencies and get parking sticker
- Student Health Services
  - Health and vision screenings (most are free), medical emergencies
- Bursar/Cashier
  - $$$
- Learning Resource Center (LRC)
  - Some people call it a “library”
Insurance

- TCC does not provide nor require students to have insurance, but ISS strongly recommends that students purchase health insurance due to the high cost of medical care. For more information email us at ISS@tulsacc.edu.
Tulsa CC Card

Your Tulsa CC Card will be mailed to your home address. Even if you are not expecting a refund, please keep this card.

In the future, the Tulsa CC Card will replace the TCC student ID Card.

The card must be activated by each student.
The International Student Services Office updates the International Student’s Page each week. [http://www.tulsacc.edu/student-services/international-student-services/international-students-page](http://www.tulsacc.edu/student-services/international-student-services/international-students-page)

This page is currently the main way in which the ISS Office communicates:

- Changes in immigration regulations
- Changes in specific programs at TCC
- Deadline reminders (graduation, OPT, etc.)
- Activities and events of interest to International Students
Facebook

- https://www.facebook.com/#!/groups/362338890631006/
- https://www.facebook.com/#!/groups/2266115824/
- https://www.facebook.com/#!/groups/194031537302624/
Welcome to TCC

Apply Now! Click Here for the international student application packet.

Contact us

Why Should You Study at TCC?
International Student Frequently Asked Questions
English as a Second Language
A Note About Responsibility

- International Students are responsible for:
  - Reading and understanding their I-20
  - Following immigration regulations and staying in status
  - Following TCC policies and code of conduct (see page 18)
  - Meeting enrollment requirements
  - Meeting work authorization requirements
  - Meeting deadlines for enrollment and payment
  - Notifying the ISS Office of any changes to address, phone number, and degree program
  - Requesting an I-20 extension if the program is not completed within the allotted time listed on the I-20
Thank You!

Have a great day and a wonderful semester.