Admissions

Maintaining Immigration Status

As an I-20/F-1 student visa holder, it is the responsibility of the student to maintain their legal immigration status. The International Staff at Albertus Magnus College will use the student's official Albertus email address to contact the student regarding any and all immigration updates and reminders. It is the student's responsibility to frequently check for new emails and read them. In order to maintain the international visa status, all on campus international students must abide by the following rules:

1. The student may only attend the institution listed on their I-20 (Albertus Magnus College).
2. The student must maintain full-time enrollment in a course of study each academic term. Summer term is optional. The minimum per semester is:
   - Undergraduates – 12 credits
   - Graduates – 9 credits
3. F-1 students are limited to the online classes they can take. Undergraduate students can only take one online only course per 12 credits, while graduate students can take only one online course per 9 credits. Any credits additional to the full time course load can be online yet if a student drops a course they must maintain the proper amount of in person.
4. In order to keep your I-20 valid, students must be making satisfactory progress towards the completion of their academic program. Repeated failures or withdrawals can impact your immigration status. We recommend that the student meet with Albertus staff if facing any academic difficulties.
5. The student must check the program end date on their I-20. (This is the expiration date.) If the student needs to remain in the U.S. longer than the period listed on the I-20, the student must file an I-20 extension at least 30 days before the program end date indicated on the I-20.
6. The student must not accept employment off campus without authorization from the PDSO or DSO. The student will be allowed to apply for curricular practice training (CPT) during their academic studies or optional practical training (OPT) after graduation. The student will be responsible for making an appointment with Albertus International staff (P/DSO) to apply for CPT or OPT authorization. A student must obtain authorization from the P/DSO before beginning any off campus work. The employment must be related to the student's field of study.
7. Students are allowed to work on campus but they must contact International Staff prior to engaging in on campus employment. The student must not work more than 20 hours per week during the academic year. Students can work up to 40 hours per week during the summer break.
8. The student is responsible for notifying Albertus of their intention to transfer to another US school.

9. If the student plans to travel outside the US and return to Albertus to continue their studies, the student must submit the I-20 to the International Staff for travel authorization at least two weeks before the intended travel outside the US.
10. Students must report any changes to degree, major, program level, funding source, name, or address to the Albertus International Staff within ten days of the change.