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International Programs Advisor, DSO (Designated School Official) and RO (Responsible Officer)

**Professional Studies 414** 







## **Orientation Objectives:**

- To provide you with information to help you maintain your legal immigration status.
- To introduce NJCU's programs and services.
- This presentation is available at www.njcu.edu/internationalorientation



#### **Your DSOs**



#### What We Do:

- IMMIGRATION ADVICE: Offer you advice on your nonimmigrant status and important rules and regulations.
- SUPPORT: Help you resolve problems and share your concerns with the University administration.





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- Your primary purpose here is to study.
- We are here to give you information and support, but your immigration status is your responsibility.
- The DSO's job is to give you advice- do not take advice from friends, relatives, or the internet.
- Please ask before you do anything. If we don't know the answer, we'll find it.







# Things You Need to Know and Do



# **W**NJCU

#### **GothicNet:**

Are you able to log into GothicNet and your NJCU email?

#### **Blackboard:**

Blackboard <a href="https://www.njcu.edu/academics/online-learning/blackboard">https://www.njcu.edu/academics/online-learning/blackboard</a> is the website where NJCU professors post assignments. Be sure you can log into Blackboard. The professor may not open the class Blackboard page until the first day of class.

Problems? Contact IT Help Desk <a href="https://www.njcu.edu/directories/offices-centers/information-technology/help-desk">https://www.njcu.edu/directories/offices-centers/information-technology/help-desk</a> Professional Studies Bldg 101





- Send us your address and US phone number for immigration registration
- If you change your address or phone #, you MUST let us know
- J visa exchange students: submit proof of insurance







#### Insurance:

Insurance is mandatory for all J visa students by the US government and must meet certain requirements. Insurance **is strongly recommended** for F visa students. This is for your protection. Healthcare is very expensive in the US. One trip to the hospital can cost several thousand dollars and a hospital stay can cost +\$25,000 without insurance.

Insurance options are on our website <a href="www.njcu.edu/i-healthinsurance">www.njcu.edu/i-healthinsurance</a>





#### **Business Classes:**

All Business classes are at the School of Business, which is a 20 minute ride on the light rail train. Please check your schedule to make sure there is sufficient time to travel between campuses.





### **Undergraduate Transfer Students:**

If you are transferring classes from another University, meet with your academic advisor to be sure that they match NJCU requirements.





## **Graduate Assistantships**

- Assistantships provide 50%- 100% tuition waiver and a stipend for work on campus.
- They are very competitive.
- The 2025-26 application period is February 3- March 7, 2025.

https://www.njcu.edu/admissions-aid/financial-aid/graduate-aid/graduate-assistantships





## For Caucasus University Students:

- Graduation applications due January 20. No application = no graduation!
- Meeting January 21 @ noon Professional Studies 201





## For Undergraduate Students:

- You can earn up to 12 credits in your first language through a proficiency exam.
- Talk to your academic advisor





#### **Semester Schedule:**

- Classes begin: January 21
- Final day to Add/Drop classes: January 28
- Spring Break: March 10-16
- Last day to withdraw from a class: April 15 \*\*\*
- Easter Holiday: April 18-20
- Final Exam Week: May 13-19
- Spring semester ends: May 19. Students should plan to leave campus then. A short extension is possible.
- Commencement (Graduation Ceremony): May 28
   <a href="https://www.njcu.edu/directories/offices-centers/registrar/academic-calendars/undergraduate-academic-calendar">https://www.njcu.edu/directories/offices-centers/registrar/academic-calendar</a>
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#### **Bills:**

- Start to make payments or set up a payment plan immediately
- Bills can be paid by check/ cash at the Bursars Office ONLY
- Credit card payments are ONLY accepted on line
- Payment options <u>www.njcu.edu/i-billpay</u>
- Some adjustments aren't made yet. If you have a scholarship or waiver and it does not show on your bill, let us know

## **Exchange Students:**

Bills should be room, <u>G6</u> meal plan, and some fees ONLY





#### **Special Billing**

#### **Joint degree Cybersecurity:**

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Transcript fee	\$25	Transcript fee	\$25

WCV double \$5855.39 WCV 4 room single \$6491.72

G6 meal plan \$2491.66 G6 meal plan \$2491.66

Total \$8372.05 Total \$9008.38

**Exchange Students:** Room and meal plan and transcript fee as above and Lab/ Material fees (if applicable)





#### **G6 Meal Plan**

All on-campus international students have a G6 meal plan

- \$1,000+ on-campus dining
   AND
- \$1,000+ GrubHub/online food orders

Must have a US phone #







#### **Food Service**

#### **Cafeteria Hours**

The GSUB cafeteria is open 11:00- 20:00 January 16- 20.

Full service begins on January 21 M- TH 8:00- 20:00 F- SUN 8:00- 18:00

**Dunkin Donuts:** 

January 16-17, 20 8:00- 13:00 From January 21 M- F 8:00- 18:00



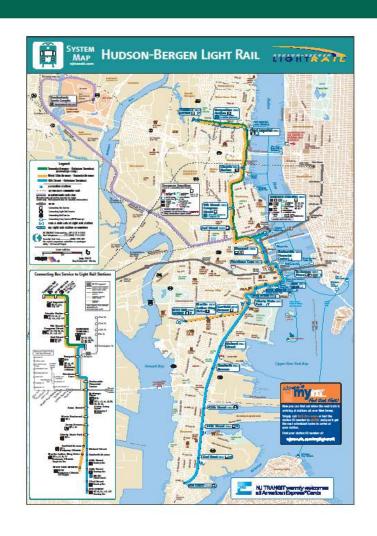
If you have evening classes at SoB, be sure to get food to go at the Cafeteria





# Area Map

Learn area public transportation-Light Rail train, PATH train, buses







# Public Transportation www.njtransit.com

- Single ticket
- Light Rail
- Bus
- Monthly pass
- Student pass







## **Student Transit Discounts**

Log into Gothicnet to buy monthly transit passes



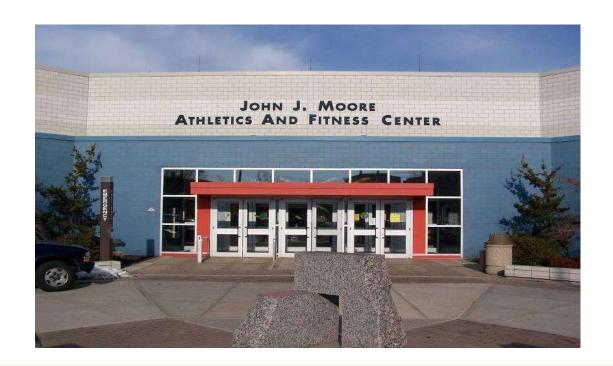


# **University Offices and Services**





# The John Moore Athletic & Fitness Center (JMAC)







### **Gym Facilities**













# Problems with Computers, Email, Gothic Net, ID and Password?

Student computer support-Professional Studies Building room 101









#### **Advisement Center**

Undergraduate students- need to change your class schedule?

Please let them know you are an international student

Graduate studentscontact your program advisor







#### ID Cards: "Gothic Card"





#### **ID Cards**

Campus Card Services
Hepburn Hall Room 114
201-200-2273
Gothiccard@njcu.edu

GET App
View Account
Add Funds
Report lost card
Open Doors
Pay for meals







# **Mail Services**

Mailing Address:

Your Name

**Room 145** 

Address 1: 2039 John F. Kennedy Blvd

Address 2: Residence Hall & Room #

Jersey City, NJ 07305

Monday - Friday, 9 a.m. - 4:30 p.m. 201-200-2094 mailservices@njcu.edu
Hepburn Hall

Example:

Jane Doe 2039 John F. Kennedy Blvd West Campus Village 634 Jersey Ctiy, NJ 07305

Mail lockers are in Vodra Hall:



**Packcity** 

[EXTERNAL]Your package is available in the Packcity locker

Tue 8/24

CAUTION: This email originated from outside the University. Do...

Inbox





**Health and Wellness Center** 

Vodra Hall www.njcu.edu/hwc





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#### **HWC Services**

- University Physician is available part-time
- The schedule is available at the HWC
- Services:
  - > First aid and minor urgent care
  - Health information
  - Referrals to off-campus clinics, specialists, testing facilities, and pharmacies





## **Immunization Requirements**

Every student is required to complete the NJCU Entrance Health Form and must submit proof of immunizations

MMR (Measles, Mumps, Rubella): proof of vaccination for Measles, Mumps, and Rubella (2 doses)

Hepatitis B: 3 vaccinations for Hepatitis B or a blood test showing you have immunity Meningitis Immunization is required for students who live on campus

\* All students must have all vaccinations completed or they cannot register for next semester classes





All NJCU students have access to TeleHealth Services. Log on to <a href="https://www.timelycare.com/njcu">www.timelycare.com/njcu</a> and create an account.

There is no charge for the service, but you will have to pay for prescription medications.





# **Department of Public Safety**

- Rossey Hall Room 115
- Open 24 hours a day,7 days a week
- 201-200-3128
- NJCU.edu/dps







## **Public Safety Services:**

- Security escorts are provided across campus and from the Westside Ave train station.
- CCTV Cameras monitor and record the interior and exterior of campus buildings
- All Public Safety personnel are trained in CPR, AED, and Fire Safety equipment.
- Rave Alert Mobile System enables the NJCU community to receive emergency notifications





## Safety Is Everyone's Business

- See something / Say something
- Secure your personal belongs- DO NOT LEAVE LAPTOPS OR PHONES UNATTENDED
- Don't prop open doors
- Report suspicious activity or persons
- Be aware of your surroundings
- Use the Buddy System & Safe Ride Shuttle Service





# Immigration Information



#### **Your Immigration Documents**



- Passport
- Visa and entry stamp
- Form I-94
- Form I-20 or Form DS-2019





# (L)NJCU

- Your passport MUST be valid at all times.
   Your passport must be valid AT LEAST 6
  months into the future.
- If you need to renew your passport, contact your government's consulate in New York or embassy in Washington.



If your passport is lost or stolen, you
 MUST contact the local police to get a report and your Consulate or Embassy, and let us know.









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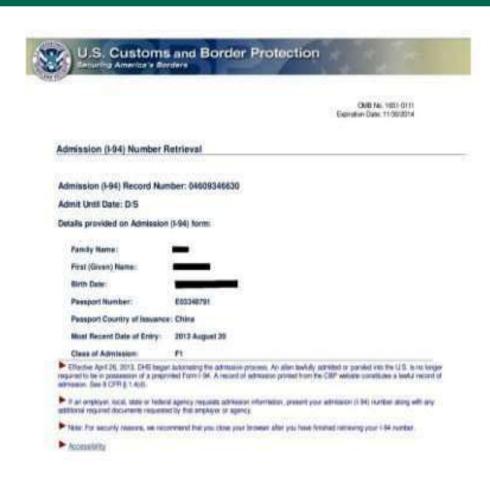
- Visas are issued only outside of the United States at US Consulates and Embassies abroad. You cannot get or renew a visa in the US.
- Your visa must be valid on the day of entry into the US.
- You can remain in the US with an expired visa as long as your I-20 or DS-2019 has not expired. You do not have to leave the US when your visa expires, but if you leave the US, you must get a new visa to re-enter.





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- The I94 shows your 11 digit admission number and your immigration status at the port of entry.
- Get yours at: <u>https://i94.cbp.dhs.gov/I94</u>
- Keep a copy for your records. You will need this for a drivers license, social security card, employment, etc.







Does your name match your passport?

Are your program and end date correct?

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Travel Signature



#### **Maintaining Your Status**



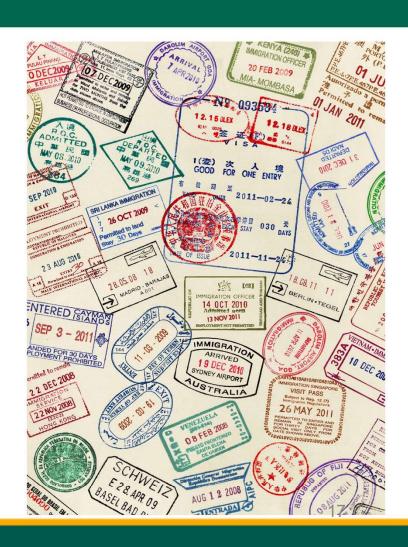
- Keep your I-20 / DS2019 valid at ALL times.
- If you need an extension, see me RIGHT AWAY.
- Always remember to keep your old documents while you are in the US.
- Maintain full-time enrollment
  - Undergraduate students = 12 credits.
  - Graduate students = 9 credits.
  - DO NOT WITHDRAW FROM CLASSES
- Maintain satisfactory academic progress
- Need to change your program? See us immediately!
   You need a new I20/DS2019 before you start your new program.
- DO NOT work without permission
- Report address changes within 10 days
- File a tax document even if you did not work





# (L)NJCU

- If you violate immigration rules, you will lose your status.
- This means your SEVIS immigration record will be terminated and you will lose all benefits like employment. You may also have to leave the US.
- Respond to your DSO immediately.
   It's always important.







Emergencies happen, and you might need to stop your studies.

- With permission you can
  - withdraw from your classes and stay in the US for medical reasons.
  - drop your classes and temporarily return home.
- You cannot drop your classes and stay in the US unless there is an approved medical reason.
- Please contact me immediately if this situation occurs.







# Online and "hyflex" classes

- International students can only take a limited number of online classes each semester.
- An undergraduate student must take three face to face classes. A graduate student must take two.
- Additional classes can be online.
- You must physically attend hyflex classes





# **CAN I WORK?**

Maybe!





#### **Employment/Internships**

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International student employment is limited. Types of authorized employment are:

- On- Campus Employment
- Off-campus Employment:
- Curricular Practical Training (CPT)
- Optional Practical Training (OPT)
- Severe Economic Hardship
- Internship with an international organization (UN, World Bank, etc.)







# **On Campus Employment**

- You can work anywhere on campus.
- You cannot accept "work study" jobs because they are only available to US students who receive financial aid.
- You can only work 20 hours a week when school is in session.
- You may work multiple on-campus jobs, but not more than 20 hours a week in total
- See us if you have a job offer.







# **CPT- Curricular Practical Training for F1 students**

- Work during your studies, such as an internship
- You must complete one year as an F1 student first
- Jobs must be related to your study program
- Can be paid or unpaid
- Each employer must offer you a work contract.
- If your job ends, or you quit or are fired, you MUST notify us immediately.





# **OPT- Optional Practical Training for F1 students**

- Employment after you complete your studies
- You must complete one year as an F1 student
- Jobs must be related to your study program
- Paid or unpaid
- Apply for OPT about three months before you graduate
- You do not need a job offer to get OPT







# **Academic Training for J1 students**

- Employment related to your study program after you complete your program
- Paid or unpaid
- AT length equal to program length up to 18 months
- Apply for AT before your program ends
- You MUST HAVE a job offer to get AT







#### **NJCU Career Services**

https://www.njcu.edu/studentlife/campus-services-resources/centercareer-and-professional-development

Assistance with CVs and job searches

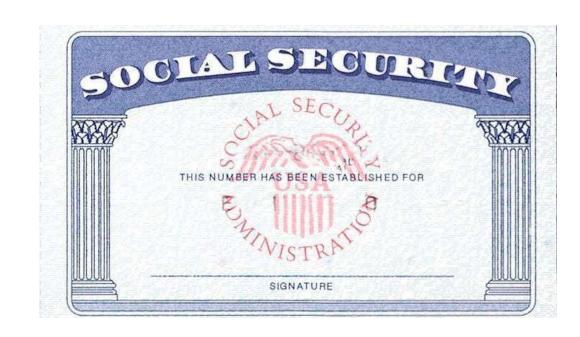




#### **Social Security Numbers**

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- You can only get a Social Security Number if you have a job offer.
- You DO NOT NEED an SSN to open a bank account or get a drivers license. We will help you get the necessary documents.







# **Summary of Do-Nots:**

- Do not drop below full time without permission
- Do not change your major/ level of study without first receiving a new I-20/DS2019
- Do not work on or off-campus without permission
- Do not let your passport or I-20/ DS2019 expire.
- Do not change your address without notifying us.







### **Success Tips**

- Education in the US is different!
   You're not just learning things,
   you're learning how to be a student.
- Connect with your advisor
- Attend every class and participate
- Manage your time wisely
- Respect Deadlines
- Connect with classmates and network
- Use campus services





Questions?









### **Next:**

Trip on the Light Rail train to visit the School of Business, the Newport Mall, and the PATH stations to connect to NYC



