

International Student On-Campus Employment

Guidelines for FSW Students & Supervisors

Definition: Per 8 CFR § 214.2(f) (9) (i) International students on an F-1 student status may be authorized to work up to **twenty hours** per week during the academic periods (when the college is in session) and up to **40 hours** per week during non-academic periods (when the college is not in session). An on-campus employed international student who works beyond **20 hours/week** while the college is in session risks violating his or her immigration status. Potential effects of violating international student immigration status include but are not limited to termination of SEVIS (immigration record) and the need to regain immigration status through costly and sometimes lengthy procedures.

Purpose: This regulation pertains to F-1 student on-campus employment regulations established by 8 CFR § 214.2(f)(9)(i) (the U.S. Code of Federal Regulations governing foreign nationals) and establishes the FSW course of action/response if a violation occurs.

Student Responsibility: International students are made aware of this rule by Designated School Officials (DSOs) within the Office of Admissions or Academic Advising when they inquire about on campus employment, as well as at the time of the student's employment authorization. The on-campus employment authorization process and informational literature outline F-1 maintenance of status and on-campus employment. In all cases, students are responsible for compliance with this policy and the federal regulation and must monitor work hours in coordination with their work supervisor.

FSW Supervisor Responsibility: DSOs at FSW inform all F-1 students of this federal regulation and college/student compliance requirements. The DSO also authorizes all F-1 students for employment and through this process notifies the student and the FSW Human Resources office. The Human Resources Office monitors employment of F-1 through bi-weekly reports shared with International Student Services staff. DSOs review these bi-weekly reports and addresses the situations of regulation infractions.

When a student's violation of employment terms leads to termination of status, the student must establish a new SEVIS I-20 record (including a new Financial Statement) and start the process to exit the U.S. and then re-enter the U.S. in a new student record (at the student's expense).

Questions on this regulation may be directed to:

Florida Southwestern State College

DSO within Office of Admissions or Academic Advising

Telephone: 239-489-9054

E-Mail: internationalstudent@fsw.edu