

Office of International Services

Immigration Essentials





Agenda

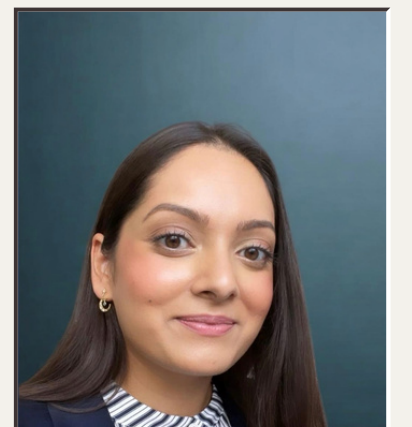
- About Office of International Services (OIS)
- Completing required Check-In & Orientation
- Understanding your Immigration Documents
- Maintaining your Status
- Working with OIS
- FAQs
- Q&A

Office of International Services (OIS)

Student Advising Team

OIS is your resource for all F-1 or J-1 immigration questions and related requests. We help you navigate and maintain your immigration status.

We serve F-1 and J-1 international students in all JHU schools.



**Required Action:
Complete OIS
Check In**



JHU - ARTS AND SCIENCES

- Home
- Admission
- Departmental Services
- Document Shipment Request
- F-1 Student Services
- Insurance and Finances
- New Students
- Orientation
- University Employment

JHU - CAREY

JHU - HOMEWOOD

iHopkins Services Home Page

Online Services for International Students, Scholars, and Staff: Update your institutional information, request signatures, work authorization, certificate of enrollments, sign-up for sessions, and more.

Notifications

READ ON: AUG 12, 2023 AT 12:59 AM

[Message to New F-1 Students on Mandatory OIS Check-in](#)

READ ON: MAY 31, 2023 AT 06:11 AM

[Your Electronic I-20 has been issued](#)

READ ON: JUN 01, 2023 AT 06:40 AM

[Important: Message Concerning Visa Documentation for Johns Hopkins University](#)

[See More Notifications](#)

Requests

IN PROGRESS

[New International Student eForm](#)

- ihopkins.jhu.edu
- Where requests are submitted to OIS
- Email OISTechSupport@jhu.edu for assistance with iHopkins, eForms etc.

Completing Check in

- **What is OIS Check-in? Why are you required to check-in?**
 - Confirms arrival and intent to begin program.
 - Allows OIS to register and activate your SEVIS record.
 - Required for on-campus employment, applying for driver's license, SSN.
 - Failure to check in will result in SEVIS termination/loss of immigration status.
- **Who is required to check in:**
 - Students arriving in the US with new initial SEVIS record
 - Students with existing SEVIS record who are beginning a new degree program
- **When should you check in?**
 - Right away after arrival in the US!
 - No later than 30 days after your I-20 or DS-2019 start date
 - Reminder emails end once OIS has reviewed and processed your check in.

HOW DO YOU CHECK IN?

Check-In Overview

OIS Check in student actions:

- Watch the recorded F-1 Student Orientation
- Complete a quiz
- Enter US address in SIS, register for a full course load, prepare immigration document PDFs
- Submit the Check in eForm

OIS will:

1. Review your Check in eForm & documents
2. Confirm your full-time enrollment
3. Contact you if we have questions
4. Email you a confirmation once your SEVIS record is active & check in is complete

How To Complete Check-In

JOHNS HOPKINS UNIVERSITY

iHopkins

JHU - ENGINEERING

- Home
- Admission
- Departmental Services
- Document Shipment Request
- F-1 Practical Training
- F-1 Student Services
- Insurance and Finances
- Orientation**
- University Employment

JHU - HOMEWOOD

Orientation

Tasks

- F-1 Check-In Quiz and eForm**

F-1 Check-In Quiz and eForm

To complete the check-in process with the Office of International Services you must first review the Online F-1 Student Orientation and complete the eForm. You must score a 10/10 on the quiz.

After successfully completing the quiz you must submit the 'F-1 Check-In Form' for your F-1 record to be activated in SEVIS could result in the automatic-termination of your F-1 record

Please let us know if you have any questions.

E-Forms

- REQUIRED**
[F-1 Check-In Orientation and Quiz](#)
- REQUIRED**
[F-1 Check-in eForm](#)

To begin check in:

1. Log in to ihopkins (ihopkins.jhu.edu)
2. Click Orientation
3. Click F-1 Check in Quiz and Eforms
4. Click F-1 Check-In Orientation and Quiz

How To Complete Check-In

- [Home](#)
- [Admission](#)
- [Departmental Services](#)
- [F-1 Student Services](#)
- [Insurance and Finances](#)
- [New Students](#)
- [Orientation](#)
- [University Employment](#)

F-1 Check-In Orientation and Quiz

[MAIN PAGE FOR E-FORM GROUP](#)

(*) Information Required

Viewing the F-1 New Student Orientation and successfully completing the quiz below are required before you can complete the F-1 Check-In eForm with OIS. After completing this eForm Quiz answering 10/10 questions correctly, you will then be able to complete the 'F-1 Check-In eForm' to finalize the check-in process with OIS.

[Click here to view the F-1 New Student Orientation](#)



QUIZ

Please answer all questions below. A score of 10/10 is required before you can complete the F-1 Check-In eForm. If you don't answer 10/10 questions correctly this eForm will be reset to draft status for you to re-complete.

1. Can you stay in the U.S. after your F-1 visa stamp expires?*

- | | | |
|---|--|--|
| <input type="checkbox"/> Yes-as long as you continue to maintain F-1 status and have already filed an F-1 visa renewal application with USCIS | <input type="checkbox"/> Yes-as long as you continue to maintain F-1 status. If you travel outside the US with an expired visa you will need to get a new visa before you can return (unless your travel qualifies for automatic revalidation) | <input type="checkbox"/> No-you must depart the United States before your visa expiration date |
| | | <input type="checkbox"/> Yes-as long as your passport has not expired |

2. You may work on-campus up to _____ hours/week during the school year.*

- | | | |
|-----------------------------|-----------------------------|--|
| <input type="checkbox"/> 21 | <input type="checkbox"/> 20 | <input type="checkbox"/> However many hours your employer allows |
| <input type="checkbox"/> 40 | | |

5. "Click here to view the F-1 New Student Orientation".

6. Watch the orientation video, answer the quiz questions and click "submit".

How To Complete Check-In

F-1 Check-In Quiz and eForm

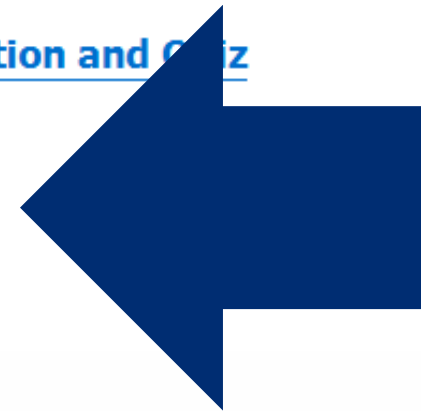
To complete the check-in process with the Office of International Services you must first review the Online F-1 Student eForm. You must score a 10/10 on the quiz.

After successfully completing the quiz you must submit the 'F-1 Check-In Form' for your F-1 record to be updated. Failure to do so could result in the automatic-termination of your F-1 record

Please let us know if you have any questions.

E-Forms

- REQUIRED**
[F-1 Check-In Orientation and Quiz](#)
- REQUIRED**
[F-1 Check-in eForm](#)



7. Return to this page, and click F-1 Check-In eForm

8. Complete the Check-In eform.
Be sure your US address is in SIS and full-time course registration.

Upload PDF or JPEG copy of:

Your signed I-20

F-1 Visa stamp

Passport biography page

I-94

[Let's look at each of these documents...](#)

[Home](#)

[Admission](#)

[Departmental Services](#)

[F-1 Student Services](#)

[Insurance and Finances](#)

[New Students](#)

[Orientation](#)

[University Employment](#)

Immigration Documents

I-20

F-1 Students

- Electronic - print out and sign
- Review each I-20 carefully for accuracy
 - Personal details
 - Program details - must match SIS
 - Start and End dates
 - End dates are an ESTIMATE
 - Financial details
- Request an I-20 reprint if there are any changes to the information on your I-20
 - Finances, major, name, change in citizenship
- Must request an extension before I-20 program end date if academic requirements remain.

Sign here

Department of Homeland Security U.S. Immigration and Customs Enforcement		I-20, Certificate of Eligibility for Nonimmigrant Student Status OMB NO. 1653-0038	
SEVIS ID: N00			
SURNAME/PRIMARY NAME SAMPLE		GIVEN NAME KIM	Class of Admission F-1 ACADEMIC AND LANGUAGE
PREFERRED NAME KIM		PASSPORT NAME	
COUNTRY OF BIRTH CHINA		COUNTRY OF CITIZENSHIP CHINA	
CITY OF BIRTH Beijing		DATE OF BIRTH 1 AUGUST	
FORM ISSUE REASON INITIAL ATTENDANCE		ADMISSION NUMBER	
SCHOOL INFORMATION			
SCHOOL NAME The Johns Hopkins University Carey Business School		SCHOOL ADDRESS 100 International Drive, Baltimore, MD 21202	
SCHOOL OFFICIAL TO CONTACT UPON ARRIVAL DSO International Services Advisor		SCHOOL CODE AND APPROVAL DATE BAL214F00054000 13 DECEMBER 2002	
PROGRAM OF STUDY			
EDUCATION LEVEL MASTER'S	MAJOR 1 Business Statistics 52.1302	MAJOR 2 None 00.0000	
PROGRAM ENGLISH PROFICIENCY Required	ENGLISH PROFICIENCY NOTES Student is proficient	EARLIEST ADMISSION DATE 31 JULY 2021	
START OF CLASSES 30 AUGUST 2021	PROGRAM START/END DATE 30 AUGUST 2021 - 31 JULY 2022		
FINANCIALS			
ESTIMATED AVERAGE COSTS FOR: 12 MONTHS		STUDENT'S FUNDING FOR: 12 MONTHS	
Tuition and Fees	\$ 76,500	Personal Funds	\$ 0
Living Expenses	\$ 26,500	Scholarship	\$ 37,000
Expenses of Dependents (0)	\$	Family Funds	\$ 66,000
Other	\$	On-Campus Employment	\$
TOTAL	\$ 103,000	TOTAL	\$ 103,000
REMARKS Expenses are estimates based upon expected tuition and related costs and include university health insurance. Actual expenses may vary.			
SCHOOL ATTESTATION I certify under penalty of perjury that all information provided above was entered before I signed this form and is true and correct. I executed this form in the United States after review and evaluation in the United States by me or other officials of the school of the student's application, transcripts, or other records of courses taken and proof of financial responsibility, which were received at the school prior to the execution of this form. The school has determined that the above named student's qualifications meet all standards for admission to the school and the student will be required to pursue a full program of study as defined by 8 CFR 214.2(f)(6). I am a designated school official of the above named school and am authorized to issue this form.			
X	DATE ISSUED 11 June 2021	PLACE ISSUED Baltimore, MD	
STUDENT ATTESTATION I have read and agreed to comply with the terms and conditions of my admission and those of any extension of stay. I certify that all information provided on this form refers specifically to me and is true and correct to the best of my knowledge. I certify that I seek to enter or remain in the United States temporarily, and solely for the purpose of pursuing a full program of study at the school named above. I also authorize the named school to release any information from my records needed by DHS pursuant to 8 CFR 214.3(g) to determine my nonimmigrant status. Parent or guardian, and student, must sign if student is under 18.			
X	SIGNATURE OF: KIM SAMPLE	DATE	
X	SIGNATURE	ADDRESS (city/state or province/country)	DATE

I-20

F-1 Students

- Travel Endorsement/Travel Signature
 - Required for international travel. Eligible for a travel signature after check-in
 - Valid for 1 calendar year
 - Request through iHopkins
 - Review Orientation for travel requirements.
- Keep ALL I-20s

SEVIS ID: N00XXXXXXXX (F-1)

NAME: Johns Hopkins

EMPLOYMENT AUTHORIZATIONS

CHANGE OF STATUS/CAP-GAP EXTENSION

AUTHORIZED REDUCED COURSE LOAD

CURRENT SESSION DATES

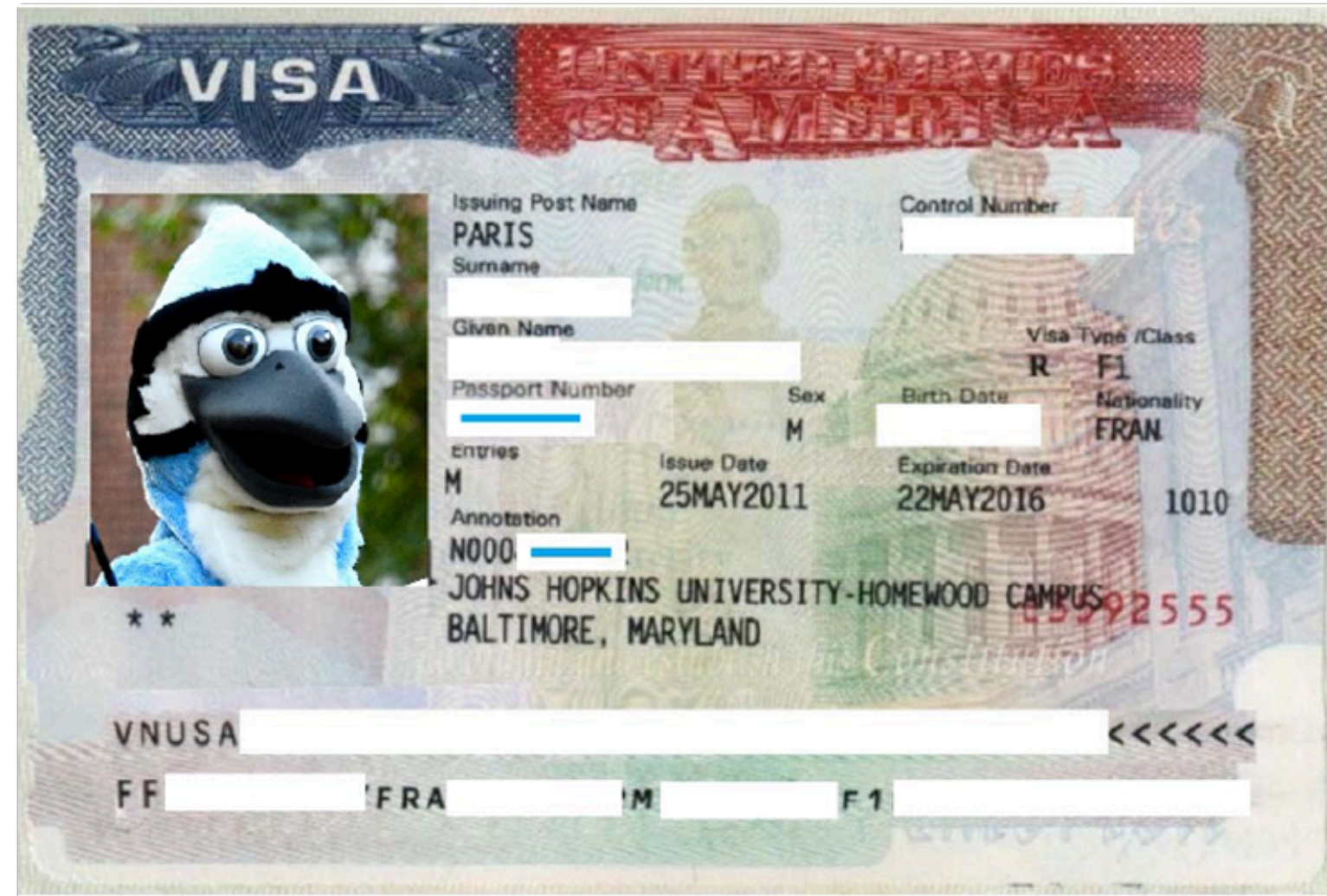
CURRENT SESSION START DATE	CURRENT SESSION END DATE
----------------------------	--------------------------

TRAVEL ENDORSEMENT

This page, when properly endorsed, may be used for re-entry of the student to attend the same school after a temporary absence from the United States. Each endorsement is valid for one year.

Designated School Official	TITLE	SIGNATURE	DATE ISSUED	PLACE ISSUED
		X		
		X		
		X		
		X		

Visa Stamp



- Your visa is your 'key' or 'ticket' to enter the US. You need to have a valid visa every time you enter the US.
- You cannot enter the US with an expired visa.
- Keep track of expiration date.
- You can remain inside the US with an expired visa: Your I-20/DS-2019 must be valid (not expired) and you must maintain your status

I-94



U.S. Customs and Border Protection
Securing America's Borders

Most Recent I-94

Admission (I-94) Record Number : 00000000A2

Most Recent Date of Entry: 2021 August 03

Class of Admission : F1

Admit Until Date : D/S

Details provided on the I-94 Information form:

Last/Surname : SAMPLE

First (Given) Name : KIM

Birth Date : 1997 August 22

Document Number : E000000000

Country of Citizenship : China

[Get Travel History](#)

► Effective April 26, 2013, DHS began automating the admission process. An alien lawfully admitted or paroled into the U.S. is no longer required to be in possession of a preprinted Form I-94. A record of admission printed from the CBP website constitutes a lawful record of admission. See 8 CFR § 1.4(d).

► If an employer, local, state or federal agency requests admission information, present your admission (I-94) number along with any additional required documents requested by that employer or agency.

► Note: For security reasons, we recommend that you close your browser after you have finished retrieving your I-94 number.

OMB No. 1521-0111
Expiration Date: 01/31/2023

[For inquiries or questions regarding your I-94, please click here](#)

[Accessibility](#) | [Privacy Policy](#)

- Check your form I-94 upon each entry to the US: <https://i94.cbp.dhs.gov/I94/#/recent-search>
- Make sure to select 'Get Most Recent I-94'
- Contact OIS if your I-94 has an error or you can't locate it

Official Website of the Department of Homeland Security

I-94 Website
Travel Records for
U.S. Visitors

U.S. Customs and
Border Protection

HOME APPLY FOR NEW I-94 **GET MOST RECENT I-94** VIEW TRAVEL HISTORY VIEW COMPLIANCE GUAM-CNMI TRAVEL INFO FAQ

<https://i94.cbp.dhs.gov/I94/OAW-Dari.pdf> لطفا به لینک مراجعه فرمائید
<https://i94.cbp.dhs.gov/I94/OAW-Pashtu.pdf> ره مهرباني وکړي لاندې لینک کېکاري

Pre-paying for a provisional I-94 through this web site does not guarantee admission into the United States.

For instructions on accessing and printing your I-94 using your Alien Registration Number (A number), please [click here](#)

Para obtener instrucciones sobre cómo acceder e imprimir su registro de viaje Forma I-94, haga clic [aquí](#)

Maintaining F-1/J-1 Status

Visa Requirements for Maintaining Status

1

Check-In with OIS

At the start of your program.

2

Enroll full-time, In-person Courses

Each term, with the exception of one online/hybrid course per term. Make “normal progress” towards degree completion.

3

Limited Employment

Limited opportunities for employment:

- On-campus
- Off-campus - must be authorized in advance.

4

Notify OIS

Required to notify OIS of changes in:

- US address and contact info
- Program of Study / Student status

5

Authorization

Authorization required for:

- Employment / Internships
- International travel
- Enrolling less than full-time/LOA

Working with OIS

Working with OIS

How can students reach OIS?



OIS Website

ois.jhu.edu



Email Inquiries

ois@jhu.edu



Phone Advising

667-208-7001

M,T,Th,F 1pm-4pm ET



Video Advising

Appointment Required

Tues. & Thurs. 9am - 12pm ET



iHopkins Assistance

OISTechSupport@jhu.edu



FAQs

Does attending this orientation today mean that I am checked in with OIS?

No, you must complete the required orientation and check in. As soon as you leave this orientation, please refer back to this presentation and the emails you receive from OIS to complete the check in process as quickly as possible.

I would like to take all online classes this semester. Is that possible?

No, this is a violation of your status. F-1/J-1 students must take the majority of classes in person. Only one online/hybrid course can count towards full time enrollment.

My visa expires before my I-20 program end date. Is that a problem?

It is ok if your visa expires while you are in the US as long as you are maintaining your F-1 status. If you travel outside the US, you will need to renew your visa before re-entering.

Can I accept a job on campus? Can I work off-campus?

You may accept on-campus employment for work paid by JHU. Maximum 20 hours per week during a required term (Fall/Spring), more than 20 hours during recognized school breaks. Apply for an SSN, start process with OIS. Cannot work off-campus without authorization. Must wait one academic year.

Can I apply for an SSN before I get a job?

No. You must first be offered a job before applying for an SSN. If you are working on campus, you will need an OIS SSN letter as part of your application.

Final Reminders

Complete the OIS required Orientation and Check in Process. Do this now!!

- Report your US address in SIS
- Save immigration documents as PDF or JPEG
- Enroll full-time & don't exceed online enrollment requirements

Immigration Questions?? Attend an upcoming OIS Webinar:

- Immigration Essentials: September 4 (12:00-1:00) or September 5 (7:00-8:00 pm)
- Post Arrival: Ensuring Successful Transitions: October 22 (12:00-1:00 pm)

Register for webinars here:



Contact OIS:





Thank You!

Contact us with any additional questions:
ois.jhu.edu/contact-ois