



ISSS Updates

May 9, 2023

Topics
covered in
this
presentation

Introductions

Fall Enrollment Requirements

CPT and OPT

ISSS Connect Portal & Advisor/Approver Forms

Arrival Requirements

Fall 2023 Orientation Requirements

Full-time Enrollment Requirements

Full-time enrollment is required for each fall and spring semester.

Summer/WinteriM enrollment is optional unless it is the student's initial or graduating term.

Undergraduate students must enroll in at least 12 credits each fall and spring semester.

Additional information (including Graduate Student requirements) can be found on the CIE website.

Online Enrollment Allowances

F-1 visa regulations allow one online course to count towards full-time enrollment each semester.

Students authorized for less than full-time enrollment in their final semester whose remaining credits are only offered online need to add additional credits to meet the in-person coursework requirement.

Please note:

- Sponsored students may have additional restrictions based on sponsor rules.
- International exchange (inbound study abroad) students on a J-1 visa may have different allowances.

Less than Full-Time Enrollment Authorization

Eligibility

- Students in their graduating term whose remaining coursework totals less than full-time enrollment.
- Under limited other circumstances, students may be eligible for less than full-time enrollment.
 - Students should meet with an Immigration Coordinator for more information.

Online Coursework

- In-person coursework is required; if the remaining credits are only offered online, students need to add additional credits to meet their in-person coursework requirement.

Request Process

- Student will submit an online request for authorization through their ISSS Connect Portal.
- Advisor will complete an electronic Approver Form to complete the student's request.

CPT and OPT

CPT (Curricular Practical Training)

- Available before program completion.
- Approved and granted by a UWM CPT committee.
- Must be enrolled in a course requiring the CPT.
- Must have the internship/job placement offer.
- Students should view the [ISSS CPT Workshop](#)

OPT (Optional Practical Training)

- Available to students who have completed their program.
- Adjudicated and granted by USCIS.
- Application window opens 90 days prior to program completion.
- Employment is not required to apply.
- Students should view the [ISSS OPT Workshop](#)

We strongly encourage advisors to view both the CPT and OPT video workshops (each around 10 minutes in length).

ISSS Connect Portal & Advisor/Approver Forms

ISSS Connect Portal

- International student portal.
- Student must submit their online Immigration Requests through the portal.
- Students have access to their saved immigration documents (I-20/DS-2019).

Approver Form Requests

- CPT
- OPT
- I-20 Program End Date Extension
- Less than Full-Time Enrollment Authorization

Approver Form Email

- Subject line "Information Verification Requested by CIE".
- Student is the sender.

Approver Form

- You are referred to as the "Approver"; you are not approving the request.
- You are providing the legally required information to determine the student's eligibility and that they are maintaining their visa requirements.
- ISSS approves the request.

Arrival Requirements

Requirements

- All new international students must complete a mandatory arrival check-in verifying arrival to the U.S.
- Check-in must be completed by the first day of the semester; failure to do so is a violation of their visa requirements and may result in termination of their immigration record.
- If not completed by the Add Deadline, a hold is placed on the student's PAWS record restricting future term enrollment.

Arrival Check-In Process

- Students must complete the check-in through their ISSS Connect portal.
- The check-in is available 30 days prior to the first day of the semester (their earliest permitted entry date).

Next Steps

- Students are automatically added to the **F-1/J-1 Student Orientation Canvas course** with successful completion of the check-in.
- If the orientation is not completed by the Add Deadline, a hold is placed on the student's PAWS record restricting future term enrollment.

Fall 2023 Orientation Requirements

All undergraduate international students must complete UWM's **New Student Orientation for International Students.**

- The orientation is a Canvas course.
- Students register at: <https://uwm.edu/studentorientation/>
 - There is an on-line Welcome Packet for International Students on the NSO website.

All international students must complete **F-1/J-1 Student Orientation.**
This is a 2-part orientation.

- Part 1: Required online Canvas course.
 - ISSS will automatically enroll the student in the course after the completion of arrival check-in.
- Part 2: An in-person session held on 8/31/2023; students are expected to attend.
 - Students need to sign-up for this session through their ISSS Connect Portal. The registration opens on 8/6.



THANK YOU
