F-1 STUDENT VISA INFORMATION

F-1 Student Visa Program
F-1 student status allows a student to remain in the United States as a student as long as they are registered to pursue a full course of study at an academic institution authorized to admit foreign students. The students are issued a document called the I-20 through their sponsoring institution in order for them to apply for an F-1 student visa at the U.S. Embassy in their home country.

1. All students on an F-1 visa must be enrolled in a full course of study as defined by University regulations and be pursuing a program of studies leading to a recognized degree. Failure to maintain full-time status may jeopardize a student's F-1 status.

2. Students on an F-1 visa may remain in the U.S. until they complete their study program. The length of the program is defined in the I-20 issued by the UConn Health Center. Acceptance into new graduate degree programs may allow students to extend their I-20 to cover the new study program. Each extension requires the approval of the Office of International Programs.

3. An F-1 student may work on-campus up to 20 hours a week when the school is in session and full-time when school is not in session.

Visa
The visa is issued and stamped in your passport by an American consul outside the United States. The visa authorizes you to enter -- but not to remain in -- the United States, and indicates your designated status, e.g., F-1 or F-2. The visa has an expiration date and may be valid for one, two, or an unlimited number of (multiple) entries. It is neither necessary nor possible to renew your visa while you remain in the United States. If you travel abroad, you must apply for a new visa at an American embassy or consulate outside the United States if your current visa has expired. The duration of a visa stamp has no bearing on one's authorization to remain in the United States. Permission to remain is designated on your I-20.

Arrival/Departure Record
The Arrival/Departure Record (Form I-94) is the stamp in your passport issued to all non-immigrants by a U.S. immigration official at the port of entry to this country. This stamp does not give status, but is important in that it indicates that legal admission to the United States has been granted for D/S (duration of status). You must go to www.cbp.gov/I94 to submit your information and print out your I-94. (see information enclosed) If the I-94 has a date, rather than a D/S, written on the front or stamped on the back, this is the date to which you have permission to remain in the United States. If you wish to stay beyond this date, you must apply for an extension of stay and you must contact the International Office in the Department of Human Resources to determine your eligibility for an extension and the procedure for obtaining it.

The I-94 must be kept with your passport at all times. When you leave the United States for any purpose other than a visit to Canada, Mexico or an adjacent island for a period less than 30 days, your I-94 will be cancelled. A new I-94 will be issued to you when you return if you have a valid DS-2019.

I-20
A valid I-20 gives you a F-1 visa status and allows you to fulfill your objective in coming to the Health Center between the dates listed in number 3 on the form. If you wish to stay beyond this date, you must apply for an extension of stay. At least 60 days before this date, you must contact the International Office in the Department of Human Resources to determine your eligibility for an extension and the procedure for obtaining it.

Visits to Canada, Mexico and Adjacent Islands (Contiguous Territory)
For a visit of less than 30 days to Canada, Mexico or the islands adjacent to North America (except Cuba), your I-94 is not surrendered but used, together with a valid I-20 for re-entry into the United States. An expired F-1 Visa will be considered automatically revalidated upon re-entry from Canada or Mexico if the Visitor: (This doesn’t apply to citizens of certain counties. Please check with the International office before you make travel plans)

1. Has maintained and intends to resume the F-1 status;
2. Present valid form I-20;
3. Has a valid passport;
4. Is applying for re-admission within the authorized period of initial admission or extension of stay (as marked on the I-20).

For additional information pertaining to travel outside of the United States, please see our website:
http://employ.uchc.edu/employment/Travel_Advisory.html

**Dependents**

**If sufficient financial support is documented**, spouse and/or children may accompany the Student on the basis of an additional form attached to the Form I-20 issued to the F-1 Student. Dependents are classified as F-2. The Department of Human Resources must certify that sufficient funds are available to support the spouse and/or children for their first year in the U.S.

Employment of the dependent is not permitted. F-2 dependents may not enroll as students for full or part-time study.

**Departure**

The International Office requires you to complete a Notice of Departure from three weeks prior to final departure from the Health Center. Please call the International Office at the Department of Human Resources and the form will be sent to you. An international visitor notifies the Department of Homeland Security of his departure from the U.S. by surrendering his I-94 at the point of departure.

**Additional Information**

The International Office has a legal obligation to the Department of Homeland Security to report your continued attendance at this University. **If for any reason you enroll less than full time, leave the University** (withdraw, transfer, etc.) or **apply for a change in visa status**, it is your responsibility to notify the International Office in the Department of Human Resources of your plans before any attempt to change.

You must inform the Department of Homeland Security and the International Office of any **change in your address** or telephone number, or of any change in registration form information. Whenever you have immigration questions concerning your stay in the U.S., please feel free to consult with the International Office at (860) 679-4430. When you change your address, you also need to file an address change form (AR 11) with the Department of Homeland Security which can be downloaded from the following website:


Because of long delays encountered in cashing foreign checks, an international credit card or U.S. travelers checks can be obtained prior to arrival in the U.S. A credit card, in addition to making purchases, is valuable as a credit reference when renting housing and opening a bank account. Another way of ensuring sufficient cash in the critical first few months of transition is to transfer funds to a U.S. bank prior to arrival.

**If children will accompany you to the U.S., or will join you at a later date, it is necessary to have their academic and immunization records. These records are required by the educational system to show achievement and proper inoculation for all children entering the school system.**

Since your International **Driver's License** is only valid for 60 days after your arrival in the U.S., it is necessary to obtain a Connecticut Driver's License if you intend to drive an automobile. For more information on obtaining a Connecticut driver’s license, please visit the State of Connecticut Department of Motor Vehicles’ website:
http://www.et.gov/dmv/site/default.asp

If you are to receive **payment from the University**, a period of four weeks may elapse before you receive your first check. This is usual procedure, over which we have no control, for all State employees. **You must make financial provision for yourself during this interim period.**
Finding a place to live can sometimes be a difficult and time consuming experience. The Graduate Students’ organization at UCHC has very helpful information on its website. Please check it out at: http://grad.uchc.edu/housing/index.html

Transportation from the Airports
If you are arriving at either LaGuardia or JFK International Airports in New York, Connecticut Limo will be able to provide you with shuttle service. Please keep in mind that you will need to make reservations at least 24 hours in advance with the shuttle company. You can make reservations at this website, http://www.ctlimo.com/.

If you prefer bus, the MegaBus, www.megabus.com provides transportation between Hartford and New York City. Buy your tickets online. In Hartford, the MegaBus picks up and drops off at the corner of Arch St. and Constitution Way. In New York City, the MegaBus picks up and drops off at the corner of 7th Avenue and 28th Street.

Also, Peterpan Bus Company – visit: www.peterpanbus.com. You can buy your ticket online. In Hartford, the Peterpan bus picks up and drop off at Union Station, bus depot and train station (One Union Place, Hartford, CT 06103) In New York City, the Peterpan bus picks up and drops off at the Port Authority Bus Terminal (8th Avenue and 42nd Street)

If you will be arriving at Logan International Airport in Boston, Ma, there are instructions on how to get to from Logan Airport to Boston’s South Station in order to take a train to Hartford or New Haven. The information is located at the following link: http://www.massport.com/logan/getti_typeo_south.html.

If you will be arriving at Bradley International Airport in Hartford, CT, transportation information is located at these websites, http://www.bradleyairport.com/Transport/taxi.aspx or http://www.bradleyairport.com/Transport/limo.aspx.

Social Security
The United States, like many other countries, imposes a payroll tax on current employees to pay for pensions and certain medical benefits of the current population needing assistance. Most wages are subject to a tax and no exemptions or deductions are allowed. The tax is popularly known as the "social security tax", but its technical name is the Federal Insurance Contributions Act tax, abbreviated F.I.C.A. on the Form W-2 provided by employers. The employer is required to pay a matching amount to the government.

Visiting faculty and students who are in the United States on "F" or "J" visas and whose income is earned to further the objectives for which they were admitted may not have F.I.C.A. taxes withheld from their pay unless they have been in the U.S. for two years for research scholar/faculty and five years for students. Family members authorized to work in the U.S. are not exempt from social security tax.

Social Security Number/Card
International exchange visitors at the University may be issued a number for identification purposes only. This is not a Social Security number and may not be used outside the University. Everyone who has earnings in the United States must obtain a social security number, the number used by the U.S. government to identify wage earners for tax purposes. The number is printed on a card, referred to as the social security card. This card must be shown to a prospective employer before an individual may be hired. The social security number has also been a standard means of identification for anyone living in the U.S. Social security numbers are needed to obtain a driver's license, open bank accounts, employment and other instances which call for an identifying number. Those who need a Social Security number must apply in person with their passport, the I-94, form DS-2019, a letter of Employment Verification and a letter of Visa Status Verification to an office of the Social Security Admin. The two locations close to the Health Center are:

Social Security Administration
2nd Floor
960 Main St.
Hartford, CT 06103
Telephone: 860-493-1857

Social Security Administration
100 Arch St.
New Britain, CT 06051
Telephone: 860-229-4844
Income Tax Information

Foreign students and faculty who are studying, teaching or engaged in research activities and earning money in the United States may be subject to federal and state income tax and to Federal Social Security Tax (F.I.C.A.)* on wages earned by themselves or their family members. U.S. tax treatment of foreign students, faculty and their families depends chiefly on their status and the types of income which they receive. In some circumstances, country of origin may also play a part if a tax treaty exists. Use of a tax treaty exemption is for one time only per person. If you had

been in the U.S. previously and used tax treaty benefits you can not use them again. It is important to remember that each person's tax liability is unique and should be analyzed individually by an agent of the Internal Revenue Service (IRS), an accountant, or a tax attorney. Only a small number of tax attorneys or specialists, however, are familiar with the tax problems peculiar to aliens and there will be fees for advice and assistance. The IRS is located at 135 High Street in Hartford, phone 1-800-424-1040.

*See Social Security section.

Filing Returns and Obtaining Refunds

All non-immigrants must file an income tax return annually even if there was no U.S. income received. The return may be filed any time after receipt of W-2 form, or between January 1 and April 15.

The United States Federal Government and the State of Connecticut, require employers to withhold tax on wages earned by employees. The amounts withheld may exceed the amount of tax due, especially for persons working only a portion of the year.

In order to obtain a refund, use the W-2 form obtained from the employer which states the amount of tax withheld during the year. A copy of this form is submitted with the federal and state tax returns. If the amount withheld exceeds the tax liability, the IRS and/or the state will send a check for the balance to the address listed on the form submitted. Tax returns will be subject to mathematical verification by an IRS and/or State computer. If the deductions or exemptions claimed appear irregular, the return may be selected for an audit by IRS Review Agents. A person filing a false or fraudulent return is subject to fines and in severe cases, to criminal prosecution. An alien filing a false return may lose his status and be precluded from returning to the U.S.

Income tax return forms and instruction bulletins may be available from the following website:

   Internal Revenue Service website:  

   CT Department of Revenue website:  
   http://www.ct.gov/drs/cwp/view.asp?a=1509&Q=277516&PM=1#NRPY

IRS Publications pertaining to nonresident Aliens:

   Publication 519, “US Tax Guide for Aliens:  

   Publication 901, “US Tax Treaties”  

   Publication 17, “Your Federal Income Tax”  