

McMurry University

Office of International Student Services

STATEMENT OF RESPONSIBILITY FOR INTERNATIONAL STUDENTS

I, the undersigned, acknowledge that as a non-immigrant student in the USA, I am responsible for and legally liable for the following:

- I must adhere to all US laws and US Department of Homeland Security (DHS) regulations pertaining to my stay in the USA and am legally liable for such adherence, including school transfers, change of program or major, work laws and extensions.
- It is my responsibility to maintain my legal status.
- I understand that the Office of International Student Services (OISS) is the only University Office designated to handle immigration and visa issues.
- I must maintain a valid passport at all times, unless exempt from passport requirements.
- I understand that McMurry University is required by law to submit my class registration and address information to the Department of Homeland Security (DHS) on an ongoing process. This includes dropping or withdrawing from classes. This reporting is done through a computer system called **SEVIS**.
- I am legal to study only until the date specified on my I-20 or DS-2019.
- I must apply for an extension of study time **prior to the end on the I-20 or DS-2019** if an extension is necessary to complete the degree or program.
- I must notify the Service Center of any change of address within 10 days of moving.
- I understand that I must maintain a full course load each academic term (with the exception of summer) during my academic program:

Undergraduate: 12 hours
- I must receive permission from the International Student Advisor for any exceptions from the full course of study requirements **prior to registering for less than a full course load or dropping below a full load.**
- **I am not allowed to work off campus in the United States without special government authorization.**
- I must notify the OISS **in advance** if I intend to transfer universities.
- I must obtain a new I-20 or DS-2019 before changing my academic program from one major to another.
- I must notify the OISS prior to traveling outside the US in order that the form I-20 or DS-2019 can be endorsed for travel.
- I must notify the OISS of any accompanying dependents in F-2 or J-2 status including required immigration and biographical information.

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- It is my responsibility to keep my parents or sponsors informed of my grades and academic progress.
- I **must** fulfill all financial obligations to McMurry University or I understand that I will not be allowed to register for future academic terms and face **termination** of my SEVIS record.
- **I understand that various visa issues (e.g. F, J, H etc.) have different rules and regulations. I also understand that the immigration laws are changed often and it is my responsibility to check with the OISS regarding legal concerns.**

I have read the information above about maintaining my legal status in the United States and understand that I must comply fully with these regulations in order to remain in legal status. I further understand that this information is not exhaustive and that I should direct any additional questions or concerns about my legal status to the Office of International Student Services.

Print Name: _____

Signature: _____ Date: _____

