Basic Responsibilities of International (F-1) Students

- BMCC offers courses eligible for F-1 status twice per academic year, every fall and spring semester. International students must enroll and maintain a full course of study (minimum 12 equated credits) every semester (excluding winter and summer session break periods).
- Only one on-line class can count towards the 12 equated credit requirement.
- ISSO highly recommends that students wishing to repeat a failed class or a class for a higher grade do so only during the winter/summer sessions.
- Regularly check your BMCC student email account, as all communication from the ISSO will be sent via email.
- Consult with a Designated School Official (DSO) before dropping below a full course of study for any reason.
- Report the following events to a DSO within 10 days:
  1. Update local U.S. address.
  2. Changes in financial support as listed on your BMCC I-20.
  3. Changes in program of study (for example: change of major, academic probation, graduation, etc.).
- Pre-approval by a DSO and U.S. Customs and Immigration Services (USCIS) is required before engaging in employment or practical training.
- Notify a DSO before the following -
  1. Applying for change of non-immigrant status from F-1 status to another immigration status.
  2. Travelling outside the United States.
  3. Taking a leave of absence.
  4. If you intend to transfer to another school.
- Consult with a DSO before the completion date listed on your I-20 to extend your program if you are unable to complete your studies by the end date shown.
- Notify a DSO about changes in dependent status if you have a BMCC I-20 for a spouse and/or child.

I have read and understand these responsibilities and have received a copy of this document.

Student’s Name: __________________________________________________________

Student Signature: _________________________________________________________

Date: ____________________________________________________________________