

7. Emergency Contact Information *(in the U.S. or abroad)*

Family Name (Last)

First Name

Middle Name

Street

City, State, Postal Code

Country

Relationship to Applicant

Telephone

E-mail address

8. Release Information

I would like to have my SEVIS I-20 Form released in the following manner. (Please choose only one option)

1. Mail the SEVIS I-20 Form to the U.S. Mailing Address Mailing Address Outside the U.S
2. I will pick up the SEVIS Form. Please call (252) 638-7297 or e-mail internationalstudents@cravenc.edu for appointment.
3. I am authorizing a third party representative to pick up the SEVIS I-20 Form. I have signed the Permission Release statement below.

Permission Release

I, _____, understand that under the Family Educational Rights and Privacy Act, that my educational records may not be released without my express consent. Therefore, I consent to the release of my education records to the person(s)/agent listed below. I understand that my education record includes, but is not limited to, my enrollment and immigration status and financial standing. I am waiving my rights of nondisclosure of these records to any other persons or entities without my written consent or as permitted by law. I further understand that I do not have to consent to this disclosure and that I may revoke the authorization by sending a written revocation of this authorization to Craven Community College, International Student Office, 800 College Court, New Bern, NC 28562 U.S.A.

I hereby authorize Craven Community College to release my I-20 Form to:

Person(s)/Agent Name

Contact information (Phone number and E-mail address)

9. Acknowledgement of Responsibilities and Liability Notice

By signing this application below, I confirm that I have received and read the guidelines outlining the responsibilities for F-1 students to maintain legal F-1 status in the United States while studying at Craven Community College (CCC.) I further understand by signing below that failure to comply with these guidelines and regulations can and will result in loss of legal status in the United States. Furthermore, I acknowledge that in consideration and as a condition of my acceptance to CCC, I have an obligation to meet with a Designated School Official (DSO) at Student Services for any and all advising related to F-1 issues.

The DSO is not an "Advocate" or "Representative" for the student in any legal capacity. I understand that DSOs and other CCC employees do not provide legal advice to students. Therefore, I hereby release all DSOs and employees of CCC of any and all liabilities resulting from the advice given by a DSO or staff member of Student Services. All matters relating to the immigration status of the student is the student's responsibility, not the responsibility of CCC. If a student has an immigration issue that requires legal advice, the student is encouraged to seek outside legal counsel from a qualified immigration attorney.

The Student's Role and Responsibilities for Compliance with F-1 Laws and Regulations

The U.S. Federal Government regulations state how international F-1 Student must maintain status. Failure to follow these regulations could result in your F-1 status being terminated. The outline below provides an overview of the student's responsibilities for maintaining status in the United States while studying at Craven Community College.

- Maintain all F-1 related documentation, including a valid passport and the SEVIS I-20 Form.
- Maintain your contact information. Students must maintain their email addresses, phone numbers and mailing addresses in the CCC student data system at all times.
- Notify the DSO of any change in information, including academic, demographic, and legal information within five (five) days of the change.
- Be enrolled in a degree-seeking program and make satisfactory academic progress toward completing of this program by following the CCC degree plan. Students must maintain a minimum GPA of 2.0
- Be enrolled full-time (at least 12 semester credit hours) unless *authorized in advance* to take a reduced course load.
- Be enrolled for no more than one class of distance education credits when enrolled in 12 semester credit hours.
- Only the summer semester is considered a vacation semester. However, if the summer semester is the initial semester for a student, he/she must enroll in at least 9 semester credit hours in that first summer semester.
- Submit an extension request by no later than 60 days before the SEVIS I-20 Form expires.
- Depart the United States in a timely manner (within 60 days) after completion of your program.
- Work only with the appropriate authorization. Follow all guidelines to apply for any employment-related benefits. Work no more than 20 hours/week while enrolled full-time. Any employment without prior authorization is considered illegal.
- Have a valid travel signature/endorsement on your SEVIS I-20 Form before leaving and re-entering the U.S.
- If necessary, complete an Income Tax Return as per IRS regulation by April 15 of every year.
- Check with your DSO weekly for information and updates.
- Activate you CCC email after your initial registration and check your CCC email account regularly.

10. Please ensure all fields are completed. Please print this application and sign it below.

I certify that I understand all questions asked and that all information provided is complete, accurate and true. Furthermore, I understand that all changes requested must be submitted in writing to the Craven Community College Primary Designated School Official.

Date (MM/DD/YY)

Name (Please print)

Signature

We would like to take this opportunity to thank you for your interest in Craven Community College. You have made an excellent choice of a college to further your education and we look forward to serving you and your educational needs.