



# ISS Lunch & Learn Series for Campus Community

Spring 2021 Enrollment & Travel Guidance

November 17, 2020

# Today's Presenters



Samantha McCabe  
(she/her/hers)  
Interim Assistant Dean/Director



Colleen Hutchinson  
(she/her/hers)  
Interim Assistant Director



Morgan J. Keller  
(he/him/his)  
Assistant Director

# Housekeeping


- Mute your microphone and turn off your video.
- Submit your questions in the chat box.
- We do not have all the answers – we will do our best to address your questions and follow up. Your patience and kindness are appreciated!
- This session will be recorded and posted online.
  - Technical issues prevented live recording, but we will work on publishing a recorded version to post online soon! Thanks for your understanding!

# Agenda

- Understand terms we use
- (Lack of) Spring 2021 enrollment guidance
- Review winter travel recommendations
- Questions from our audience
- Poll: What topics do you want to discuss at upcoming ISS Lunch & Learns?

# I-20 Certificate of Eligibility for F-1 Status

- **Form Issue Reason**
  - Initial
  - Transfer pending
  - Continued
- **Program Start Date**
  - January 25, 2021\*
  - Before January 2021 -- continuing student
- **Electronic copy acceptable**
- **Remarks about in-person instruction not required**
- **Print and sign in blue ink**

|  |   |  |   |
|--|---|--|---|
| COUNTRY OF BIRTH<br>UNITED KINGDOM   |   | COUNTRY OF CITIZENSHIP<br>UNITED KINGDOM                         | <br><b>ACADEMIC AND LANGUAGE</b> |
| DATE OF BIRTH<br>21 JANUARY 1980   |   | ADMISSION NUMBER   |   |
| <b>FORM ISSUE REASON</b><br>INITIAL ATTENDANCE   |   | LEGACY NAME<br>John Doe-Smith                                    |   |
| <b>SCHOOL INFORMATION</b>  |   |  |   |
| SCHOOL NAME<br>SEVP School for Advanced SEVIS Studies<br>SEVP School for Advanced SEVIS Studies  |   | SCHOOL ADDRESS<br>9002 Nancy Lane, Ft. Washington, MD 20744      |   |
| SCHOOL OFFICIAL TO CONTACT UPON ARRIVAL<br>Helene Robertson<br>PDSO  |   | SCHOOL CODE AND APPROVAL DATE<br>BAL214F4444000<br>03 APRIL 2015 |   |
| <b>PROGRAM OF STUDY</b>  |   |  |   |
| EDUCATION LEVEL<br>DOCTORATE   | MAJOR 1<br>Economics, General 45.0601   | MAJOR 2<br>None 00.0000  |   |
| NORMAL PROGRAM LENGTH<br>72 Months   | PROGRAM ENGLISH PROFICIENCY<br>Required | ENGLISH PROFICIENCY NOTES<br>Student is proficient               |   |
| PROGRAM START DATE<br>01 SEPTEMBER 2015  | PROGRAM END DATE<br>31 MAY 2021         |  |   |
| <b>FINANCIALS</b>  |   |  |   |
| ESTIMATED AVERAGE COSTS FOR: 9 MONTHS  |   | STUDENT'S FUNDING FOR: 9 MONTHS                                  |   |
| Tuition and Fees   | \$ 23,000                               | Personal Funds   | \$ 3,000  |
| Living Expenses  | \$ 6,000                                | Scholarship and Teaching Assistantship                           | \$ 29,000   |
| Expenses of Dependents (1)   | \$ 3,000                                | Funds From Another Source  | \$  |
| Other  | \$                                      | On-Campus Employment   | \$  |
| TOTAL  | \$ 32,000                               | TOTAL  | \$ 32,000   |
| <b>REMARKS</b>   |   |  |   |
| Orientation begins 8/25/2015. Please report to ISSS upon arrival.  |   |  |   |
| <b>SCHOOL ATTESTATION</b>  |   |  |   |
| I certify under penalty of perjury that all information provided above was entered before I signed this form and is true and correct. I executed this form in the United States after review and evaluation in the United States by me or other officials of the school of the student's application, transcripts, or other records of courses taken and proof of financial responsibility, which were received at the school prior to the execution of this form. The school has determined that the above named student's qualifications meet all standards for admission to the school and the student is eligible to pursue a full program of study as defined by 8 CFR 214.2(f)(6). I am a designated school official of the above named school and am authorized to issue this form. |   |  |   |
| SIGNATURE OF: Helene Robertson, PDSO   |   | DATE ISSUED<br>21 April 2015                                     | PLACE ISSUED<br>Ft. Washington, MD  |
| <b>STUDENT ATTESTATION</b>   |   |  |   |
| I have read and agreed to comply with the terms and conditions of my admission and those of any extension of stay. I certify that all information provided on this form refers specifically to me and is true and correct to the best of my knowledge. I certify that I seek to enter or remain in the United States temporarily, and solely for the purpose of pursuing a full program of study at the school named above. I also authorize the named school to release any information from my records needed by DHS pursuant to 8 CFR 214.3(g) to determine my nonimmigrant status. Parent or guardian, and student, must sign if student is under 18.  |   |  |   |
| SIGNATURE OF: John Doe Smith   |   | DATE   |   |
| NAME OF PARENT OR GUARDIAN   | SIGNATURE                               | ADDRESS (city/state or province/country)                         | DATE  |

# DS-2019 Certificate of Eligibility for J-1 Status

- **Form Issue Reason**
  - Initial
- **Program Start Date**
  - January 25, 2021
  - Before January 2021 - continuing student
- **No electronic copies!**
- **Remarks** about in-person instruction not required
- **Print and sign in blue ink**

|   |   |                                      |   |   |     |
|---|---|--------------------------------------|---|---|-----|
| Doe Johan MALE W0001234567  |   |                                      |   |   |     |
| Date of Birth (mm-dd-yyyy)<br>08-08-1988  | City of Birth<br>Lodz                       | Country of Birth<br>POLAND           | Citizenship Country Code<br>PL                | Citizenship Country<br>POLAND   | J-1 |
| Legal Permanent Residence Country Code<br>PL  | Legal Permanent Residence Country<br>POLAND | Position Code<br>215                 | Position<br>UNIVERSITY UNDERGRADUATE STUDENTS |   |     |
| Primary Site of Activity: 123 Main Street<br>Anywhere, NY 10013   |   |                                      |   |   |     |
| 3. Program Sponsor:<br>InterExchange, Inc.  |   |                                      | Exchange Visitor Program Number:<br>F-1-0000  |   |     |
| Participating Program Official Description:<br>SUMMER TRAVEL/WORK   |   |                                      |   |   |     |
| Purpose of this form: Begin new program; accompanied by number (0) of immediate family members.   |   |                                      |   |   |     |
| 4. Exchange Visitor Category:<br>SUMMER TRAVEL/WORK   |   |                                      |   |   |     |
| From (mm-dd-yyyy): 06-01-2016   |   | Subject Field Code:<br>1234          |   |   |     |
| To (mm-dd-yyyy): 09-30-2016   |   | Subject Field Code Remarks:<br>Labor |   |   |     |
| 5. U.S. DEPARTMENT OF STATE: THIS USE OR CERTIFICATION BY RESPONSIBLE OFFICER OR ALTERNATE RESPONSIBLE OFFICER THAT A NOTIFICATION COPY OF THIS FORM HAS BEEN PROVIDED TO THE U.S. DEPARTMENT OF STATE (M/CL/DE DATE).  |   |                                      |   |   |     |
| Name of Official Preparing Form<br>InterExchange, 100 Wall St<br>New York, NY 10005   |   |                                      |   | Alternate Responsible Officer<br>Title<br>Telephone Number<br>01-13-2016<br>Date (mm-dd-yyyy) |     |
| 6. Statement of Responsible Officer for Releasing Sponsor (FOR TRANSFER OF PROGRAM):<br>Transfer of the exchange visitor from program number _____ sponsored by _____ to the program specified in item 2 is necessary or highly desirable and is in conformity with the objectives of the Mutual Educational and Cultural Exchange Act of 1961, as amended. |   |                                      |   |   |     |
| PRELIMINARY ENDORSEMENT OF CONSULAR OR IMMIGRATION OFFICER REGARDING SECTION 112(b) OF THE IMMIGRATION AND NATIONALITY ACT AND PL 96-484, AS AMENDED (see item 4 on page 2).  |   |                                      |   |   |     |
| TRAVEL VALIDATION BY RESPONSIBLE OFFICER (Maximum validation period is 7 years*)  |   |                                      |   |   |     |
| EXCEPT: Maximum validation period is up to 6 months for Short-term Scholars and 4 months for Camp Counselors and Summer Work Travel.  |   |                                      |   |   |     |
| (1) Exchange Visitor is in good standing at the present time.   |   |                                      |   |   |     |
| THE U.S. DEPARTMENT OF STATE RESERVES THE RIGHT TO MAKE FINAL DETERMINATION REGARDING DS-2019.  |   |                                      |   |   |     |
| EXCHANGE VISITOR CERTIFICATION: I have read and agree with the statement in item 2 on page 2 of this document.  |   |                                      |   |   |     |



# I-94 Arrival/Departure Record

- U.S. Customs & Border Protection's (CBP) **electronic record of student's entry to the U.S.** by air or sea. If student travels by land to either Mexico or Canada, they will not have one.
- **Class of admission** should match I-20/DS-2019 and read F-1/J-1
- Must read F-1/J-1 to be eligible for full-time study and on-campus work.
- **Admit Until Date** should read **D/S** ("Duration of Status")
- D/S allows student to stay in the U.S. as long as I-20/DS-2019 is valid and are maintaining their F-1/J-1 visa status.



 **U.S. Customs and Border Protection**  
Securing America's Borders

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**Most Recent I-94**

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Admission (I-94) Record Number : [REDACTED]  
Most Recent Date of Entry: 2017 June 05  
Class of Admission : F1  
Admit Until Date : D/S  
Details provided on the I-94 Information form:

Last/Surname : [REDACTED]  
First (Given) Name : [REDACTED]  
Birth Date : [REDACTED]  
Passport Number : [REDACTED]  
Country of Issuance : China

[Get Travel History](#)

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▶ Effective April 26, 2013, DHS began automating the admission process. An alien lawfully admitted or paroled into the U.S. is no longer required to be in possession of a preprinted Form I-94. A record of admission printed from the CBP website constitutes a lawful record of admission. See 8 CFR § 1.4(d).

▶ If an employer, local, state or federal agency requests admission information, present your admission (I-94) number along with any additional required documents requested by that employer or agency.

▶ Note: For security reasons, we recommend that you close your browser after you have finished retrieving your I-94 number.



# What is an in-person class, in SIS lingo?

Instructional codes that meet in-person requirement

- P = in-person
- WC = Online with some classroom (hybrid)

Instructional codes that don't meet the in-person requirement

- WO = Online only
- R = Remote

An in-person class should have an 'in-person' component

- Students should have a Madison-area address
- Independent study, research credits, etc. with need for alternative geographic location is acceptable

# Spring 2021 Enrollment Guidance

As of November 17, 2020, there is no federal guidance specific to Spring 2021.

We continue to operate under the latest guidance from Immigration and Customs Enforcement (ICE), dated August 7, 2020.

Updates will be posted to the ISS COVID FAQ page.

<https://iss.wisc.edu/students/current-students/health/covid-19-updates/>

# Spring 2021 Enrollment Guidance – Continuing Student

1. Enroll full-time in remote/online credits
2. Enroll part-time in remote/online credits
3. Take a gap semester (no UW-Madison enrollment)

**We are speaking strictly from an immigration standpoint. Departments may have specific requirements.**

# **Option 1:** Enroll full-time in remote/online credits

**Impact on immigration status:** Maintain your F-1 student status

**Location:** Outside or inside the U.S. (can legally remain in U.S.)

## **Action by student, only if outside the U.S.:**

Submit the ISS Leave of Absence for spring 2021

- Reason: full-time enrollment and maintaining status outside U.S.
- Priority deadline: January 25, 2021
- Absolute deadline: February 22, 2021 (traveling after this date, no form required)

Do not update your U.S. mailing address in SIS

## **Considerations:**

- No in-person/hybrid course enrollment required (100% online/remote ok)
- ISS Reduced Course Load (RCL) is required to drop below full-time

# **Option 2:** Enroll part-time in remote/online credits

**Impact on immigration status:** F-1 record cannot remain active

**Location:** Outside the U.S. (Cannot remain in the U.S. on F/J record)

**Action by student:** Submit the ISS Leave of Absence for spring 2021

- Reason: enrolled in online classes choosing to end F-1 status
- Priority deadline: January 25, 2021
- Absolute deadline: February 22, 2021

## **Considerations:**

- Must submit ISS Reactivation Request before returning to the U.S.
- Full-time enrollment is required when you return.
- Cannot return more than 30 days before start of the semester.
- Eligibility for CPT and OPT may start again if a new SEVIS ID is required.
- No ISS Reduced Course Load required.

# Option 3: Take a gap semester

**Impact on immigration status:** F-1 record cannot remain active

**Location:** Outside the U.S. (Cannot remain in the U.S. on F/J record)

**Action by student:** Submit the ISS Leave of Absence for spring 2021

- Reason: not enrolled- taking at least one semester off
- Priority deadline: January 25, 2021
- Absolute deadline: February 22, 2021

## **Considerations:**

- Must submit ISS Reactivation Request before returning to the U.S.
- Full-time enrollment is required when you return.
- Cannot return more than 30 days before start of the semester.
- Eligibility for CPT and OPT may start again if a new SEVIS ID is required.

# How many in-person or hybrid credits?

- There is no immigration requirement for in-person or hybrid credits to maintain F-1 student immigration status

# Study at another school outside the U.S.

- Approval from International Academic Programs (IAP) is required for credit-bearing enrollment
  - You must apply for a waiver to the [international travel policy](#) before you travel and enroll. Contact [International Academic Programs \(IAP\)](#) as soon as possible for details about the travel waiver and transfer credit process.
- Dissertators outside the U.S. must enroll for Worldwide, Worldwide Graduate Research Abroad
  - You must apply for a waiver to the [international travel policy](#).



# **RECAP: Spring 2021 Enrollment Guidance – Continuing Student**

3 Options before January 25, 2021:

1. Enroll full-time in remote/online credits
2. Enroll part-time in remote/online credits
3. Take a gap semester (no UW-Madison enrollment)

In-person/hybrid credits not required to maintain status

International travel policy waiver for UW-Madison research abroad or credit-bearing enrollment at another school outside the U.S.

**We are speaking strictly from an immigration standpoint. Departments may have specific requirements.**

# **Spring 2021 Enrollment Guidance – New Student Immigration Record (Fall 2020 OLS (online only) enrollment)**

1. Arrive for Spring 2021 - ISS Reactivation Request
2. Continue online enrollment - Defer I-20 start date to Fall 2021
3. Take a gap semester (no UW-Madison enrollment)

**We are speaking strictly from an immigration standpoint. Departments may have specific requirements.**

# Option 1: Arrive for Spring 2021

**Impact on immigration status:** Establish F-1/J-1 status by entering U.S. before January 25, 2021 (Feb. 5 at latest)

**Location:** Inside the U.S.

**Action by student:** Complete International Student Orientation & ISS Check-in in your Terra Dotta portal after entering U.S.

Deadline: January 25, 2021

Absolute deadline: February 5, 2021 (February 22, 2021 for grad students)

## **Considerations:**

- Must enroll for and maintain at least 1 in-person/hybrid credit
- Not eligible for summer 2021 CPT or OPT

# Option 1: How to get an I-20

## New F-1 Student Request

- No current UW-Madison I-20 with January 25, 2021 program start date
- Processed by admissions or ISS
- Request can be made at any time (most automatically issued and updated by ISS)
- Proof of in-person enrollment (min. 1 credit) required for visa interview and entry to U.S.

## Reactivation Request

- SEVIS record is in terminated status for "authorized early withdrawal" or "transfer student no-show"
- Approval by Student & Exchange Visitor Program (SEVP)
- Request can only be made 60 days before semester start
- Proof of in-person enrollment (min. 1 credit) required at time of request

# Option 2: Continue Online Enrollment

**Impact on immigration status:** No student immigration record (I-20/DS-2019 program start date must be updated to Fall 2021 by admissions or ISS)

**Location:** Outside the U.S. (cannot enter U.S. without in-person/hybrid enrollment)

**Action by student:** Request I-20/DS-2019 program start date deferral to Fall 2021

*ISS is working on a procedure to collect these requests*

Priority deadline: January 25, 2021

Absolute deadline: February 5, 2021

## **Considerations:**

- No ISS Reduced Course Load (RCL) required.

# Option 3: Take a gap semester

**Impact on immigration status:** No student immigration record (I-20/DS-2019 program start date must be updated to Fall 2021 by admissions or ISS)

**Location:** Outside the U.S. (cannot enter U.S. without in-person/hybrid enrollment)

**Action by student:** Apply for re-entry admission for a future semester

Deadline: January 24, 2021

## **Considerations:**

- Must apply for New F-1/J-1 Student Request before planning travel to UW-Madison
- Full-time enrollment is required when you enroll on campus
- Cannot enter the U.S. more than 30 days before start of the semester
- Eligibility for CPT and OPT does not begin until you enter with your SEVIS ID

# RECAP: Spring 2021 Enrollment Guidance

## – **New Student Immigration Record**

### (Fall 2020 OLS (online only) enrollment)

3 Options before January 24, 2021:

1. Arrive for Spring 2021
  1. Minimum 1 credit in-person/hybrid
2. Continue online enrollment
  1. Defer I-20 program start date with ISS
3. Take a gap semester (no UW-Madison enrollment)

Reactivation request can only be submitted to SEVP 60 days prior to semester start date. Proof of full-time enrollment, including min. 1 credit in-person/hybrid required.

CPT/OPT eligibility may be impacted for summer 2021

**We are speaking strictly from an immigration standpoint. Departments may have specific requirements.**

# **Spring 2021 Enrollment Guidance – New Student (no Fall 2020 enrollment)**

1. Arrive for Spring 2021
2. Online/Remote enrollment - Defer I-20 start date to Fall 2021
3. Change semester of admission to Fall 2021 or later (no UW-Madison enrollment)

**We are speaking strictly from an immigration standpoint. Departments may have specific requirements.**



# Option 1: Arrive for Spring 2021

**Impact on immigration status:** Establish F-1/J-1 status by entering U.S. before January 25, 2021 (Feb. 5 at latest)

**Location:** Inside the U.S.

**Action by student:** Complete International Student Orientation & ISS Check-in in your Terra Dotta portal after entry to U.S.

Deadline: January 25, 2021

Absolute deadline: February 5, 2021 (February 22, 2021 for grad students)

## **Considerations:**

- Must enroll for and maintain at least 1 in-person/hybrid credit
- Not eligible for summer 2021 CPT or OPT

# Option 2: Online/Remote Enrollment

**Impact on immigration status:** No student immigration record (I-20/DS-2019 program start date must be updated to Fall 2021 by admissions or ISS)

**Location:** Outside the U.S. (cannot enter U.S. without in-person/hybrid enrollment)

**Action by student:** Request I-20/DS-2019 program start date deferral to Fall 2021

Email admitting unit

Priority deadline: January 25, 2021

Absolute deadline: February 5, 2021 (February 22, 2021 for grad students)

## **Considerations:**

- No ISS Reduced Course Load (RCL) required
- Must apply for New F-1/J-1 Student Request before planning travel to UW-Madison
- Full-time enrollment is required when you enroll on campus
- Cannot enter the U.S. more than 30 days before start of the semester
- Eligibility for CPT and OPT does not begin until you enter with your SEVIS ID

# Option 3: Change semester of admission

**Impact on immigration status:** No student immigration record (I-20/DS-2019 program start date must be updated to Fall 2021 by admissions or ISS)

**Location:** Outside the U.S. (cannot enter U.S. without in-person/hybrid enrollment)

**Action by student:** Request term change for admission. May be required to re-apply for admission for a future semester.

Email admitting unit

Deadline: January 24, 2021

## Considerations:

- Must apply for New F-1/J-1 Student Request before planning travel to UW-Madison
- Full-time enrollment is required when you arrive on campus
- Cannot enter the U.S. more than 30 days before start of the semester
- Eligibility for CPT and OPT does not begin until you enter with your SEVIS ID

# Who issues the I-20?

| DEGREE LEVEL                                  | OFFICE   |
|---|--|
| Undergraduate Student                         | Office of Undergraduate Admissions & Recruitment |
| Graduate Student                              | Graduate Admissions Office                       |
| Wisconsin School of Business Graduate Student | Graduate Admissions Office                       |
| Law School                                    | International Student Services                   |
| School of Medicine and Public Health          | International Student Services                   |
| School of Pharmacy                            | International Student Services                   |
| Veterinary Medicine                           | International Student Services                   |
| Visiting International Student                | Visiting International Student Program           |
| Special/Non-degree Students                   | Visiting International Student Program           |
| English as a Second Language (ESL)            | International Student Services                   |

# **RECAP: Spring 2021 Enrollment Guidance**

## **– New Student**

### **(no Fall 2020 enrollment)**

#### **3 Options before January 24, 2021:**

1. Arrive for Spring 2021

1. Minimum 1 credit in-person/hybrid

2. Enroll online/remote credits

1. Defer I-20 program start date with admitting unit

3. Change semester of admission (no UW-Madison enrollment)

1. Defer I-20 program start date with admitting unit

**We are speaking strictly from an immigration standpoint. Departments may have specific requirements.**

# UW-Madison's International Travel Policy

The [University International Travel Resources, Guidelines and Policies \(“Travel Policy”\)](#) expresses UW-Madison’s dedication to the vibrant opportunities that grow from international education, research, and outreach.

This policy attempts to mitigate risk present in many parts of the world with reasonable consideration for planned travel to destinations where there is heightened risk. It is not a constraint on your plans, but instead is a process that describes the university’s interest in ensuring your safety and security in the international environment.

# Travel Guidance for Students

- Consider the necessity of your travel
- Review [global travel advisories](#)
- [Check the validity of your immigration documents](#). Electronic I-20s are acceptable. Original DS-2019s are required.
- Consider purchasing insurance plans for your travel
- Return by the start date of spring classes: January 25, 2021

# Travel Restrictions

- There are travel restrictions and guidance around the globe. We recommend you review the COVID-19 Travel Recommendations from the Center for Disease Control.
  - <https://www.cdc.gov/coronavirus/2019-ncov/travelers/map-and-travel-notices.html>
- Travel bans still exist as well. Please see info on our website: <https://iss.wisc.edu/students/current-students/travel/travel-bans/>
- Other countries may restrict travel to the U.S.



# Entry to U.S.

- Admittance to the U.S. is at the discretion of CBP officers. We always advise students to take their immigration documents with them.
  - Valid Passport
  - Valid F-1 visa
  - Proof of I-901 payment
  - Proof of full-time enrollment (download from Student Center)
    - New students require min. 1 in-person/hybrid credit
  - Travel with most recently issued I-20
    - New I-20 will be electronically issued and uploaded to their Terra Dotta portal

# Enrollment letters hybrid instruction

General letter of hybrid instruction available on ISS COVID FAQ page for download

<https://d3dhrbkwcpstav.cloudfront.net/wp-content/uploads/sites/174/2020/11/Spring-2021-Travel-Support-Letter-1.docx>

Specialized enrollment letters are not currently available

# COVID Testing Requirements

- Medical clearance letters and/or test results
  - Contact [uhs.wisc.edu/make-an-appointment](https://uhs.wisc.edu/make-an-appointment) or call 608-265-5600 for further evaluation.
- China's IgM antibody test requirement
  - Test not widely/readily available (locally or nationally)
  - UHS identifying accessible option, more info TBA
  - UW Health does not offer IgM antibody test
  - UHS & ISS contacted Chinese consulate in Chicago for assistance

# How do students know this info?

- Info session this Friday, 11/20 for students
- COVID-19 Updates FAQs page
- Newsletters
  - Biweekly newsletter *Just ISSued* for current students and campus/community partners
  - New student newsletters going out on 12/18, 1/1, and 1/15
- Terra Dotta and website announcements
- Social media
  - Facebook, Instagram, Twitter
- Other? You, our colleagues and trusted advisors of our students

# Where can I go for more info?

- Our homepage: **iss.wisc.edu**
  - COVID-19 Updates FAQ page
  - Campus Partners tab
- Messages and updates sent via Advisor-Link/to Grad Coordinators
- ISS assigned advisor/liaison for your department/office
- Read our biweekly newsletter *Just ISSued!*