

Welcome to Spring Semester at USF! The Office of International Services (OIS) at USF handles immigration matters for students, scholars, and employees. OIS sends this newsletter monthly to keep students informed of important immigration updates and to ensure students understand how their status interacts with academic matters. Students can meet with immigration advisors via Virtual Drop-Ins and Walk-in on weekdays. For days and times see our [Contact US page](#).

The Student Exchange Visitor Information System (SEVIS) is a web-based system used by the US Department of

All F and J visa holders who were physically present in the U.S., in 2024, are required to file a tax form in 2025. This is regardless of whether you worked or received income or not in 2024. Relax! Tax forms are filed between February 15 and April 15. There is time to review the resources in the [tax section](#) of our website. We will send you an email with instructions to use, **SprintaxForms** in mid-February. This year we will provide you with a special code that applies the USF discount and covers the cost of the basic 1040-NR and 8843 forms.

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- o F-1 and J-1 students should select mostly in-person courses at their home campus.
- o Undergraduate students should enroll in 12 credits hours and graduate students should enroll in 9 credit hours.
- o F-1 and J-1 students are restricted to counting one 3 credit hour online course (out of the 12 or 9) towards their full-time enrollment.
- o Students who are completing their academic program and graduating in Spring 2025 can complete the Reduced Course Load eform in iStart if they need less than full-time courses to complete the program.
- o F-1 and J-1 students who do not follow enrollment rules for their visa status will be contacted by OIS via email. The email will include recommended action. Do not ignore email.

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- o F-1 students are required to take 50% or more of their courses at their USF Home Campus. We recommend that students check carefully to determine the campus connected to online courses. Taking courses at multiple campuses does not allow a student to take additional online courses.
- o Students should not postpone graduation or add additional excess credit hours for the purposes of engaging in internships or post-graduation work.

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- o Full fees are due on Friday, January 17 unless there is a tuition deferment. Failure to pay results in course cancellation.
- o Check out the official [USF tuition payment deadline](#) website for a full list of payment deadlines.
- o Failure to pay tuition in full by the deadline can result in cancellation of registration. If you are an F-1 or J-1 student, you must remain enrolled for full-time courses as part of your immigration status. OIS will reach out to you if your registration is cancelled.

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- o F-1 and J-1 students are required to report their physical US address and valid US phone number to OIS within 10 days of any changes. Report this by updating your address in Student Self Service.
- o F-1 and J-1 students are also required to maintain a foreign address while they are in the US studying. This address must remain a foreign address. If you change it to a US address, you will be asked to provide an updated foreign address.
- o For instructions, go to <https://www.usf.edu/world/international-services/immigration/maintaining-your-status/address-updates.aspx>

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- o F-1 students may work up to 20 hours per week at their HOME campus. If students are offered a job and need an SSN, they should go to iStart and complete the SSN Letter Request eform.
- o J-1 students must request special permission from OIS to work on-campus via the Request J-1 On-Campus Employment eform in iStart.
- o Any off-campus position requires work permission. Please review our

