Important Information

Important information regarding work authorization and internships for F and J visa holders is on page 2. This includes information for on- and off-campus employment, as well as paid and unpaid internships/practicums.

Imigration Scams Continue to Plague Foreign Nationals

Foreign Nationals are receiving phone calls and emails from scammers requesting payments, personal information, and immediate action to avoid immediate deportations/sever issues with a person’s visa status.

Remember, USCIS officials will never ask for payment over the phone or in an email. If payment is required, a letter on official stationary will be physically mailed to you. If you are ever unsure about the authenticity of the source, do not provide payment/personal information, record as much information about the call as possible, then contact DVS with legitimate information about the call as possible, then contact DVS with immediate action to avoid immediate deportations/sever issues with a person’s visa status.

Social Security Administration Office Update

The Social Security Administration Office has moved to: 3511 Shannon Rd., Suite 200, Durham, NC.

As a reminder, the Social Security Administration Office will only review original passports, I-20/DS-2019s/I-797 approvals and employment letters. Please do not take copies of these documents when you apply for a Social Security number.

We will start Employment Authorization Information Sessions in January, 2017, for F-1 and J-1 students seeking Optional Practical Training and Curricular Practical Training for summer internships and work authorization after Spring graduation. We will send email notifications with scheduled times and locations. Any Duke Professional School or academic department who would like an On-Site presentation at your location should contact your Duke Visa Services advisor.

Reporting Requirements for all Foreign Nationals

No matter which visa category you may fall under, all Foreign Nationals must report any and all changes to their U.S. home address, email, and phone number, within 10 days of any change. In most cases, Duke Visa Services (DVS) will assist you in reporting this information directly to the U.S. Department of Homeland Security.

How do you do this?

- Current F and J students must maintain current information on their ACES/HUB account at Duke.
- OPT/STEM participants must use the address update form on the DVS website.
- Non-Student J visa holders must use the address update form on the DVS website.
- B/TN/E/O visa holders must also use the address update form on the DVS website AND complete the AR-11 form that must be submitted directly to USCIS.

For additional information and instructions, please visit: https://visaservices.duke.edu/category/address_change_instructions.php.

Upcoming Changes to SEVIS: New Student Portal

In December 2016, the Student and Exchange Visitor Program (SEVP) will launch the SEVP Portal for students participating in Post-Completion Optional Practical Training (OPT). The portal will allow post-completion OPT students to report personal and employer information to SEVP. Through the portal, these students will be able to: Add or edit their phone numbers; Add or edit their mailing and physical addresses; Add or edit their employers’ information. The only exception is that F-1 STEM OPT students will not be able to add employer information because the DSO (Duke Visa Services Advisor) must review each Form I-983, "Training Plan for STEM OPT Students," per employer and add the information to

Social Media Note

Social media is a quick and easy way to connect with friends and family to display your likes, activities, and beliefs. The key thing to remember is once you post something online, you expose your thoughts to the world, regardless of your privacy settings. A causal remark or innocent remark can easily be misinterpreted.

If you are from another country, you must keep in mind that the Department of Homeland Security has the ability to and does check social media. Customs and Border Protection (CBP) has proposed (it is not a regulation yet) to add the following question to Electronic System for Travel Authorization (ESTA) and the Form I-94W: “Please enter information associated with your online presence. Provider/Platform/Social media identifier.” It will be an optional data field to request social media identifiers to be used for vetting purposes, as well as applicant contact information.

USCIS Fee Increases Effective December 23, 2016

The Department of Homeland Security has adjusted certain immigration and naturalization benefit request fees charged by U.S. Citizenship and Immigration Services (USCIS).

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<thead>
<tr>
<th>Benefit</th>
<th>Old Fee</th>
<th>New Fee</th>
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</thead>
<tbody>
<tr>
<td>I-129 (H-1B or O-1A Petition)</td>
<td>$325</td>
<td>$460</td>
</tr>
<tr>
<td>I-539 (Extend/Change of Status)</td>
<td>$290</td>
<td>$370</td>
</tr>
<tr>
<td>I-765(F-1 OPT and J-2 Employment Application)</td>
<td>$380</td>
<td>$410</td>
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DV-2018 Diversity Visa (Green Card) Lottery Opens October 4, 2016

The Department of State will open the DV-2018 Diversity Visa (a.k.a. “green card”) lottery on Tuesday, October 4, 2016. The entries for this year’s lottery must be submitted electronically between noon, Eastern Daylight Time (EDT) (GMT-4), Tuesday, October 4, 2016, and noon, Eastern Standard Time (EST) (GMT-5), Monday, November 7, 2016.

Applicants may access the electronic Diversity Visa entry form (E-DV) at www.dvlottery.state.gov during the registration period. Paper entries will not be accepted. Applicants are strongly encouraged not to wait until the last week of the registration period to enter. Heavy demand may result in website delays. No entries will be accepted after noon EDT on November 7, 2016.
Erika McCombie
Assistant International Student & Scholar Advisor I

Q– How long have you been at Duke Visa Services and what do you do?
A– I am very new to Duke Visa Services. I started in August 2016 and am the first line of contact for people coming to the office. I help with general questions, travel endorsements, and anything else that needs assistance!

Q– What do you like to do in your spare time?
A– I love adventure and enjoy being active while spending time with my family, friends and my dog! In my spare time I enjoy hiking, skiing and traveling.

Paid and Unpaid Employment Opportunities: Both On– and Off-Campus
https://visaservices.duke.edu/work_authorization/index.php

The primary purpose of F-1 and J-1 students is to pursue an academic program, but this does not mean they are excluded from pursuing academic employment opportunities that will impress future employers. International students will need additional approval to engage in both paid and unpaid employment activities. This approval may come directly from Duke Visa Services, or may require approval from the Department of Homeland Security. Under no circumstances should international students begin any type of employment or internship without first checking with Duke Visa Services.

On-Campus Employment
Students engaged in on-campus employment can work part-time (no more than 20 hours work per week while classes are in session) or full-time (no more than 40 hours work per week ONLY while on breaks or vacations). As part of the on-campus hiring process, DVS must complete a Form I-9 and notify Duke’s Payroll Office of a student’s employment eligibility before the start date of employment.

After the student receives the electronic link for the Form I-9 from hiring department’s payroll administrator and completes Section 1, the Foreign National must report to DVS with the hire letter, I-20/DS-2019, passport, and most recent I-94. For more details, please click here.

Off-Campus Employment
Curricular Practical Training

With prior written approval and an updated I-20 issued by a DVS Advisor before the start of an internship or practicum, students can receive Curricular Practical Training. Please review the following web link for additional details for F-1 students at: https://visaservices.duke.edu/category/f1/cpt.php. J-1 students can review Academic Training at: https://visaservices.duke.edu/category/j1/j1_academic_training.php. Not all students can qualify for CPT, so read the instructions carefully.

Optional Practical Training and Academic Training

F-1 students with academic programs that do not qualify for Curricular Practical Training can request employment authorization related to their fields of study by requesting Optional Practical Training. Details can be found at: https://visaservices.duke.edu/category/f1/opt.php. F-1 OPT STEM Extension information can be found at: https://visaservices.duke.edu/category/f1/opt_stem_extension24.php.

DUIs/DWIs and How They May Affect Your Non-immigrant Work Visa

Driving under the influence (DUI) or driving while intoxicated (DWI) arrests within the past 5 years may now lead to prudential revocation of previously issued non-immigrant work visas, even if there is no finding of guilt/conviction in the U.S. legal system.

If a U.S. consulate determines it is necessary to revoke a Foreign National’s visa, it does not necessarily mean they must immediately depart the U.S., unless directed to do so. Generally, the Foreign National will receive an email notification that the next time they travel abroad, regardless of how brief this absence may be from the U.S., they will need to reapply for a visa and the consular post will determine their eligibility to return to the U.S.

Peg Rood
HR Specialist

Duke Visa Services appreciates Peg for her assistance processing visa document requests for her department. Her knowledge of Duke policies as well as governmental regulatory issues assists our office in maintaining a high standard in the service