



September 15, 2023

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MESSAGE FOR NEW AND CONTINUING STUDENTS

The Rutgers Global - International Student and Scholar Services office (ISSS) welcomes all international students to Rutgers University. We encourage you to engage with us through our [advising services](#) and our email address (iss-students@global.rutgers.edu). Best wishes for the fall 2023 semester, and remember, we are here for you!

CHECK-IN ON YOUR RGLOBAL ACCOUNT

All new students must complete the mandatory check-in as a legal requirement of your F-1 or J-1 status. For detailed instructions, please review the [RGlobal Check-in Tutorial \(PDF\)](#) or watch the [Check-In Tutorial Demo \(Video\)](#) Log into your [RGlobal](#) account to get started.

REDUCED CREDIT/COURSE LOAD – FALL 2023 DEADLINE IS WEDNESDAY, SEPTEMBER 27

To maintain legal status, all F-1 and J-1 students must pursue a full course of study at all times. This means being registered for a full credit load (12 credits for undergraduates and 9 credits for graduate students). There are cases, however, in which regulations consider a student to be pursuing a full course of study even though he or she is NOT actually registered for a full credit load. This may apply to undergraduates who only need 1 or 2 classes to complete their

program, or graduate students who have completed all coursework, but are still conducting thesis or dissertation research. This may be considered as pursuing a full course of study even without being registered for 9 or 12 credits.

Please refer to the [Reduced Credit/Course Load](#) webpage to review the specific circumstances that render a student eligible for a Reduced Course/Credit Load. For students who are pursuing off-campus employment with authorized CPT, we remind you that full-time CPT is not an acceptable reason for a Reduced Credit/Course Load.

IF YOU WILL BE REGISTERED FOR LESS THAN A FULL-TIME CREDIT LOAD IN FALL 2023, you MUST submit a "Reduced Credit/Course Load" form to ISSS using the [RGlobal portal](#). You need approval from our office for less than full-time enrollment in any semester. The form can be completed online and will require your graduate program director/academic dean's approval. Please review our [website](#) for instructions and information about the updated process to submit this form. The deadline for submitting the form is Wednesday, **September 27, 2023**.

Please check the University's academic calendar for the appropriate add/drop dates, for the last date to drop classes without a "W" grade:

[Undergraduate Registration Calendar](#)
[Graduate Registration Calendar](#)

Bear in mind that it takes 3-4 days to process the form receipt and we cannot guarantee timely processing of forms received after the deadline. This could mean loss of legal status and you will need to leave the country or apply for a reinstatement process with the US government.

Remember, the "Reduced Credit/Course Load" e-form can be submitted at any time before the deadline, but no later than September 27, 2023. Continuing international students who are outside the U.S. for the fall semester are advised to review our [Doing Research or Studying Abroad](#) page. Students who are abroad and doing field research or participating in a study abroad program are advised to submit a Temporary Absence While Maintaining Registration e-form. Students must also apply for reduced credit authorization if enrolling for a less than full-me course load while abroad. Finally, please remember that due to the SEVP termination of COVID-19 flexibilities, F-1 and J-1 students will not be permitted to count more than one online class or 3 credits toward a full course of study requirement.

FALL 2023 INSURANCE EXEMPTION REQUEST AND WAIVER DEADLINE IS FRIDAY, SEPTEMBER 22, 2023

STUDENTS WITH A TA/GA APPOINTMENT

Students with full TA/GA appointments who are enrolled in benefits through University Human Resources DO NOT need to contact our office to request a waiver of the student health insurance premium. You only need to submit your enrollment paperwork through Human

Resources at the start of your appointment and do not need to submit waiver documentation to our office. Once Human Resources processes your insurance enrollment paperwork, we will receive your coverage information and we will process your waiver.

ALL OTHER F-1 AND J-1 STUDENTS MUST EITHER ENROLL OR WAIVE:

STEPS TO COMPLETE HEALTH INSURANCE ENROLLMENT – DEADLINE IS FRIDAY, SEPTEMBER 22

- Register for classes. Wait three business days after registering for classes to complete the enrollment form at universityhealthplans.com.
- Change your International address to a U.S. mailing address, visit my.rutgers.edu/portal You may do this once you are registered for classes.
- Add your email address, visit my.rutgers.edu/portal You may do this once you are registered.
- Three days after registering for classes, go to universityhealthplans.com to complete the enrollment form. You will receive a confirmation number on the screen and in your Rutgers email, once you have successfully submitted the enrollment form.
- Wait four days after receiving your enrollment confirmation number, go to University Health Plans, Inc. On the left navigation bar, select “Log into my account.” You may then create an account, log in, and print your card.

OR

STEPS TO WAIVE THE STUDENT HEALTH INSURANCE FOR STUDENTS IN F-1 or J-1 VISA STATUS - DEADLINE IS FRIDAY, SEPTEMBER 22

F-1 and J-1 students on a Rutgers sponsorship who have insurance coverage other than the student insurance plan that is charged on their term bills need to request a waiver of that insurance premium by following the exemption request process outlined below. Please note that Rutgers-sponsored international students cannot waive the student insurance plan through the United Healthcare website; it must be done through Rutgers Global – International Student and Scholar Services. The deadline for submitting the waiver is Friday, September 22, 2023.

Please complete the following steps to request the waiver:

- Review supporting documents you will need to provide or address to complete the exemption, all supporting documents must confirm that your coverage meets every one of [the University’s health insurance requirements](#).
- Apply for the insurance waiver by completing the form available through our [RGlobal Student Services Portal](#) on the ISSS website.
- Submit the form and any supporting documents to the ISSS by Friday, September 22, 2023, to opt out of the university’s student insurance plan and have the premium removed from the term bill.

****Important Note: Students on another institution's visa sponsorship** who are registered for a full-time course load and hold coverage other than the student insurance plan will need to waive their student insurance premium by following the [online waiver instructions](#).

BEWARE OF SCAMS

We have been made aware of scams targeting unsuspecting international students and scholars. These scams have become increasingly sophisticated, oftentimes with an apparently government phone number appearing on your caller ID, or the caller knowing a lot of your personal information. As is true anywhere in the world, there are people who attempt to take advantage of international students and scholars, but with a little knowledge you can learn how to identify a scam and avoid falling victim to the scheme. Please refer to the ISSS website for more [tips to avoid scams](#), as well as a list of helpful [resources](#) regarding scams and fraud.

EMPLOYMENT WORKSHOPS FOR INTERNATIONAL STUDENTS

As F-1/J-1 students, it is your responsibility to know the rules and laws governing your legal status, including the regulations regarding off-campus internships or any off-campus employment. You don't need to wait until you have a job interview to find out what those rules are.

All our employment workshops are offered online through the [RGlobal portal](#). Review the [CPT](#) and [OPT](#) webpages for important information about how to complete the workshops and consider joining an upcoming Off-Campus Employment Chat session with an advisor and your peers (dates and times posted on the [Advising Services webpage](#)). More information about employment for international students can be found on the ISSS [website](#).

Remember that all on-campus employment must also be reported to ISSS. Please refer to our webpage on [On-Campus Employment](#) for information about steps for F-1 and J-1 students to report on-campus employment. The [On-Campus Employment workshop](#) may also be accessed through the [RGlobal portal](#).

UPCOMING EVENTS & RESOURCES

CAPS WELLNESS WORKSHOPS

Rutgers Student Health will host a series of CAPS workshops throughout the fall 2023 semester. For details, descriptions, and registration information, please refer to the CAPS website: <http://health.rutgers.edu/caps-wellness-series/>

WELCOME EVENTS FOR GRADUATE STUDENTS: FIRST WEEKS @ RU

Check out all the graduate student welcome events in the first month of the fall semester by visiting <https://graduatestudentlife.rutgers.edu/programs-getting-involved/ru-grads-first-weeks-rutgers>. Graduate Student Organization Welcome Events can be viewed by signing in to the getINVOLVED engagement platform. Check it out [HERE](#).

SUCCESS WEEKS

September 15-29

Rutgers has all the campus resources and services to help support your academic pursuits, skill development, financial planning, career success, and overall well-being. Join Student Success in a series of workshops, lab tours, and open houses. Learn about academic, financial, career, and technology resources and strategies for success. Explore opportunities for on-campus research, internships, and employment with Federal Work Study.

Check out the full schedule and register at [Student Success Weeks \(September 15 - 29\) | Success \(rutgers.edu\)](#).

CAREER EXPLORATION AND SUCCESS: 2023 FALL CAREER & INTERNSHIP MEGA FAIR

September 19-22

Jersey Mike's Arena

Hosted by Rutgers University Office of Career Exploration and Success, an anticipated group of over 400 employers will be available to network with 6,000 candidates over four days to discuss full-time, part-time, and internship opportunities in various fields over four days. This event is open to Rutgers University (New Brunswick, Camden, Newark, and RBHS) students and alumni from all academic disciplines. View the complete list of participating employers via the [Rutgers Handshake](#) platform.

SAS EVENTS FOR UNDERGRADUATE STUDENTS

Save the date for upcoming events hosted by the School of Arts and Sciences Office of Advising and Academic Services.

International Student Meet and Greet with SAS Advising

Date and time: Friday, 9/29 2-4pm

Location: Ruth Adams Building Room 105 on Douglass Campus, 131 George Street, New Brunswick

RSVP link: <https://go.rutgers.edu/sasmeetandgreet>

Spring 2024 Course Registration Q&A for International Students

Date and time: Friday, 10/27 2-4pm

Location: Ruth Adams Building Room 105 on Douglass Campus, 131 George Street, New

Brunswick

RSVP Link: <https://go.rutgers.edu/sasqanda>

SHOPPING SHUTTLE

Rutgers Global – ISSS arranges shopping shuttles to local stores throughout the semester so students can purchase groceries and other living essentials. You should sign up to reserve your spot on the shuttle; international students and scholars who have signed up will be given preference to ride on the shuttle.

[Click here for more information and to sign up for the shuttle.](#)

GLOBAL PROGRAMS

Friendship Fridays are a weekly event open to all Rutgers students, both domestic and international, from 4:00-5:00pm at 30 College Ave. Each week there will be a different theme where attendees can enjoy games, activities, and conversation - all while making new friends from around the world. For more information, visit our [Calendar of Events](#). Here are some details about upcoming Friendship Friday events:

September 22 - Friendship Fridays: Tie-Dye

4pm-5pm

Location: B.E.S.T. Hall, Busch Campus

Stop by to make your own Rutgers Global tie dye t-shirt! Arrive on time as supplies are limited. Since we will be working with dye, make sure you wear appropriate clothing and shoes.

September 24 - International Students Game: Rutgers Women's Soccer

1pm-3:30pm

Location: Yurcak Field, Busch Campus

Join Rutgers Global for a pre-match pizza tailgate and then head into the stadium to cheer on our women's soccer team! [Register here](#) for the pre-game tailgate. No tickets or registration needed if you only wish to attend the game.

September 29 - Oktoberfest

4pm-5pm

Location: 30 College Ave

This week there will be music, snacks, and drinks (of the non-alcoholic variety) to celebrate the German festival of Oktoberfest.

INTERNATIONAL STUDENT-CENTERED COURSES

CAREER EXPLORATIONS IN ARTS & SCIENCES

01:090:210:MD

Fall 2023 - 7 Week Mini Course Starts October 24

Register now for the international student section of this course that offers customized, in-depth, globally focused support for your specific career needs, strengths, and challenges. This 1.5 credit course is graded, asynchronous, and open to upper class undergraduate students.

For more information, visit <http://go.rutgers.edu/4epaoe7u>

LANGUAGE ACTIVITIES IN SERVICE: ACTIVITIES IN SERVICE INTERNSHIP PROGRAM

01:991:170

Fall 2023 (September 18 - December 4)

This one-credit language activity in service allows students who wish to engage with language and/or cultural interactions to participate actively in professional experiences related to community engagement. Students will create personalized goals for their service, complete entry and exit surveys to assess their experiences, and write brief, weekly reflection reports. They will serve one hour per week for 12 weeks in addition to preparation time. Students will also attend three one-hour meetings with their supervisor as a group for orientation and group discussions. Attendance reports from internship placement supervisors will be sent to the In Service language faculty member supervising the activity. In addition, students will complete a related final project highlighting the linguistic, cultural, and professional competencies that they gained during service.

For more information or to register, email language.engagement@rutgers.edu.

We wish you all a safe and successful fall semester!

Best wishes,
Rutgers Global - ISSS

This periodic update from the Rutgers Global – International Student and Scholar Services (ISSS) office provides you with important information regarding your legal status, upcoming programs, and useful resources. Previous updates can be found on our [Email Notices page](#).

These notices are automatically sent to all nonimmigrant students enrolled at Rutgers–New Brunswick and Rutgers–Biomedical and Health Sciences. Most messages, however, apply only to F-1 and J-1 students. We label most messages to facilitate your identification of which messages may apply to you personally. All F-1 and J-1 students on Rutgers' visa sponsorships are required to know the information that is provided in these notices and to follow reminders and instructions that apply to their own situations.

This is NOT a subscription email list. These notices are sent periodically to an automatically generated list. If you are a permanent resident or citizen of the U.S and should not be receiving these notices, please contact ISSS:
New Brunswick

848-932-7015

iss-students@global.rutgers.edu

RBHS

973-972-6138

iss-rbhs@global.rutgers.edu