



JANUARY 20, 2021

[VIRTUAL INTERNATIONAL STUDENT ORIENTATION](#)

[COVID-19 RESOURCES AND UPDATES](#)

[SPRING 2021 REDUCED CREDIT DEADLINE - JANUARY 29, 2021](#)

[SPRING 2021 INSURANCE EXEMPTION REQUEST AND WAIVER DEADLINE - FEBRUARY 3, 2021](#)

[FEE WAIVERS](#)

[ON-CAMPUS EMPLOYMENT](#)

[EMPLOYMENT WORKSHOPS FOR INTERNATIONAL STUDENTS](#)

[REMINDER ABOUT OPT APPLICATIONS](#)

[USCIS RECEIPT DELAYS & USCIS LOCKBOX UPDATE](#)

[UPCOMING EVENTS](#)

TO ALL NEW STUDENTS - VIRTUAL INTERNATIONAL STUDENT ORIENTATION

Welcome to Rutgers! The Rutgers Global – International Student and Scholar Services (ISSS) team is very happy that you have chosen to study at Rutgers and are looking forward to welcoming you through our virtual [International Student Orientation program](#), which will be supported through the University’s Learning Management System, Canvas. By now, you should have received the email with instructions, so you are aware of what is being offered. Ideally, you should have completed the program before the start of classes, but the program and resources will remain accessible to you even after the start of the semester.

New students must remember to complete the online Staying in Legal Status Workshop on [CANVAS](#) at your earliest convenience, and if attending Rutgers from within the U.S., make sure you use the [RGlobal Portal](#) to complete a legally mandatory [check-in procedure](#).

Visit the [ISSS website](#) for more information, and regular updates. For more information about our advising services, please [click here](#).

COVID-19 RESOURCES AND UPDATES

For the latest information and updates on the COVID-19 vaccine rollout please review the following resources from the [university wide COVID-19 website](#).

Additional information for international students is available on the Rutgers Global - ISSS website:

- [COVID-19 Related International Student FAQ](#)
- [Rutgers Global Alerts](#)

NEW CDC GUIDELINES FOR INTERNATIONAL TRAVELERS

According to a [new CDC policy](#), effective January 26, 2021, all international travelers coming into the U.S. will be required to get tested for COVID-19 infection no more than 3 days before their flight departs and to provide proof of the negative result or documentation of having recovered from COVID-19 to the airline before boarding the flight. For more information on this testing requirement, see the [CDC Frequently Asked Questions](#).

Review the [CDC website](#) for more information. Also check COVID-19 related rules and regulations in the country to which you are traveling.

[REDUCED CREDIT/COURSE LOAD – SPRING 2021 DEADLINE IS FRIDAY, JANUARY 29](#)

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 NOT actually registered for a full credit load. For example, 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 might be considered to be pursuing a full course of study even though not registered for 9 credits.

IF YOU WILL BE REGISTERED FOR LESS THAN A FULL-TIME CREDIT LOAD IN spring 2021, 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 Friday, **January 29**.

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 after 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 government.

Remember, the "Reduced Credit/Course Load" form can be submitted at any time before the deadline. Continuing international students who are outside the U.S. for the spring semester and will be enrolling for a less than full-time course load must also apply for reduced credit authorization.

SPRING 2021 INSURANCE EXEMPTION REQUEST AND WAIVER DEADLINE IS WEDNESDAY, FEBRUARY 3

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 WEDNESDAY, FEBRUARY 3

- 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 to 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.](http://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 WEDNESDAY, FEBRUARY 3

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 the Rutgers Global – International Student and Scholar Services. The deadline for submitting the waiver is Wednesday, February 3, 2021.

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 the [RGlobal Student Services Portal](#) on the ISSS website.
- Submit the form and any supporting documents to the ISSS by Wednesday, February 3, 2021, to opt out of the university's student insurance plan and have the premium removed from the term.

****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](#).

FEE WAIVERS

Students who are outside the United States, but attending from overseas for Spring 2021, will be charged the Student Health Insurance Premium through their term bill. New students will receive a waiver from the Student Health Insurance Premium automatically, and continuing students are required to [apply for the waiver](#). Continuing students who fail to apply for the waiver by the spring waiver deadline on February 3rd will be required to pay the Student Health Insurance Premium. Students who are outside the United States and attending from overseas for Spring 2021 will also be exempt from paying the International Student Fee.

ON-CAMPUS EMPLOYMENT

International students in F-1 and J-1 status may work on-campus at Rutgers while pursuing their studies. You will need some paperwork from ISSS before you can begin working on-campus. All international students must follow these steps before beginning any on-campus workshop:

- Review the detailed information and instructions on the ISSS [website](#)
- Complete the Staying in Legal Status Workshop on [CANVAS](#)
- Complete the On-Campus Employment Workshop on [CANVAS](#)
- Request the necessary forms/letters via the [RGlobal portal](#) before beginning on-campus employment

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 [Canvas](#). If you are unable to access the Rutgers Global - ISSS Canvas page, you will need to first submit the [Online Workshop Access e-form via 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 adviser 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 [Canvas](#).

REMINDER ABOUT OPT APPLICATIONS

While the USCIS deadline for post-completion OPT applications is 60 days following degree completion, it can take 4-5 months for USCIS to process the applications. All students applying for post-completion OPT must complete the Post-Completion OPT Workshop on [Canvas](#). F-1 students who will be getting January 2021 degree and who plan to apply for post-completion OPT should plan to submit an OPT application as soon as possible.

USCIS RECEIPT DELAYS & USCIS LOCKBOX UPDATE

Due to the COVID-19 pandemic and other factors, USCIS is experiencing delays in issuing receipt notices for some applications and petitions filed at a [USCIS lockbox facility](#). USCIS has cited delays of four to six weeks, but we have also heard from students who have experienced lengthier delays in receiving their receipt notices.

If you sent your application to USCIS more than four weeks ago and your deadline for applying is coming soon, we recommend that you take immediate steps to protect your status and your OPT eligibility. We encourage you to contact ISSS at iss-students@global.rutgers.edu and let us know when you sent your application. An adviser will get back to you with recommendations to ensure that your application was received.

On January 8, 2021, USCIS adjusted the filing location for certain foreign students filing Form I-765, Application for Employment Authorization. All F-1 students filing an I-765 for Pre-Completion OPT, Post-Completion OPT, or STEM OPT Extension should file their applications with the following location:

USCIS Chicago Lockbox
U.S. Postal Service (USPS):
USCIS
PO Box 805373
Chicago, IL 60680

FedEx, UPS, and DHL deliveries:
USCIS
Attn: I-765 C03
131 South Dearborn - 3rd Floor
Chicago, IL 60603-5517

If you have already filed your application with the USCIS Dallas Lockbox, you are not advised to cancel or resubmit your application. We expect that the Dallas Lockbox facility will redirect any

pending or recently received applications to the Chicago Lockbox facility, and we will keep you posted if we learn of any updates.

For more information about the USCIS Lockbox facilities, please refer to the I-765 landing page by clicking [here](#), or review the [Direct Filing Addresses for Form I-765](#) page to see where you should file your application. Additional information about USCIS Lockbox updates can be found by clicking [here](#).

UPCOMING EVENTS

SHOPPING SHUTTLE

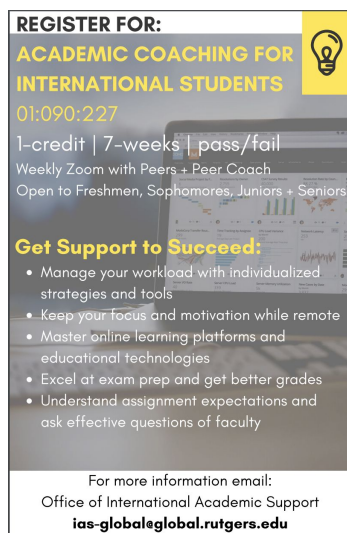
Rutgers Global – ISSS arranges shopping shuttles to local stores throughout the semester so students can purchase groceries and other living essentials. You should sign up to reserve your spot on the shuttle; International students and scholars who have signed up will be given preference to ride on the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


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

GLOBAL PROGRAMS

The Rutgers Global Programs office facilitates cross-cultural programs for international students, as well as your dependents in F-2 or J-2 status. All programming is currently virtual, and our [#RUGlobalAtHome webpage](#) offers many opportunities to stay engaged from the comfort of your own home. You should also consider participating in the [Rutgers International Buddy Program](#), an opportunity to be paired with a domestic student who has similar interests and hobbies. Finally, you should follow Rutgers Global on the [Get Involved platform](#), [Instagram](#), [Facebook](#), and [Twitter](#) to keep updated on virtual events and programs that will take place all semester long, such as our Friendship Friday activities.

ACADEMIC COACHING FOR UNDERGRADUATE INTERNATIONAL STUDENTS



REGISTER FOR:
ACADEMIC COACHING FOR INTERNATIONAL STUDENTS 

01:090:227
1-credit | 7-weeks | pass/fail
Weekly Zoom with Peers + Peer Coach
Open to Freshmen, Sophomores, Juniors + Seniors

Get Support to Succeed:

- Manage your workload with individualized strategies and tools
- Keep your focus and motivation while remote
- Master online learning platforms and educational technologies
- Excel at exam prep and get better grades
- Understand assignment expectations and ask effective questions of faculty

For more information email:
Office of International Academic Support
ias-globaleglobal.rutgers.edu

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.

These notices are automatically sent to all nonimmigrant students enrolled at Rutgers–New Brunswick. 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 Susan Maldonado at susanmal@global.rutgers.edu.