

International Services and Engagement Office
presents

FALL 2024

NEW INTERNATIONAL STUDENT ORIENTATION

Today's session is on:

Working in the U.S.

We'll get started soon!

While you wait, follow us on
Instagram for the latest updates!



@istudents.ucsd



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NEW INTERNATIONAL STUDENT ORIENTATION



Welcome!

While you wait, follow us on
Instagram for the latest updates!



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Staff Introduction



Kyle Argonza

International Student Advisor

International Services and Engagement Office
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NEW INTERNATIONAL STUDENT ORIENTATION



You are in listen-only mode. You can hear us, but we can't hear you.



We're recording. You'll be able to view this webinar recording at iNewStudentWebinars.ucsd.edu



Ask questions – Use the Q&A feature to submit questions. You can also contact us at iContact.ucsd.edu



Fill out the survey at the end of today's session to be entered into a gift card giveaway!

While you wait, follow us on Instagram for the latest updates!

 [@istudents.ucsd](https://www.instagram.com/istudents.ucsd)

Submit your Check-In form!

DEADLINE TO SUBMIT: 10 Days after Arrival to U.S.

Make sure you submit your required Check-In form to report your arrival to the United States. We must receive your Check In form so that we can activate your F-1 or J-1 status.

Visit iCheckIn.ucsd.edu for instructions on how submit your Check-In form in iPortal.

iCheckIn.ucsd.edu

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Staff Introduction



Jessica Boyle

International Student Advisor

Agenda

1. What is 'Employment Authorization'?
2. Types of Employment for International Students
3. Timeline & Eligibility
4. Applying for Employment Authorization
5. Resources

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What is Employment Authorization?

Employment Authorization Defined

International Students on an F-1 Visa or J-1 Visa have the benefit of working in the U.S. during and after their program of study. However, depending on **when and where** you work, you will need to ensure you have the **proper permission** shown on a specific **document before** you begin working!

This document that reflects your permission to work is known as your **Employment Authorization.**

Forms of Employment Authorization

Note, your Social Security Number (SSN) or Social Security Card **is NOT** a form of employment authorization!



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**What *kinds* of employment
can I engage in?**

F-1 Employment

DURING PROGRAM (Maximum of 20 hours a week during academic year, may work full-time during vacation/breaks)	AFTER PROGRAM (Minimum 20 hours a week)
On-Campus Employment <i>Graduate Student Research, Teaching Assistants, Fellowships, the UCSD Bookstore or Price Center.</i>	Post-Completion Optional Practical Training (OPT) <ul style="list-style-type: none">• <i>Non-Student Appointments (Post-Doc Research or Instructor)</i>• <i>Off-Campus Employment in respective field of study</i>• <i>Volunteering & Unpaid Internships</i>
Curricular Practical Training (CPT) <i>Off Campus, Paid Employment in respective field of study.</i>	
Volunteering & Unpaid Internships <i>Volunteering for non-profits or engaging in educational opportunities without expectation of pay.</i>	

J-1 Employment

DURING PROGRAM

(Maximum of 20 hours a week during academic year, may work full-time during vacation/breaks)

On-Campus Employment

Graduate Student Research, Teaching Assistants, Fellowships, the UCSD Bookstore or Price Center.

Pre-Completion Academic Training (AT)

Off Campus, Paid or Unpaid (including unpaid internships) Employment in respective field of study.

Volunteering

Donating time with an organization that is primarily humanitarian or charitable, without compensation.

AFTER PROGRAM

(Minimum 20 hours a week)

Post-Completion Academic Training (AT)

- *Non-Student Appointments (Post-Doc Research or Instructor)*
- *Off-Campus Employment in respective field of study*
- *Volunteering & Unpaid Internships*

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**When do I become eligible to work?
When can I start?**

F-1 Employment

DURING PROGRAM (Maximum of 20 hours a week during academic year, may work full-time during vacation/breaks)	AFTER PROGRAM (Minimum 20 hours a week)
On-Campus Employment <i>Can begin up to 30 days before program begins.</i>	Post-Completion Optional Practical Training (OPT) <i>Must have completed all degree requirements and have met the One Academic Year Requirement. Must apply within OPT Application Window.</i>
Curricular Practical Training (CPT) <i>Must complete the One Academic Year Requirement.</i>	
Volunteering & Unpaid Internships <i>Can begin up to 30 days before program begins.</i>	

Do not begin working until you have the proper Employment Authorization!

J-1 Employment

DURING PROGRAM (Maximum of 20 hours a week during academic year, may work full-time during vacation/breaks)	AFTER PROGRAM (Minimum 20 hours a week)
On-Campus Employment <i>On or after your Program Start Date.</i>	Post-Completion Academic Training (AT) <i>Must complete One-Term Requirement and have completed program. Must apply BEFORE program end date.</i>
Pre-Completion Academic Training (AT) <i>Must complete One-Term Requirement.</i>	
Volunteering <i>Can begin up to 30 days before program begins.</i>	

Do not begin working until you have the proper Employment Authorization!

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**What are eligibility and application
requirements?**

How do I apply?

ISEO's iPortal

SINGLE SIGN-ON (V3.3)

Signing on Using: Student SSO

<p>TritonLink user name (or student PID)</p> <input type="text" value="tammytriton@ucsd.edu"/> <p>First time user?</p>	<p>Or sign on with:</p> <p>Student SSO ▾</p>
<p>Password:</p> <input type="password" value="*****"/> <p>Reset password</p>	
<p>Login</p>	

i Sign out and close your browser when you're finished.

iPortal.ucsd.edu

ISEO's ONLINE REQUEST SYSTEM

- Applying for J-1 On Campus Employment
- Applying for AT Authorization
- Support Letters
- Applying for F-1 CPT or F-1 OPT
- Applying for SSN Support Letters

Eligibility: F-1 On Campus Employment

Basic Eligibility

- Can begin up to 30 days before program begins
- Job can be paid or unpaid
- No specific course requirement
- Job does **not** need to be related to major
- 20 hours or less during academic year

Application

- N/A

Employment Authorization

F-1 Form I-20. Do not need prior authorization from ISEO as long you hold and maintain a valid F-1 Form I-20. Show I-20 to on-campus hiring department.

[iWork.ucsd.edu](https://iwork.ucsd.edu)

Eligibility: F-1 Off-Campus CPT

[CPT.ucsd.edu](https://cpt.ucsd.edu)

Basic Eligibility

- Must have met the One Academic Year Requirement
- Must be a PAID job
- Job must be related to major
- Must have a job offer in hand
- Must be enrolled in a specific course in the term you wish to engage in CPT Employment.
- 20 hours or less during academic year

Application

- Job Offer Letter + Proof of Enrollment/Summer Co-Op Agreement
- Submit iPortal Request for F-1 Curricular Practical Training

Employment Authorization

F-1 Form I-20. Students will receive a notation on the 2nd page of their Form I-20 with authorized dates of employment and employer name. Show F-1 Form I-20 to CPT Employer.

Eligibility: F-1 OPT

OPT.ucsd.edu

Basic Eligibility

- Must have met the One Academic Year Requirement
- Must have completed degree requirements
- Can be paid or unpaid.
- Future Job must be related to major
- Must apply during OPT Application Window

Application

- No job offer required
- Submit iPortal Request for F-1 Optional Practical Training
- Submit a complete OPT Application to United States Citizenship and Immigration Services (USCIS).

Employment Authorization

Employment Authorization Document (EAD Card) issued by USCIS. Show EAD Card to OPT Employer.

F-1 Employment Tips

Department of Homeland Security
U.S. Immigration and Customs Enforcement

1-20, Certificate of Eligibility for Nonimmigrant Student Status
OMB NO. 1653-0038

SEVIS ID: N0012345678

Class of Admission
F-1
ACADEMIC AND LANGUAGE

PERSONAL INFORMATION
SURNAME/PRIMARY NAME: Triton
GIVEN NAME: King
PREFERRED NAME: King Triton
COUNTRY OF BIRTH: GEORGIA
CITY OF BIRTH: Atlanta
FORM I-20 REASON: STUDENT

SCHOOL INFORMATION
SCHOOL NAME: UNIVERSITY OF CALIFORNIA SAN DIEGO
SCHOOL OFFICIAL TO CONTACT UPON A: Eleanor Roosevelt
PROGRAM OF STUDY: INTERNATIONAL STUDENT ASSISTANT
EDUCATION LEVEL: BACHELOR'S
PROGRAM ENGLISH PROFICIENCY: SUFFICIENT
START OF CLASS: 01 SEPTEMBER 2023
FINANCIALS: ESTIMATED AVERAGE COSTS FOR 9 MO: Tuition and Fees, Living Expenses, Expenses of Dependent(s), Books & Supplies

Department of Homeland Security
U.S. Immigration and Customs Enforcement

1-20, Certificate of Eligibility for Nonimmigrant Student Status
OMB NO. 1653-0038

SEVIS ID: N0012345678 (F-1) NAME: King Triton

EMPLOYMENT AUTHORIZATIONS

CHANGE OF STATUS/CAP-GAP EXTENSION

Authorized RCLs will be shown here

AUTHORIZED REDUCED COURSE LOAD

CURRENT SESSION DATES
CURRENT SESSION START DATE: 29 SEPTEMBER 2023
CURRENT SESSION END DATE: 16 JUNE 2024

TRAVEL ENDORSEMENT
This page, when properly endorsed, may be used for re-entry of the student to attend the same school after a temporary absence from the United States. Each endorsement is valid for one year.

Designated School Official	TITLE	SIGNATURE	DATE ISSUED	PLACE ISSUED
Eleanor Roosevelt	DSO	X <i>ER570</i>	9/1/2023	La Jolla, CA
		X		
		X		
		X		

SCHOOL ATTESTATION
I certify under penalty of perjury that all information is true and correct as of the date of issuance of this document.

SIGNATURE OF Eleanor Roosevelt, DSO
ER570

STUDENT ATTESTATION
I have read and agreed to comply with the terms and conditions of this document.

SIGNATURE OF King Triton

NAME OF PARENT OR GUARDIAN: SIGNATURE: ADDRESS ONLY:

ICE Form I-20 (11/30/2023)

UNITED STATES OF AMERICA - EMPLOYMENT AUTHORIZATION CARD

SPECIMEN TEST V 01 JAN 1920

Surname: SPECIMEN
Given Name: TEST V
Category: TEST V
USCIS#: 000-000-725
Country of Birth: Ethiopia
Terms and Conditions: None
Date of Birth: 01 JAN 1920
Sex: M
Valid From: 01/01/80
Card Expires: 05/10/11
NOT VALID FOR REENTRY TO U.S.

- Research eligibility and requirements at least 3 months before you plan on working.
- Plan ahead! You cannot start working until AFTER you have received the proper work authorization which can take time.
- Do NOT begin working without authorization.

Eligibility: J-1 On Campus Employment

Basic Eligibility

- Can begin on or after your DS-2019 Program Start Date
- Job can be paid or unpaid
- No specific course requirement
- Job does **not** need to be related to major
- 20 hours or less during academic year

[iWork.ucsd.edu](https://iwork.ucsd.edu)

Application

- Must have offer letter from on-campus hiring department
- Submit iPortal Request for J-1 Permission Support Letter

Employment Authorization

J-1 Permission Support Letter from ISEO

Eligibility: J-1 Pre-Completion AT

[AT.ucsd.edu](https://at.ucsd.edu)

Basic Eligibility

- Must have met the One-Term Requirement
- Job can be paid or unpaid
- Job must be related to major
- Must have a job offer in hand
- Must be enrolled in a specific course in the term you wish to engage in AT
- 20 hours or less during academic year

Application

- Job Offer Letter from U.S. Employer + Proof of Enrollment
- Submit iPortal Request for J-1 Academic Training

Employment Authorization

J-1 Form DS-2019 with AT Notation. Students will receive a notation on the 1st page of their DS-2019 with authorized dates of employment and employer name.

Eligibility: J-1 Post-Completion AT

[AT.ucsd.edu](https://at.ucsd.edu)

Basic Eligibility

- Must have met the One-Term Requirement
- Job can be paid or unpaid
- Job must be related to major
- Must have a job offer in hand
- Must work a MINIMUM of 20 hrs/week
- Must have completed all degree requirements and apply BEFORE program ends.

Application

- Job Offer Letter from U.S. Employer + Proof of Degree Requirements met
- Submit iPortal Request for J-1 Academic Training

Employment Authorization

J-1 Form DS-2019 with AT Notation. Students will receive a notation on the 1st page of their DS-2019 with authorized dates of employment and employer name.

Length of Academic Training

Length of Academic Training		
Student Type	Amount of Academic Training	Notes
Bachelor's or Master's Degree-Seeking Student	Eligible for up to 18 months of AT	Total training period (including both pre-completion and post-completion) must not exceed 18 months.
Doctorate Degree-Seeking Student	Eligible for up to 36 months of AT.	Eligible for a total of 36 months of AT including both pre-completion and post-completion. Limited to 18 months of AT prior to degree completion.
Non-degree Student (EAP Reciprocity or Global Exchange)	Total training period is equal to duration of program: <ul style="list-style-type: none">• 1 quarter = 3 months of AT• 2 quarters = 6 months of AT• 3 quarters = 9 months of AT	Total training period includes both pre-completion and post-completion AT

J-1 Employment Tips

U.S. Department of State
CERTIFICATE OF ELIGIBILITY FOR EXCHANGE VISITOR STATUS (J-NONIMMIGRANT)

FORM APPROVAL 501.003-0119
09-02-2017
ESTIMATED WORKING TIME: 45 min
*See Page 2

1. Exchange Visitor Name: Name: _____ City of Birth: Cambridge Country of Birth: _____ Citizenship Country Code: _____ Citizenship Country: _____		Grade: FINAL	Mode: J-1
Legal Permanent Resident Country Code: _____ Legal Permanent Resident Country: _____ Passport Code: 215 Passport: UNIVERSITY UNDERGRADUATE STUDENTS			
2. Program Sponsor: Council on International Educational Exchange Participating Program Official Description: INTERNS Up to 12 Months		Program Number: P-3-01333	
3. Form Expiry Period: From (month/year): 04-04-2018 To (month/year): 03-30-2019			
4. Exchange Visitor Category: INTERNS Subject Field Code: N/A Subject Field Code Remarks: N/A			
5. During the period covered by this form, the total estimated financial support (in U.S. \$) to be provided to the exchange visitor by: Sponsor: \$10,000.00 Host: \$0.00			
6. U.S. DEPARTMENT OF STATE: READ OR CERTIFICATE THIS BY RESPONSIBLE OFFICER OR ALTERNATE RESPONSIBLE OFFICER THAT A NOTIFICATION COPY OF THIS FORM HAS BEEN PROVIDED TO THE U.S. DEPARTMENT OF STATE (SECTION 2019C).		7. Signatory Information: Name of Official: _____ Title: _____ Address of Responsible Office or Alternate Responsible Office: Portland, ME 04101 Telephone Number: 800-268-6245 Date: 04-25-2018 Signature of Responsible Office or Alternate Responsible Office: _____	
8. Statement of Responsible Office for Referring Sponsor/Host/TRANSFER OF PROGRAM: Effective date (month/year): _____ Transfer of this exchange visitor from program number _____ sponsored by _____ to the program specified or non-2 program or rights available and is in conformity with the objectives of the Mutual Educational and Cultural Exchange Act of 1948, as amended.			
9. PRELIMINARY ENDORSEMENT OF CONSULAR OR IMMIGRATION OFFICER REGARDING SECTION 214(b) OF THE IMMIGRATION AND NATIONALITY ACT AND PL-94-406, AS AMENDED (see item 7(a) of page 2). The Exchange Visitor to the above program: 1. <input type="checkbox"/> Not subject to the temporary residence requirement. 2. <input type="checkbox"/> Subject to temporary residence requirement based on: A. <input type="checkbox"/> Government financing and/or B. <input type="checkbox"/> The Exchange Visitor Health Law and/or C. <input type="checkbox"/> PL-94-406 as amended. Name: _____ Title: _____ Signature of Consular or Immigration Officer: _____ Date (month/year): _____		10. TRAVEL VALIDATION BY RESPONSIBLE OFFICER (Maximum validation period is 7 years). *EXCEPT: Maximum validation period is up to 6 months for Electronic Schedule and 4 months for Camp Enrollment and Business Study Travel. (1) Exchange Visitor is in good standing at the present time. Name (month/year): _____ Signature of Responsible Office or Alternate Responsible Office: _____ (2) Exchange Visitor is in good standing at the present time. Name (month/year): _____ Signature of Responsible Office or Alternate Responsible Office: _____	
THE U.S. DEPARTMENT OF STATE RESERVES THE RIGHT TO MAKE FINAL DETERMINATION REGARDING 214(b). EXCHANGE VISITOR CERTIFICATION: I have read and agree with the statement in item 2 on page 2 of this document. Signature of Applicant: _____ Place: _____ Date (month/year): _____			

09-2018
07-2011
Page 1 of 2

- Discuss eligibility and timeline with ISEO **at least 1 quarter** before you complete your program!
- You must apply **BEFORE** the program end date on your Form DS-2019.

Getting a Social Security Number (SSN)

- A Social Security Number (SSN) is a 9-digit identification number, assigned by the United States (U.S.) government that is used for tax reporting purposes, and is required for F-1 and J-1 students who will be **earning money** in the U.S.
- You **must first have work authorization** from UC San Diego (On-Campus Employment, F-1 CPT, or J-1 AT) or U.S. Immigration (OPT) to apply for an SSN.
- Your SSN is issued by the Social Security Administration Office (SSA); not ISEO. However, ISEO will provide you a SSN Letter that you can submit in your application to the SSA.
- While your work authorization will eventually expire, your SSN is a unique number that is permanent and will never change. If you already have an SSN, then you do not need to apply for another one each time you obtain work authorization.

Keep in mind that obtaining an SSN is **not the same** as obtaining work authorization.

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Where do I start?
Career Resources

Your Support System



ISEO Advisor
International Students and Programs Office (ISPO)

Graduate Coordinator (GR)
Academic Department
College Advisor (UG)
Undergraduate College

Professor or Faculty/PI
Academic Department

Career Advisor
Career Center or Academic Department

Career Center (career.ucsd.edu)

- Resume, Cover Letters, Virtual Interviews
- Internship Opportunities, Research Opportunities, On Campus Student Employment, Work Abroad, Advice for every field.
- Resource Fairs & Networking Events
- Job Search Tools: Handshake, GoinGlobal, External Job Search Portals (LinkedIn, Indeed)
- Planning & Preparing for Graduate Programs

The screenshot shows the UC San Diego Career Center website. At the top, there is a yellow banner with a COVID-19 update. Below that is the UC San Diego logo and navigation menu. The main content area features a large image of students in a meeting, with the text "THE RIGHT PLACE. THE RIGHT TIME." and a description of the Career Center's role. At the bottom, there are two yellow call-to-action boxes: "SAY HELLO TO OUR VAST EMPLOYER NETWORK" and "EXPLORE OPPORTUNITIES".

COVID-19 Updates Details of the fall campus repopulation process will be released in early September. In the meantime, we urge you to read our current plan for classroom operations, testing, and prevention. [VIEW DETAILS](#)

UC San Diego Information for [Handshake Login](#)

Career Center [PLAN FOR YOUR FUTURE](#) [SUCCEED IN YOUR SEARCH](#) [FIND JOBS AND EXPERIENCE](#) [GET INTO GRAD SCHOOL](#) [EVENTS](#) [ADVISING](#)

**THE RIGHT PLACE.
THE RIGHT TIME.**

The Career Center is your first stop for information, resources and connections to guide you through the process to land that new work experience or engaged learning opportunity.

SAY HELLO TO OUR VAST EMPLOYER NETWORK

When it comes to receiving that offer, it's all about who you know (and who they know). Our exclusive partnerships with leading companies connect you to the right people to get your foot in the door.

[EXPLORE OPPORTUNITIES](#)

Resources & Tips

PLAN AHEAD – Employment Authorization takes TIME!

- **iWork.ucsd.edu**
Prepare one quarter before you plan on working.
- **Department & Faculty**
Form connections, make impressions, start now!
- **Career Center Resources (career.ucsd.edu)**

Jessica Wilson
jdwilson@ucsd.edu

Josue Pinal
jpinal@ucsd.edu



UC San Diego

GLOBAL INITIATIVES

International Services and Engagement Office

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Get Engaged!

While you wait, follow us on
Instagram for the latest updates!



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iOrientation Events

iEvents.ucsd.edu



Global Coffee Hours

On the second Wednesday of every month!

8-9:30am

ISEO Eucalyptus Grove

iEvents Calendar

iEvents.ucsd.edu

iEvents Calendar

This page has a friendly link that's easy to remember: ievents.ucsd.edu

If you are a student, events labeled with the tag #GetCCR count towards your [Co-Curricular Record](#). Learn more at [GETCCR.ucsd.edu](#). The central audience for iEvents consists of international students and scholars. Check out our [population information](#) if you are not sure of which audience you are!

The screenshot shows the iEvents Calendar website interface. At the top, there is a search bar with a search icon, a date selector set to 06/25/24, and navigation buttons for 'Subscribe', 'Pinboard', 'Agenda', and 'Monthly'. Below the navigation is a section titled 'Events from Jun 25th' with a 'Submit Event' button. The main content area displays four event cards:

- Event 1:** Features a yellow circular logo with 'GAP' and 'GLOBAL AMBASSADORS PROGRAM'. The text reads: 'Fri Apr 12th 2:00pm - Sun Jun 30th 11:59pm', 'Undergrads: Sign Up to be a GAP Mentor this Summer!', and an 'Apply Now' button.
- Event 2:** Features a photo of two students. The text reads: 'Sign up now for the GRAD PALS PROGRAM', 'Mon May 13th - Sun Jun 30th', 'Graduate students: Sign Up to be a Grad Pals Mentor this Summer!', and an 'Apply Now' button.
- Event 3:** Features a blue background with a yellow 'iWORKSHOP' logo. The text reads: 'Tue Jun 25th 12:00pm - 1:00pm', 'Travel and Re-entry Workshop', and a 'Register Here' button. Below the button, it says: 'This workshop is for faculty and scholars in nonimmigrant visa classifications sponsored by US State Department'.
- Event 4:** Features a purple background with a coffee cup and a craft project. The text reads: 'Wednesday Coffee and Crafts', 'Every Wednesday 10:00AM - 12:00PM', 'LA JOLLA COMMUNITY ROOM AT LA JOLLA VILLAGE SQUARE', 'Wed Jun 26th 10:00am - 12:00pm', 'Wednesday Coffee and Crafts', and 'Wednesday Coffee and Crafts is an informal, social gathering that provides attendees an opportunity'.

Survey

Please take a moment to fill out this survey so we can better serve you.



Final Reminders

- Submit your Check-In Form via iPortal (iCheckin.ucsd.edu)
- Register for other sessions at iEvents.ucsd.edu
- You can always contact ISEO via iContact.ucsd.edu

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Follow us on Social Media! @istudents.ucsd

Follow Us!



@istudents.ucsd



@iseo.ucsd



@ISEOUCSD

Questions?

UC San Diego

GLOBAL INITIATIVES

International Services and Engagement Office

Website: iStudents.ucsd.edu

Contact: iContact.ucsd.edu

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