

What You Need To Know: Advising International Students

The International Programs and Services office is available to assist or answer any questions that academic advisors and faculty may have regarding the enrollment of international students.

Full-time Enrollment

All international students must be enrolled as a full-time student while attending the University of the Pacific. Please note that students can enroll on a part-time basis for the summer semesters only, although there are certain restrictions. If a situation arises that a student will not be enrolled as a full-time student for a semester, or if the student will be enrolled in the summer term, the student must get authorization from IPS prior to the start of the semester or immediately after it becomes necessary to drop below full-time enrollment.

Full-time status at the Pacific is:

- Undergraduates: 12 credits each semester
- Masters: 8 credits
 - Graduate students enrolled in research, seminar, thesis/dissertation, or internship for 1 unit or more are considered to have a full course of study. For the complete policy, please contact the Office of Graduate Studies (gradschool@pacific.edu).

Online Courses

No more than one (1) online course per semester can be used to meet the minimum full-time enrollment requirement for international students in F-1 status. This means that only one (1) course can be online out of three (3) four-credit courses per semester. If the student enrolls in 16 credits for one semester, the student could enroll in a second online course. **No online courses can be used as the only course in the final semester.** An international student can enroll in online courses for summer session provided it is not the final semester.

J-1 students are not eligible to take any online courses to count toward their full-time enrollment. This means that for a student in J-1 status enrolled in 12 credits all three (3) four-credit courses must be conducted in-person. If the student enrolls in 16 credits, 12 credits must be in-person and the final four (4) credits can be online.

Withdrawing from a Course

Failing a class, not attending a class or otherwise not doing well in a class are not valid reasons for falling below the full-time enrollment requirement. There is a set number of reasons (some academic and some personal) that would allow a student to drop below full-time status. However, anytime that an international student wishes to drop a course and fall below the minimum full-time credit requirement, he or she must get authorization from IPS and the authorization should be received before dropping or withdrawing.

Withdrawing from all Classes

If an international student would like to withdraw from all of his or her courses during the semester, there are serious immigration consequences for his or her immigration status. The student should consult with IPS before any action is taken.

Working Off-Campus

International students are only eligible to work off-campus in certain situations depending on their immigration status.

F-1 Students

1. Curricular Practical Training (CPT): To be eligible for CPT, the internship must be required for the course or degree program and the internship must be related to their program of study. Students are eligible for part-time (less than 20 hours per week) or full-time (20 hours or more per week) CPT. For internships, an international student must be approved for CPT (approved by IPS) prior to beginning the internship regardless of whether the internship is paid or unpaid. The international student will have to submit a form signed by the academic advisor and the internship company certifying that the internship is required and related to the student's program of study.
2. Optional Practical Training (OPT): If an international student would like to participate in an internship or other work opportunity that is not required for a course or their program of study but is related to their program of study, they can seek work authorization from the U.S. federal government. The student must be approved for work authorization prior to beginning any work but no job/internship offer is required for the application. If a student is interested in this work authorization, the student must meet with IPS.

J-1 Students

1. Academic Training (AT): If a student would like to participate in an internship or other practical experience related to their field of study, they can apply for academic training authorization. AT can be used before or after completion of the program and authorization must be received prior to beginning any employment. AT authorization is required for paid or unpaid employment. To apply for AT, a student must submit a completed and signed Academic Training form to IPS.

Travel

There are no restrictions on travel for international students provided they have valid immigration documents and will not be affecting their full-time enrollment. If the student will travel outside of the U.S., the student should come to IPS prior to leaving to verify their immigration status and get a travel signature on their I-20 or DS-2019. Even if traveling within the U.S. (outside of Stockton), the student should carry their immigration documents.