Additional Standards for International Applicants

In order to issue I-20 or DS-2019 forms to accepted international applicants, the Office of International Student and Scholar Services must verify that the applicant “meets all standards for admission” [per U.S. Federal Register: 8 CFR § 214.3(k)(3)] or is academically eligible for admission and is admitted [per 22 C.F.R. § 62.23(d)-(e)]. Units or departments must petition the Associate Provost for Graduate Studies to admit graduate international applicants whose academic background does not meet the University of Denver’s graduate admission standards.

Copy of Passport

Applicants who are not U.S. citizens or permanent residents may provide a copy of the passport at the time of application. This document may be uploaded through the online application system. Applicants who do not have a passport should make arrangements to obtain a passport before an I-20 can be issued.

Financial Verification

When an international applicant has been admitted to the University of Denver, in order for an I-20 or DS-2019 to be issued, the student must submit the following:

- passport copy
- DU International Supplemental form
- DU Financial Verification form
- bank letter from the student or supporter (if not an agency)
- letter from supporter/agency/government

Photocopies of financial verification documents are accepted. The financial verification form is only required if the student does not have a bank letter or letter from the supporting agency/government. This requirement does not apply to U.S. permanent residents or students not in F-1 or J-1 immigration status.

Orientation Program

All new F-1 and J-1 international students to include those matriculating after attending the University of Denver’s English Language Center are required to attend an orientation offered by the Office of International Student and Scholar Services. Other non-immigrant students are welcome to attend.

SEVIS

Students who are not U.S. citizens or permanent residents must hold an immigration status granted by the U.S. federal government which allows study in the United States in order to maintain legal immigration status. Most students enroll at the University of Denver in F-1 or J-1 immigration status although other statuses may also permit students to study in the United States.

The Student and Exchange Visitor Information System (SEVIS) is used by government agencies and school officials to collect and maintain information on F and J students and their dependents. School officials use SEVIS to issue original certificates of eligibility to students (I-20 for F-1 students, DS-2019 for J-1 exchange visitors) to apply for a visa at a U.S. embassy, apply for a change of status in the U.S. or transfer status from another school.

Federal immigration regulations also require school officials to maintain students’ records in SEVIS from matriculation through the end of their program, which includes any post-completion training (Optional Practical Training for F-1 students and Academic Training for J-1 students) authorized by U.S. Citizenship and Immigration Services or the University.

Only a Designated School Official (F-1 program) or Responsible Officer (J-1 program) may access student records in SEVIS. DSOs and ROs may also issue a limited number of immigration benefits to students, including permission to drop below full-time status and authorization or recommendation for employment.

SEVIS requires school officials to enter certain biographical, financial and program details to generate an initial I-20 or DS-2019 for students and dependents. Federal immigration regulations specify the types of changes and reportable events that school officials must report in SEVIS after a student has matriculated. The primary reporting requirement is the enrollment status of students, which must be reported each academic term.

Note: The J-1 program is comprised of several different categories, including non-degree exchange, degree-seeking student, research/scholar, and intern. Enrollment requirements only apply to student categories.

Mandated Event Related Reporting

- change in U.S. (physical) address--reported as mailing address in PioneerWeb
- change in foreign address--reported as home address in PioneerWeb
- change in legal name
• change in country of citizenship
• change in major field of study, secondary major
• change in education level
• completion of program
• extension of program duration
• authorization to drop below full-time status
• authorization to withdraw from program
• absence from the country for more than five months
• transfer to another school or program
• authorization for on-campus employment (J-1 students only)
• authorization for pre- or post-completion Academic Training (J-1 students only)
• authorization for Curricular Practical Training (F-1 students only)
• recommendation for pre- or post-completion Optional Practical Training (F-1 students only) and extensions permitted under STEM or “cap gap” regulations
• change in employment status or employment details during authorized periods of practical training

In addition to reporting the above changes or events, school officials must also respond to any formal request for information about a student made by the Department of Homeland Security or Immigration and Customs Enforcement.

Session Related Reporting

• Enrollment status (including failure to enroll or unauthorized drop below full-time)
• Current U.S. (physical) address-- reported as mailing address in myWeb
• Current session end date
• Next session start date (or start of next period of required enrollment)

Violations of Status

A violation of status occurs when a F-1 or J-1 student fails to abide by the requirements and restrictions of immigration status. A violation of status may result in the student’s loss of legal status in the United States and may jeopardize the student’s eligibility to be in the U.S. legally to study at the University.

Violations of status for F-1 and J-1 students include:

• failure to report arrival in the United States to the school or program
• failure to report reportable information by required deadline
• failure to enroll during a period of required enrollment
• failure to maintain health insurance coverage (J-1 students only)
• unauthorized drop below full-time
• unauthorized employment (including unauthorized off-campus employment or exceeding the maximum number of hours per week permitted for on-campus employment)
• academic suspension
• conviction of a crime

Note: The J-1 program is comprised of several different categories, including non-degree exchange, degree-seeking student, research/scholar, and intern. Enrollment requirements only apply to student categories.