



## SYRACUSE UNIVERSITY

LILLIAN AND EMANUEL SLUTZKER CENTER FOR INTERNATIONAL SERVICES  
DIVISION OF STUDENT AFFAIRS

### **EXTENSION OF ON-CAMPUS EMPLOYMENT AUTHORIZATION – IMPORTANT INFORMATION<sup>1</sup>**

Dear Student,

By signing the attached Authorization of On-Campus Employment at an Off-Campus Employment form, you are eligible for on-campus employment at the specified company or organization for the period noted on the form. As always, you must continue to maintain your F-1 status.<sup>2</sup>

Your on-campus employment is pursuant to federal regulation 8 CFR 214.2(f)(9)(i), which allows for employment work "at an off-campus location which is educationally affiliated with the school...the educational affiliation must be associated with the school's established curriculum or related to contractually funded research projects at the post-graduate level...[and] be an integral part of the student's educational program."

Your academic advisor has certified that this work experience will constitute an integral component of your educational experience and an affiliation agreement between the University and the company is in place. Therefore this employment is considered to be on-campus employment at an off-campus location under 8 CFR 214.2(f)(9)(i).

Please note that you are limited to working a total of 20 hours per week, including any other on-campus employment, during the spring and fall terms. You may work over 20 hours per week during the University's winter and summer breaks.

If you receive Curricular Practical Training (CPT) authorization to work at this company, any continued employment at this company will need to be as CPT work authorization (full-time or part-time), if eligible. Part-time CPT does not count towards the 12-month CPT limit affecting your Optional Practical Training (OPT) eligibility.

Best wishes for a rewarding work experience,

Slutzker Center for International Services

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<sup>1</sup> Please keep this letter and copies of all documents related to your employment and immigration status for your records.

<sup>2</sup> To maintain your full-time status, always enroll full-time during the academic year (except in your final semester); apply for and receive work authorization prior to starting off-campus employment; update your address with the Slutzker Center within 10 days of moving; keep your immigration documents valid and current by timely applying for extensions (passport, I-20/DS-2019); notify the Slutzker Center when you plan to take a leave of absence, withdraw, or change your visa status; and inform the Slutzker Center of any changes to your program (change of major, degree program, etc.).