

# MARIAN UNIVERSITY

Indianapolis®

## Office of International Programs

### J-1 International Student Exchange Visitor Enrollment Requirements

This student holds J-1 immigration status with the U.S. government. As such, there are specific requirements that students must comply with in order to maintain their status. Non-compliance of any of the rules below may result in terminating the student's immigration status and requiring the student to leave the country immediately. Ultimately, it is the student's responsibility for abiding by these rules; however, the following information can help guide you in regards to academic advising.

#### Contact Information for International Student and Scholar Services:

Rhonda J. Hinkle, [rhinkle@marian.edu](mailto:rhinkle@marian.edu), Clare Hall Rm 109, 317-955-6670

[www.marian.edu/international-programs](http://www.marian.edu/international-programs)

<b>Enrollment Requirements</b>	J-1 students must be enrolled full-time (at least 12 U.S. semester credit hours for undergraduates and at least 9 U.S. semester credit hours for graduate students). Students must maintain full-time enrollment each semester. Summer enrollment is optional unless it is their first term at Marian University. If students are experiencing academic difficulties, a medical condition, or it is their last term, there are reduced course load options discussed below.
<b>Reduced Course Loads</b>  For the reduced course load approval form, see <a href="http://www.marian.edu/international-programs-reduced-course-load">www.marian.edu/international-programs-reduced-course-load</a>	<b>Academic Difficulties</b> Students are able to take a reduced course load due to initial academic challenges, such as English language skills as well as transitioning to the U.S. classroom and American teaching methods. Students must still enroll in at least 50% of their minimum enrollment requirements.  <b>Medical Difficulties</b> Students who are unable to attend school due to medical reasons must have written permission from a licensed psychologist or medical doctor.  <b>Last Term</b> Students are able to take a reduced course load during their last term if the remaining academic requirements of their program is less than what is required to be considered full-time.
<b>Online Classes</b>	A J-1 student may take one online course (or the equivalent of 3 U.S. semester credit hours) toward a full-course of study per semester. Additional online classes can be taken on top of at least 12 U.S. semester credit hours taught in-person.

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<b>Dropping Classes</b>	Students are unable to drop below their minimum enrollment requirements without permission first from their academic advisor and Rhonda. Permission to be under enrolled can only be granted for the three reasons listed above in "Reduced Course Load." Students have 21 days after dropping a class below minimum enrollment levels to submit a Reduced Course Load Form and approval. If 21 days passes and the student is not approved for a reduced course load, their immigration status will be terminated.
<b>Internships</b>	J-1 students may engage in off-campus internships if they are directly related to the major field of study listed on the immigration document, DS-2019. Students must receive Academic Training (AT) permission prior to the start of their internship. This AT approval requires permission from the student's advisor as well as Rhonda. More information regarding AT can be found on our website under "Employment."
<b>Probation</b>	International students follow the University's requirements for good academic standing. The immigration requirement is that the student make normal progress toward the degree. Rhonda emails all students on probation to inform how dismissal impacts them.
<b>Dismissal</b>	Students who are ineligible to continue study at Marian University have 21 days to change their immigration status, transfer to another U.S. school, or leave the United States. On the 21 <sup>st</sup> day following the official dismissal, their immigration status will be terminated if they do not take action as noted above.
<b>Transfer</b>	Students are able to transfer to another U.S. institution but must continue to maintain their immigration status before the transfer. There are regulations regarding transfers, so please refer all international students interested in transferring to Rhonda.
<b>Orientation</b>	Orientation is mandatory for all new freshman and transfer international students. Generally, a day-long orientation occurs before the last SOAR date. <a href="http://www.marian.edu/international-programs-orientation">www.marian.edu/international-programs-orientation</a>