



## Summer Opportunities for International Students

### On Campus Employment (F-1 & J-1)

- F-1 and J-1 students are allowed to work on campus without any further authorization or permission from OIA or the U.S. government. Your I-20 or DS-2019 will be proof of your on campus employment eligibility.
- If your paycheck comes from the University of Chicago, the employment is considered on campus. Some University-sponsored opportunities are considered on-campus employment, even if the actual work is not done on campus.
- **Hour Limit:** maximum of 20 hours per week while classes are in session, there is no limit during the school breaks.
- The following University-sponsored summer opportunities are considered on-campus employment:

International Experience Grant	Arts Council Summer Fellowship
Summer Action Grant	Journalism Internship Grants
PRISM Summer Research Grants	Summer Links
Seidel Scholars PRISM Grants	Human Rights Internship Grant
- Metcalf internships that are funded by a grant from the University of Chicago (the College) are also considered on campus employment. Off campus Metcalf internships require CPT.

### F-1 Curricular Practical Training (CPT)

#### College Students: Metcalf Internships Only

- All eligible F-1 students who obtain an employer-funded Metcalf internship will require CPT authorization.
- CPT does not detract from the 12 months of Optional Practical Training (OPT) time.
- CPT is authorized by OIA so the application is free. Allow one week for OIA processing time.
- CPT is authorized on a quarterly basis and only for the specific Metcalf employer and dates listed on the I-20. If you will continue your Metcalf through the school year, you will need to reapply for CPT at least one week before employment begins.
- Application instructions and forms are on OIA website: <http://tinyurl.com/CollegeCPT>
- **CPT must be approved and listed on your I-20 before you can begin working!**

#### Graduate Students:

- Check with your program/the OIA website for CPT availability.

### F-1 Optional Practical Training (OPT) for Off Campus Internships

- Off campus internships that are not eligible for CPT require OPT authorization.
- F-1 students are eligible for 12 months of OPT to use during or after BA degree program. Any OPT used prior to graduation will be subtracted from this 12 month total.

- OPT is authorized by a governmental agency called USCIS. The application process takes **3-4 months** and costs \$380. Thus, you may need to begin the OPT application process before you have secured an internship.
- While on OPT, all work must be directly related to your major/field of study.
- You must select the start and end dates of OPT authorization at the beginning of application process. If you do not know precise dates of internship, you may need to estimate internship dates.
- **You cannot begin OPT work until you've received the Employment Authorization Document (EAD card) from USCIS and the start date on the card has been reached.**
- See OIA website for information about OPT and attend an OPT workshop for more details.

## J-1 Academic Training (AT)

- J-1 students are eligible for 18 months (or the length of their program if it is shorter than 18 months) of AT authorization to use during or after the degree program.
- AT is authorized by OIA so application is free and students can receive work authorization within one week.
- See OIA website for information about AT application process.

## Unpaid Internships

- Bona fide unpaid internships do not require work authorization.
  - The internship must be advertised as unpaid and no other interns (US citizens included) should be receiving payment for the same duties. It must not violate any labor laws.
  - Opting out of payment or delaying payment to avoid work authorization issues is a violation of F-1 status and **grounds for termination of an F-1 record**. If the employer offers payment, students cannot choose to do work in an unpaid capacity.
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## Taxes

- All F-1 and J-1 international students and scholars who were present in the U.S. during any portion of the past calendar year are required to file tax forms with the United States federal government. This is true whether or not you worked in the U.S., gained income in the U.S., or received a scholarship during the past calendar year.
- If you receive income in the U.S., taxes will most likely be taken out of your paycheck. At the end of the year, you can file your taxes and receive all or part of your taxes back. It is also possible that you will need to pay taxes for money earned.
- OIA provides free tax filing software, tax filing workshops, and tax withholding workshops (understanding how to fill out employment forms and why money is taken out from your paycheck). Check the OIA website for upcoming events and programs
- If you need an ITIN for a grant or stipend, OIA can help you apply.

## Social Security Numbers

- You will be eligible for a SSN once you have employment authorization *and* a job offer. Application information is on the OIA website.