

INTERNATIONAL STUDENT GUIDE

2025-2026



UNIVERSITY OF
NOTRE DAME

GLOBAL



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Welcome

Dear Students and Families,

On behalf of the International Student and Scholar Affairs team and Notre Dame Global, we are so excited to welcome you to campus. Our hope is that even as you navigate the many responsibilities associated with your immigration status, your new residence, your classes and research, and all the logistics of your new life at Notre Dame, you will prioritize connecting with the people around you and exploring the many opportunities and resources available to you.

We welcome your engagement, your curiosity, and your courage, knowing that as you are transformed by your time at Notre Dame, your engagement is also a powerful means of transformation within this community.

The ISSA team remains committed to helping you and our international community of nearly 2000 graduate, professional, and undergraduate students on campus, and we look forward to being a part of your Notre Dame experience.

Welcome.

Leah Zimmer

Executive Director, ISSA
University of Notre Dame

About ISSA

International Student and Scholar Affairs (ISSA)

ISSA offers resources and services for each stage of your Notre Dame experience. Our goal is to provide responsive, efficient, and comprehensive immigration advising, while also helping you feel connected and supported during your time in the U.S.

We assist with:

- All U.S.-based immigration advising and reporting
- Community engagement and advocacy
- Navigating life in the United States



You have arrived! — Now what?

Welcome! Now that you've arrived, it's time to get started.

Check out the “**What to do**” **checklists** to stay on track with what needs to be done this week, through your first month, and throughout each the semester.

WHAT TO DO: ORIENTATION WEEK

Attend Maintaining Status Session

MASTER’S AND DOCTORAL STUDENT ORIENTATION

Monday, August 18

Master’s and doctoral students in the Graduate School, as well as students in the Law School and Mendoza Graduate Business Programs, will participate in our Maintaining Your Immigration Status session on Monday, August 18. We will prioritize understanding your immigration responsibilities and navigating logistics of on-campus employment documentation as an F1/J1 student. Dependents are welcome.



Use the QR code to access complete orientation details.

UNDERGRADUATE STUDENT ORIENTATION

Thursday, August 21

DeBartolo Performing Arts Center (DPAC)

Undergraduate ISO is carefully scheduled to lead into Welcome Weekend activities (planned by the Division of Student Affairs), which begin on Friday, August 22. We prioritize understanding your immigration responsibilities (including registration), connecting with the international student community, and getting settled in your residence hall.



Use the QR code to access complete orientation details.

Complete Immigration Registration in ISSAlink

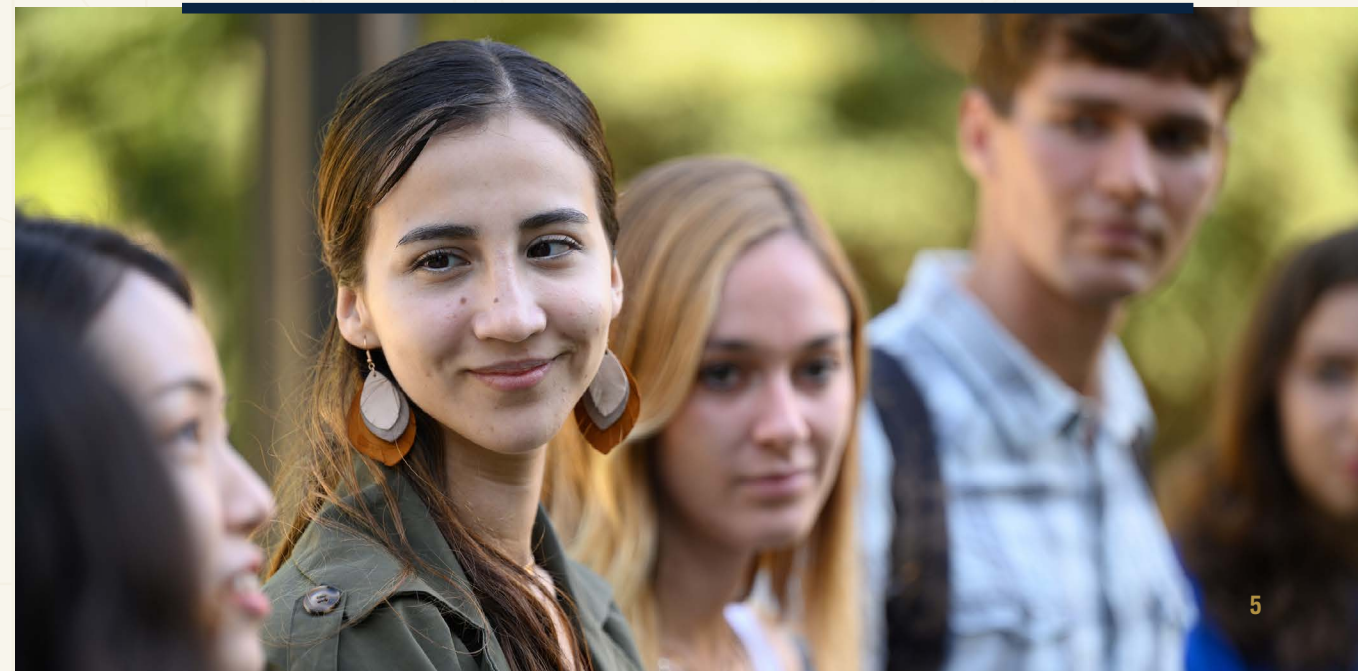
Action Item: Register your F-1 or J-1 immigration status within 30 days of your program start date listed or within one week of your arrival at Notre Dame, whichever comes first.

Go to ISSAlink.nd.edu and complete the **Immigration Registration - F-1/J-1 Registration Form** upon arrival on campus.

You will need your U.S. address details and electronic copies of the following:

- Biographical page of your passport (with your photo)
- F-1 or J-1 visa stamp (Canadian citizens are exempt, no stamp required)
- Form I-20 or DS-2019
- Your Most Recent I-94 record
- Access it at i94.cbp.dhs.gov
- Click “**Get Most Recent I-94**”

What is the I-94 record? This is the official U.S. government record of your entry to the U.S. This record confirms you have been legally admitted to the U.S. in (F-1/J-1) visa status for the duration of your status (D/S), or the program dates on your I-20 or DS-2019. Immigration regulations require that F-1 students, J-1 students and F-2/J-2 dependents carry a copy of their most recent I-94 with them **AT ALL TIMES**. This is evidence of your legal status in the U.S.



Visit a Resource Fair

GRADUATE STUDENTS

Monday, August 18, 12:30 p.m.

Dahnke Ballroom, Duncan Student Center

Walk through Dahnke Ballroom in the Duncan Student Center and talk one-on-one with staff and students from around campus and partners from the South Bend community who provide resources and support for graduate students. Enjoy lunch and load up on free giveaways while you're there!

UNDERGRADUATE STUDENTS

Saturday, August 23, 1:00–2:30 p.m.

Notre Dame Stadium Concourse (Gate E)

What's better than putting all of a student's available resources together in one location during your first day on campus? The Student Services Resource Fair in the Stadium Concourse does just that. Make sure to stop by to check out tables featuring a wide variety of offices and departments from across campus.

Complete Roll Call

ND Roll Call is separate from your initial Immigration Registration. It is required for all Notre Dame students each semester but ISSA also uses ND Roll Call to continue to register you with the U.S. government and update your U.S. address information. You must complete this each semester through InsideND.

Other Recommended Action Items

SET UP CELL PHONE. Many phone companies require a Social Security Number (SSN) or a U.S. credit history to register for their services. Without a SSN or U.S. credit history, companies may charge you a substantial deposit or higher rates, but you can also purchase pay as you go plans.

Plan on comparing options and ask if you can keep your current phone while purchasing a SIM card from companies like Mint Mobile. Other phone companies in the area are Verizon, AT&T, T-Mobile, and Cricket.

OPEN A U.S. BANK ACCOUNT. To open a local bank account, you'll need to bring physical copies of the following documents:

- Valid passport
- Form I-20/Form DS-2019
- Most recent I-94 record
- Proof of U.S. residential address (e.g., signed lease, utility bill, or housing confirmation from Residential Life)
- Notre Dame enrollment or employment verification
- Money to deposit into your new account

You do not need a Social Security Number (SSN) to open a bank account.

Banking Options Near Campus

- 1st Source Bank – On campus (lower level of LaFortune Student Center)
- Chase Bank – East of campus, near Martin's Supermarket
- Notre Dame Federal Credit Union – North of campus
- Old National Bank – South of campus, in Eddy Street Commons

ATTEND THE SSN & TAXES WORKSHOP. This September 2 session covers information about tax IDs, Social Security Numbers (SSN), Individual Taxpayer Identification Numbers (ITIN), and how to get ready for tax filing in Spring 2026. This session will also cover steps to apply for an Indiana driver's license or state ID.

Requirements if you have on-campus employment:

- Complete HR paperwork, including both parts of the I-9 process
- Complete your FNIS Profile – If you will receive compensation (stipend, fellowship, scholarship) from the University, respond to the email request from fntax@nd.edu and follow the instructions.
- J-1 Students: submit an authorization request via ISSAlink for all on-campus employment, including fellowships, assistantships, scholarships, and hourly work.

WHAT TO DO: FIRST MONTH

Apply for your Tax ID

As an F-1/ J-1 visa holder, you may need a Tax ID, either a U.S. Social Security Number (SSN) or an individual taxpayer identification number (ITIN) for tax filing purposes.

Social Security Number (SSN)	Identification Number (ITIN) ND
For students earning EMPLOYMENT-BASED income, who receive wages from a U.S. institution, and require U.S. work authorization (stipend, fellowships, etc). Applying for an SSN • Acquire an employment letter from your supervisor or department coordinator • Upload the employment letter to SSN Letter Request form in ISSAlink.nd.edu • Pick up ISSA confirmation letter from by 105 Main Building • Gather documents required: passport, visa, I-94 record, I-20/DS-2019, employment letter and ISSA confirmation letter • Apply in person at the Social Security Administration, and wait for SSN to arrive • Report your SSN to HR in Grace Hall	For students receiving NON-EMPLOYMENT BASED income (scholarships, grants, interest on stocks, etc). Applying for an ITIN • Complete IRS Form W-7 • Gather copies of passport, visa, I-94 record, I-20/DS-2019, admission or scholarship award letter • Upload all documents to ITIN Letter Request form in ISSAlink.nd.edu • Pick up ISSA confirmation letter from 105 Main Building • Mail all documents to the Internal Revenue Service and wait for ITIN to arrive • Report your ITIN on InsideND

If you do not have U.S. sourced income, then you will file a tax document in the spring but you do not need a tax ID.

Connect with students!

GRADUATE STUDENTS

ISSA hosts meals at the dining halls for first-year graduate and professional students to meet other new students and interact with ISSA staff. Sign up!

UNDERGRADUATE STUDENTS

Check in with your International Ambassador this fall. Join your IA for lunch or dinner and catch up on how your semester is going. Attend a campus event or join one of the 500+ recognized Student Groups at Notre Dame.

Explore Beyond Orientation

Go beyond orientation with info sessions and workshops designed to help you transition to life in the U.S. and at Notre Dame. **All sessions will be held in person on Tuesdays in September at 6:00 p.m., location to be determined.**

Date	Event
September 2	Social Security Numbers and Taxes: Learn about tax IDs - SSNs and ITINs -and how to be best prepared for filing tax documents each spring
September 9	Know Your Rights: Come learn about your legal rights as a non-U.S. citizen, engaging law enforcement, and participation in activism as an international student.
September 16	Football 101: New to American football? Come learn the basics of American football and Notre Dame football traditions.
September 23	Understanding Catholicism: Explore the basics of Catholicism and the Catholic culture of Notre Dame.

WHAT TO DO: START OF EACH SEMESTER

Review Your Immigration Documents

Make sure your immigration documents are accurate and up-to-date.

- I-20 or DS-2019 should accurately represent your major and program end dates
- Passport should be valid for at least 6 months into the future
- Visa expiration dates: it's ok to remain inside the U.S. with an expired visa, but you will need a new visa if you travel outside of the U.S. and need to return
- I-94 should be reviewed and printed every time you re-enter the U.S.

Complete Roll Call

Ensure you are enrolled full-time! ISSA uses ND Roll Call to register you with the U.S. government and update your U.S. address information. You must complete this each semester through InsideND.

Report your U.S. Address

If you change your address outside of Roll Call, you must report the change within 10 days of moving. To update your current address information, go to InsideND and search for "Personal Information".

Connect with ISSA

Connect with ISSA about any off-campus employment or training opportunities before beginning.

*J-1 Students should ensure they have appropriate authorization for all on-campus employment, too, including grants, assistantships, stipends, and hourly on-campus. You will receive an authorization letter for every period of on-campus employment.

MAINTAINING STATUS

Understanding Your Immigration Documents

Passport

Passports may be renewed in the U.S. at the embassy or consulate of the country that issued your passport.

I-20 or DS-2019

The Form I-20/ DS-2019 establishes your legal presence in the U.S. for the duration of your program. This form should always have the most up-to-date information, including your major, funding, program end dates, and off-campus authorization.

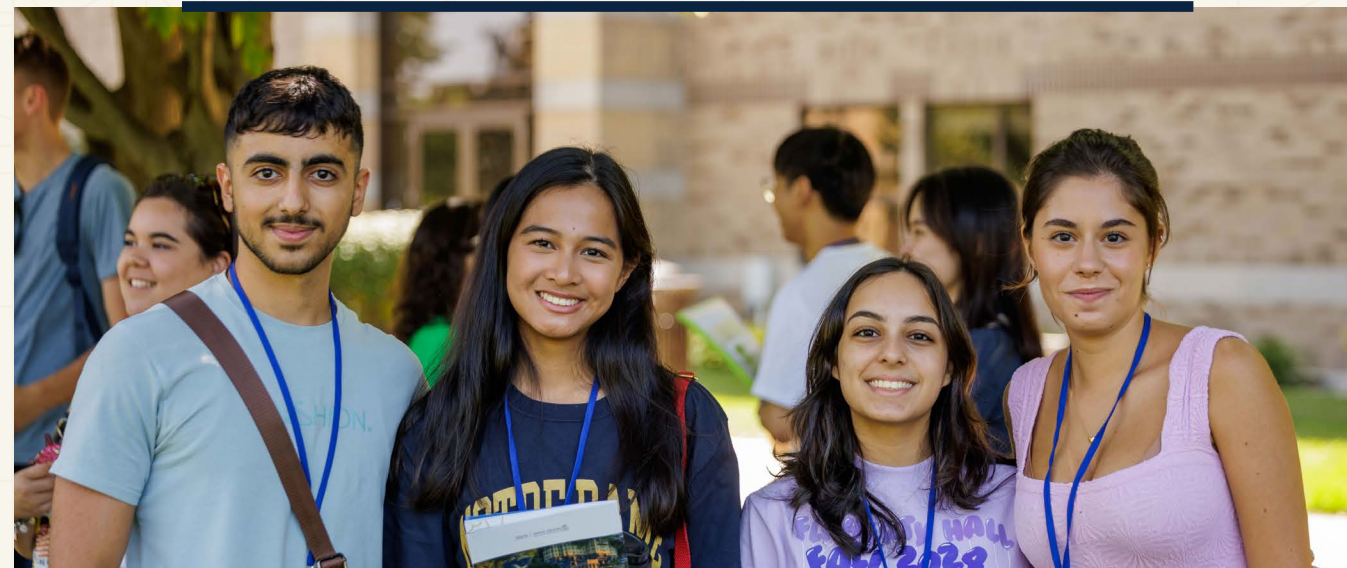
U.S. Visa

Your visa stamp permits you to legally enter the U.S. You can remain inside the U.S. with an expired visa, but you will need a new visa if you travel outside of the U.S. and return.

I-94 Record

The I-94 record is the official U.S. government record of your arrival to the United States. This record confirms you have been legally admitted to the U.S. in (F-1/J-1) visa status for a duration of status (D/S).

Because the I-94 record is electronically updated with each entry to the U.S., F-1 and J-1 students should review the I-94 record after every entry, print off the most recent I-94 record, and carry the hard copy with you at all times.



Maintaining Status F-1/J-1 Comparison

Legal F-1 or J-1 status refers to the purpose and duration of your presence in the U.S. as granted by the U.S. Department of Homeland Security. This status is determined by your:

- Form I-20 (F-1) or DS-2019 (J-1)
- F-1 or J-1 visa stamp (in passport)
- SEVIS record
- Most recent I-94 record

You are responsible for maintaining your F-1 or J-1 status by meeting the requirements listed in the chart below.

Requirement	F-1 Student	J-1 Student
Initial Check-In	Register with ISSA within 30 days of program start or 1 week after arrival. *Transfer students have 15 days.	
Valid Passport	Must maintain a valid passport at all times.	
Enter U.S. in Correct Status	Enter in F-1 status; verify and print I-94 showing F-1/D/S.	Enter in J-1 status; verify and print I-94 showing J-1/D/S
Carry I-94 Record	Must carry printed I-94 at all times.	
Carry I-20 or DS-2019	Must carry a hard copy of the I-20 / DS-2019 at all times.	
Maintain a Valid and Accurate Form	Keep I-20 updated with changes. Review for accurate biographical, program info and valid travel signature.	Keep DS-2019 updated with changes. Review for accurate biographical, program info and valid travel signature.
Full-Time Enrollment	• Undergraduates: 12 credits • Graduate students with/ coursework: 9 credits <i>No more than 1 online class per semester may be counted towards full-time enrollment.</i>	
Change of Address Reporting	Must report within 10 days of the change via Roll Call or InsideND.	
Program End Date	Must request extension before program end; 60-day grace period after program.	Must request extension before program end; 30-day grace period after program.
Off-Campus Work	Not allowed without prior authorization from ISSA or USCIS.	Not allowed without prior authorization from ISSA.
On-Campus Work	Generally allowed up to 20 hours/week during the semester	Must obtain prior authorization from ISSA for on-campus work and/or funding. 20 hr/wk
Health Insurance	Required by the University while enrolled	Mandatory for students and all J-2 dependents for the entire program duration
Filing Tax Forms	Must file U.S. tax forms each year, even with no income.	

Enroll Full-Time

You must enroll full-time every fall and spring semester and confirm enrollment by completing Roll Call. In each semester, full-time enrollment is:

- Undergraduates - 12 credit hours
- Graduate students during coursework - 9 credit hours
- Graduate students during thesis/dissertation research and writing - at least 1 credit

Contact an ISSA advisor before reducing your course load. According to federal regulations, no more than one online class per semester may be counted towards full-time enrollment.

Maintain a valid U.S. address

Report address changes within ten days of the change. Report it through InsideND Personal Information. Your address details will be forwarded to ISSA so we can update your SEVIS record. Federal regulations require that you update your address with us within 10 days of any change.

Report & Request via ISSALink

ISSALink.nd.edu is the portal for Notre Dame-sponsored visa holders, essential for requesting documents, requesting work authorization, and fulfilling reporting responsibilities as an F-1/J-1 student.

In ISSALink, you can:

Request	Report
A new or updated I-20/ DS-2019	An updated passport
A Social Security letter	Study abroad or research abroad
ITIN letter	Health insurance coverage (J-1)
On-Campus Work Authorization (J-1)	Student or dependent departure (J-1)
Off-Campus Work Authorization (CPT, OPT, STEM OPT, Academic Training)	Change of status
Transfer out SEVIS record	New or updated OPT employment
F-2 or J-2 dependent I-20/ DS-2019	STEM validation and training updates



Use the QR code to access ISSALink.nd.edu.



EMPLOYMENT IN THE U.S.

Employment is considered to be the rendering of services for compensation, and there are strict limitations on employment that F-1 and J-1 students must consider. Employment is divided into two categories, **on-campus** and **off-campus** employment.

Important: Working or accepting employment in the United States without proper authorization is considered a serious violation of immigration status and can affect your ability to remain in the United States.

On-Campus Employment

Working on campus can offer valuable experience for F-1 and J-1 students, but employment rules differ slightly between visa types. To determine if a position qualifies as on-campus employment, we consider:

- Who pays you
- Where the job takes place
- Who benefits from your work

You may only work up to 20 hours per week on campus during fall/spring semesters.

On-Campus Employment by Visa Type

F-1 Student	J-1 Student
May work on campus without written authorization. May only work during the program dates listed on page 1 of their I-20.	Must receive written approval from ISSA before starting any on-campus job, including fellowships, grants, assistantships, or hourly roles (e.g., dining hall, research, library). <i>Written approval must be requested every year, even if the work is the same as the year before.</i>
Up to 20 hours per week during fall/spring semesters. More than 20 hours during official University breaks.	

Important: Not all jobs located on campus qualify as “on-campus” employment. A position must be paid by Notre Dame or serve the University community directly. Outside companies that issue their own paychecks and do not have a contractual agreement with the University are not considered on-campus employers, and F-1/J-1 students are not permitted to work for such employers. Examples include the Observer, FedEx, and the ND Bookstore.

Off-Campus Employment

F-1 and J-1 students may work off campus, but prior authorization is always required.

- F-1 students: Must apply through ISSA or USCIS
- J-1 students: Must receive approval from ISSA

Eligibility Requirements for ALL Off-Campus Employment:

- The job must be directly related to the major listed on your I-20 or DS-2019
- You must have completed at least one academic year before applying.
- Requires an updated I-20/DS-2019.

Receiving Off-Campus Work Authorization

F-1 Curricular Practical Training (CPT)

CPT is an off-campus work authorization available while F-1 students are still enrolled in their academic program. The CPT employment (usually an internship) must be directly related to their major and serve as an integral part of their course of study, either through program or course requirements. A written offer of employment is required before applying for CPT; authorization is employer, position, and date specific.

F-1 Optional Practical Training (OPT)

OPT is an off-campus work authorization allowing F-1 students to get real-world work experience related to their field of study for 12 months. This may be used before or after graduation, or a combination of both. The Designated School Official (DSO) recommends OPT in SEVIS, and students apply for the work authorization with U.S. Citizenship and Immigration Service (USCIS). If the OPT is approved, USCIS will issue an Employment Authorization Document (EAD).

F-1 STEM OPT

STEM OPT is an off-campus work authorization for students who majored in designated Science, Technology, Engineering, and Math (STEM) degrees approved by DHS. This type of OPT is a 24-month extension of OPT, bringing the total OPT available to 36 months.

Academic Training (AT)

AT is a type of work authorization available for eligible J-1 students. It allows J-1 students to participate in part-time or full-time work, training, or experiences related to their field of study (as listed on the DS-2019). It may be authorized for employment that is either before or after program completion.

Unpaid Internship

Before agreeing to an unpaid internship or other unpaid work, it is essential to understand the laws that govern what types of jobs can be legally unpaid. Whether or not students need work authorization for an unpaid internship is considered on a case-by-case basis. Students who receive an offer for an unpaid internship should reach out to ISSA for further guidance.

Volunteering

Volunteering at a local non-profit organization is generally allowed under student and dependent visas. Volunteer opportunities may include serving food at a soup kitchen, teaching a Sunday School class at a church, or walking dogs at an animal shelter. Students should ensure that the work is always done by volunteers and that the organization does not pay anyone else for performing the exact same work.

Travel

Traveling outside the U.S. always carries some risk — neither ISSA nor the University can ever guarantee your reentry. Only the CBP officer at the U.S. port of entry decides whether you are allowed to re-enter. The best way to prepare is to have all your documents accurate and up-to-date.

Documents You Must Carry When Reentering the U.S.

If you're returning to Notre Dame after traveling abroad, make sure you have:

- **Passport** – Valid for at least 6 months beyond your return date.
- **F-1 or J-1 Visa** – Must be unexpired and valid for reentry (If your visa is expired, you must renew it before returning).
- **I-20 or DS-2019** – The most recent version from ISSA, with a valid travel signature.

Recommended Additional Documents

- **Enrollment Verification** – To show you're an active student, find this in InsideND
- **I-901/SEVIS Fee Receipt** – Reprint at fmjfee.com
- **Proof of Finances** – Such as financial documents you submitted when ISSA first issued your immigration documents

Travel Signatures

Travel signatures are valid for one year from the date of signature for both the I-20 and DS-2019. You do not need a new travel signature every time you travel, but you must have a valid signature to re-enter the United States.

If your travel signature has expired and you need a new one, you can either visit the ISSA office during business hours OR request one in ISSAlink.nd.edu by completing our *Travel Signature Form*.

LIFE IN THE U.S.

U.S. Income Tax Obligations

The IRS (Internal Revenue Service) is the U.S. government agency responsible for collecting taxes. All F-1/J-1 students and their dependents must file a tax document each year, even if they didn't earn any U.S. sourced income, by April 15 of the following year. To ensure all tax documents are accurate, students should apply for the appropriate tax ID number (SSN or ITIN) by December if they don't already have one and report it to the appropriate department.

Most F-1 or J-1 students are considered non-residents for tax purposes. However, F-1 and J-1 students are generally considered residents for tax purposes after five calendar years of presence in the U.S.

To help with filing, ISSA provides access to Sprintax, a tax preparation software designed for international students. Sprintax offers a step-by-step online process to guide students through filing and access codes are provided each January.

Students who are in the U.S. who do NOT have U.S. sourced income might not need a tax ID but must still file Form 8843.

Legal Rights, Responsibilities, and Resources

In general, non-U.S. citizens have the same constitutional rights as U.S. citizens, such as freedom of speech, freedom of religion, and protection under the law. However, immigration laws add an extra layer of responsibility. Violating U.S. laws can have more serious consequences for non-citizens, including impacts on your immigration status or ability to remain in the country.

It's important to understand your legal rights and responsibilities as a non-citizen so you can respond appropriately if you're ever contacted by a U.S. government authority.

For additional information about the rights of non-citizens in the U.S. visit our Legal Rights and Responsibilities info at issa.nd.edu/life-in-the-u-s.

Important: *You should check our U.S. Immigration Updates website regularly for up-to-date information.*

Notre Dame Police Department (NDPD)

NDPD offers a wide range of police and safety services, including emergency response, investigations, crime prevention, event security, parking services, campus ID card and access control, and lost and found. When you don't know who to call, call NDPD at 574-631-5555.

Scams

No U.S. government agency, including the Internal Revenue Service (IRS) will contact you by email, phone, or text. Students, scholars, and employees should disregard any unsolicited emails, phone calls, or texts, or contact ISSA to confirm no further action is needed. Should the IRS need information, they will contact taxpayers by mail.

Dependents

Dependents by Visa Type

Dependents, whether spouses or children, play a vital role in supporting the well-being and success of F-1/J-1 students during their time in the U.S. Their presence can provide emotional stability, a sense of home, and meaningful family connection. However, it is important to understand the limitations of F-2/J-2 status.

F-2 Dependent (F-1 visa holder's spouse/child)	J-2 Dependent (J-1 visa holder's spouse/child)
F-1 student must provide evidence of funding for dependents for one year of program; \$700 per month for each dependent.	Must provide funding for dependents for entire program; \$700 per month for each dependent.
Not eligible for any employment authorization.	May apply for work authorization; employment must not be to support the J-1.
Spouses can only study part-time, and children can study full-time in K-12 grades.	Full-time or part-time study is allowed for both spouse and child.
Children age out at age 21 .	

Resources for Spouses

The Family Resource Center (FRC)

FRC provides support services to married, parenting, and/or pregnant students to ensure all families thrive at Notre Dame. Through year-round educational and social programming, the FRC is dedicated to building community for students and their families and to working with established partners throughout the University to connect these students with resources to enhance their intellectual, emotional, social, and spiritual formation.

ISSA Programs and Events

Dependents are welcome to participate in ISSA events and trips like the Midwest Adventures in the following section.

Midwest Adventures

Explore the Midwest this fall with vibrant city visits, serene park outings, and shopping at outlet malls.

Date	Event
September 6	Beach Day - New Buffalo, MI
October 5	Fernwood Botanical Garden and Trails - Niles, MI
October 12	Lighthouse Premium Outlets Shopping - Michigan City, IN
October 21	Potato Creek State Park - North Liberty, IN

Living in South Bend

Living in South Bend offers a mix of small-city charm and college-town energy. Visit the South Bend website where you will find a variety of community events across the region. Enjoy walks and fresh air, explore local restaurants, and shop!

Grocery Stores

- Trader Joe’s
 - Martin’s Supermarket
 - Walmart
- Meijer
 - Target
 - Michoacan Supermarket
- Saigon Market
 - Milan Indo-Pak Grocery
 - Farmer’s Market

Coffee Shops

- The General Deli and Cafe
 - Macri’s Bakery
- Cloud Walking Collective
 - Dainty Maid Food Hall
- Chicory Cafe
 - The Local Cup

Restaurants

- Fiddler’s Hearth
 - Crooked Ewe
 - Taqueria Chicago
- J.W.Chen
 - Cre-Asian
 - India Garden
- La Rosita
 - Nom Nom Pho
 - Aladdin’s Eatery

Nature & Fresh Air

- Howard Park in South Bend
 - Riverwalk in Mishawaka
 - Potato Creek State Park
- East Race
 - St. Patrick’s Park
 - ArtBeat
- Fridays by the Fountain
 - St. Joseph County Library

St. Joseph County Public Library (Main Branch) is located in downtown South Bend. The library offers more than just books and is perfect for all ages.

The library participates in a Discovery Pass program offering free or discounted access to local museums, gardens, and family attractions.

Places of Worship

Campus Ministry provides opportunities for students of all faith traditions to encounter God as they work, study, and live life to the fullest under the shadow of the Golden Dome. You can find a list of places to worship on the Campus Ministry website.

Driving in the U.S.

If you plan to drive in the U.S. you should apply for a license as quickly as possible. The Bureau of Motor Vehicles (BMV) is the state agency responsible for regulating vehicles and licensing drivers.

How to Apply for an Indiana Driver’s License or Permit

1. Wait until your program start date (listed on your I-20 or DS-2019) before visiting the BMV.

2. Study the Indiana Driver’s Manual to prepare for the written knowledge exam

3. Bring the required documents to the BMV:

 - Passport and visa (no visa required for Canadian citizens)
 - I-94 record
 - Current I-20 or DS-2019
 - Social Security card or ineligibility letter
 - Two proofs of Indiana address (e.g., utility bill, bank statement, transcript)
 - Foreign driver’s license and the English translation (or International Driver's Permit)

(Continued on page 22)



4. At the BMV

Take the written knowledge exam, vision screening, and driving skills exam. The driving skills exam will depend on whether or not you have a valid foreign driving license.

- If you have a valid foreign license (with English or translated), you can schedule the exam right away.
- If not, you'll receive a learner's permit and must wait 180 days to take the driving skills exam.

Once you pass, you'll receive a temporary 30-day license. Your official license will be mailed after your lawful U.S. presence is verified.

Common Requests

Enrollment Verification

Used to confirm enrollment in the University and recommended document to carry at the port of entry. Students can print enrollment verifications from InsideND. Search on "Enrollment Verification," click on the icon, and follow the prompts or fill in the appropriate information.

Health Care & Insurance

University Health Services can help students navigate health insurance questions and health care questions. Utilize UHS for first step in health care and direct insurance questions to insurancequestions@nd.edu.

Finding an internship

The Center for Career Development coordinates a broad range of career-related services for students across multiple divisions, including the Undergraduate and Graduate Career Services offices. ISSA co-sponsors Interstride, a platform that provides international student-specific career services, especially for finding positions outside the U.S.

Internship verification

For international students pursuing internships outside the U.S., employers may request proof of enrollment. Students can provide an official "Enrollment Verification" from the University or contact the Office of the Registrar for assistance.

Form 1042-S

You may receive Form 1042-S under the following circumstances:

- If you filled out a treaty application (Form 8233/W-9) earlier with the Payroll Department
- If you received a scholarship (above the amount of tuition)
- If you are an athlete on a scholarship that exceeds the amount of tuition

1042-S Form is needed to tax filing purposes and issued by the Office of Controller. This form is typically not available until February and students can visit the Office of Controller, Form 1042-S website for the status.

Form W-2

Reports taxable earnings paid to employees between January 1 and December 31 of each calendar year. A copy of a W-2 would have been mailed to your address of record by the end of January by the Notre Dame Payroll Department. You can also access it within InsideND.

If you had a job during the year with another employer, such as an internship or other where you were an employee, you should also receive a Form W-2 from each employer.

Forms for Home Country Taxes

If you need confirmation of tuition payments for taxes in your home country, contact Student Accounts for assistance. Any questions about payments and fees should be directed to Student Accounts at stdacct@nd.edu.

On-campus Housing - Residential Life

At Notre Dame, residential life is designed to form undergraduate communities that are inclusive of all members; dedicated to the intellectual, moral, and spiritual development of each individual; and characterized by a collective sense of care and concern for the common good and service to others.

Off-campus Housing

It's important to remember that if you have signed a lease with an apartment complex or landlord, you are fully responsible for the terms and conditions. Be sure you are familiar with those conditions and responsibilities, and be sure to monitor concerns in your home (plumbing, electric, etc) and notify the appropriate people.

Immigration Vocabulary

SEVIS: Student and Exchange Visitor Information System

SEVIS is the information system that ISSA uses to issue the I-20 and DS-2019, report student information (major, course registration each semester, funding, program dates), and recommend or authorize employment permissions. Students do not have access to SEVIS, but the ISSA staff manage student records in SEVIS.

Designated School Official (DSO) or Responsible Officer (RO/ARO)

The ISSA staff are employees of the University but have important roles in the SEVIS system that allow them to (1) advise students on their immigration responsibilities and statusand, (2) manage student immigration records and status updates, and (3) maintain University compliance with immigration regulations. Only DSOs (F-1) and ROs (J-1) should advise students on their status, and all of the University's officials are within the Notre Dame Global division.

Department of Homeland Security (DHS)

DHS has oversight of the Student & Exchange Visitor Program (SEVP), U.S. Citizenship and Immigration Services (USCIS), and Customs and Border Patrol (CBP). They all have different kinds of authority to monitor compliance with immigration regulations, but F-1 and J-1 students should remember they are subject to a number of different agencies and will engage them in different ways throughout their program.

Work Authorization

"Having work authorization" implies a student has documentation from ISSA or USCIS to work. Work authorization may be required for a variety of situations, which might include many kinds of internships or extenrships (unpaid or paid), consulting, research off campus, starting your own business, a competition, or conference presentations. We recommend checking in with ISSA before beginning anything off campus to ensure you have the appropriate authorization, as consequences for working without authorization are serious.

Connect with us!

- F-1 & J-1 Advising Resources
- Virtual Drop-In Advising/ Walk-in Advising
- Report/request on ISSAlink.nd.edu
- Email us at issa@nd.edu

Campus Map

- 1

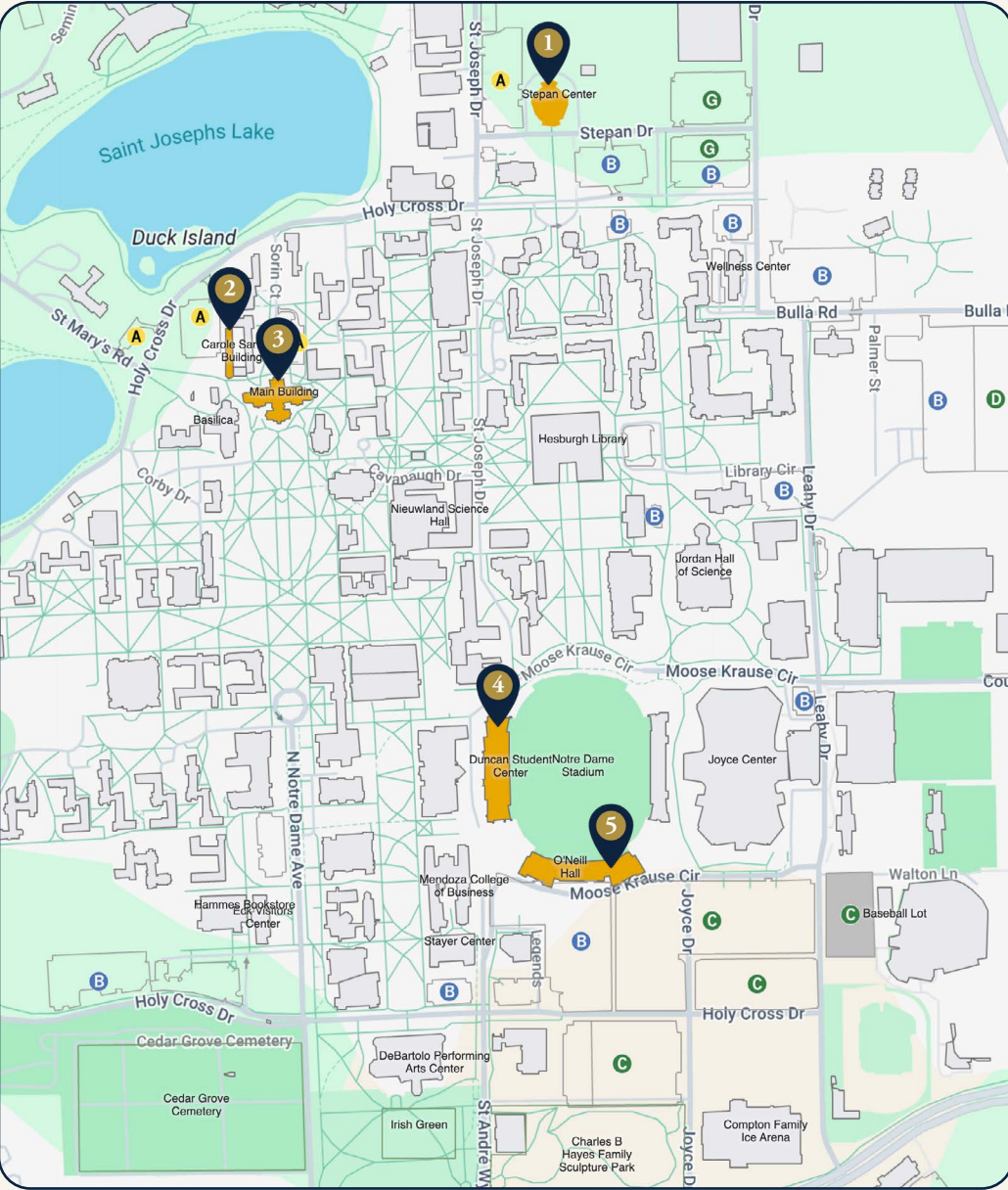
Stepan Center
- 2

Remick Commons
- 3

Main Building
- 4

Duncan Student Center
- 5

O'Neill Hall



WE'RE HERE TO HELP

Walk-in Hours

**Tuesdays, 12-3 p.m.
105 Main Building**

Virtual Advising Appointments at

issa.nd.edu/about/contact

International Student and Scholar Affairs

**Notre Dame Global
105 Main Building
Notre Dame, IN 46556
USA**

issa@nd.edu



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