

Minnesota State University, Mankato

On Campus Work Agreement

In acknowledgment of F-1 and J-1 student visa regulations pertaining to on-campus employment, I understand:

- Undergraduate Students: You may not work more than a combined total of 20 hours/week. This includes all on-campus employment - if you are employed at Sodexo, MSU Bookstore, or Affinity Plus, those hours are part of your total hours allowed.
 - As an F-1 or J-1 International Student, if you choose to work more than a total of 20 hours/week, you will be out-of-status - leading to serious immigration issues including having your SEVIS record terminated. This is considered unauthorized employment making you ineligible for reinstatement.
 - 40 hours/week is authorized for summer & winter break for undergraduate students.
- Graduate Students: You may not work more than a combined total of 14 hours/week.
 - If a graduate student has an assistantship (example: GA, TA, or RA), they are authorized to work up to 20 hours/week.
 - If a graduate student is employed in an hourly worker position during the summer, they can only work up to 14 hours/week.
- A job offer is required to obtain a social security card. Please sign your SSN card immediately once you receive it.
- You need to keep your Passport valid at all times. An expired passport terminates your campus employment.
- You need to request a Program Extension if your I-20 program end date is near. You are not allowed to work on-campus if your program has ended.
- You can work only on-campus unless you have authorization for CPT, OPT, or an Economic Hardship EAD card.
- If you have more than one job, you can only work a total of 20 hours/week as an undergraduate student or 14 hours/week as a graduate student during the school year.

Signature

Date

Printed Name

Tech ID