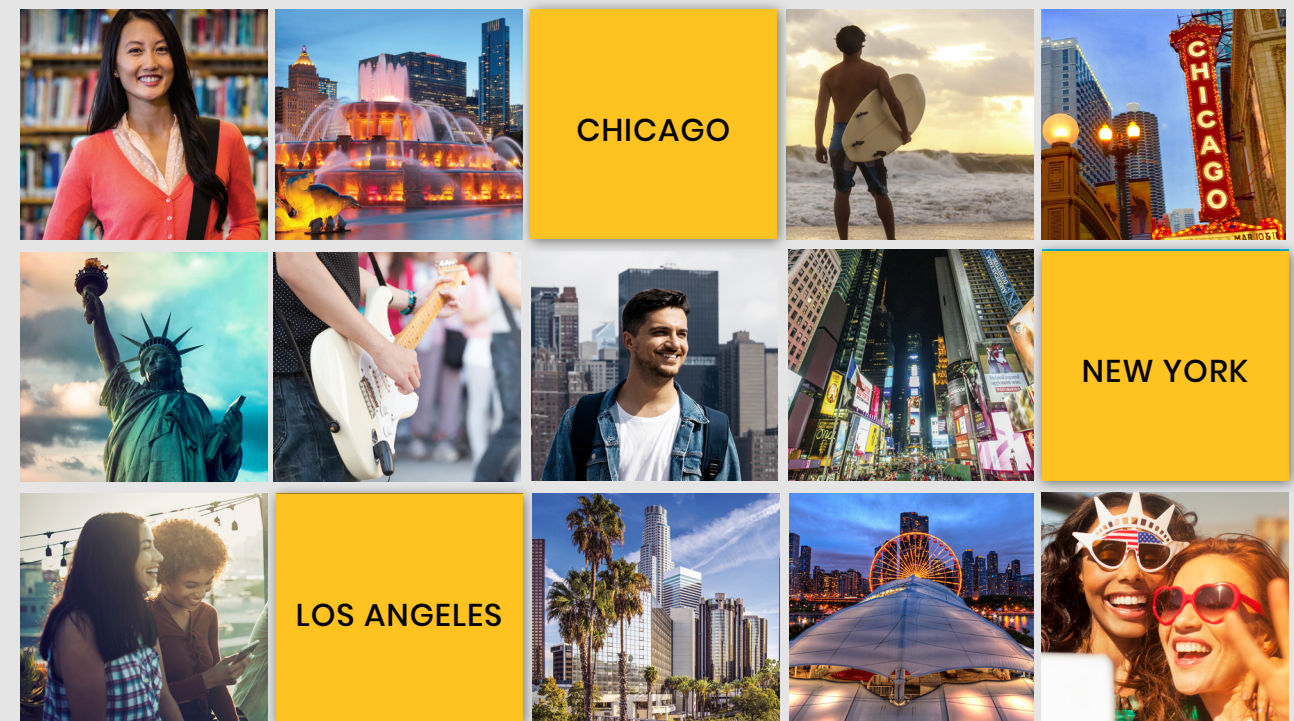


# DEVRY UNIVERSITY AND ITS KELLER GRADUATE SCHOOL OF MANAGEMENT FOR INTERNATIONAL STUDENTS

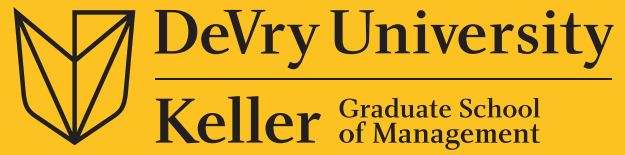


866.338.7934

[DeVry.edu/intl](https://www.devry.edu/intl)

For comprehensive consumer information, visit [www.devry.edu](http://www.devry.edu) or [www.keller.edu](http://www.keller.edu)

In New York, DeVry University operates as DeVry College of New York. DeVry University is accredited by The Higher Learning Commission (HLC), [www.hlcommission.org](http://www.hlcommission.org). The University's Keller Graduate School of Management is included in this accreditation. DeVry is certified to operate by the State Council of Higher Education for Virginia. Arlington Campus: 1400 Crystal Dr., Ste. 120, Arlington, VA 22202. DeVry University is authorized for operation as a postsecondary educational institution by the Tennessee Higher Education Commission. Naperville Campus: 1200 E. Diehl Rd., Naperville, IL 60563. Program availability varies by location. In site-based programs, students will be required to take a substantial amount of coursework online to complete their program. ©2023 DeVry Educational Development Corp. All rights reserved. 06/23



**At DeVry University, our goal is to change the way you learn. Elevate yourself in an inclusive community where we will help you to feel inspired, challenged and empowered. Our programs are driven by the tech-powered needs of tomorrow's industries.**



# DEVRY UNIVERSITY

## REAL-WORLD, TECH-POWERED EDUCATION

Looking for an undergraduate or graduate university degree program in the U.S.? Consider DeVry University. At DeVry, you can earn a well-respected degree from an accredited\* university. We offer year-round enrollment every 8 weeks with processing new or transfer I-20, and multiple campuses open to international students in or near America's most exciting cities.



### WHY DEVRY

#### WORKING AND LEARNING IN THE DIGITALLY DRIVEN WORLD

Technology is everywhere. It's driving modern business. It's changing the way we work – and what you'll need to know to stay ahead. That's why our programs are infused with technology and experiential learning. The goal is simple: you graduate prepared, with not only the core skills you'll need in your field, but also the ability to navigate technology in business to make smart, informed decisions. So, whether you plan to pursue a career in fields like business, project management, supply chain, technology management, information systems management, or business analytics, you'll be prepared with the core skills and applied tech skills to help move your future, and businesses, forward. And you can do all of this while managing your life – with on-campus and online classes, full- or part-time options and digital student support tools to provide the flexibility you need. Elevate yourself in an inclusive community where you'll feel inspired, challenged and empowered, with programs driven by the tech-centered needs of tomorrow's industries.

#### APPROACHING EDUCATION DIFFERENTLY

Companies today are looking for employees who can hit the ground running – those who don't just know theories but are ready to put them into practice. That's why, as a student at DeVry University – from your first day to your last – you can take courses that are geared toward your career goals. Your assignments can mirror what you could be doing in the real world. From lab work that simulates today's work environments to final projects that can give you the opportunity to tackle actual business needs for real companies. We also make it a priority to seek input from our fellow colleagues and industry partners so we can teach you the most up-to-date and relevant skills – both core and tech – you need for the careers that are coming. By the time you graduate, you can be prepared to harness the knowledge you've gained to hit the ground running in your chosen career – because you will have been doing it all along.

#### 90+ YEARS OF FORWARD THINKING

DeVry was born out of the innovative thinking of a visionary pioneer: Dr. Herman DeVry, inventor of the first portable motion picture projector. His groundbreaking idea? Provide a visual education for students – when and where they need it. Offer courses in emerging technologies. And prepare students to meet the changing needs of the marketplace. His trailblazing approach upended the status quo and created a seismic shift to a more modern take on higher education – one that put students' needs first, was market responsive, and had tech at the core. That spirit is still at the heart of how we do things today. We're always thinking forward. Always pushing forward. Always working to give our students the education and support that they need to advance their ambition and pursue their goals.



# TECH-POWERED LEARNING



## FOR TODAY'S INTERCONNECTED, DYNAMIC WORKPLACE

You've probably heard people talk about the tech skills gap. It's real, and it's a big issue today. Companies in all kinds of industries need more employees who "get" tech – not just hard tech skills, like the kind you can learn in our Information Systems, Networking or Software degree programs. But also applied tech skills, the kind it takes to get things done in dynamic, modern workplaces. That's why, at DeVry, we've put technology at the core of everything we do, which seamlessly integrates technology into our programs. We want to make your educational journey smoother and prepare you to step into your future comfortable with modern workplace tech. That's why we harness technology to elevate, enrich and maximize your educational experience.



### PEOPLE

Connecting people in more relevant, data-driven and valuable ways



### PROCESS

Delivering the right information to the right person or machine at the right time – how people, data, and devices interact with each other



### DATA

Leveraging data and insights into valuable information for decision-making



### DEVICES

Connected physical devices transferring data and insights for intelligent decision-making

For over 90 years, DeVry has been educating a diverse student-body for relevant careers in our rapidly changing, digital economy. To that end, we build our programs on strong tenets – aimed to help our students thrive during their academic journey and beyond:

#### DeVry understands that having tech competency is essential to durable career value

Regardless of industry, most careers leverage some type of digital tools, programs or systems. We aim to provide all of our students with that relevant knowledge and an opportunity to build their tech relevant skills.

#### We believe technology-enabled careers are for everyone

Regardless of tech savviness, a variety of career options exist for anyone with interest and ambition. No matter your level of experience, we have the program structure and student support to help you gain new knowledge and skills.

#### While acquiring technology related skills is vital, so is acquiring a broader set of capabilities to maximize career potential

Combining relevant essential business, and digital capabilities is imperative to long term career success. At DeVry, we build our programs with that in mind.

#### Closing the Gap

Technology skills and business skills continue to intersect across roles and industries – creating a gap between skills needed and those who have them. DeVry is on a relentless pursuit to help close that gap, while at the same time, putting the power in our learner's hands to lead future innovations.

Retrieved from:

1. <https://www.itu.int/en/mediacentre/Pages/2016-PR35.aspx> 09-17-18
2. <https://www.forbes.com/sites/louiscolombus/2017/06/30/73-are-using-internet-of-things-data-to-improve-their-business/#367b5d3b5806> 09-28-18
3. <https://appdeveloper magazine.com/4773/2016/12/23/More-data-will-be-created-in-2017-than-the-previous-5,000-years-of-humanity/> 09-17-18
4. [http://www.cisco.com/c/dam/en\\_us/about/ac79/docs/innov/IoT\\_IBSG\\_0411FINAL.pdf](http://www.cisco.com/c/dam/en_us/about/ac79/docs/innov/IoT_IBSG_0411FINAL.pdf) 09-17-18



# BUSINESS TECH HEALTH

## PROGRAMS BUILT AROUND YOU

At DeVry, you can earn a bachelor's or master's degree, choosing from programs across business, tech, and health fields. By obtaining a higher education, you can earn credentials validating that you have the skills and knowledge you need to advance your ambition and take a step toward your future.

"I have been inviting persons and are most likely to continue inviting persons to study at DeVry because of my learning experience. Most importantly great qualified lecturers who are knowledgeable about the courses. The Student Advisors are phenomenal. DeVry provides professional online tutoring, full online library services. You get to interact with students from different social, economic and demographic background. Offer student loans, scholarships and other financial payment plans."

– Enid W.  
Bachelor's of Business Administration with a  
Specialization in Human Resource Management,  
Current Student



# QUALITY YOU CAN COUNT ON

## CAREER FOCUSED CURRICULUM

### What do you expect from an education?

We think you should expect a lot. Not just a credential, but one that could open doors with employers you respect. We harness the insight of our national advisory committees, industry professionals, and professors – many of whom are actively working in the fields they teach. We do all this to stay on top of what really matters now, and what’s going to matter tomorrow. As a DeVry student, you’ll be assigned your own Student Support Advisor who will partner with you to create a personalized plan – one that may include scholarships or transfer credits. And the good news? You will have support every step of the way.

## FACULTY FOCUSED ON YOUR SUCCESS

**Learn from those who lead.** Our faculty maintain strong academic credentials. Many of them also walk into the classroom bringing years of experience in the fields they teach.

They bring hard earned knowledge from careers in management, technology, project management, analytics, accounting, healthcare, and robotics. Often, they even bring their own case studies. Passionate about teaching, they see themselves as partners in your learning and focus on what you’re focused on – preparing yourself for what comes next.

## EXPERIENTIAL LEARNING APPROACH

**The DeVry Experience.** Your learning experience is important – to you and to us. At DeVry, you’ll experience hands-on learning, collaboration and active problem-solving in your courses. You’ll experience solid feedback and discussion. At DeVry, you won’t just learn. Because we know you need more. Our learning experience is built around you so that you’re prepared when you leave our doors. You’ll be ready to hit the ground running to make an impact on day one, because you will have been doing it all along.

## ACCREDITATION MATTERS

### It matters to you. And it matters to us.

Accreditation provides recognition, establishes respect and can help you stand out. And it must be earned. To do so, an institution must meet the accreditor’s standards and prove the quality of its education. DeVry has done that. DeVry University is accredited by The Higher Learning Commission (HLC)\*, [www.hlcommission.org](http://www.hlcommission.org). The University’s Keller Graduate School of Management is included in this accreditation. The HLC is a regional agency that accredits U.S. colleges and universities at the institutional level. The HLC is recognized by both the U.S. Department of Education and the Council for Higher Education Accreditation. Accreditation provides assurance to the public and to prospective students that standards of quality have been met.

## ADDITIONAL PROGRAMMATIC ACCREDITATION AND RECOGNITION

In addition to our institutional accreditation, some of our graduate programs have also achieved programmatic accreditation and recognition. Not all programs receive this type of distinction.

It’s an additional mark of quality that’s valued by employers and can help you stand out.

\*DeVry University is accredited by The Higher Learning Commission (HLC), [www.hlcommission.org](http://www.hlcommission.org). The University’s Keller Graduate School of Management is included in this accreditation

\* The Higher Learning Commission  
230 S. LaSalle St., Ste. 7-500, Chicago, IL 60604  
800.621.7440 | [www.hlcommission.org](http://www.hlcommission.org)  
DeVry University is a member of the Council for Higher Education Accreditation (CHEA), a national advocate and institutional voice for self-regulation of academic quality through accreditation. CHEA, an association of 3,000 degree granting colleges and universities, recognizes 60 institutional and programmatic accrediting organizations.

\*\*\* From the Accreditation Council for Business Schools and Programs (ACBSP, [www.acbsp.org](http://www.acbsp.org))  
\*\*\* DeVry University, including Keller Graduate School of Management, is among a limited number of U.S. universities and schools worldwide to be granted this designation. More information is available via [www.pmi.org](http://www.pmi.org). The GAC and PMI logos are registered marks of the Project Management Institute, Inc. For the full list of PMI’s legal marks, please contact the PMI Legal department.

## ADDITIONAL PROGRAMMATIC ACCREDITATION AND RECOGNITION

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The following Keller master’s degree programs have achieved voluntary accreditation from the ACBSP, demonstrating that they have met standards of business education that promote teaching excellence:



- Masters of Business Administration
- Master’s Degree in Human Resource Management
- Master’s Degree in Project Management
- Master’s Degree in Public Administration
- MBA with a Specialization in Information Systems Management
- Master’s Degree in Network and Communications Management

The ACBSP has granted specialized Accounting accreditation to the following Keller master’s degree programs:



- Accounting
- MBA with a specialization in Accounting
- Accounting and Financial Management

We partner with Becker Professional Education, a leader in CPA Exam Review, to add value to our curriculum. Becker has helped more than 400,000 candidates prepare for the CPA Exam with over half a century of experience and a proven study method. With Becker’s high-quality materials integrated into our undergraduate and graduate accounting courses, you get the most up-to-date content covered on the CPA Exam.



The following Keller programs are accredited by the Project Management Institute’s Global Accreditation Center for Project Management Education Programs (PMI/GAC)\*\*\*:



- Master of Business Administration, when completed with a concentration in project management
- Master of Project Management
- Master of Information Systems Management, when completed with a concentration in project management
- Master of Network and Communications Management, when completed with a concentration in project management

The Society for Human Resource Management (SHRM) has acknowledged that the Master of Human Resource Management program fully aligns with SHRM’s HR Curriculum Guidebook and Templates. More information on SHRM is available at [www.shrm.org](http://www.shrm.org).



# OUR UNWAVERING COMMITMENT TO YOUR SUCCESS



## PROFESSORS WHO CARE

Every day, our professors are ready to help you and eager to be a part of your learning journey. They exemplify student care, acting as your champions and your coaches. You'll learn from professors who bring real world insights to the classroom, teaching you hands-on approaches to today's critical business concepts. And they're with you every step of the way.

## DIGITAL LEARNING TOOLS & CARE ENGINE

Take advantage of convenient on-demand learning supported by DeVry's suite of digital tools. Our learning management system, course e-books, robust mobile app, and extensive digital library let you interact with professors, collaborate with classmates in real-time and dive into research 24/7. But that's not all. Awarded the CIO 100 Award in 2022, our DeVry Digital Care Engine puts us a step ahead by leveraging technology, predictive analytics and observational insights to deliver outreach and messaging to students right when they need it. At DeVry, we're not just revolutionizing the way we teach, we're reinventing the concept of student support.

## ONLINE, ON CAMPUS OR IN EXTENDED CLASSROOMS

You can enjoy the same quality education wherever you study – online, on campus or in one of our extended classrooms. You can also utilize the many resources available at on of our many SEVP-certified locations throughout the nation and complete your entire degree program in Chicago, IL or New York, NY\*.

*\*Program and course availability vary by location and are subject to change.*



MASTER'S  
ADVANTAGE

### MASTERS ADVANTAGE: ACCELERATE YOUR JOURNEY

What if you could take fewer courses, capitalize on what you've already learned and start your graduate program a step ahead? With our Master's Advantage program, you may have satisfied the requirements for up to three courses in a master's degree program at Keller. With these course waivers, you can take fewer courses and put your master's degree to work for you even sooner. That means completing 10 courses instead of the typical 13 courses. This could save you money and up to six months' time.

*Students attending certain DeVry locations are not eligible for course waivers based on undergraduate coursework; however, such students may be eligible for course waivers based on graduate/professional degrees or CPA certifications. Students attending a Missouri location may be awarded waivers for no more than 25% of the program's credit hours.*

## INTERNATIONAL STUDENT SUPPORT SERVICES

Along with our professors, we have a team of dedicated advisors who will be with you every step of the way. Apart from your Designated School Official (DSO), you will be assigned a dedicated Student Support Advisor as well as a Career Advisor. Your personalized support team will help you navigate scheduling and finances, walk you through career assessments, and help you create a personalized professional plan. Our advisors will get to know your unique story and guide you on your path to success – we're here when you need us. Before you take any actions that may affect your F-1 visa status, you must seek guidance from your DSO. Your DSO will be your main point of contact for all things relating to your F-1 visa status.

Available to help you from day one to graduation day and beyond, our advisors' guidance doesn't stop once you graduate. As a DeVry alumnus, you become a complimentary member of the DeVry and Keller Alumni Association, with access to a strong network of peers along with a host of other benefits.

DeVry University offers one-on-one services for international students that include providing a student handbook for each student, personal meetings with a Student Advisor, your DSO, and much more. To find out about our international student services, please contact your DSO.

## HEALTH INSURANCE

DeVry University does not offer student health insurance, and students are encouraged to obtain appropriate coverage to meet their needs. Medical expenses can be costly, so be prepared and knowledgeable about the resources available to you while studying in the United States.

DeVry University has identified the following health insurance providers for our international students:

- International Student Organization (ISO)
- International Student Insurance
- PSI International Student and Scholar Health Insurance



## CAPSTONE AND SENIOR PROJECTS

The capstone project is a culmination of your Graduate coursework. The Capstone course is generally taken toward the end of a program. At the undergrad level, we call these Senior Projects. At either level, these courses provide students the opportunity to utilize the hard-earned knowledge and skills developed in their DeVry University or Keller Graduate School of Management degree program in a real-world setting. The Capstone and Senior Projects also give you a chance to apply business judgment and analytical models to current and emerging opportunities as you create and present a comprehensive business plan. Many students choose to apply their capstone experience to the strategic benefit of their company where they work, while others bring an entrepreneurial focus to their capstone and senior projects, taking advantage of the course to launch new business ventures.

For more information, visit <https://www.devry.edu/online-programs/masters-degrees/capstone-project.html>

# INTERNATIONAL LEARNING EXPERIENCE

## OPTIONAL PRACTICAL TRAINING (OPT)

To provide international students with practical experience in their field of study, the U.S. allows eligible international students and new graduates the opportunity to gain on-the-job learning that supplements knowledge gained in their academic studies. Optional Practical Training (OPT) is a form of training, often paid, that directly relates to your program of study. You can apply for OPT during your program of study, which is known as pre-completion OPT, or after you finish your program of study, known as post-completion OPT. This employment authorization allows you to gain experience in a field directly related to your area of study while you are pursuing your degree or after graduation.

- **Pre-completion OPT:** Is limited to 20 hours per week while school is in session, but can be full-time during breaks and annual vacation once approved for full-time pre-completion OPT.
- **Post-completion OPT:** You can apply for 12 months of OPT at each education level, (i.e., you may have 12 months of OPT at the bachelor's level and another 12 months of OPT at the master's level). You must work full-time, which is 20 hours or more per week once approved for post-completion OPT.
- **STEM OPT Extension:** If you are an F-1 student earning a degree in science, technology, engineering or math (STEM), you may be eligible for the STEM OPT extension, which will extend your post-completion OPT for an additional 24 months.

## Eligibility

An F-1 student who has attended DeVry University or Keller on a full-time basis for at least one academic year (two semesters) may be authorized for up to 12 months of OPT per education level. You must be maintaining an active status and be physically present in the U.S. at the time of application.

For more information about OPT and eligibility, application, and procedures visit: [devry.edu/admissions/international-students/support-orientation/practical-training.html](https://www.devry.edu/admissions/international-students/support-orientation/practical-training.html)



# WHERE IS DEVRY?

## INTERNATIONAL CAMPUSES FOCUSED ON YOU

Three DeVry University campuses are specially prepared to address the needs of international students in their pursuit of successful careers. Our International Campuses Include:



## STUDENT ORGANIZATIONS, CLUBS AND HONOR SOCIETIES

### STUDENT ORGANIZATIONS

DeVry University is committed to meeting a variety of needs and offering a range of options for its active student body. You can also find a wide range of student activities and clubs in which you can participate. Most activities are planned by the student government or activity organization at each campus.

Clubs and organizations vary by location but may include:

- CompTIA
- Delta Mu Delta
- IEEE Computer Society
- College of Health Sciences - Symposium
- Alpha Chi (AC)
- SALUTE Veterans National Honor Society
- National Society Of Leadership and Success
- Toastmasters International
- IMA - Association of Accountants Club
- CyberSpeakers/Creative Club
- SHRM Club
- Technology Club
- Enterprise Club
- Diversity, Equity & Inclusion Student Council
- Project Management Club
- Entrepreneur Club

“Since 2020, I’ve wanted to enroll at DeVry. I’ve always been afraid to start. DeVry met all of my criteria, especially as an affordable school for an overseas student like me. If I could, I would recommend DeVry to everyone and everybody. My first semester here, and I already love everything about this university. Beginning with enrollment, fast resources, and the kindest and most supportive advisors and lecturers.”

– Danyelle Mackey,  
Bachelor’s in Business Administration with a  
Specialization in Global Supply Chain Management, 2027



# HOW TO APPLY

## 1. Fill Out Application

For your convenience, you can apply with your International Agent or directly with International Admissions Advisor

## 2. Email the following to DeVry or provide to your Agency:

- Unofficial Transcripts/Translations – Acceptable documents include “Issued to Student” transcripts/mark sheets and copies of diplomas.
- Copy of passport and current visas for travel to the U.S., when required.
- Proof of English – Acceptable documents include results from an English proficiency exam like TOEFL, IELTS, PTE or ITEP (must be less than 2 years old)
- Bank Statement – This must demonstrate minimum balance equivalent to US\$35,616 for undergraduate applicants and US\$30,162 for graduate applicants. The bank statement must have a bank/teller signature/stamp to validate its authenticity and must be dated within 9 months of start date.
- Affidavit of Support (DeVry Form) – must be physically/ink signed by sponsor
- Signed International Documents: These will be sent to the student via DocuSign–Rules of Maintaining F-1 visa Status – Enrollment Agreement – Enrollment Checklist – Transcript Request Form – F1 International Addendum

A phone call will be scheduled with the admissions team to discuss requirements and next steps in the process

## The I20 Form

For more information on your Admission/I-20 Checklist, please visit <https://www.devry.edu/admissions/international-applicants/admission-requirements.html>

# ADMISSION REQUIREMENTS

## STUDYING IN THE U.S. ON AN F-1 VISA\*

Once you have been officially accepted to DeVry University, you will need to obtain an F-1 visa and work with your Designated School Official (DSO) to coordinate all of the steps you'll need to take to officially become a DeVry student. As an international student, obtaining the F-1 visa will be your first order of business after being accepted to DeVry University, and receiving your Form I-20. Once granted a visa\* you'll want to accomplish the following in preparation for your move to America:

- Electronically wire your tuition
- Arrange travel to the U.S.
- Send copies of your travel documents to your DSO as soon as possible.
- Select courses for your first semester

## TO APPLY FOR AN F-1 VISA

There are several steps to apply for a visa. For the F-1 visa application, please visit: [devry.edu/admissions/international-students/visa-application.html](http://devry.edu/admissions/international-students/visa-application.html)

## Rules for Maintaining F-1 Visa Status

F-1 students authorized to study in the United States must at all times abide by the rules and obligations associated with maintaining status. Violation of such rules could lead to immediate termination of your Student and Exchange Visitor Information System (SEVIS) record, which will affect your ability to continue enrollment, your legal presence and authorized stay in the United States.

It is the F-1 student's responsibility to be knowledgeable of and perform the necessary actions to comply with the rules and obligations required for maintaining F-1 status. F-1 students should meet with their Designated School Official (DSO) or campus Point of Contact (POC) if he or she has any questions.

### 1. Immediately Report to the Campus DSO or POC upon Arrival at the Campus and Maintain Contact Throughout Enrollment.

- F-1 students must immediately report to their DSO or campus POC upon arrival and no later than the program start date identified on the student's Form I-20.
- F-1 students are required to maintain contact with their DSO/POC throughout enrollment and any authorized post-degree completion activities.
- F-1 students must maintain accurate personal contact information on file at all times. Any change to this information must be reported no later than 10 days after the change.

### 2. Pursue a Full Course of Study

- F-1 Students are required to maintain a full course of study in their program/field of study.
- Any exception to this requirement must be approved and updated in the student's SEVIS record before a change to the student's enrollment.
- **Undergraduate Students:**
  - A full course of study is defined as enrollment in **at least 12 credit hours** per semester with enrollment in no fewer than **9 credit hours of onsite** coursework each semester.
  - F-1 Students must also enroll in at least one **onsite** course each 8 week session.
  - A student may enroll in additional online coursework during a semester; however, the student **must maintain** the minimum onsite coursework requirements noted above.
- **Graduate Students:**
  - A full course of study is defined as enrollment in **at least 6 credit hours** per semester.
  - F-1 Students must enroll in at least one **onsite** course each 8 week session.
  - A student may enroll in additional online coursework during a semester; however, the student **must** maintain the minimum onsite coursework requirements noted above.

### 3. Tuition and Fees Payment Requirements

F-1 students do not qualify for Title IV funding (financial aid) and are therefore classified as full cash students. It is the F-1 student's responsibility to ensure that all financial obligations are upheld prior to the start of every session.

#### • Tuition Deposit for F-1 Initial I-20 Applicants

- A refundable tuition deposit equivalent to the cost of 12 semester credit hours (Undergraduate), or 6 semester credit hours (Graduate) charged at the current standard tuition rate is required from F-1 Initial I-20 applicants prior to entering their first semester at DeVry. The deposit is due after an applicant's F-1 visa has been approved by the U.S. consulate or embassy abroad and prior to the applicant's entry into the United States. The tuition deposit is applied to tuition charged for the student's first semester and refunded (less fees) if the applicant subsequently cancels enrollment.

#### • Tuition Payment for F-1 Transfer and Change of Status I-20 Applicants

- A tuition payment equivalent to the cost of 6 credit hours (Undergraduate), or 3 credit hours (Graduate) for the session, charged at the current standard tuition rate is required from F-1 Transfer and Change of Status I-20 applicants. This payment is due prior to the start of their first session and is required before registration for classes.
- Failure to make the full payment prior to the start of the session will make the F-1 student ineligible for enrollment in that particular session. Failure to enroll in classes will cause the student to fall out of status, and may result in the termination of their SEVIS record.

#### • Tuition Payment for F-1 Continuing Students

- Payments for tuition and fees must be made by Friday of week 8, prior to the start of a new session. No exceptions will be made in reference to this policy. Future balances must be paid in full for the upcoming session for which the F-1 student is enrolled.

- Failure to make the full payment prior to the start of the next session will make the F-1 student ineligible for enrollment in that particular session. Failure to enroll in classes will cause the student to fall out of status, and may result in the termination of their SEVIS record.

*(Example: If an F-1 student is enrolled in 6 units for the upcoming May session, all future charges for tuition and fees associated with the May session must be paid by Friday of week 8 of the session prior, which would be the March session. If the balance is not paid in full by the designated deadline, the F-1 student will not be eligible to enroll for the May session. This will cause the student to fall out of status, and may be terminated in SEVIS).*

#### • Transfer-Out Fee for F-1 Students

- Beginning from the time of issuance of the Form I-20, F-1 students seeking to transfer from DeVry University to another SEVP-certified institution prior to the completion of their program are charged a **\$250 administrative fee**. DeVry University is responsible for overseeing the Student and Exchange Visitor Information System (SEVIS) record, which must be transferred when changing schools. The administrative fee applies only to those students seeking an external transfer. Students seeking an internal DeVry University location transfer are not subject to this fee.
- F-1 students must contact their DSO or campus POC if they have questions related to tuition payments.

#### 4. Course Attendance Requirements

- F-1 Students are required to attend all onsite courses (including blended and virtually connected classroom courses) in person each week to maintain their F-1 student visa status.
- Participation in an online academic event **does not equal onsite attendance**. F-1 Students who do not attend an onsite course in person for any scheduled class meeting are subject to withdrawal from the course. Withdrawal from the course may lead to the F-1 Student not maintaining the minimum full-time enrollment requirements, and the student's SEVIS record may be subject to termination.

#### 5. Make Normal Progress Toward Degree Completion

- F-1 Students are required to make normal progress toward completing their program of study by the program completion date identified on the student's Form I-20. Normal progress includes, but is not limited to:

- Enrolling in the proper courses required for degree completion,
- Maintaining satisfactory academic progress, and
- Continually meeting all institutional enrollment requirements.

- The student may request an extension to the program completion date identified on the Form I-20:

- If the F-1 Student is unable to complete his or her program of study by the program completion date identified on his or her Form I-20, the student may apply for an extension of the program completion date.
- Applications for an extension to the program completion date must be submitted and approved before the program completion date identified on the student's current Form I-20, or the student will fall out of status.

#### 6. Abstain from Criminal Activity

- F-1 Students are required to obey all local, state and federal laws during their stay in the United States.
- Students convicted of being in violation of such laws must report this violation to the campus DSO or POC.
- The campus DSO or POC must immediately report the student's criminal activity to the Principal Designated School Official (PDSO).

#### 7. Maintain Enrollment in the Program/Field of Study Identified on the Form I-20

- F-1 Students are required to pursue degree completion in the program of study identified on the Form I-20.
- Courses outside of the student's program of study may be taken if needed in order to maintain status, as long as the student is making normal progress toward program completion.

#### 8. Follow Proper Vacation and Authorized Early Withdrawal Approval Procedures

##### • Annual Vacation

- F-1 Students are eligible for a vacation and break in studies for one full semester after the completion of two consecutive semesters in F-1 status.
- Students must apply and receive approval from the DSO prior to the beginning of the vacation period.

##### • Authorized Early Withdrawal

- F-1 Students are eligible to request an authorized early withdrawal from studies to travel abroad as needed. Students must withdraw from class upon approval and prior to departure from U.S.
- Students must apply and receive approval through an updated SEVIS record prior to departure from the United States.

*\*F-1 students should not attempt to travel into the United States until after receiving confirmation from the DSO that their SEVIS record is set to "Active" status. A student traveling into the U.S. on anything other than an "Active" or "Initial" SEVIS record status may be subject to detention and/or return to flight origination.*

#### 9. Do Not Engage in Unauthorized Employment

- F-1 Students are restricted in the employment activities, including, but not limited to:
  - On-campus employment,
  - Internships with approved International Organizations,
  - Curricular practical training (CPT), and
  - Optional practical training (OPT).
- Different eligibility requirements exist for each area of authorized employment.
- Students must receive approval through the issuance of a Form I-20 due to their SEVIS record update and, depending on the type of employment activity, the student may be required to obtain approval from the U.S. Citizenship & Immigration Services prior to engaging in employment.



**10. Disclose any and all information requested by the U.S. Department of Homeland Security**

- F-1 Students must fully and truthfully disclose any and all information requested by the U.S. Department of Homeland Security.

**11. Maintain a Valid Passport**

- F-1 Students are required to maintain a valid passport issued from their country of citizenship during their entire duration of stay within the United States. Passports can be renewed in the United States.

**12. Do not remain in the United States beyond the allowable F-1 visa duration of stay and grace periods**

- F-1 Students are eligible to remain in the United States for the time required to complete their program of study, any authorized post-degree completion activities, and applicable grace periods.
- Students not maintaining proper status as an F-1 student may be required to leave the United States at shorter notice. F-1 visa students must not remain in the United States beyond the duration of their authorized stay.

**13. Follow all F-1 enrollment requirements and codes of conduct**

- All F-1 students attending DeVry University/ DeVry University’s Keller Graduate School of Management are required to follow the F-1 rules and regulations for enrollment, by **attending all scheduled onsite courses in person each week** in order to maintain their F-1 visa status. F-1 students must also follow the school’s codes of conduct in order to maintain continued enrollment.
- Students failing to meet such standards will not be permitted to continue their enrollment at the University, and this could lead to not meeting the requirements of maintaining status as an F-1 visa student, resulting in termination of their SEVIS record.

**14. Follow Proper Procedures to Request Reinstatement of F-1 Status if the Student’s SEVIS Record is Terminated**

- Step 1: Form I-20 Issuance - Meet with the campus DSO or POC to complete a Request to Reinstatement F-1 Status for the issuance of a Form I-20 with DSO reinstatement recommendation. The Form I-20 does not reinstate F-1 status. Only the U.S. Citizenship & Immigration Services (USCIS) may approve a request to reinstate F-1 status.
- Step 2: USCIS Form I-539 Application – File Form I-539 application at [www.uscis.gov](http://www.uscis.gov), to reinstate F-1 status with the USCIS providing evidence of filing to the DSO or POC.
  - Provide a copy of the package sent to the USCIS with tracking information confirming USCIS receipt; and
  - Provide a copy of the USCIS Form I-797 Receipt Notice – when received.

*\*\*F-1 students are required to maintain status during the processing of the Form I-539 (Reinstatement) application with the USCIS.*

**15. Follow Proper Procedures to Request Pre- and Post-Completion Optional Practical Training (OPT)**

To be eligible for OPT, you should have or would have completed at least one academic year of full-time studies by the OPT Start Date. OPT can be requested up to 90 days before the one academic year of full-time studies, for pre-completion OPT; or up to 90 days before the program end date, for post-completion OPT. USCIS must receive the OPT application no later than 30 days from the OPT recommendation date in SEVIS. For post-completion OPT, USCIS must receive the OPT application within 30 days from the OPT recommendation date in SEVIS, but no later than 60 days from the Program End Date.

*(Example: if a student is recommended for post-completion OPT in SEVIS on June 10th, and the 60-day grace period after the Program End Date ends on June 25th, USCIS must receive the OPT application no later than June 25th. Mailing the OPT application within 30 days from the recommendation date does not apply in this case).*

- Step 1: Form I-20 Issuance - Meet with your DSO or POC to complete a Request for Pre- or Post-Completion OPT for the issuance of a Form I-20 with DSO OPT recommendation. The Form I-20 does not authorize employment. Only the USCIS authorize employment for pre- or post-completion OPT with the issuance of an Employment Authorization Document (EAD card).
- Step 2: USCIS Form I-765 Application – File Form I-765 application at [www.uscis.gov](http://www.uscis.gov) for employment authorization with the USCIS providing evidence of filing to the DSO or POC.
  - Provide a copy of the package sent to the USCIS with tracking information confirming USCIS receipt; and
  - Provide a copy of the USCIS Form I-797 Receipt Notice – when received.

*\*\*F-1 Students are required to maintain status during the processing of the Form I-765 application with the USCIS.*

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