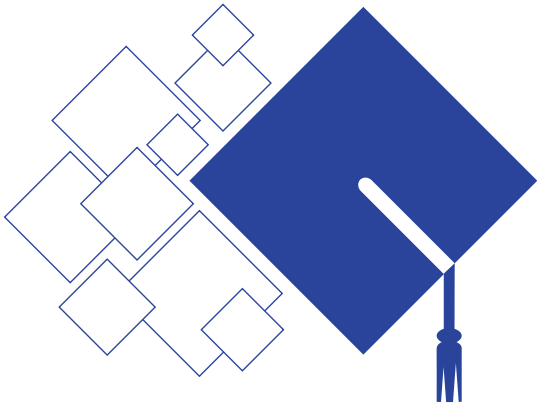


Immigration & Visa Training Courses

Created by Ron Cushing, the Immigration and Visa Training Courses from Academic Assembly are your guide to becoming an authority on federal regulations and procedures in foreign student and immigration advising and recruiting.



This series of e-learning courses provides in-depth and up-to-the-minute insight into the various regulations, common interpretations and the best practice implementation about the duties and responsibilities of international student services.

The Essential Bundle

Combining the most important eCourses:

- SEVIS for F-1 Students
- F-1 for Beginners
- I-20 Issuance
- F-1 Student Employment
- Defining Full Course of Study
- Advising for Other Immigration Statuses

Topics covered include:

- How to use the SEVIS system, creating and maintaining records and managing alerts
- Updating the institutional I-17 and applying for recertification
- Details of I-20 issuance, travel and re-entry
- Addressing common situations encountered by Designated School Officials
- Handling undocumented students
- Understanding various immigration status
- Defining who should be classified as an international student

For an annual subscription of US\$995, you receive two (2) seats for the Essential Bundle of six online professional development courses.



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Managing Global Operations, One Piece at a Time.

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Immigration & Visa Training Courses

The Essential Bundle



Course 1: SEVIS for F-1 Students

Discusses institutional reporting responsibilities for SEVIS and provides step by step instructions on how to use all aspects of the SEVIS system, including creating and maintaining SEVIS records, managing alerts, updating the institutional I-17 and applying for recertification.

Course 2: F-1 for Beginners

Designed to give new practitioners an introduction into federal regulations and evaluating situations commonly encountered by Designated School Officials. Topics include: defining important terms, overview of the processes and insight into the basics for student visa regulations.

Course 3: I-20 Issuance

Details the rules and regulations that must be followed when issuing an I-20. Also focuses on the business practices you should have in place to help facilitate I-20 issuance.

Course 4: F-1 Student Employment

Explores all the circumstances under which F-1 students may work, the regulatory framework for each employment type and application procedures to be followed. Topics include: on-campus employment, OPT/CPT, off-campus work permits, exemptions and taxation issues.

Course 5: Defining Full Course of Study

Examines what constitutes a full course of study and when students may be authorized for a reduction in course load. Topics also include: online courses, concurrent enrollment and program extensions.

Course 6: Advising for Other Immigration Statuses

Guidance on how to process and advise students who do not hold F-1 or M-1 status and who do not want or do not qualify for F-1 or M-1 status.

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Full Course Suite:

Academic Assembly will be releasing additional courses to provide a comprehensive training solution for your International Student Services staff. You may purchase any of these courses a-la-carte or you purchase the entire eleven course package for \$1,595/year for the standard 2 seat package.

Additional courses will include:

- Authorizing School Transfer
- Change of Status to F-1 / M-1
- Ethics in Foreign Student Advising
- J-1 For Beginners
- Reinstatement to F-1 Status

Contact Academic Assembly for details on enrolling your institution in the Full Course Suite or for packages requiring more than 2 seats.



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