January 20, 2023- Welcome Back!

ISSS Announcements
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Upcoming Events
- ISSS & Cultural Connections Welcome Party/Buddy Program Reception (Jan. 20)
- Celebrate the Lunar New Year- Make (and Eat) Dumplings with Provost Kim (Jan. 23)
- Research Workshops for International Students
- New Students: International Student On-Campus Employment & Resume Building (Jan 24)
- Spring 2023 Academic Skills Workshops
- Mid-Year Involvement Fair (Jan 25)

Have questions about opening a bank account, applying for a SSN or driver's license, local restaurants, and more? Check out our Virtual Resource Table for International Students
ISSS Advisement Hours for Spring 2023

Advising by Appointment- In-Person or on Zoom

- Mondays, Tuesdays, Thursdays and Fridays from 9am-12:30pm
- Schedule an appointment.

Walk-in Advising (no appointment required)- In-Person or by Phone (518-591-8172)

- Monday, Tuesday, Thursday or Friday from 12:30-4:00pm
- No appointment needed, just visit Science Library G-40 or call 518-591-8172

Office Hours

- Monday-Friday, 9am-5pm in Science Library G-40
- Student and scholars can also email ISSS@albany.edu for assistance. The email inbox is monitored Monday-Friday during business hours.

All Students Please Review:
Maintaining Status- Reminders for F-1 & J-1 Students (Full-time Registration, reporting your address, etc...)

As we begin a new semester we want to remind students of some of the requirements for maintaining F-1 status. Detailed requirements can be found on the Current Students page of our website.

1.) Check your demographic information in MyUAlbany to make sure your addresses, email, and phone number are up to date. The SEVIS USA address must show where you are currently physically living in the United States. Click here for further instruction.

2.) F-1 and J-1 students must enroll full-time or seek approval for a DHS/ISSS authorized reduced course load in order to maintain F-1 and J-1 status while enrolled less than full-time. For undergraduate students 12 or more credits is fulltime. For graduate students 9 or more credits is full-time.

While DHS flexibilities with online course loads are continuing in Spring 2023, students who have not been continuously enrolled in the U.S. since March 2020 or earlier are not eligible for a fully online schedule (with or without a reduced course load). We expect this DHS temporary guidance to expire at the end of the Spring semester, after which the normal (and more limiting) online course limitations will resume for F-1 students.

Students may only drop below full-time enrollment after they are approved for an
authorized reduced course load by the ISSS office (review the reasons for a DHS reduced course load).

On January 31, 2023 a registration hold will prevent F-1 or J-1 students from dropping below full-time enrollment. Students will not be allowed to drop a course after that time without permission from ISSS. If you qualify for a reduced course load but have not yet submitted a reduced course load authorization EForm please do so as soon as possible. Processing times can take up to 7-9 business days, and if you submit the request late you may accrue tuition liability as a result. If you have already been approved for a reduced course load for Spring 2023 and need to make changes to your course registration after January 31, 2023 you must contact ISSS to seek this permission to make the change.

If you qualify for a reduced course load but have not yet submitted a reduced course load authorization EForm please do so as soon as possible. Processing times can take up to 7-9 business days, and if you submit the request late you may accrue tuition liability as a result. If you have already been approved for a reduced course load for Spring 2023 and need to make changes to your course registration after January 31, 2023 you must contact ISSS to seek this permission to make the change.

If you are trying to swap classes while maintaining full-time registration please add the new course you want first and then drop the course you no longer need.

0% tuition liability for dropped semester length courses ends on January 24, 2023.

3.) Review the on and off-campus employment rules for F-1 and J-1 students, especially if you are interested in working on campus and/or applying for CPT, OPT, or Academic Training to work off campus. It is very important to follow the employment rules and limitations in order to not violate your status. Click here for more information.

New Students: Arrival EForm, Orientation Survey & Make-Up Orientation

All new students must submit the New Student Arrival Reporting EForm.
We would like to know your impressions of the Orientation Program for New International Students. Please provide us with feedback to help us improve our future programs. Please complete the evaluation found at this link.

If you would like to be entered into the prize drawing for submitting your evaluation, please leave your name and email address at the bottom of the evaluation. If you have any questions, you can contact International Student and Scholar Services (ISSS) at isss@albany.edu.

For any students who missed all or part of Orientation, you must:

1. Watch the Immigration Matters session recording
2. Review all information on the International Student Pre-Arrival Orientation Blackboard page.
3. Complete your New Student Arrival Checklist, including submitting your New Student Arrival Reporting EForm.

**UnitedHealthcare International Insurance Resources**

The International Insurance plan is managed by the CIEGS Insurance Coordinator, Henny Jong-Futerko (IntInsurance@albany.edu). While ISSS advisors do not directly manage or advise on insurance related matters we want to share some key resources on our website to help students.

1. International students are automatically enrolled in the United Healthcare International Insurance plan. You will get an enrollment email from UHCSR. You can find instructions on how to set up your insurance account and access your insurance card.
2. Insurance may work differently in the U.S. than what you're used to. We provide an overview of how to use insurance.
3. Graduate students who will enroll in student employment based insurance through UAlbany Human Resources or the UAlbany RF instead of using the International Insurance plan can find an overview of how that process works.
4. While very few outside plans qualify for a waiver from the United Healthcare insurance, some students (like those on employment based visas) may have alternate coverage that qualifies for a waiver. Students can find information about waiver requirements.

Read More
Sprintax/Tax Filing Assistance Information

ISSS has purchased Sprintax tax software to help international students and scholars file their 2022 federal tax return. There is no personal exemption for 2022. All non-residents must file a tax return if income was earned in 2022. Codes for Sprintax will be available on Monday, January 23, 2023. To obtain a Sprintax code please complete this Google Form.

If you were not employed but were in the U.S. during 2022 you still must complete and file a Form 8843. Please contact ISSS with any questions.

Sprintax Nonresident Tax Webinar

In these tax webinars, international students, scholars and professionals will be run through everything they need to know about nonresident tax for the 2022 tax season. Topics will include who must file, tax residency, FICA, State returns, implications of misfiling as well as how to use Sprintax to prepare a compliant tax return.

Wednesday January 25th @ 12pm EST – Register here
Thursday February 23rd @ 1pm EST – Register here
Thursday, March 21st @ 10am EST – Register here
Wednesday, April 5th @ 2pm EST – Register here
Tuesday, April 11th @ 12pm EST – Register here
Thursday, April 14th @ 12pm EST – Register here

On-Campus Job Postings

Here are some current on-campus job postings available in Handshake:

- **UAlbany Fund Student Representative**, Application deadline Friday, January 20, 2023
  - Must attend one of the Open Houses for UAlbany Fund Student Rep position:
  - **Friday, Jan. 20, 1-2 p.m.**, Campus Center Multipurpose Room
• **CSTEP Physics Tutor**, Application deadline, Wednesday, February 1, 2023
• **Orientation Graduate Intern**, Application deadline Wednesday, February 15, 2023
• **Orientation Leader 2023**, Application deadline, Wednesday, February 15, 2023
• **University Apartments: Housing Manager** (for summer 2023 & academic year 23-24), Application deadline, Friday, January 20, 2023

Undergraduate students can also apply for on-campus research opportunities through CURCE

• **Current CURCE opportunities**
• **Summer CURCE opportunities**

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**Upcoming Events**

**ISSS & Cultural Connections Welcome Party & Buddy Program Reception (Jan. 20)**
All new students and any current students who have signed up for the ISSS/Cultural Connections Buddy Program are invited to attend our Welcome Party on January 20th!

Friday, January 20th from 5:30-8:00pm in the Campus Center Assembly Hall

Stop by for fun, games, snacks and drinks!

**Celebrate Lunar New Year- Make Dumplings with Provost Kim!(Jan. 23)**

Celebrate the Year of the Rabbit with Provost Kim! Make (and eat) dumplings. Monday, January 23 at 3pm in the 1844 Restaurant (2nd floor of Campus Center)

**Research Workshops for International Students**

**Workshop I: Introduction to Research Process**
Date: Friday, February 3
Time: 1:00 pm – 3:00 pm
Place: LI – B48 (University Library, Basement level)
Instructor: Yu-Hui Chen, Ph.D.
Topics: what is a research paper, steps in the research process, choosing a research topic, finding background information and articles, using research databases, evaluating research materials, and hands-on exercises.

**Workshop II: What is “plagiarism” all about? How to avoid it?**
Date: Friday, February 10
Time: 1:15 pm – 3:15 pm
Place: LI – B48 (University Library, Basement level)
Instructor: Yu-Hui Chen, Ph.D.
Topics: in-text citations and bibliography; why acknowledge sources; when to cite; differences among quoting, summarizing, and paraphrasing; types of plagiarism; how to cite; tips for avoiding plagiarism; academic integrity; and hands-on exercises.

**Workshop III: Citation Practice**
Date: Friday, September 16
Time: 1:00 pm – 3:00 pm
Place: LI – B48 (University Library, Basement level)
Instructor: Yu-Hui Chen, Ph.D.
Topics: DOI (digital object identifier), ways of providing in-text citations, formulating citations, and hands-on paraphrasing practice.

Workshop II and Workshop III are closely related, students are strongly encouraged to attend Workshop II first.

To register for the workshop(s), please fill out this form.
International Student On-Campus Employment & Resume Building (Jan 24)

Presented by Career & Professional Development and the ISSS office, this workshop is primarily intended for new students. Join us on Tuesday, January 24th at 4:30pm in Catskill 204 (Conference Room)

Spring 2023 Academic Skills Workshops

The Academic Support Center presents Academic Skills Workshops.

**Wednesday, January 25**- Effective Notetaking
4:00pm in Massry Business Building Room 374

**Thursday, February 9**- Presenting in a Different Language
3:00pm in Massry Business Building Room 374

Mid-Year Involvement Fair (Jan 25)

The third-annual Mid-Year Involvement Fair will showcase opportunities and resources for our new and returning students that will help them succeed and engage at UAlbany. Come and learn about campus offices, departments, and student groups!

Wednesday, January 25 2017 at 11:00 AM EST to 2:00 PM EST on the Lecture Center Concourse
Thursday, February 23 - Email Etiquette
3:00pm in Massry Business Building Room 374

Thursday, March 2 - Managing Test Anxiety
3:00pm in Massry Business Building Room 374

Read More

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https://www.albany.edu/iss
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