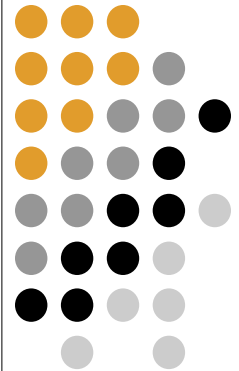


International Student Summer Employment



Christy Hall-Holt, International Student Life
Buntrock Commons 109 Phone: (507) 786-3995 Email: hallholt@stolaf.edu



Dear St. Olaf Faculty and Staff,

As summer approaches, many international students are exploring possibilities for employment both on and off-campus. (In this communication, the term ‘international student’ is defined as a student studying at St. Olaf on an F-1 student visa.) Please read the following international student employment guidelines based on U.S. immigration regulations. If you have further questions after reading this guide, please contact me or ask the student to talk with me. Thank you!

The following link provides additional information: <http://www.stolaf.edu/stulife/isa/work/>

Summer Employment—On and Off-Campus

If an international student is returning to St. Olaf in the fall, he or she is authorized to work full-time for on-campus employers that service students. This includes organizations like Bon Appetit and the Bookstore who normally hire students during the year to work on-campus. Summer research at St. Olaf is also considered on-campus employment.

All of our international students are eligible for on-campus employment of up to *20 hours per week during the school year*, and *full-time during designated school breaks*. When summer arrives, however, international exchange students who are here for one year, and graduating international students are only authorized to work at St. Olaf until the last day of finals.

Graduating seniors and returning students are eligible to engage in off-campus employment but MUST first apply for and receive authorization within the United States government system. Please direct all students who would like to work off-campus to our office to process their application.

Unauthorized Employment—Paid and Unpaid

International students should not be offered employment, even unofficially, in activities such as tutoring, babysitting, playing music for a local church or other off-campus organization, working at any restaurant or retailer, etc. Please direct all international students who wish to work off-campus to talk with the international student advisor.

Thank you for your help in protecting our international students' future employment opportunities in the United States by working within these immigration regulations.

Christy Hall-Holt
International Student Advisor
Principal Designated School Official