

**MONMOUTH UNIVERSITY STUDENT EMPLOYMENT OFFICE
INTERNATIONAL STUDENTS**

If you have been offered employment on campus as a graduate assistant and/or as a student help employee, please read the statement below and provide your signature at the bottom of this form.

According to present U.S. Department of Homeland Security (USDSH)/U.S. Customs & Immigration Services (USCIS) regulations, international students are limited to twenty (20) hours of employment per week during periods when classes are in session.

This limit increases to twenty six (26) hours per week during periods when classes are not in session and during the summer school period. This is a change as of August 26, 2013.

Hours of employment are defined as:

- 1) Time for which the individual is paid while working as a student help employee.
- 2) Time worked as a graduate assistant.
- 3) Any other time employed for pay on campus except as regular staff, administrator or faculty member of the University.

Students who are found to be exceeding the limits stated above will be considered in violation of University policy and will be referred to the Assistant Vice President for Student Services for disciplinary action.

Disciplinary action will include dismissal from position. In addition, the student will forfeit all on-campus employment privileges for a period of one year from the date of the dismissal.

Your signature below is acknowledgment that you understand and agree to abide by the regulations stated on this form.

Signature _____

Print Name _____

Student ID # _____

Date _____

Last updated: July 2013