

SEVIS Contract

Acknowledgement of Risks and Release from Liability

This agreement is made on ____/____/____, by and between the Office of International Student Services
Month Day Year
("OISS") of Pepperdine University, 24255 Pacific Coast Highway, Malibu, California 90263 ("UNIVERSITY"), and

_____/_____/_____ ("STUDENT")
Last name First name Middle name

WHEREAS, UNIVERSITY has established a need for the fulfillment of certain services/obligations by STUDENT; and WHEREAS, STUDENT has proposed to agree to perform certain services; NOW THEREFORE, in consideration of the mutual covenants and agreements stated herein, the parties hereto do mutually agree as follows:

1. UNIVERSITY hereby agrees to engage STUDENT, and STUDENT agrees to perform the obligations hereinafter set forth.
2. This Agreement and all rights and duties created hereunder will commence on the first day of enrollment, and terminate on the day UNIVERSITY has no reporting obligations in Student and Exchange Visitor Information System ("SEVIS").
3. STUDENT agrees to fulfill these obligations as specified in detail in **Schedule A** of this Agreement. UNIVERSITY agrees to furnish information relating to updates and added requirements of SEVIS through email announcements.
4. The designated representative of UNIVERSITY for purposes of administering this Agreement shall be: Designated School Official ("DSO"), Office of International Student Services.
5. To the fullest extent permitted by law, STUDENT shall defend, indemnify, protect, save and hold harmless the UNIVERSITY, its officers, directors, employees, and agents from and against any and all claims, liability, loss, cost, damage or expenses arising before or after the effective date of this Agreement from STUDENT's use of UNIVERSITY's facilities or from the conduct of its program or from any activity, work, or thing done, permitted or suffered by STUDENT, its partners, agents, servants, contractors, representatives, guests, employees, invitees or customers in or about UNIVERSITY premises or elsewhere, or for any default in the performance of any obligations on STUDENT's part to be performed under this Agreement or from any act of negligence of STUDENT or its guests, employees, invitees or customers. The indemnity obligations of STUDENT include, without limitation, STUDENT's obligation to indemnify UNIVERSITY for all attorney's fees and costs incurred by the UNIVERSITY in connection with the enforcement of the provisions contained in this Paragraph. UNIVERSITY may, at its option, require STUDENT to assume UNIVERSITY's defense in any action covered by this Paragraph.
6. This Agreement may be amended at any time by changes in the law as communicated through email messages from the OISS to the STUDENT's Pepperdine email address.
7. This Agreement shall be governed by California Law.

Schedule A

- STUDENT is responsible for reading the following information on the OISS website at <http://www.pepperdine.edu/admission/international-students/> under “current students” and “F-1 visa holders.”
 1. Rules and Regulations for F-1 Students
 2. Employment Information for F-1 Students
 3. Obtain Travel Permission
- STUDENT is responsible for maintaining his/her F-1 visa status. Failure to comply with the rules and regulations for F-1 students will result in termination of his/her SEVIS record/F-1 status. When student is no longer maintaining status, the student loses all on- and off-campus employment authorization, cannot re-enter the U.S. on the terminated record, and may be subject to investigation by Immigration and Customs Enforcement (ICE).

In order to maintain status,

- Student must report **changes** to their personal and academic information **directly** to the OISS within **10 days**.
 - Student must maintain **full-time attendance** each term and make **normal progress** toward completion of the academic program. Dropping or withdrawing from courses resulting in less than a full course load will lead to automatic termination of his/her SEVIS record/F-1 status, unless the student has submitted an “Authorization for Reduced Course load” form with proper evidence and has been granted permission by the DSO to fall below full-time attendance level.
 - Student must apply for an **extension** of his/her program end date printed on his/her Form I-20 **prior to** the program end date printed on his/her Form I-20 in order to avoid termination of his/her SEVIS record/F-1 status.
 - Student must complete the equivalent of one academic year (8-9 months) before taking an annual vacation break in the U.S.
 - Student must obtain **permission** from the OISS before starting an internship, externship, practicum, or any other employment on or off campus, including “volunteer” work.
 - Student must report his/her **tax status** each year (whether or not student received any income) and any taxable income received by student to the U.S. Internal Revenue Service (IRS).
 - Student who voluntarily withdraws from the University, or is suspended or dismissed and therefore is withdrawn from the University, must report to the OISS **immediately**.
 - Student must depart from the U.S. within **15 days** of withdrawal from the University and within **60 days** of completing his/her degree program or OPT employment authorization.
 - Student must provide an “**exit statement**” to the OISS prior to the end of his/her academic program or OPT employment.
 - Student with a **terminated** SEVIS record due to a status violation must depart immediately or apply for reinstatement with U.S. Citizenship and Immigration Services (USCIS).
 - Student must maintain a valid **passport**.
 - Student must maintain **health insurance**.
- STUDENT is responsible for reading and responding to (if applicable) email messages from the OISS, using only the **Pepperdine email account** while student is enrolled in courses at Pepperdine.

Is your name on all of your U.S. documents and information systems consistent with your passport?

(checkbox) yes _____ no _____

If no, explain _____

SEVIS # _____ Campus Wide ID _____

I-94 number _____

Email (must be used while enrolled) _____@pepperdine.edu

Other email addresses (to be used only in urgent situations if Pepperdine account is not functional):

U.S. physical residence (not mailing) address

Permanent foreign address

City _____ State _____

City _____ State/Province _____

Zipcode _____

Home phone (____) _____ - _____

Cell phone (____) _____ - _____

Country _____

Postal code _____

Phone: country code _____ number _____

Emergency contact name _____ Relationship _____

Phone: country code _____ number _____ Email _____

Have you applied for another visa status (including permanent residence)? yes _____ no _____

If yes, explain _____

I, the undersigned, have read and agree to comply with the rules and regulations governing F-1 students explained in this contract and in the OISS website. I understand that the full text of the F-1 regulations is in the United States Code of Federal Regulations, Title 8, Part 214, Section 2, paragraph f.

I will retain a copy of this contract.

Signature _____

Date _____/_____/_____

Month Day Year