

International Student Employment Checklist

When hiring an international student, please ensure that the international student possesses the following:

- ___ Valid social security number
- ___ Valid passport
- ___ Valid I-20, I-AP66, or employment authorization card
- ___ Enrolled for 9 credits (Graduate Student) or 12 credits (Undergraduate student) (Fall and Spring semesters only)*
- ___ GPA of 3.0 or above for graduate or 2.0 or above for undergraduate
- ___ Student is working for no more than 20 hours per week total for all jobs on campus**

*The student must be registered full-time for spring and fall semesters except if it's his/her graduating semester. The student is not required to register for the summer except for the following circumstances:

- The student is only required to register for at least 1 credit for the summer only if the student falls under any of the Grad Assistant categories and was registered for the previous semester.
- The student must be registered full-time in the summer if the summer is the first semester the student is attending university in the United States.
- The student must be registered half-time in the summer if the student is transferring from another American college or university to FAU in the summer semester.

** Employment must not exceed 20 hours per week while school is in session. If this student is employed elsewhere on campus or is employed off campus with proper authorization, that work must also be counted toward the 20-hour limit. Full-time employment is permissible between school terms and during holidays and vacations, including summer vacations, provided the student is eligible and intends to register for the next semester.