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### **1) URGENT NOTICE (RE: CPT and RCL forms for SPRING Qtr.)**

**SPRING FULL TIME CPT DEADLINE:** The deadline for all application materials to be submitted (application, departmental certification, co-op agreement and registration slip from Career Services) to Kim Brumbaugh for Spring Full time CPT is this **FRIDAY, MARCH 30TH AT NOON**. See CPT web site information below for application procedures:

<http://www.wright.edu/ucie/students/cpt.html>

**SPRING REDUCED COURSELOAD (RCL):** If you will be enrolled less than 8 hours as a graduate or 12 hours as an undergraduate student then you must submit a Reduced Course load Form (RCL) by **FRIDAY, MARCH 30TH AT NOON**. SEE RCL FORM ON WEB SITE BELOW:

<http://www.wright.edu/ucie/student/files/reducedCourseLoad.pdf>





## 2) Health Insurance Waiver Deadline

**Spring Quarter deadline** for insurance waiver is  
**April 6, 2012.**

Waivers will be approved only for students who have a U.S. based insurance coverage through the employer of a spouse or parent.

Sponsored students should submit financial guarantees to **Sarah Carpenter in the Bursar's office on or before April 6, 2012** and dependent waiver requests should be sent to Nycia Bolds in University Center for International Education.

It is your responsibility to check WINGS EXPRESS for any balance owed on your WSU Bursar account prior to this April 6 deadline to determine if there are any issues about money owed for insurance.



## 3) Coffee Hour: Welcome Back and Games

Are you ready to meet and make friends with new people from all over the world?

If you are, then join us for a chance to meet some really cool people and enjoy some refreshments.

**Where:** UCIE, E190 Student Union

**When:** March 30, 2012

**Time:** 3-4pm

**Host:** UCIE





## 4) Online Classes: 1 Distance/Online Class Limit

Please remember that international students are **limited per immigration law to 1 online class per term** to meet the minimum credit hour requirement. For example a grad student must take 4 hours on-campus class and may take 4 distance learning/online class to meet the 8 hour minimum and then can take additional online classes above the minimum. An undergrad student must take 8 hours of class on-campus and can take 4 hours online and then can take additional online classes above the 12 minimum.



## 5) Picture Archive

Did you know that the UCIE provides public archives of photographs taken at our events? You may find your family member or friend pictured in one of our albums taken at a Coffee Hour Presentation, an ICE event, and especially at our UCIE Graduation Reception! Head over to [www.facebook.com/WSU.UCIE/photos](http://www.facebook.com/WSU.UCIE/photos) to take a look through our photo archive!



## 6) Library Writing Workshops

The Library will be offering workshops that are specific to International Students. Students will learn how to include proper citations (MLA and APA formats) in their essays and projects. For additional information about this workshop, please visit the following link: <http://www.libraries.wright.edu/calendar/workshops.php>. Students need to register to participate and participation will be capped at 20 students per session so that we have enough computers for everyone.



For questions and other concerns, please contact:

**Erica Clay**

**Paul Laurence Dunbar Library**

**937-775-3149**



## 7) Deadline Soon to Nominate Award Winners

Every year at the International Friendship Affair (this year on Saturday, April 21<sup>st</sup>) we take time to recognize individuals (faculty, staff or student members) in the WSU community or citizens of the Dayton metro area who have gone out of their way to assist you in some fashion. Please consider preparing a Nomination.



With this in mind we created the Global Citizen Award and the International Advocate Award to put the spotlight on WSU community members who go an “extra” mile. **Deadline** to nominate for these awards is **APRIL 6, 2012.**

### **GLOBAL CITIZEN AWARD**

The individual nominated for the Global Citizen Award should be an outstanding international student, WSU Exchange Visitor Program scholar (researcher/professor) or a US domestic student, who through service and leadership at WSU, in the Dayton community, or abroad, has been instrumental in improving the experience of other WSU students here on-campus, in the Dayton community, or on one of WSU's exchange or study abroad programs.

Nomination form:

<http://www.wright.edu/ucie/resource/files/globalCitizenAwardForm.pdf>

### **INTERNATIONAL ADVOCATE AWARD**

The individual nominated for the International (Student/Scholar) Advocate Award should be a WSU faculty or staff member or a Dayton area community or group member, who has been instrumental in improving the experience of WSU international students and scholars during their studies at Wright State University.

Nomination form:

<http://www.wright.edu/ucie/resource/files/advocateAwardForm.pdf>



## 8) IFA Table Display Deadline Approaching Fast!!!

Do **YOU** want to participate in **International Friendship Affair (IFA) 2012** on Saturday, **April 21<sup>st</sup>**? This year's theme is "**Arts around the World**". If interested in participating please view the message below.



**Table Display** – you can help to create the most colorful and interesting features of the IFA — the Table Displays. This is your opportunity to present your culture and traditions of your home country by using interactive media, posters, books or any artifacts that you may have brought from your country. You are more than welcome to talk **Belinda** ([Belinda.grody@wright.edu](mailto:Belinda.grody@wright.edu)) and we will provide you with the information that you need. Email **Belinda** and get your tables reserved now so you don't miss the opportunity!

For more information contact Nam or Dammy at [nam\\_ucie@yahoo.com](mailto:nam_ucie@yahoo.com) or [dammy\\_ucie@yahoo.com](mailto:dammy_ucie@yahoo.com)

## 9) Walk the Runway at the IFA!!!!!!!

Have you ever thought of walking the IFA Fashion Show runway? Do you want to share your tradition with others?

Here is your chance to participate in the **International Fashion Show** and model your country's traditional attire.



UCIE invites you to be a part of the **International Friendship Affair (IFA) 2012**, which will be held **on April 21, 2012** from 1.00 P.M. to 4:30 P.M. This invitation also includes US students wishing to represent the US or a different country in the fashion show.

If you are interested in participating for the International Fashion Show please sign up THIS WEEK for the event at UCIE front desk. There will be a practice session for the Fashion show in the first week of April.

The deadline for the sign-up is **Thursday, April 13, 2012**.

**This event is open for Males and Females.**

For more information contact Nam at [nam\\_ucie@yahoo.com](mailto:nam_ucie@yahoo.com)



## 10) TAX FACTS

### Social Security (FICA) and Medicare Withholding



This fact sheet is about Social Security (FICA) and Medicare Tax from earnings (wages) incorrectly withheld and sent to the IRS, and how to get this money refunded to you.

F-1 and J-1 students who have been in the U.S. in this status for 5 calendar years or less, and J-1 scholars in the U.S. in this status for 2 calendar years or less who have been employed ON CAMPUS are generally exempt from Social Security and Medicare Tax (boxes 4 and 6 of your W2). F-1 and J-1 students who worked off campus with the appropriate work authorization (economic hardship employment or practical training) may also be exempt from these two taxes. However, F-1 and J-1 students in the U.S. in this status for more than five years, J-2 dependents, J-1 scholars and faculty in the U.S. for more than two years, those in other non-immigrant statuses, and those who worked without authorization ARE normally subject to Social Security (FICA) and Medicare Tax.

If you are an F-1 or J-1 student who thinks that Social Security and/or Medicare Taxes were withheld from your pay incorrectly, because you were in the U.S. in this status for less than five or two years, respectively, and had appropriate work authorization, then U.S. federal regulation requires that you contact the employer who issued you the W-2 and inform them of the error, AND ask that they refund you the money. If the employer cannot or will not issue the refund, there is the special procedure (described below) by which you can use to obtain a refund of Social Security and Medicare Tax. This procedure is entirely separate from filing your income tax forms.

To reclaim this money, you must file two special IRS forms, Form 843 and Form 8316. You will be required to show on the forms that you attempted to contact your employer first. You will also be required to attach copies of your work authorization, a copy of your I-94 card, I-20 or DS-2019, and a copy of your W-2 form. It all gets mailed to the Internal Revenue Service Center, Austin, TX 73301-0215. You should keep copies of everything you send and allow up to 6 months for processing. You can find out more about this procedure in IRS Publication 519.

### Tax Workshop Schedules for Spring 2012

<u>Day</u>	<u>Time</u>	<u>Location</u>	<u>Students</u>
Tuesday 3/27/2012	2:30PM	012 Library Annex	All Students
Wednesday 3/28/2012	11:30AM	012 Library Annex	All Students
Tuesday 4/3/2012	2:30PM	012 Library Annex	Indian Students Only
Wednesday 4/4/2012	11:30AM	012 Library Annex	All Students
Tuesday 4/10/2012	2:30PM	012 Library Annex	All Students
Wednesday 4/11/2012	11:30AM	012 Library Annex	All Students
Tuesday 4/17/2012	2:30PM	012 Library Annex	All Students