My contract with the Global Education Office & Washington College

I understand that while I am in the United States of America, I must follow the laws of the United States of America, and the laws of any local areas I am in.

As a student studying at Washington College, I agree to follow the rules and expectations for Washington College students as written in the Washington College Student Handbook and Advising Guide. I also agree to the following:

- I will review and stay abreast of all information sent out by the Office of International.
- I understand that it is my responsibility to follow the guidelines of Residential Life especially in regards to move-in and move-out dates. I understand that I cannot stay beyond the dates stipulated by Residential Life, nor move in early.
- I also understand it is my responsibility to book shuttle transportation through the Transportation Services website for breaks, when leaving at the end of the year, and when arriving next year. GEO does not provide transportation.

In addition, I understand that it is my responsibility to maintain my F student status. I promise to report any information that may affect my F student status in a timely manner to the Global Education Office. I will:

- Come to the Global Education Office to check-in during the first week of the beginning of every semester
- Report changes in my name and/or address
- Report any significant changes in my financial information
- Report receiving a new passport or when I receive a new visa
- Come to the Global Education Office for advisement PRIOR to any drop below 12 credit hours in my semester course load
- Come to the Global Education Office for advisement PRIOR to a change of major
- Come to the Global Education Office for advisement PRIOR to a transfer of institutions
- Come to the Global Education Office for advisement PRIOR to taking courses at another institution during the Washington College academic year
- Come to the Global Education Office for advisement PRIOR accepting or applying for any form of employment on or off-campus
- Come to the Global Education Office for advisement PRIOR to traveling outside of the United States of America
- Report any other changes regarding myself that I feel would cause the records held by the Global Education Office to reflect inaccurate information

**F-1 students** - I will announce my intent to apply for “practical training” when I check in at the beginning of my last semester or will leave the United States within 60 days of the completion of my Washington College program of study.

I, ________________________________ have read, understand and will follow the rules of this contract.

_________________________________________  __________________________________________
Student Signature                                      Date-month/day/year

GLOBAL EDUCATION OFFICE
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Fax: 410-810-7451   Web: www.washcoll.edu
Primary Contact: Theresa Capule – Assistant Director
Tel: 410-810-7162 / email: tcapule2@washcoll.edu
Traveling During Your Stay:

- You may need a visa if traveling outside the United States. You can find this information on embassy websites. www.embassy.org
- **Before you book your flight,** check to make sure your passport is valid.
- **Before you book your flight,** check to make sure your F-1 visa is valid.
- You may apply for a visa **ONLY** in your country of citizenship. If you apply at another embassy during your travels and are refused, you may not be able to re-enter the United States.
- **You must obtain** the signature of a Designated School Official (Theresa Capule or Tony Littlefield) on your I-20 prior to any trip out of the United States.
- If you are out of the United States for **5 or more consecutive months,** you will lose your F-1 student status and will be unable to re-enter the United States. This is true whether you are a student, or an OPT (Optional Practical Training) participant.

**For more information please contact:**
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*Senior Associate Director of Admissions*  
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