

On Campus Employment: International F-1 Students

F-1 visa international students may work ON CAMPUS part-time up to 20 hours per week during the academic year. Students may be employed full-time during holidays, academic breaks, or vacation periods. Intensive English Program (IEP) students are not eligible for on-campus jobs.

Note: F1 students are generally not allowed to work off campus. If you have questions about practical training opportunities off campus, please visit the International Programs & Global Education Office.

GRADES and ENROLLMENT: On campus jobs should not interfere with your academic progress. Students accepting on campus employment will be required to maintain a full-time course load and maintain good academic standing. Good academic standing is at least a 2.0 GPA for undergraduates.

JOB CATEGORIES: There are many different types of on campus employment opportunities available on campus including “bookstore positions”, “enrollment service positions”, “student assistant positions”, and numerous other service positions.

WORK STUDY: International students can apply for most on campus “student” positions except those classified as “Work Study”. “Work Study” jobs are available only to US citizens or permanent residents who qualify for federal financial aid. Please do not apply for any jobs labeled “work study”. Apply for jobs funded through the Associated Student Government (ASG) only.

WORK CLEARANCES REQUIRED: International students offered on campus jobs will be required to obtain an initial work clearance from the advisor in International Programs & Global Education Office. Students will be approved as long as they are enrolled full-time and in good academic standing.

HOW TO BEGIN YOUR JOB SEARCH

There are several on campus employers. Please begin your on campus job search at the following locations:

- The Employment Resource Center – West Building, W207

Many campus employers advertise their student positions here. Please sign up for the “Career Services Online” (CSO) portal.

- Associated Student Government (ASG) – Easting Building, E128

ASG hires students for jobs at various positions within ASG and offers funding for different campus departments to hire student workers

Note: The CSO portal also has listings for off campus positions. F1 students are generally restricted to on campus jobs only. Please see the International Programs & Global Education Office for more information about your eligibility to apply for off campus positions through “Curricular Practical Training” and/or Optional Practical Training (F visas).

- The Employment Resource Center – Contact Kate Conant at 425-739-8113 & visit the web-page at <http://www.lwtech.edu/campus-life/employment-resource-center/>

- Campus Bookstore: Apply in person.

- Associated Student Government (ASG). – Contact ASG at asg.prfficer@lwtech.edu

- Academic Departments and Student Service Offices – Inquire for open positions at individual offices

Note: The College or the International Office does not guarantee employment to students. Many students have difficulty finding jobs on campus because of the ratio of students to available positions. We encourage students to stay positive and vigilant.