UW-IT Update

Kevin Smith
Technology Manager, Production Services UW-IT

Philip J. Reid
Vice Provost, Academic and Student Affairs
Deputy CIO
Associate Vice Provost, UW-IT Academic Services
Professor of Chemistry
New and “Coming Soon” Services

Enrollment Confirmation Deposit

What it is: Online confirmation of student enrollment and payment of confirmation deposit.

When available: “Now” (pending a bit of work with PayPal).

UWEO Registration for Fee-Based Credit Programs

What it is: Integration of UWEO registration for fee-based programs into existing SDB registration processes.

When Available: Tentative start is Winter Quarter 2018.
### Classroom Scheduling Initiative

#### Baseline Data Set for UC: Autumn 2014

<table>
<thead>
<tr>
<th>Supply</th>
<th>Target</th>
<th>M</th>
<th>T</th>
<th>W</th>
<th>R</th>
<th>F</th>
</tr>
</thead>
<tbody>
<tr>
<td>730</td>
<td>313</td>
<td>2</td>
<td>0</td>
<td>2</td>
<td>0</td>
<td>2</td>
</tr>
<tr>
<td>800</td>
<td>313</td>
<td>4</td>
<td>6</td>
<td>6</td>
<td>6</td>
<td>4</td>
</tr>
<tr>
<td>830</td>
<td>313</td>
<td>97</td>
<td>142</td>
<td>114</td>
<td>158</td>
<td>88</td>
</tr>
<tr>
<td>900</td>
<td>313</td>
<td>108</td>
<td>163</td>
<td>131</td>
<td>176</td>
<td>97</td>
</tr>
<tr>
<td>930</td>
<td>313</td>
<td>241</td>
<td>265</td>
<td>272</td>
<td>278</td>
<td>248</td>
</tr>
<tr>
<td>1000</td>
<td>313</td>
<td>242</td>
<td>278</td>
<td>273</td>
<td>284</td>
<td>250</td>
</tr>
<tr>
<td>1030</td>
<td>313</td>
<td>278</td>
<td>296</td>
<td>303</td>
<td>296</td>
<td>266</td>
</tr>
<tr>
<td>1100</td>
<td>313</td>
<td>277</td>
<td>279</td>
<td>300</td>
<td>281</td>
<td>262</td>
</tr>
<tr>
<td>1130</td>
<td>313</td>
<td>274</td>
<td>294</td>
<td>298</td>
<td>291</td>
<td>251</td>
</tr>
<tr>
<td>1200</td>
<td>313</td>
<td>259</td>
<td>278</td>
<td>281</td>
<td>279</td>
<td>248</td>
</tr>
<tr>
<td>1230</td>
<td>313</td>
<td>214</td>
<td>263</td>
<td>236</td>
<td>280</td>
<td>194</td>
</tr>
<tr>
<td>1300</td>
<td>313</td>
<td>215</td>
<td>253</td>
<td>236</td>
<td>275</td>
<td>186</td>
</tr>
<tr>
<td>1330</td>
<td>313</td>
<td>265</td>
<td>287</td>
<td>280</td>
<td>293</td>
<td>159</td>
</tr>
<tr>
<td>1400</td>
<td>313</td>
<td>270</td>
<td>282</td>
<td>285</td>
<td>286</td>
<td>162</td>
</tr>
<tr>
<td>1430</td>
<td>313</td>
<td>257</td>
<td>274</td>
<td>270</td>
<td>276</td>
<td>134</td>
</tr>
<tr>
<td>1500</td>
<td>313</td>
<td>231</td>
<td>255</td>
<td>252</td>
<td>255</td>
<td>125</td>
</tr>
<tr>
<td>1530</td>
<td>313</td>
<td>172</td>
<td>184</td>
<td>177</td>
<td>191</td>
<td>71</td>
</tr>
<tr>
<td>1600</td>
<td>313</td>
<td>161</td>
<td>179</td>
<td>166</td>
<td>183</td>
<td>64</td>
</tr>
<tr>
<td>1630</td>
<td>313</td>
<td>120</td>
<td>128</td>
<td>111</td>
<td>137</td>
<td>21</td>
</tr>
<tr>
<td>1700</td>
<td>313</td>
<td>96</td>
<td>99</td>
<td>100</td>
<td>117</td>
<td>14</td>
</tr>
<tr>
<td>1730</td>
<td>313</td>
<td>36</td>
<td>48</td>
<td>47</td>
<td>61</td>
<td>5</td>
</tr>
<tr>
<td>1800</td>
<td>313</td>
<td>37</td>
<td>62</td>
<td>49</td>
<td>64</td>
<td>5</td>
</tr>
<tr>
<td>1830</td>
<td>313</td>
<td>34</td>
<td>63</td>
<td>44</td>
<td>58</td>
<td>3</td>
</tr>
<tr>
<td>1900</td>
<td>313</td>
<td>32</td>
<td>59</td>
<td>45</td>
<td>49</td>
<td>3</td>
</tr>
</tbody>
</table>

- **Supply** = 313
- **Target** = 220
- **Assigned** = 0

<table>
<thead>
<tr>
<th>M</th>
<th>T</th>
<th>W</th>
<th>R</th>
<th>F</th>
</tr>
</thead>
<tbody>
<tr>
<td>730</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>800</td>
<td>1</td>
<td>2</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>830</td>
<td>9</td>
<td>5</td>
<td>9</td>
<td>4</td>
</tr>
<tr>
<td>900</td>
<td>9</td>
<td>6</td>
<td>9</td>
<td>5</td>
</tr>
<tr>
<td>930</td>
<td>21</td>
<td>36</td>
<td>21</td>
<td>37</td>
</tr>
<tr>
<td>1000</td>
<td>21</td>
<td>37</td>
<td>21</td>
<td>38</td>
</tr>
<tr>
<td>1030</td>
<td>53</td>
<td>99</td>
<td>59</td>
<td>84</td>
</tr>
<tr>
<td>1100</td>
<td>49</td>
<td>99</td>
<td>55</td>
<td>84</td>
</tr>
<tr>
<td>1130</td>
<td>47</td>
<td>71</td>
<td>56</td>
<td>63</td>
</tr>
<tr>
<td>1200</td>
<td>49</td>
<td>63</td>
<td>58</td>
<td>59</td>
</tr>
<tr>
<td>1230</td>
<td>16</td>
<td>26</td>
<td>17</td>
<td>30</td>
</tr>
<tr>
<td>1300</td>
<td>16</td>
<td>23</td>
<td>17</td>
<td>29</td>
</tr>
<tr>
<td>1330</td>
<td>10</td>
<td>30</td>
<td>17</td>
<td>32</td>
</tr>
<tr>
<td>1400</td>
<td>9</td>
<td>32</td>
<td>16</td>
<td>34</td>
</tr>
<tr>
<td>1430</td>
<td>6</td>
<td>19</td>
<td>12</td>
<td>17</td>
</tr>
<tr>
<td>1500</td>
<td>5</td>
<td>18</td>
<td>11</td>
<td>16</td>
</tr>
<tr>
<td>1530</td>
<td>7</td>
<td>7</td>
<td>6</td>
<td>6</td>
</tr>
<tr>
<td>1600</td>
<td>7</td>
<td>7</td>
<td>5</td>
<td>6</td>
</tr>
<tr>
<td>1630</td>
<td>8</td>
<td>7</td>
<td>5</td>
<td>5</td>
</tr>
<tr>
<td>1700</td>
<td>6</td>
<td>4</td>
<td>5</td>
<td>2</td>
</tr>
<tr>
<td>1730</td>
<td>3</td>
<td>3</td>
<td>2</td>
<td>2</td>
</tr>
<tr>
<td>1800</td>
<td>6</td>
<td>7</td>
<td>5</td>
<td>5</td>
</tr>
<tr>
<td>1830</td>
<td>6</td>
<td>7</td>
<td>5</td>
<td>5</td>
</tr>
<tr>
<td>1900</td>
<td>5</td>
<td>5</td>
<td>4</td>
<td>5</td>
</tr>
</tbody>
</table>

- **Unassigned** = 0

430 Unassigned. Addition average 488 over capacity.
(Approximate) Next Steps for Classroom Scheduling Initiative

• Registrar to coordinate with departmental schedule coordinators on changes approved by the provost:
  
  • **Block scheduling** (a defined set of day/time combinations)
  • **Distributed scheduling** (requests are distributed throughout the day)
  • Improved “**business intelligence**” tools

• Extensive communication with campus (a continuation of an existing process).

• Goal: Implementation in the 2017-2018 academic year (most likely a spring quarter rollout).
FERPA BASICS

OFFICE OF THE UNIVERSITY REGISTRAR
UNIVERSITY of WASHINGTON
Division of Enrollment Management
FERPA: What is it?

“...a Federal law that protects the privacy of student education records”

– Family Policy Compliance Office
IMPORTANT FERPA TERMS

> Student-anyone attending your institution, any age
> Student Record – any information or data recorded in any medium
> Educational Record-directly related to a student; maintained by an educational agency or institution
> Directory Information- student info that would not be harmful if disclosed
> School Official-member of an institution acting in a student’s educational interest, limits on “need to know”
Provides 4 Rights to Students

1. The right to inspect and review the student's education records
2. The right to request the amendment of the student's education records
3. The right to provide written consent before the University discloses personally identifiable information from the student's education records
4. The right to file a complaint with the U.S. Department of Education concerning alleged FERPA violations
Impacts to Staff and Faculty (Cont)

➢ Shared Records – Records Requests
➢ Grades and Email – Email is NOT secure
➢ Tools – Don’t use consumer tools, e.g. Dropbox
➢ Access – Legitimate Educational Interest
Impacts to Staff and Faculty (Cont)

- Email between faculty and staff can be considered an academic record and can be requested by students.

- Use appropriate tools for grade information, Canvas, Catalyst, UW Google Drive, UW OneDrive for business.
Legitimate Educational Interest

Definition: Student record data you need to access to do your job.

> Do look up the grades for students in your course

> Don’t look up the students entire transcript to see what grades students got in other courses
Directory Information

- Name
- Address
- Telephone number
- E-mail address
- Enrollment status
- Degrees & awards received
- Most recent previous school attended
Enrollment Confirmation System (ECS)
Enrollment Confirmation System (ECS)

> Graduate students still accept their offer of admission via MyGrad

> Graduate students will use the ECS portal to pay their ECD

  – Students can pay online using a credit card or a web check before the first day of the quarter

  – After the first day of the quarter, students can pay their ECD by contacting regmail@uw.edu, come in person to the Office of the University Registrar (OUR), or mail their ECD to the OUR
## STUDENT OVERVIEW

<table>
<thead>
<tr>
<th>NAME</th>
<th>STUDENT #</th>
<th>ADMITTED FOR</th>
<th>LAST ENROLLED</th>
<th>MAJOR</th>
<th>ADV PAYMENT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Husky Dubs</td>
<td>00000000</td>
<td>AUT/2016</td>
<td>AUT/2013</td>
<td>0-N MATR-00-00</td>
<td>NO</td>
</tr>
</tbody>
</table>

## APPLICATIONS ON FILE

### Autumn/2016

<table>
<thead>
<tr>
<th>#</th>
<th>BRANCH</th>
<th>TYPE</th>
<th>STATUS</th>
<th>STATUS DATE</th>
<th>MAJOR</th>
<th>ADV PAYMENT</th>
<th>Confirm</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>SEA</td>
<td>Transfer</td>
<td>OFFERED-CRDS (14)</td>
<td>06/14/16</td>
<td>0-PSOCS-00-00</td>
<td>NO</td>
<td>Confirm</td>
</tr>
<tr>
<td>2</td>
<td>TAC</td>
<td>Transfer</td>
<td>OFFERED-CRDS (14)</td>
<td>03/30/16</td>
<td>2-T HIST-00-11</td>
<td>NO</td>
<td>Confirm</td>
</tr>
</tbody>
</table>
Resources

FERPA RESOURCES
> Contact ferpa@uw.edu for assistance
> http://helpcenter.uw.edu/courses/uw-ferpa-training/

ECS RESOURCES
> Contact regmail@uw.edu for financial questions related to ECD and NSEOF deposits
> Contact registra@uw.edu for ECS questions
> http://helpcenter.uw.edu/enrollment-confirmation-system/
MyPlan Update
GPA Annual Meeting

Tina Miller, Associate Registrar, OUR
Jill Yetman, Technology Manager, UW IT
Register
Review the chosen courses and sections below to ensure they are the ones you want to send to registration. When finished, use the "Register" button to submit selected course sections.

Period 1 priority registration for Autumn 2016 begins on Friday, May 6th at 6:00am. Registration deadlines

<table>
<thead>
<tr>
<th>PATH 513 Mechanisms of Neurodegeneration (1.5)</th>
</tr>
</thead>
<tbody>
<tr>
<td>SECT</td>
</tr>
<tr>
<td>A</td>
</tr>
</tbody>
</table>

COURSE OFFERED WEEKS 6-10 (NOV. 5- DECEMBER 10) AT HARBORVIEW MEDICAL CENTER RESEARCH & TRAINING BUILDING, RM. 701. CONTACT STEVE BERARD (SBERARD@UW.EDU) FOR COURSE INFORMATION AND BUILDING ACCESS INSTRUCTIONS.

Must be 5 digit code

Back

Register

INFORMATION TECHNOLOGY
UNIVERSITY of WASHINGTON
MyPlan: Add and faculty codes

- Easier entry of faculty codes.
- MyPlan sends entry code information to registration page.
- Same success and error messages.
- Students enter the codes in MyPlan just as they are registering.
- Entry codes are not saved in MyPlan.
- Available next week.
MyPlan: Course search (beta)

- Faculty and staff preview
- Release to students late 2016
- Multiple word searches give better results
- Results differentiate PCE sections and by quarter offered
- Works well on tablets and phones
- Course versions handled as expected

myplan.uw.edu/course
MyPlan: Program exploration

What is it?

• An engaging way to browse, assess, and compare programs and their associated credentials (degrees) at the UW

• Core features coming to MyPlan include:
  • program browse
  • program and credential details
  • links to related degree and plan audits
  • department contact information
MyPlan: Program exploration

> 2016: Undergraduate programs

> Fall 2016 - 2017: Graduate programs
  – Analysis and investigation
  – Program and department data collection
  – Additional features for graduate programs built out in MyPlan
    > Unauthenticated access
    > Personalization by level
Atmospheric Sciences

Admission Type: Open

Atmospheric sciences is a wide-ranging discipline that includes topics as diverse as weather forecasting, global warming, air quality, Pacific Northwest weather and climate, mountain weather, marine weather, El Nino, the ozone hole, ice ages, and the weather of Mars. It considers problems that are both scientifically challenging and critical for the welfare of modern society. These problems are addressed with theory, measurements, and computer simulations.

DEGREES

Bachelor of Science with a major in Atmospheric Sciences
Admission Type: Open
Atmospheric Sciences is a wide-ranging discipline that includes topics as diverse as weather forecasting, global warming, air quality, mountain weather, marine weather, El Nino, the ozone hole, ice ages, and the weather of...

Bachelor of Science with a major in Atmospheric Sciences: Chemistry
Admission Type: Open
The Atmospheric Chemistry and Air Quality option provides students with a strong background in environmental issues such as evolving atmospheric composition and air quality through coursework that focuses on chemistry and the...

Bachelor of Science with a major in Atmospheric Sciences: Climate
Admission Type: Open
The Climate Option provides students with a strong.

Bachelor of Science with a major in Atmospheric Sciences: Meteorology
Admission Type: Open
The meteorology option provides students with a strong.
CM, MyPlan and the Catalog

Capture of Information
- Curriculum Management

Delivery of Information
- General Catalog
- MyPlan
Center for Teaching and Learning

What does the CTL do?

Support the UW Teaching Community

Share best practices and research on teaching, learning, and mentoring

Promote an institutional teaching culture

CTL website: http://www.washington.edu/teaching/
Email: thectl@uw.edu
Programs for Graduate TAs

Year-Round Programming
- Quarter-long Learning Communities
- Interactive Theater as Pedagogy Project
- Workshops & Consultations

Annual Programming
- TA/RA Conference
- Graduate Courses
- Teaching & Learning Symposium
- In-Practice Workshop Series on Teaching with Technology
- UW Distinguished Teaching & Excellence in Teaching Awards

CTL website: http://www.washington.edu/teaching
Email: thectl@uw.edu
FIRST GENERATION GRADUATE STUDENTS
• Tri-campus collaboration and symposia (2016-2017)

SCHOLARS’ STUDIO
• Equity (Fall)
• Advocacy (Winter)
• Collaboration with UW Libraries Research Commons

3-MINUTE THESIS/DISSERTATION COMPETITION
• Collaboration with UW Libraries Research Commons (Spring)

COMMUNICATION SKILLS
• Workshops for International Graduate Students

EXPLORING DIVERSE CAREERS
• Thinking Expansively About Careers in Public Service for Humanities & Social Sciences (Winter)
• Research-Based STEM Careers (Winter)
• Community College Careers Panel & Networking Reception (Spring)
• Collaboration with the Career Center

Look for Core Programs on Facebook and tag #UWGradSuccess to share your stories
On the Road

INSTITUTIONAL CHANGE

• Share and learn best practices to foster student success
• Support equity in graduate student experiences
• Amplify student leadership

CONSULTATION AND COLLABORATION

• Graduate and Professional Student Senate
• Graduate and Professional Advisors Association
• Units in Student Life
• Student Groups & Registered Student Organizations
• Tri-campus partnerships

WORKSHOPS

• Mentoring
• Microaggressions
• Individual Development Plans (IDPs)
• Giving effective feedback
• Managing Up
• Online presence/Professional social media
• Grant writing

Look for Core Programs on Facebook and tag #UWGradSuccess to share your stories
COMMUNITY BUILDING

GETTING CONNECTED NEW STUDENT ORIENTATION & AUTUMN RECEPTION
Thursday, October 13, 2016 | UW Club
  Orientation: 4 – 7 PM
  Reception: 7 – 10 PM*

*Also for staff & faculty!

STAYING CONNECTED
Every first Friday at a local spot!

REAL TALK TUESDAYS!
The 2nd and 4th Tuesday of the month at the Center for Communication, Difference and Equity (CCDE)
PARTNERSHIPS

RECRUITMENT >>
GRADUATE OPPORTUNITY PROGRAM AWARDS
• Deadline: Wednesday, November 30, 2016
• Departmental diversity plans

2017 PROSPECTIVE STUDENT DAYS
• Thursday and Friday, March 30 & March 31, 2017
• ~65% of prospective students that attended 2015 PSDs enrolled at UW

FUNDING NOMINATION TIPS
• Detailed student info: Why hasn’t the department already funded the student?
• NRD: How can we use this benefit to help recruit and support URMs?
• Providing a match or additional financial support is a plus!

ADVOCACY >>
DEPARTMENTAL DIVERSITY COMMITTEES
• Contact GO-MAP for more info: gomap@uw.edu

CONSULTATION >>
1:1 DEPARTMENTAL VISITS
International Student Services (ISS)

459 Schmitz Hall
Office and Drop-In Hours: 10:00am–4:00pm
Phone: 206-221-7857
Web: iss.washington.edu
Email: uwiss@uw.edu
Intro – What We Do

> Ensure that int’l students and UW are in compliance with federal immigration regulations

  – Support timely and complete reporting and record keeping as required by U.S. Department of Homeland Security (DHS)

  – Advise rights and responsibilities of F1 and J1 statuses to international students
## Intro – Who We Are

<table>
<thead>
<tr>
<th>Name</th>
<th>Contact Info</th>
<th>Advises F1 students whose last name begin with:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Machelle Allman*</td>
<td><a href="mailto:allmama@uw.edu">allmama@uw.edu</a> (206) 221-0329</td>
<td>M, N, T (Non-UW sponsored J1 students)</td>
</tr>
<tr>
<td>Leana de la Torre*</td>
<td><a href="mailto:torre@uw.edu">torre@uw.edu</a> (206) 543-3672</td>
<td>A, B, D, F, K (All other J1 students)</td>
</tr>
<tr>
<td>David Gerry</td>
<td><a href="mailto:gerryd@uw.edu">gerryd@uw.edu</a> (206) 221-7867</td>
<td>H, O, S, X</td>
</tr>
<tr>
<td>Kathy Wong</td>
<td><a href="mailto:katwong@uw.edu">katwong@uw.edu</a> (206) 543-2329</td>
<td>G, J, P, Z</td>
</tr>
<tr>
<td>Megan Serenco</td>
<td><a href="mailto:mserenko@uw.edu">mserenko@uw.edu</a> (206) 616-0983</td>
<td>E, I, L, Q, R, U, V</td>
</tr>
<tr>
<td>SeEun Kim</td>
<td><a href="mailto:kimseeun@uw.edu">kimseeun@uw.edu</a> (206) 616-9270</td>
<td>C, W, Y</td>
</tr>
</tbody>
</table>
Intro – Who We Are

> Health Insurance Counselor
  – Chris Dessert
  – stdins@uw.edu
  – 206-543-6202
  – Hall Health Center: Wellness Resource Center, Room 187B
TOPICS

> New International Student
  – Orientation/Check-in
  – Working on campus

> STEM OPT Extension

> ITIN day

> Change of Level (COL)
New Int’l Student – Check In

> ISS Closed Sept. 13 – 20  
  – Immigration Q&A Table at Greeting Tables

> Orientation: FIUTS Greeting tables  
  – Sept. 13-16 & 19-20, 10am -1pm at HUB Lobby

> Graduate and Professional Student Day  
  > Sept 16, 9:30 am - 12:30 pm, HUB South Ballroom
New Int’l Student – Check In

> Immigration Document Submission Portal

UNIVERSITY of WASHINGTON
New Int’l Student – Check In

> Update contact Information on MyUW account

– Phone numbers

– Local addresses

– Difficulty with U.S. addresses
New Int’l Student – Check In

Change of Address

Use this service to change the addresses provided to the Student Directory and used by the University of Washington.

NOTE: Student employees: you should also use Employee Self-Service (ESS) to update your address.

1. Directory Release

The University of Washington may release your name and address and other directory information to the following groups in the UW community:

- Direct Deposit Transfer
- DARS - Degree Audit
- Financial Aid Status
- Change of Address

Yes, OK to release directory information

No, my directory information may not be released or included in the Student Directory.

Before changing your address, please check the following examples that show proper format for changing your address.

2. Local Address

<table>
<thead>
<tr>
<th>Residence Hall</th>
<th>Room#</th>
</tr>
</thead>
<tbody>
<tr>
<td>STEVENS COURT</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Apartment#</th>
<th>Street</th>
<th>City</th>
<th>State / Province</th>
<th>Zip / Post Code</th>
<th>Country</th>
<th>Phone Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>311</td>
<td>520 11th Ave NE</td>
<td>Seattle</td>
<td>WASHINGTON</td>
<td>98105</td>
<td>UNITED STATES</td>
<td>206 - 221 - 7857</td>
</tr>
</tbody>
</table>

UNIVERSITY of WASHINGTON
New Int’l Student – Check In

UNIVERSITY of WASHINGTON
New Int’l Student – Check In

- Passport and visa
- I-94

https://i94.cbp.dhs.gov/
New Int’l Student – Check In

I-20 (F visa student)  

DS 2019 (J visa student)
New Int’l Student – Check In

> J-1 Insurance Compliance Form (Can use GAIP)
New Int’l Student – Working

> Eligible to start working on campus 30 days before the first day of classes (8/29/2016)
  – Summer quarter on campus work isn’t allowed with autumn quarter start date
  – Start date based on academic calendar, not I-20)

> Can’t work for additional 1 quarter after graduation like domestic students
New Int’l Student – Working

> Curricular Practical Training (CPT)
  – Authorization for any off campus practical experience related to student’s field of study while they are pursuing a degree
    > Internship
    > Practicum
    > Co-op
  – Eligible after accumulating 1 year of F1 status (3 quarters at the UW)
  – Students who have attended another U.S. institution and have a continuing F1 record coming to the UW might be eligible for this benefit right away – contact ISS to check eligibility.
New policy

- The 24-month STEM OPT extension benefit went into effect Monday, May 10, 2016.
STEM OPT Extension

> Eligibility for STEM OPT Extension
  – Study in STEM Designated Degree Program with eligible CIP codes
    > http://grad.uw.edu/admissions/find-a-program/
  – Must have a job
  – Employer must be E-Verified
    > UW E-Verify number: 254283
  – Be able to complete I-983 Training plan
# STEM OPT Extension

## OPT Comparison Chart

<table>
<thead>
<tr>
<th></th>
<th>12 month OPT</th>
<th>24 month STEM OPT Extension</th>
</tr>
</thead>
<tbody>
<tr>
<td>Training Plan &amp; Evaluation</td>
<td>Not required</td>
<td>Required (I-983)</td>
</tr>
<tr>
<td>Employer – Employee</td>
<td>Not required</td>
<td>Required (E-Verify &amp; EIN number)</td>
</tr>
<tr>
<td>Relationship</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Contractual Relationship</td>
<td>Permitted</td>
<td>Not Permitted</td>
</tr>
<tr>
<td>Volunteer/Unpaid Internship</td>
<td>Permitted</td>
<td>Not Permitted</td>
</tr>
<tr>
<td>Self-Employment</td>
<td>Permitted</td>
<td>Not Permitted</td>
</tr>
<tr>
<td>Multiple Employers</td>
<td>Permitted</td>
<td>Generally Not Permitted</td>
</tr>
</tbody>
</table>
What is Individual Tax Identification Number (ITIN)?
- An ITIN is a tax processing number, issued by the IRS to individuals who are not eligible for SSN to help comply with U.S. Tax laws.

Who needs ITIN?
- Students who are receiving scholarship or fellowships but does not have or ineligible for SSN

How to get ITIN?
- From IRS with help from ISS and UW ITIN office by establishing eligibility and identity

ITIN Day

> ITIN Process

1. Visit ISS Website to download and fill out the ITIN Request Form
2. Submit the form with copy of scholarship/fellowship letter to ISS office before ITIN Day.
3. ISS will generate ITIN support letters
4. ITIN Day
   1. Get I-20, passport and visa notarized
   2. Pick up ITIN support letters
   3. Get help filling out and pick up other necessary documents (W-7 etc.) from UW ITIN office
Change of Degree Level (COL)

- Int’l students must have an I-20 that accurately reflects their degree level
- Possible immigration consequences or might be giving up immigration benefits specific to that degree level

MyGrad Update Button: Do Not Press Until . . . .

DEGREE TITLE: MASTER OF SCIENCE IN AERONAUTICS & ASTRONAUTICS (A A-0-2-6)

Current Status:
- Resident Status: International - Student Visa
- Application: View Application Detail
- MyPlan: Go to MyPlan (help)
- Cumulative GPA
  - Degree Title: MASTER OF SCIENCE IN AERONAUTICS & ASTRONAUTICS (A A-0-2-6)
Change of Degree Level (COL)

Overview

You were admitted to the United States to complete a specific educational program as reflected on your I-20 or DS-2019. If your academic program will change, it is your responsibility to request an update to your SEVIS record and obtain a new, accurate I-20 or DS-
Change of Degree Level (COL)

Graduate students:

If you are changing from a Master’s degree to PhD or vice versa (or if you are in your approved OPT period following your Master’s or PhD), follow these instructions to request the new I-20:

If you submitted a new application through MyGrad:

- Inform your ISS advisor of your expected graduation date.
- Request a Change of Level I-20 from Graduate Enrollment Management Services (GEMS) in your online admissions application’s Next Steps Page.
- Warning: if you are currently in your OPT period, remember that your OPT authorization be cancelled on the first day of the quarter of your new graduate program.

If your department did not require you to submit a new application through MyGrad, request your new I-20 from ISS. See instructions below.

1. Complete and submit a Change of Level Request Form to ISS together with supporting documentation.
2. Allow 7-10 business days for ISS processing.
3. You will receive an email from ISS (uwiss@uw.edu) when your document is ready for pick up.

UNIVERSITY of WASHINGTON
More Information About COL

> Special Webinar hosted on 8/31
  – International Student Employment & Degree Level Changes

> COL feedback
Thank you!

For more information, please visit, iss.washington.edu.
Career & Internship Center
134 Mary Gates Hall
New this year:

• New website, same URL: www.careers.uw.edu
• New name: Career & Internship Center
• New lobby space
• More opportunities for graduate students to connect with alumni and employers
Special (Grad only!) Networking Events

• Data Science (November)
• Public Service (January)
• Research Careers outside of Academia (March)

January and March events are collaborations between the Career & Internship Center and Core Programs.
How we help grad students:

- Specialized programming
- In-house general workshops
- Career fairs and center events
- HuskyJobs (online job board)
- Grad jobs listserv
- Same-Day-Sessions (Seattle Campus students)
- 1-1 Appointments (Seattle Campus students)
Academic Job Search Support
Exploring Options
Non-Academic / Industry
How to connect with me

- Email: cbasl@uw.edu (best contact method)
- Phone: (206) 543-9102
Office of Fellowships and Awards

Helene, Marilyn, and Michelle
Graduate School, Communications Building
Fellowships Staff

Helene Obradovich, Director

Marilyn Gray, Assistant Director

Michelle Drapek, Counseling Services Coordinator
Highlights

- General Funding information
- National Fellowships
- Graduate School funding
- Academic Student Employees (ASE)--RA/SA/TA
- Graduate Funding Information Service (GFIS)
- Webinars
Funding for Incoming Students

- Graduate School funding for incoming students is provided through departments as Top Scholar awards.

- We do not have funding for individual students—we refer students back to the academic program.

- It’s usually too late to look for funding after a student is admitted. We recommend that you encourage applicants to begin searching for funding as soon as they apply. If you have a chance to encourage seniors to look for funding before they apply for graduate school, that’s even better.
Graduate Funding Information Service (GFIS)

The Graduate Funding Information Service (GFIS) is provided by the Graduate School, Libraries, and Information School.

This office is designed to assist current and incoming students in learning how to search for funding. We encourage all students to subscribe to their blog and to become familiar with the website.

http://www.lib.washington.edu/commons/services/gfis
Top Scholar Recruitment Awards

The Graduate School’s primary goal for the Top Scholar Awards (TSA) is to help programs attract outstanding students to University of Washington programs by partnering with units to build competitive financial packages for their top student prospects.

The next request cycle will be this autumn. Information will go out in late October and the deadline will be in December.

Informational webinars will be offered to go through the request options, strategies, and the specifics of the process.

http://grad.uw.edu/graduate-student-funding/funding-information-for-departments/awards-and-funding-resources/gsfei-top-scholar-awards/
Funding: National Fellowships

- For a number of national fellowships, the Fellowships and Awards Office oversees application processes for graduate students. In some cases, we also administer the awards.

- We encourage your students to consider a variety of opportunities during and after their graduate studies.

- For example:
  - Fulbright U.S. Student Program
  - Ford Foundation Predoctoral Fellowships
  - Luce Scholars Program
  - David Boren Fellowship
  - NSF Graduate Research Fellowship Program
  - Dolores Zohrab Liebmann Fellowship
Graduate School Fellowships

The Fellowships and Awards Office administers a variety of awards for students—some are by departmental nomination and some are direct application.

- Chester Fritz and Boeing International Fellowships for study or research abroad
- Bonderman Travel Fellowship
- Presidential Dissertation Fellowship for arts, humanities, social sciences and social professions
- Gatzert Child Welfare dissertation fellowship
- Graduate School Medal
International Study and Research

- Administered by UW Study Abroad: studyabroad.washington.edu
- Graduate students can enroll in an independent study for a minimum of 10 credits per academic quarter.
- No tuition is charged; instead, students pay a $325 program fee.
- UW Study Abroad maintains strict deadlines for applying; their website has more information.
- Perfect to pair with an international fellowship or to earn dissertation credits while completing research overseas.
- Students enjoy additional health and security benefits through UW’s mandatory OnCall international travel health insurance enrollment.
Tuition Waivers

**GENERAL:**
Fellowships has a limited waiver budget to support students in specific areas. We can pay only resident tuition; if you have a non-resident student, we can strategize with you about how to provide a waiver of the non-resident portion of tuition.

*Eligibility and process:* [http://grad.uw.edu/graduate-student-funding/funding-information-for-departments/awards-and-funding-resources/general-tuition-waivers/](http://grad.uw.edu/graduate-student-funding/funding-information-for-departments/awards-and-funding-resources/general-tuition-waivers/)

**INTERNATIONAL STUDENT:**
Fellowships has a set number of waivers available for international students. These can be requested early and used for recruitment. Students can receive a maximum of three quarters during their UW career (exception made for international Fulbright awardees).

*Eligibility and process:* [http://grad.uw.edu/graduate-student-funding/funding-information-for-departments/awards-and-funding-resources/international-student-tuition-waivers/](http://grad.uw.edu/graduate-student-funding/funding-information-for-departments/awards-and-funding-resources/international-student-tuition-waivers/)
Conference Travel Funding

- Available to students who are presenting papers or posters on their research at discipline significant conferences
- Students have to be enrolled (not on leave)
- Can receive $300 for domestic travel and $500 for foreign travel
- Can receive funding once every other fiscal year
- Funds can be used only for transportation costs
- Monthly deadline; awards are made once a month

http://grad.uw.edu/graduate-student-funding/funding-information-for-departments/awards-and-funding-resources/gsfei-travel-awards/
Academic Student Employees (ASEs) – RA/TA/SAs

- RA/SA/TAs are union employees at the UW.
- Useful to familiarize yourself with the UAW 4121 contract.
- Fellowships Office is *de facto* HR for ASE positions.
- There are many nuances, so don’t hesitate to contact us with questions about hiring, salaries, tuition waivers, etc.
- If we can’t help you or if involves interpretation of the UAW contract, we will refer you to Labor Relations, but feel free to start with us.
Webinars

- Fellowships is working on the current webinar topics:
  - General orientation to our office
  - Employing students covered by the UAW 4121 contract (including hourly, RAs, SAs, and TAs)
- Send us suggestions for other topics you would like covered.
We’re here to help. Please don’t hesitate to contact us. You can reach any of us at:

gradappt@uw.edu
206-543-7152
grad.uw.edu/funding

If we don’t know the answer, we’ll probably know who does!
Quick Review of What GPSS Does

- **STUDENT GOVERNMENT**
- **ADVOCACY**
- **EVENTS**
- **COMMUNITY**
GPSS Serves the Community Of Graduate and Professional Students.

GPSS Facilitates and Exercises Advocacy.

GPSS Safeguards and Upholds Graduate and Professional Student Rights.

GPSS Provides Pathways and Tools for Success.
GPSS is run by:

- 5 Officers: President, VP of Internal Affairs, VP of External Affairs, Secretary, Treasurer
- 5 Executive Senators
- Senators from each program/department
- GPSS committees
- 9 Staff
- and YOU, our constituents!
Social Events

SEP: Husky Sunrise
NOV: Fall Ball
FEB: Winter Social
MAY: Spring Social
JUN: Husky Sunset
More Events

- **NOV**: Innovation Pipeline
- **FEB**: Winter Diversity Events
- **FEB**: Huskies on the Hill
- **MAY**: Spring Campus Conversations
- **MAY**: Science & Policy Summit
How to Get Involved

- **Become a Senator!**: Talk with your GPA & contact the GPSS Secretary.

- **Join GPSS committees**: You don’t have to be a Senator (except for Judicial and F&B).

- Serve as **an Executive Liaison** to university committees and boards.
THIRD ANNUAL HUSKY SUNRISE

RAINIER VISTA LAWN
SEPTEMBER 26
MONDAY
9:00-11:00AM
DOORS OPEN @ 8:30AM

WELCOME BREAKFAST FOR GRADUATE AND PROFESSIONAL STUDENTS
LEARN ABOUT CAMPUS RESOURCES
MEET DEANS AND GPSS OFFICERS
MIMOSAS BACON & EGGS VEGAN OPTIONS

UW GPSS
Graduate & Professional Student Senate

Impresario Slides
How to get FUNDED

Departmental Allocations
- Department Events & Items

Diversity Funds
- Events & Programming for Diversity Efforts

Travel Grants
- Travel Expenses for Conference

Special Allocations
- RSO Events & Programming