



The University of Findlay attracts students from more than 40 countries. Most of these students entered the United States with student visas allowing them to pursue full-time studies that are often complemented by employment in their fields of study.

Like domestic students, international students come to Findlay from a wide variety of backgrounds and professional experiences and hope to use their Findlay education to put them on a path to a meaningful life and productive career. Many international students at Findlay are graduate students who have a degree and/or significant work experience in their home country before enrolling at Findlay.

This guide is meant to help answer any questions you have as a potential employer about hiring an international student from Findlay.

QUESTIONS?

We are here to help. Contact the Center for Career & Professional Development at 419-434-4665 or ccpd@findlay.edu.



Hiring International Students

A Guide for Employers

What are the advantages of hiring an international student?

Regardless of which country Findlay students call home, UF students benefit from an education based on real world experiences both inside and outside of the classroom. These experiences prepare our students to be contributing members of your company. International students bring with them a bilingual skill set and global experiences that can be essential to helping you achieve your company's goals.

What kind of visas do international students have?

International students enter the United States using one of two student visas, either an F-1 visa or a J-1 visa. Currently, all UF international students have F-1 visas. The primary distinction between the two classifications is that F-1 students usually have private sources of funding, whereas J-1 students often have governmental or international agency funding.

How can an international student work off campus?

Students with F-1 visas are eligible for off-campus internships while in their programs of study using Curricular Practical Training (CPT) for both part-time and full-time employment or through Optional Practical Training (OPT) after earning their degrees. There is no paperwork for you, the employer. All USCIS authorization paperwork is handled by the University.

How do students obtain permission to work in the United States?

The University of Findlay handles all USCIS paperwork for students seeking off-campus internships. CPT authorization is handled by the university and once a job offer is submitted the student can receive authorization within two business days. OPT authorization is given by the USCIS through a submitted application from the University and can take at least three months for adjudication.

What must I do to employ a UF international student?

An employer only needs to issue an official offer letter and complete an I-9 form as for any new employee. Students need to work with employers to come up with learning objectives which must be evaluated and reported to the Designated School Official (DSO) every year. In addition, students who have earned their degrees in a STEM field are eligible to extend their OPT 12-month employment period an additional 24 months if the employer is in the E-Verified system.

What will the student have as proof of employability?

Students holding F-1 visas and pursuing CPT work authorizations need to provide job offers from potential employers first and then they are authorized to work for those specific employers. This authorization will state the employer and duration of employment on page 2 of their form I-20. Students pursuing OPTs are issued EAD cards which are similar to a driver's license. It is an "open" authorization that allows the student to work for any company within the start and ending dates listed on the card. An employer can know a student is legal to study by either looking at the form I-20 or EAD card that the student will provide.

Do I withhold taxes from an international student employee?

Yes, international students do have federal and state taxes withheld from income earned in the United States. However, contributions from Social Security generally should not be withheld from wages of non-immigrant students on authorized OPT. Refer to IRS publication 519 for additional information.

What if I want to extend the student's employment?

Employers are eligible to apply for H-1B (temporary worker) visas for students, which can provide three to six additional years of employment. A student on an F-1 visa may continue to be employed once an H-1B petition is filed by the employer and approved by the USCIS.

Employers **ARE NOT** required to:

Sponsor a student of an H1B visa, green card, or prove that no U.S. Citizen is available to do the job.

Students on OPT cannot replace American workers in their positions with an employer.

