Employment Options for F Students

At the beginning of each semester, students may want to evaluate their employment plans. There are several common employment options available to F students:

- **On-campus Employment**: This option involves working on the University of San Francisco campus. These positions do not require work authorization. Students who are allowed to work on campus can apply for these positions through the university's Internal Job Board or by contacting Career Services.

- **Curricular Practical Training (CPT)**: This option involves working off-campus as a part of their degree program. Students can apply for CPT through the university's Employment Office. CPT is available to students who are on their academic calendar and have completed at least one unit of college work.

- **Optional Practical Training (OPT)**: This option involves working off-campus as a part of their degree program. Students can apply for OPT through the university's Employment Office. OPT is available to students who have completed their degree program and have been granted a visa by the United States government.

Please note that J-1 students should check with their ISSS advisor about their employment options.

Adviser Appointments and Workshops

Appointments are scheduled online through the MyISSS student portal. Students must complete an OPT workshop before submitting an OPT application to ISSS. Workshops are scheduled in 15-minute increments. To schedule an appointment, select Adviser Appointments from the first menu option in our scheduler. Students must complete an OPT workshop before submitting an OPT application to ISSS.

Adviser appointments and workshops are available to students who are in good standing and have any general questions about their employment options. Adviser appointments can be scheduled online through the MyISSS student portal.

How to Make the Most of Your Internship:

- **Before, During, and After**

  **Before**: Before starting your internship, make sure you understand the expectations and requirements for your position. This includes knowing the hours, responsibilities, and any required training.

  **During**: During your internship, make sure you are meeting the expectations of your employer. This includes completing tasks on time and communicating effectively with your supervisor.

  **After**: After your internship, make sure you thank your employer and complete any necessary paperwork to finalize the experience. This includes completing any evaluation forms and providing a resume of your experience.

Requesting a document from ISSS?

If you are requesting an immigration document or letter from our office, remember that we cannot provide documents via email or phone. If you need a document, please visit our office during business hours or make an appointment to schedule an in-person request.

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Resume Rush

Resume Rush is open to University of San Francisco undergraduate students!

Announcements will be made via email. Please check our website for details and confirm your information to ensure that you receive announcements about resume rush.

Virtual JOB FEST

Virtual JOB FEST is a virtual job fair where you can connect with employers and learn about job opportunities.

Learn more or register

Job Fest: Virtual Session

Students can attend virtual sessions to learn about job search strategies and success stories. These sessions will be held online and can be accessed through the MyISSS student portal.

Learn more or register

Job Fest: In-Person Festival

Job Fest: In-Person Festival will be held on the University Center First Floor — Atrium, next to the USF Bookstore. No pre-registration required, just show up! Students will be seen on a first-come, first-serve basis.

Learn more or register

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Get ready for JOB FEST by getting your resume reviewed by employers! Polish your resume and ask any questions you may have about meeting employers at JOB FEST.

No pre-registration required, just show up! Students will be seen on a first-come, first-serve basis.