



Michael V. Drake, MD
President

December 18, 2024

Office of the President
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Oakland, CA 94607

universityofcalifornia.edu

CHANCELLORS

Re: Guidance and Resources for International and Undocumented Students and Employees

Dear Colleagues:

CAMPUSES

- Berkeley
- Davis
- Irvine
- UCLA
- Merced
- Riverside
- San Diego
- San Francisco
- Santa Barbara
- Santa Cruz

In the past, the University of California issued guidance and resources to ensure that our international students, scholars, and employees, as well as our undocumented students and employees, had the support and information to help them meet their academic and professional goals. In recent weeks, the UC Office of the President working with UC immigration experts and outside legal counsel, has reviewed past guidance and information, and is updating them as appropriate. This letter summarizes the guidance and outlines immediate next steps.

MEDICAL CENTERS

- Davis
- Irvine
- UCLA
- San Diego
- San Francisco

Travel Guidance for International Students, Scholars, and Employees

UCOP recommends that each campus adapt and distribute the following systemwide travel guidance for international students, scholars, and employees at their location, and continue to advise international students, scholars, and employees as appropriate.

The systemwide travel guidance is as follows:

The University of California has received questions from community members concerned about potential changes to U.S. immigration and visa processes following the results of the recent election. We want to assure you that the University is monitoring immigration-related developments and will inform you of any that may impact you. At this time, no changes have been announced.

Winter Travel Planning: We do not anticipate any formal changes to immigration and visa rules before January 20, 2025. However, we recommend international students and scholars take the following precautions to encourage safe travel during the winter break and the month of January and encourage you to consider completing your travel and returning before January 20.

- Carry all documents needed for re-entry to the US, including a valid passport, valid entry visa (e.g., F-1, J-1, H-1B) and other required documents relating to your status.
 - Required documents may include a valid Form I-20 for F-1 students, Form DS-2019 for J-1 students and scholars, and Form I-797 approval notice for H-1B employees.
- For F-1 students and J-1 students and scholars, ensure that you have an unexpired travel signature on your I-20 or DS-2019 no more than one year old on the date of your return.

DIVISION OF AGRICULTURE AND
NATURAL RESOURCES

- For F-1 students on post-completion Optional Practical Training, ensure that you have your Employment Authorization Document (EAD) card in addition to a valid passport, F-1 visa, and Form I-20; your OPT Form I-20 should have a travel signature no more than six months old on the date of your return.
- If applying for a new visa, we recommend doing so before January 20, 2025.

We recommend you carry copies of these documents even if traveling only inside the United States. If you have questions about your specific travel plans, please contact your campus office for international students and scholars at <insert contact information>.

As the University of California becomes aware of updates or changes to visa and immigration policies or procedures, we will provide updated guidance.

Guidance for University Employees on Possible Federal Immigration Enforcement Actions on University Property

In 2017, UC Legal issued *Frequently Asked Questions for University Employees About Possible Federal Immigration Enforcement Actions on University Property*. UC Legal, with the assistance of outside counsel, has updated the FAQ which is [attached](#) for your reference and distribution to campus stakeholders. The attached FAQ addresses the following questions:

1. Will University Police Officers work with federal immigration officers to apprehend and remove individuals from campus?
2. Can UC prevent federal immigration enforcement officers from coming on campus or entering hospitals, clinics, or other University property?
3. What federal immigration enforcement officers might seek access to the campus, and what authority do they have?
4. Will federal immigration enforcement agencies target UC campuses?
5. Can federal immigration enforcement officers enter houses, residence halls and apartments without consent from occupants?
6. Can federal immigration enforcement officers enter University hospitals and clinics?
7. What does a federal immigration enforcement warrant allow an immigration officer to do?
8. What should I do if a federal immigration enforcement officer presents me with a warrant?
9. What should I do if a federal officer asks me for or gives me a subpoena for personally identifiable private information or records about a student, employee, or patient?
10. Does it make a difference if information is requested about an international student?
11. Does it make a difference if information is requested about a foreign national employee on an H-1B nonimmigrant visa status or working pursuant to F-1 STEM Optional Practical Training?

UCOP will update the FAQ as we become aware of changes to immigration enforcement policies.

Support for Undocumented Students and Employees

Undocumented students and employees with temporary immigration status, such as DACA or TPS, that have specific concerns about their immigration status should be directed to the [UC Immigration Legal Services Center \(UCIMM\)](#) or, for undocumented UC Berkeley community members, the [East Bay Community Law Center](#). These centers provide individualized advisement to undocumented and other noncitizen students,

other than international students, which are served by services for international students and scholars, and employees with temporary immigration statuses. The centers' services include screenings for various immigration statuses, DACA, advance parole, re-entry, detentions, and deportations. They also serve the immediate relatives of students in mixed-status families, for example, undocumented parents of U.S. citizen students.

A ***Know Your Rights*** card for UC undocumented students and employees has been available since 2020. UC Legal has reviewed the card and made minor updates. The text of the card, attached here for your reference, will be reprinted and distributed to campus service providers beginning in January 2025.

In addition, UCOP staff are reviewing and updating the public website on [Undocumented Students](#) including the [UC Statement of Principles in Support of Undocumented Members of the UC Community](#) to reflect current policy and practice. We expect to have a fully updated website in early 2025.

Data Privacy and Protections

We encourage campuses to continue to be mindful of state, federal and University policies and practices for responding to requests for student records for immigration enforcement purposes. Earlier this month, the Attorney General of California issued an updated version of [Promoting a Safe and Secure Campus for All: Guidance and Model Policies to Assist California's Colleges and Universities in Responding to Immigration Issues](#). UCOP has reviewed the Attorney General's updated guidance and supports its "Model Policies" for collecting and retaining student information and for responding to inquiries or requests for access for immigration status, citizenship status, and national origin information for immigration enforcement purposes. As noted in the Attorney General's guidance, "Unless required by federal or state law, [college or university personnel] shall not inquire specifically about a student's citizenship or immigration status or the citizenship or immigration status of a student's parents or guardians; nor shall personnel seek or require, to the exclusion of other permissible documentation or information, documentation or information that may indicate a student's immigration status, such as a green card, voter registration, a passport, or citizenship papers."

Notifications on the Financial Aid Applications

The 2025-26 financial aid application cycle officially began on December 2, 2024. Understanding that students and their families may have concerns about privacy when completing financial aid applications, the attached notification template on their [Free Application for Federal Student Aid \(FAFSA\)](#) and [CA Dream Act Application \(CADAA\)](#) will be shared with campus financial aid offices for distribution.

We will continue to update guidance and information should federal or state policies change. For questions, please contact Associate Vice President of Graduate, Undergraduate and Equity Affairs Cynthia Dávalos cynthia.davalos@ucop.edu.

Thank you for your continued collaboration as we strive to ensure that all students and employees continue to have the resources and support to thrive at UC.

Sincerely,



Michael V. Drake, MD
President

Attachments:

1. Frequently Asked Questions for University Employees About Possible Federal Immigration Enforcement Actions on University Property
2. Know Your Rights Card Text
3. FAFSA and CADAA Notification Template

cc: Academic Council Chair Cheung
Academic Council Vice Chair Palazoglu
UCOP Division Leaders
Provosts/EVCS
Vice Chancellors of Administration
Vice Chancellors of Student Affairs
Chief Human Resource Officers
Academic Personnel AVCs/AVPs
Associate Chancellors
Chief Campus Counsels