

GOVERNMENT OF GUAM
OFFICE OF THE GOVERNOR
AGANA, GUAM

EXECUTIVE ORDER NO. 74-16

ADMINISTRATION OF I-20 PROGRAM BY THE OFFICE OF MANPOWER RESOURCES
DEVELOPMENT, GOVERNMENT OF GUAM

WHEREAS, the Office of Manpower Resources Development of the Government of Guam has been given the duty and responsibility of processing requests of nonimmigrant alien students to attend the Guam Public Schools and the University of Guam;

WHEREAS, the Office of Manpower Resources Development with the full cooperation of the Director of Education and the President of the University of Guam has developed and effected rules and regulations pertaining to such requests;

WHEREAS, these rules and regulations affecting the status of non-immigrant alien students on Guam are found to be necessary and proper as a means of regulating admission to the Guam Public Schools and the University of Guam;

WHEREAS, the Office of Manpower Resources Development is the most appropriate agency to continue and maintain the policies and procedures of the I-20 Program relative to the processing and handling of I-20 and I-538 Forms, as well as MRD-1 and MRD-2 Forms, originating from the Guam Public Schools and the University of Guam;

NOW, THEREFORE, by virtue of the authority vested in me by the Organic Act of Guam, specifically Sections 6 and 9 (b) and (c) thereof, and statutes of the Territory of Guam, it is hereby ordered as follows:

- 1) The Office of Manpower Resources Development is assigned the responsibility of effectively carrying out the purposes and intent of the Governor's policy (F-1 Nonimmigrant (Visa) Student Policy) for the Department of Education and the University of Guam as revised on June 16, 1973.
- 2) The Staff Officer for Manpower Resources Development and, in his absence, the Director of Labor, will make the necessary final determination of all alien student requests.

- 3) The Staff Officer for Manpower Resources Development or the Director of Labor shall review, investigate, and make recommendations for changes, if any, of existing rules and regulations affecting the status of nonimmigrant alien students on Guam.

The policies to be enforced are attached to this Executive Order as Exhibit A and B.

Signed at Agana, Guam this 24th day of April, 1974.


CARLOS G. CAMACHO
Governor of Guam

COUNTERSIGNED:

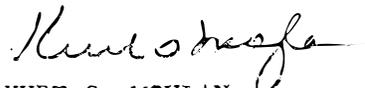

KURT S. MOYLAN
Lieutenant Governor of Guam

EXHIBIT A

GOVERNOR'S POLICY
F-1 NONIMMIGRANT (VISA) STUDENT POLICY
FOR THE
DEPARTMENT OF EDUCATION
(REVISED JUNE 16, 1973)

This policy is issued in accordance with the Governor's memorandum of February 13, 1973 concerning nonimmigrant students.

An I-20 student is a student who holds prior to entry into Guam a current valid F-1 nonimmigrant visa and a current valid I-20 form issued by the Department of Education and who is eligible to attend grade 10 or above. (The visa requirement does not apply to citizens of the Trust Territory.) An I-20 student (one who is not a citizen or permanent resident of the United States) may be permitted to enroll in the Guam public schools when he meets and maintains the requirements and standards established by the Director of Education. Admission of such a student shall be limited by the ability of the public schools to provide him a quality education without diminishing the educational opportunities available to those students who are residents of Guam.

I. Requirements and procedures for initial admission.

A. John F. Kennedy and George Washington Senior High Schools.

1. Maximum age as of August 1 of entry year; and of January 1 of entry year;

Grade 10 - 18.0 years

Grade 11 - 19.0 years

Grade 12 - 20.0 years

2. Minimum achievement based on California achievement test (or a comparable test as determined by the Department of Education).

Grade 10

Reading - 8.5

Arithmetic - 9.0

Language - 8.5

Grade 11

Reading - 9.5

Arithmetic - 10.0

Language - 9.5

Grade 12

Reading - 10.5¹⁶
Arithmetic - 11.0
Language - 10.5

3. Completion of the previous grade with an average of at least "C" and having maintained a record of satisfactory conduct during the previous grade.
4. Submission of the following to the Deputy Director, Department of Education, Guam, not later than June 15 and November 15.
 - a. Completed application form;
 - b. Transcript, test scores and a letter of recommendation from the principal of the school most recently attended (all to be submitted by the school).
5. An I-20 Form "Certificate of Eligibility" will be prepared by the Dept. of Education and approved by the Governor's Assistant for Manpower upon the student's submission of all required documents, etc.
6. The I-20 will be issued for the semester only.
7. Students are not permitted to change their F-1 visa.
8. No student will be permitted to work during the first four months on Guam. Thereafter, permission may be given depending upon the circumstances of each case. No work shall be permitted during summer time except with the recommendation of the Department of Education to the Governor's Assistant for Manpower that financial help is needed.
9. Travel allowance may be permitted to all F-1 students who meet and maintain a minimum average of at least "C" in a given semester. Any student who meets and maintains a minimum "C" average in a regular semester and otherwise conforms to School regulations (e.g. discipline), will be eligible for consideration for multiple trip entries. In the event that the student fails to maintain a minimum "C" average, or is charged with any disciplinary action, his travel allowance will be curtailed or denied until such time that he complies with these School requirements.

Note: All applications for additional travel will be processed on an individual basis.

10. Any F-1 student lacking a multiple trip certificate who leaves the island for an off-island trip without an authorized I-20 certificate will not be readmitted to the School as an F-1 student.
 11. Any F-1 student who does not wish to travel home after each semester break must request for an extension of stay (Form I-538) at the Central Office of the Department of Education.
 12. The I-20 may be canceled if the student has not arrived on Guam by August 18 and by January 18.
 13. Selecting and maintaining a full course as prescribed by the Department of Education during the entire semester.
- B. Guam Vocational-Technical School.
1. Age will not be a factor; however, a student must have satisfactorily completed at least grade 9.
 2. The area of study desired must be one not available to the applying student at the Micronesian Occupational Center.
 3. Submission of the following to the Deputy Director, Department of Education, Guam, not later than June 15 and November 15 if necessary:
 - a. Completed application form;
 - b. Transcript, test scores and a letter of recommendation from the principal of the school most recently attended (all to be submitted by the school).
 4. The I-20 may be canceled if the student has not arrived on Guam by August 18 and by January 18.
- II. Requirements for Continuation of Status (All I-20 Students).
- A. All I-20 students will be expected to:
1. Attend school regularly and maintain satisfactory conduct.
 2. Pursue the program of studies appropriate to their grade level.
 3. Comply with all policies, rules and regulations applicable to nonresident (F-1 visa) students as well as those applicable to all students.

4. Maintain satisfactory academic progress.
 5. Live with sponsors approved by the Trust Territory Liaison Office, Guam (Trust Territory Citizens) or by the Department of Education (for citizens of other countries).
- B. 1-20 students who do not conform to these requirements are subject to cancellation of their status and enrollment at any time.
- III. Requirements and Procedures for Renewal (All 1-20 Students and Extension I-538).
- A. A "C" average in courses taken to date of renewal plus a satisfactory conduct and attendance record. The requirement of a "C" average may be waived if the principal so recommends and the Deputy Director concurs.
 - B. Submission of a renewal application to the administration of school attended not later than May 1 and December 1.
 - C. Recommendation of the principal of school attended.
 - D. Arrival on Guam by August 18 and January 18.
 - E. Form I-538 will be issued for extension of temporary stay if the student is recommended by the Director of Education or his delegate.

This policy cancels and supersedes the nonimmigrant student policy of the Department of Education dated April 1, 1971.

For the Governor of Guam
By:


JOAQUIN C. GUERRERO
Staff Officer for Manpower
Resources Development

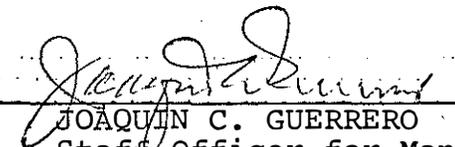
GOVERNOR'S POLICY
NON-F-1 VISA STUDENT POLICY
FOR THE DEPARTMENT OF EDUCATION
(EFFECTIVE JUNE 16, 1973)

This policy amends the Governor's Policy concerning non-immigrant students:

1. School-age children of diplomats and officials of foreign governments are exempted from the I-20 Policy. These children may be admitted to the Guam Public Schools on their own visas after clearance from the Office of Manpower. These children will be classified as "Priority Admission Students" and their status is valid until the expiration of the authorized period of admission shown on the Department of Justice Form I-94.
2. School-age children of nonimmigrant aliens who are on Guam under employment or business contracts are not covered by the GovGuam I-20 policy. These children may be admitted to the Guam Public Schools on their own visas (not an F-1 visa) only if approved by the Governor's Staff Officer for Manpower. These children will be classified as "Limited Admission Students" and their enrollment at the Guam Public Schools will not be permitted if less than sixty (60) days remain prior to the expiration of the authorized period of admission shown on the Department of Justice Form I-94, or if less than one (1) month remains in the school year. Status as a "Limited Admission Student" is valid only until the expiration of the authorized period of admission shown on the Department of Justice Form I-94.
3. Form I-20 will not be issued to any nonimmigrant student without a valid F-1 student visa for the purpose of attempting to change their visa status while in the United States.
4. Authorization to engage in employment shall not be granted to any nonimmigrant student who is maintaining a status other than F-1 visa.
5. For purposes of this policy, Form MRD-1 will be used.

For the Governor of Guam

By:


JOAQUIN C. GUERRERO
Staff Officer for Manpower
Resources Development

OFFICE OF MANPOWER RESOURCES DEVELOPMENT
GOVERNMENT OF GUAM
AGANA, GUAM

AUTHORIZATION FOR ENROLLMENT
PRIORITY AND LIMITED ADMISSION STUDENTS

To the student and parents:

Present this slip when registering for school. The school will not register you without this evidence that you have been approved for enrollment.

This authorization expires _____, Extension of this authorization must be issued by the Governor's Staff Officer for Manpower Resources Development. Application for extension should be requested at least two weeks prior to the expiration date.

To the school:

The following student has been authorized to enroll in the Guam Public Schools as a Limited Admission Student Priority Admission Student.

Student's Name _____
Birthdate _____ Citizen of _____
Type of Visa _____ Visa expires _____

Parent's Name _____
Address _____
Telephone _____ Employed by _____
Type of Visa _____ Visa expires _____
Citizen of _____

School _____ Grade _____
Educational status: New <input type="checkbox"/> Renewal <input type="checkbox"/> Probationary <input type="checkbox"/>

JOAQUIN C. GUERRERO
Governor's Staff Officer
for Manpower Resources Development

Date _____

NOTE: ONE COPY OF THIS FORM IS TO BE PLACED IN THE STUDENT'S CUMULATIVE FOLDER AND THE OTHER POSTED TO A CENTRAL FILE AT DOE CENTRAL OFFICE.

cc: School (2)
Parent (1)
Immigration (1)
File (1)

HRD-1 (6-7-73)

EXHIBIT B

GOVERNOR'S POLICY
F-1 NONIMMIGRANT (VISA) STUDENT POLICY
FOR THE UNIVERSITY OF GUAM
(REVISED JUNE 16, 1973)

This policy is issued in accordance with the Governor's memorandum of February 13, 1973 concerning nonimmigrant students.

Students who are not citizens, nationals or permanent residents of the U. S. may be permitted to enroll at the University of Guam when they meet and maintain the requirements, standards and regulations established by the University of Guam. However, such admission of nonresident (visa) students shall be limited by the ability of the University of Guam to provide to them a quality education without diminishing the educational opportunities available to those students who are residents of Guam.

An I-20 student is a student who holds prior to entry into Guam, a current and valid F-1 Nonimmigrant Visa and a current and valid I-20 certificate issued by the University of Guam. (The F-1 nonimmigrant visa requirement does not apply to citizens of the Trust Territory; however, they must have a valid I-20 certificate.)

I. Requirements and Procedures for Initial Admission.

- A. Foreign students are advised to begin application procedures well in advance (3-4 months) of their expected date of enrollment. This is to insure a reasonable amount of time for the University to receive and evaluate all of the necessary requirements of admission.

Foreign students should observe the following regulations:

1. Complete the requirements for admission found in the Undergraduate "General Information Bulletin, Section Admission Requirements (P. 15).
2. When making application, submit the results of the TOEFL (Test of English As A Foreign Language). Details concerning this examination may be obtained from TOEFL Test, Educational Testing Service, Princeton, New Jersey 08540, USA. Graduate students are exempted from this requirement.
3. Make adequate financial arrangements for the desired period of enrollment at the University of Guam. Proof of these arrangements is required in the form of a notarized affidavit of financial support;
4. Upon arrival at the University, take the placement tests in English, speech, mathematics, and any other required qualifying examination.

5. An I-20 form "Certificate of Eligibility" will be prepared by the University of Guam and submitted for approval to the Governor's Assistant for Manpower, upon the students' submission of all the required documents, a review of the documents submitted, and a recommendation that the I-20 form be issued to the student.
 - a. The I-20 form will be issued to students entering the University initially on a semester basis. Thereafter, I-20's will be issued for two academic semesters to F-1 students who meet and maintain a full course of study (12 credit hours during the regular semester and 6 credit hours during the summer term). Additionally, a cumulative grade point average of 2.50 or better must be attained by the student.
 - b. In the event that any F-1 student whose cumulative grade point average is below 2.50, the I-20 form will be issued on a semester basis provided that the student continues to maintain a full course of study and is complying with the University's academic rules and regulations.
 - c. Former F-1 students of the University of Guam who have been away from the University for a semester or so will be issued I-20 forms provided:
 - (1) They meet the University of Guam rules and regulations; and
 - (2) They submit their applications for readmission to the University in advance.
 - d. Students are not permitted to change their F-1 visa to any other category because their admission is only for studies.
 - e. No F-1 student will be permitted to work during the first four months on Guam. Thereafter, permission may be given depending upon the circumstances of each case, providing that reasonable cause exists. This policy does not apply to the college work study under the Office of Economic Opportunity Act of 1964. Alien students covered by the college work study program shall be permitted to work only on campus.

- f. Summer work may be permitted to F-1 students upon request of the student and with the recommendation by the University of Guam officials to the Governor's Assistant for Manpower only if it can be justified that financial help is needed. Form I-538 shall be used to request for authorization.
- g. Travel allowance may be permitted to all F-1 students who meet and maintain minimum credit hours and minimum grade point averages in a given semester. Any student who meets at least 12 credit hours in a regular semester (6 credit hours in the summer) and/or maintains a cumulative grade point average of 2.50 and otherwise conforms to University regulations (e.g. discipline), will be eligible for consideration for multiple trip entries. In the event that the student fails to maintain minimum credit hours and/or a minimum grade point average, or is charged with any disciplinary action, his travel allowance will be curtailed or denied until such time that he complies with these University requirements.

Note: All applications for additional travel will be processed on an individual basis.

- h. Any F-1 student lacking a multiple trip certificate who leaves the island for an off-island trip without an authorized I-20 certificate will not be readmitted to the University of Guam as an F-1 student.
- i. Any F-1 student who does not wish to travel home after each semester break must request for an extension of stay (Form I-538) at the Admission Office of the University of Guam.

II. Requirements for Continuation, Extension, or Renewal of Status.

- A. All I-20 students will be expected to:
 - 1. Attend school regularly and maintain satisfactory conduct.
 - 2. Enroll and maintain a full course of studies appropriate to their graduate or undergraduate program as prescribed by the University.
 - 3. Maintain satisfactory academic progress.
 - 4. Comply with all policies, rules and regulations applicable to nonresident (visa) students as well as those applicable to all students.

- B. Submission of a renewal I-20A certificate to the University of Guam not later than the deadlines prescribed by the University.
- C. Arrival on Guam as specified by the University.
- D. Form I-538 will be used by an alien student in Guam for extension of temporary stay.

For the Governor of Guam

By:



JOAQUIN C. GUERRERO
Staff Officer for Manpower
Resources Development

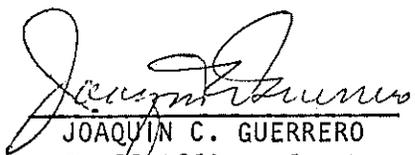
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This policy amends the Governor's Policy concerning nonimmigrant students:

1. Students who are children of diplomats and officials of foreign governments are exempted from the GovGuam I-20 policy. These students may be admitted to the University of Guam on their own visas after clearance from the Office of Manpower. These students will be classified as "Priority Admission Students" and their status is valid until the expiration of the authorized period of admission shown on the Department of Justice Form I-94.
2. Students who are children of nonimmigrant aliens who are on Guam under employment or business contracts are not covered by the GovGuam I-20 policy. These students may be admitted to the University of Guam on their own visas (not an F-1 visa) only if approved by the Governor's Staff Officer for Manpower. These students will be classified as "Limited Admission Students" and their enrollment at the University will not be permitted if less than six (6) weeks remain prior to the expiration of the authorized period of admission shown on the Department of Justice Form I-94, or if less than three (3) weeks remain in a semester. Status as a "Limited Admission Student" is valid only until expiration of the authorized period of admission shown on the Department of Justice Form I-94.
3. Form I-20 will not be issued to any nonimmigrant student without a valid F-1 student visa for the purpose of attempting to change their visa status while in the United States.
4. Authorization to engage in employment shall not be granted to any nonimmigrant student who is maintaining a status other than an F-1 visa.
5. For purposes of this policy, Form MRD-2 will be used.

For the Governor of Guam

By:



JOAQUIN C. GUERRERO
Staff Officer for Manpower
Resources Development

AUTHORIZATION FOR ENROLLMENT
PRIORITY AND LIMITED ADMISSION STUDENTS

1 student and parents:

Present this slip when registering at the University. The University will not register you without this evidence that you have been approved for enrollment.

This authorization expires _____ . Extension of this authorization must be issued by the Governor's Staff Officer for Manpower Resources Development. Application for extension should be requested at least two weeks prior to the expiration date.

To the University of Guam:

The following student has been authorized to enroll in the University of Guam as a Limited Admission Student Priority Admission Student.

Student's Name _____
Birthdate _____ Citizen of _____
Type of Visa _____ Visa expires _____

Parent's Name _____
Address _____
Telephone _____ Employed by _____
Type of Visa _____ Visa expires _____
Citizen of _____

1st Year _____ 2nd Year _____ 3rd Year _____ 4th Year _____
Graduate Studies _____ Special Studies _____
Educational status: New <input type="checkbox"/> Renewal <input type="checkbox"/> Probationary <input type="checkbox"/>

JOAQUIN C. GUERRERO
Governor's Staff Officer
for Manpower Resources Development

Date _____

NOTE: ONE COPY OF THIS FORM IS TO BE PLACED IN THE STUDENT'S CUMULATIVE FOLDER AND THE OTHER POSTED TO A CENTRAL FILE AT REGISTRAR'S OFFICE.

cc: University (2)
Parent (1)
Immigration (1)
File (1)