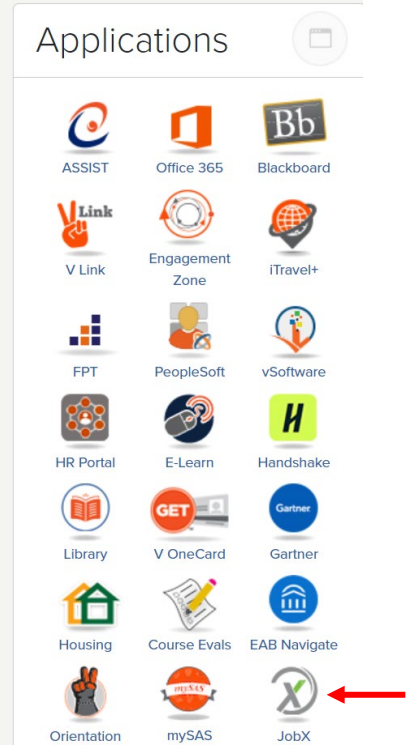
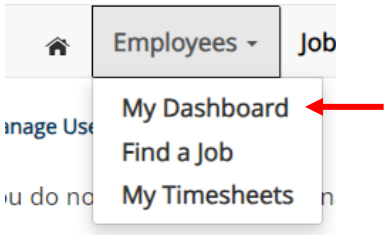
Dynamic Forms Completion – International Form

(For Students)

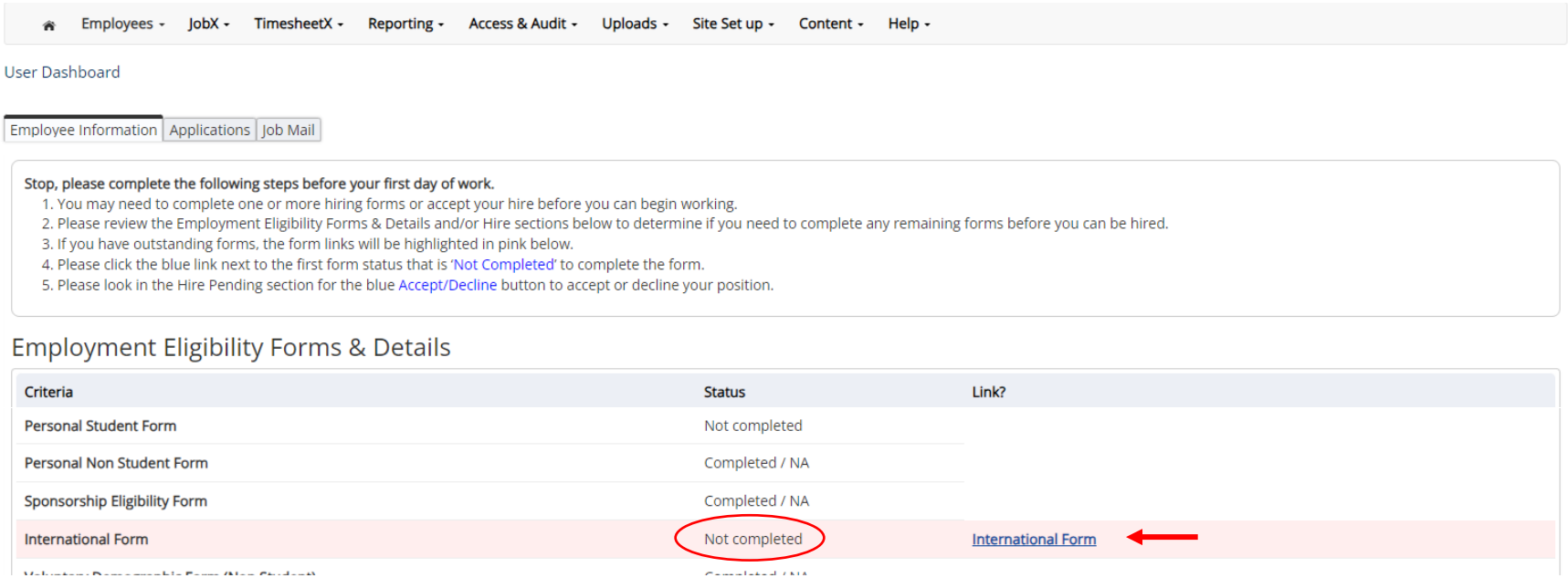
Log in to my.utrgv.edu and click on the **JobX icon** or follow the link: https://utrgv.studentemployment.ngwebsolutions.com/



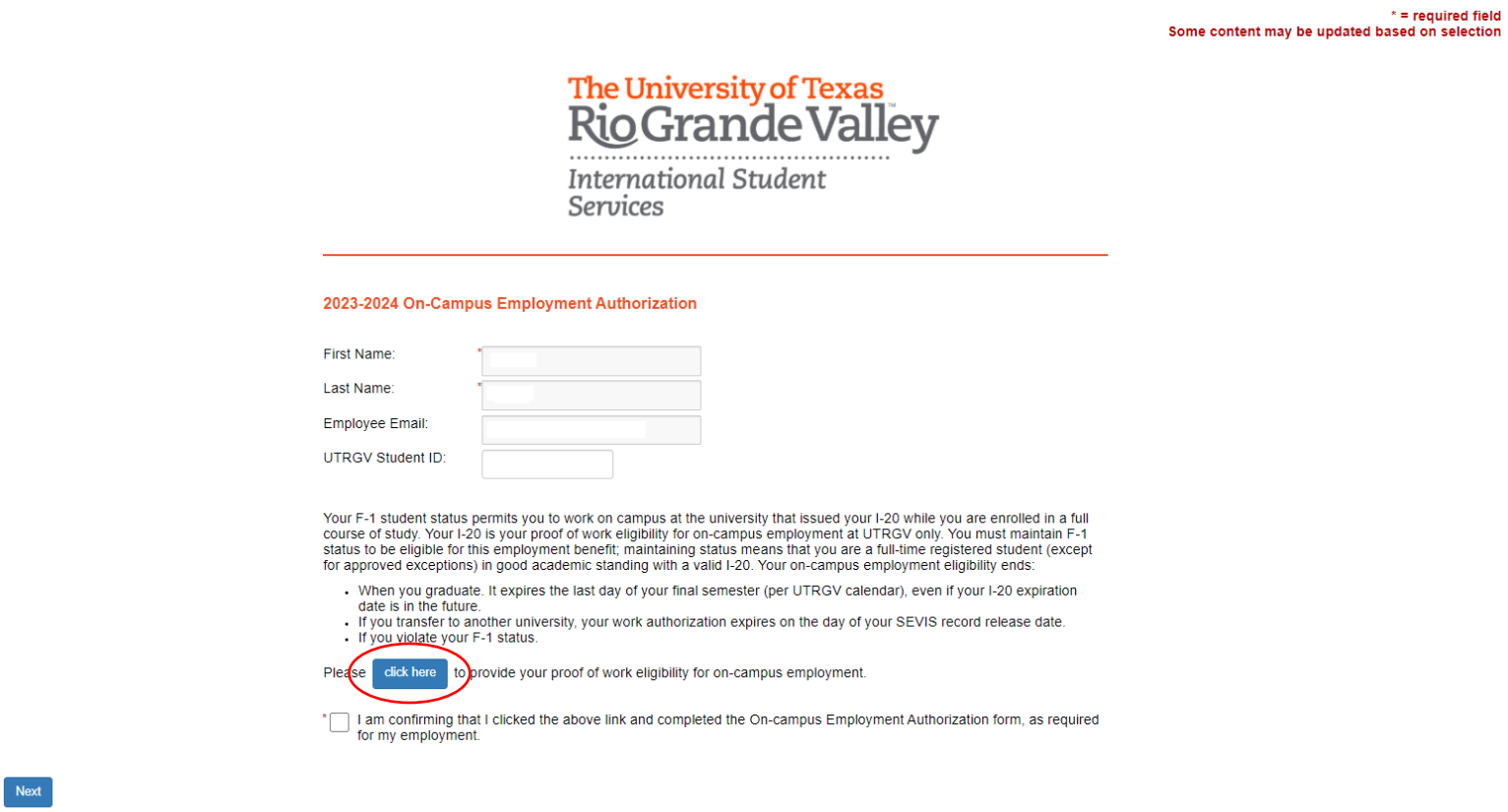
Once logged in > click on **Employees** > click on **My Dashboard**



Under **Employment Eligibility Forms & Details** > look out for any hiring forms that show a status of **Not completed** > click on the **link**



Once you click on the link, you will reach the **instructions page**. Follow the instructions to complete the required form > once done, click **Next**



The University of Texas Rio Grande Valley
International Student Services

Follow

2023-2024 On-Campus Employment Authorization

Your F-1 student status permits you to work on campus at the university that issued your I-20 while you are enrolled in a full course of study. Your I-20 is your proof of work eligibility for on-campus employment at UTRGV only. You must maintain F-1 status to be eligible for this employment benefit; maintaining status means that you are a full-time registered student (except for approved exceptions) in good academic standing with a valid I-20. Your on-campus employment eligibility ends:

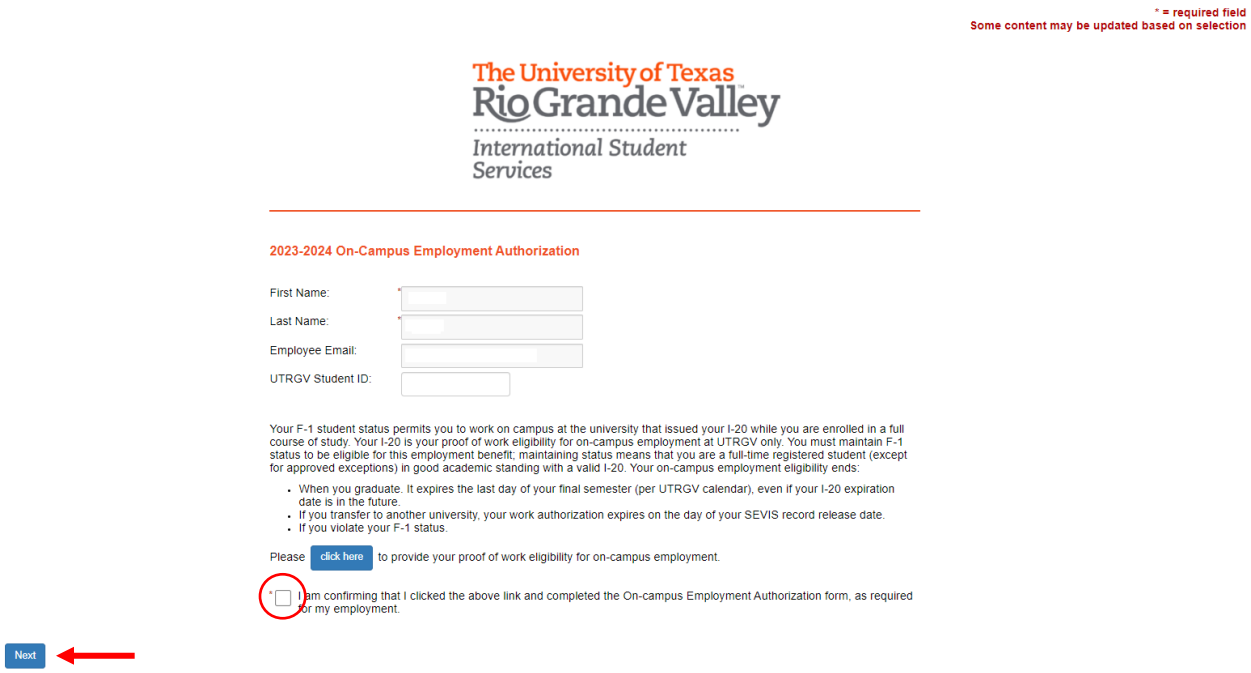
- When you graduate. It expires the last day of your final semester (per UTRGV calendar), even if your I-20 expiration date is in the future.
- If you transfer to another university; your work authorization expires on the day of your SEVIS record release date.
- If you violate your F-1 status.

We use Submittable to accept and review our submissions.

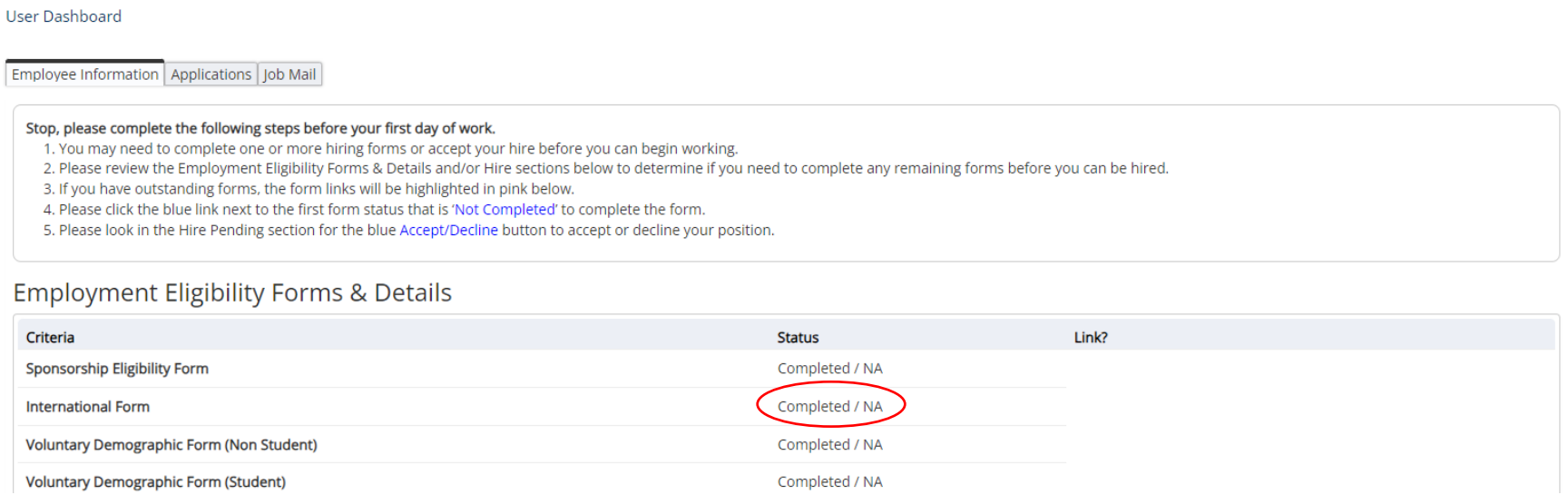
Create Your Account

Have An Account? Sign In

You will then reach the **confirmation page.** It will ask you to confirm that you have completed all steps for the hiring form (from the instructions page) > click **Next**



Once the form has been submitted, the status will automatically update on **My Dashboard**.



You have now completed the International Dynamic Form. For instructions on how to complete the rest of the forms, please select the appropriate guide.

For more information or assistance, please contact studentemployment@utrgv.edu.