

## Division Chair CIP Confirmation Form for Students in F-1 Status

Hampshire College  
International Student Services (ISS)

**\* DO NOT submit an updated CIP Confirmation Form if you have submitted your *Preliminary Contract on the Hub*. CIP Confirmation Forms are only for after you file your Division contract on the Hub and are approved.**

**\* DO complete an updated CIP Confirmation Form if:**

- 1) you have filed your Division II or III contract (and it has been approved)**
- 2) or if you have made revisions to your current Division II or III contract.**

### Section A: To be completed by Student Instructions for Student

1. Fill out Section A. Please print.
2. Complete Section B with your Division Chair. Please use linked CIP Code list for relevant CIP Codes. Visit the National Center for Education Statistics for descriptions by individual CIP Code.
3. Submit this completed form along with a copy of your Div II or Div III contract bearing your committee members' signatures of approval to the Global Education Office either in person or electronically to [missintl@hampshire.edu](mailto:missintl@hampshire.edu). *Note for Div III students: For those of you considering post-completion OPT, your OPT must be tied to the CIP code of your Division III contract.*

Student Name \_\_\_\_\_

SEVIS Number \_\_\_\_\_

Division filed (*circle applicable*): II or III      Date contract filed: \_\_\_\_\_

\_\_\_\_ Check if this is a revision of a previously filed Division contract

### Section B: To be completed by Division Chair

*Note to Division Chair: In accordance with federal regulations for F-1 degree-seeking students (F-1s), the ISS office must update the government form I-20 for F-1s based on their degree program. The update should reflect their overall program of study as outlined in their Div II or Div III contract. The form I-20 can only be updated by designating a corresponding CIP code from the Hampshire College identified courses of study. In order for ISS to update the form I-20 the Division Chair must confirm the most appropriate CIP code. A list of Hampshire's CIP Codes is attached. In addition, please visit the [National Center for Education Statistics for descriptions by individual CIP Code](#). If the student has more than one area of unrelated degree programs and you and the student determine that there is not an applicable combination of CIP codes on the list that reflects the student's program, you may recommend "30.999 Multi-/Interdisciplinary Studies, Other".*

**Please Print**

#### Recommended Primary Major:

CIP Code: \_\_\_\_\_ Title: \_\_\_\_\_

*If "30.999 Multi-/Interdisciplinary Studies, Other" will be recommended as the student's Primary Major please provide a brief description of the nature of the student's degree program:*

**Recommended Secondary Major, if applicable** (*leave this blank if you have indicated "30.999 Multi-/Interdisciplinary Studies, Other" as your Primary Major*):

CIP Code: \_\_\_\_\_ Title: \_\_\_\_\_

**By signing below, I confirm that the recommended CIP code/s best describe the student's overall field of study as described in their Div II or Div III contract.**

Signature \_\_\_\_\_

Date \_\_\_\_\_

Print Name \_\_\_\_\_

Title \_\_\_\_\_

Email \_\_\_\_\_

Office Phone \_\_\_\_\_

Send any questions to [iss@hampshire.edu](mailto:iss@hampshire.edu)  
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