

J-1 EXCHANGE VISITOR CHECK –IN INFORMATION

_____ **Passport** – Your passport must be valid for six months into the future at all times during your stay in the U.S. No visitor benefits may be granted with an expired passport. Your passport will expire on: _____. Please apply for renewal by _____.

_____ **I-94** – This is your Record of Departure and Permit to remain in the U.S. The I-94 reflects your stay as “D/S”- Duration of Status. You have permission to remain in the U.S. in J-1 status, which expires upon completion of your program or length of program; whichever is earlier. Your I-94 card should always say ”D/S” for J status holders. Otherwise, please contact the International Faculty Services Office immediately.

_____ **Form DS2019** - This is a Certificate of Eligibility for the J-1 Exchange Visitor Visa Form DS2019. DS2019 is also a travel document. The terms of your exchange visit are outlined on the DS2019. Any changes you would like to make in your activities should be discussed with your advisor in the International Office.

_____ **Visa Stamp** – The visa stamp was placed in your passport by the American Consul when you presented the Form DS2019. The Visa is used for entry purposes ONLY. It does not permit you to remain in the U.S. Do not confuse the validity of your visa with your authorized stay. The visa stamp does not have to be valid in order to request an extension of your stay, but must be valid if you will travel outside the U.S. and you wish to re-enter.

_____ **Extension of Stay** – Your permission to work and stay in the U.S. legally ends when your DS2019 expires. It is ultimately your responsibility to maintain your nonimmigrant J-1 status and to process applications for continuation of J-1 sponsorship in a timely manner. Contact IFSO early for extension instructions.

_____ **Employment** – You are only allowed to participate in activities (paid or unpaid) specified on Form DS2019. All other employment requires the approval of a Responsible Officer in the International Faculty Services Office. You do not have authorization to work in the U.S. unless a formal work permission has been given to you by a Responsible Officer in ISO. The Immigration Reform and Control Act of 1986 (IRCA) requires employers to verify employment eligibility of all persons hired after November 6, 1986. Employees whose employment eligibility expires must be removed from payroll until an extension of eligibility is presented.

_____ **Health Insurance** – Effective September 1994, all J-1 visitors and their family members must have health insurance coverage in the United States that meets USIA criteria. **Failure to maintain health insurance coverage for the J-1 and J-2 dependents during the period of stay could result in a loss of J-1 benefits. Willful non-compliance will cause you to be out-of-status at which time you will need to depart the United States.**

_____ **Cultural Orientation** – The attached information regarding American Culture is provided to you to give you an orientation to American Culture. Arts, Sports, and Cultural Events take place frequently on the University Campus and in the community. Events are advertised in the International Office, campus newspaper and local newspapers. Please take the opportunity to explore the wide diversity of American Culture during your stay.

_____ Processing of visa documents generally requires a waiting period of at least a few months. Thus, it is imperative to plan ahead at all times. Always call the International Office before your visit. An appointment may be necessary (544-8205).

_____ Your current address is required to be on file with IFSO at all times under Sec. 256 of the Immigration and Naturalization Act. (8 USC 1305).

I hereby acknowledge that the above information was explained to me during my check-in procedure and that I received a copy of the J-1 Exchange Visitor regulations.

Signature _____ Date _____