University of Colorado Boulder

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Applying for a J Visa to "Begin a New Program" & U.S. Arrival Procedures

Please review your DS-2019(s) to ensure that all of the information on the document is correct for you and, if applicable, your dependent(s). Names should be recorded as they appear in the machine readable portion of your passport. If any of the information is inaccurate, please contact International Student and Scholar Services (ISSS) immediately to request an updated DS-2019 [adviser@colorado.edu / +1 (303) 492-8057].

INTERNATIONAL SCHOLAR HANDBOOK

As you prepare to join the CU-Boulder community, please take some time to review the International Scholar Handbook: http://www.colorado.edu/oie/node/1567/attachment/newest. It contains important information about obtaining a J-1 visa, finding housing, arriving in Colorado, navigating campus, living in Boulder, maintaining your J-1 status, cultural adjustment, bringing your dependents in J-2 status and more!

OVERVIEW: J VISA APPLICATION PROCESS

A general overview of the visa application process is included below. The process can vary so be sure to consult the instructions available on the:

- Embassy/Consulate website where you will apply; and http://travel.state.gov/content/visas/english/general/find-a-u-s--embassy-or-consulate.html
- U.S. Department of State website http://travel.state.gov/content/visas/english/study-exchange/exchange.html

After receiving your CU-Boulder DS-2019(s):

☐ **File the Form I-901, pay the associated SEVIS fee of $180, and print/obtain the payment receipt.**
- Pay the SEVIS I-901 fee online at: https://www.fmjfee.com
- Additional information about the SEVIS fee is online at: http://www.ice.gov/sevis/i901/faq.htm

☐ **Complete the DS-160 Online Nonimmigrant Visa Application and print the confirmation page for you, or if applicable, your family.**
http://travel.state.gov/content/visas/english/forms/ds-160--online-nonimmigrant-visa-application.html

☐ **Schedule a visa interview at a U.S. Embassy or Consulate for you, and if applicable, your dependent(s).**
http://travel.state.gov/content/visas/english/general/find-a-u-s--embassy-or-consulate.html
- You can check the visa appointment waiting time online at: http://travel.state.gov/content/visas/english/general/wait-times.html/

☐ **Pay the non-refundable visa application fee for you, and if applicable, your dependent(s).** The fee is $160 (U.S) as of the printing of this handout; please verify the current fee as it may have changed since this handout was printed.
Depending on the Embassy/Consulate where you will apply for the J visa, you may have to pay this fee prior to the visa interview or after it.
Please review the instructions available on the website of the embassy or consulate where you will apply to learn more about fee payment.
http://travel.state.gov/content/visas/english/general/find-a-u-s--embassy-or-consulate.html

☐ **Gather the required documentation for the visa appointment for you, and if applicable, your dependent(s).**
- e.g., valid passport; original DS-2019 issued by CU Boulder; SEVIS I-901 receipt; Form DS-160 confirmation page; visa application fee payment receipt; CU-Boulder invitation letter; financial support documentation; Form DS-7002 for J Interns ONLY.
- Be sure to consult the Embassy/Consulate website where you will apply for additional requirements.

☐ **Prepare for the visa interview**
- Be prepared to discuss and document your 1) purpose for traveling to the U.S.; 2) intent to depart the U.S. after your exchange visitor program; and 3) ability to pay all expenses associated with your travel and exchange visitor program.
- Review NAFSA's 10 Points to Remember When Applying for a Nonimmigrant Visa http://www.nafsa.org/Find_Resources/Supporting_International_Students_And_Scholars/Network_Resources/International_Student_and_Scholar_Services/10_Points_to_Remember_When_Applying_for_a_Nonimmigrant_Visa/

☐ **If your visa is approved, and it is applicable, pay the visa issuance reciprocity fee for your country and visa type (J).**
http://travel.state.gov/content/visas/english/fees/reciprocity-by-country.html

It is advisable to wait to book travel to the United States until after the visa is received as there is no guarantee that a visa will be granted.

PREPARING FOR YOUR ARRIVAL IN THE UNITED STATES

☐ **Notify ISSS and your CU-Boulder department if you are unable to begin your J-1 program on the date indicated in item 3 of your DS-2019.**

- Depending on when you intend to arrive in the U.S., a new DS-2019 may be required.

☐ **Obtain health, evacuation, and repatriation insurance that meets the Department of State requirements for you, and if applicable, your dependent(s). You must maintain sufficient insurance for the duration of your J exchange visitor program.**

- Valid insurance is REQUIRED from the start date of your J-1 program. Failure to maintain sufficient insurance is a violation of status.
- If you will be on the CU-Boulder payroll and receive benefits through the University, please note that:
  1) CU insurance does NOT include evacuation and repatriation coverage. You must purchase a separate plan with this coverage.
  2) The CU high deductible insurance plan does NOT meet the J insurance requirements.
  3) Benefits take effect the first day of the month. If you do not start your employment on the first day of the month, you must purchase sufficient insurance coverage until the first day of the next month.
- **ISSS will not activate your J exchange visitor program in SEVIS until you submit the Insurance Compliance Form certifying that you have sufficient insurance for yourself, and if applicable your J-2 dependent(s).**
- Additional Insurance Resources:
  - J Insurance Requirement: http://www.colorado.edu/oie/j-1-overview/j-1-health-insurance
  - J Insurance Compliance Form: http://www.colorado.edu/oie/node/1059/attachment/newest
  - J Insurance Resource List: http://www.colorado.edu/oie/node/1315/attachment/newest

☐ **Obtain housing in Colorado**

- Resources are available in the International Scholar Handbook and online at: http://www.colorado.edu/oie/scholar-community/housing-options.
- Please note ISSS is not able to arrange housing for scholars.

☐ **Review the U.S. Port of Entry Arrival Procedures**
http://www.cbp.gov/travel/international-visitors/study-exchange/exchange-arrivals

- Carry the following documents with you in your carry-on for you, and if applicable, your dependent(s):
  Original DS-2019; Valid Passport (should have at least 6 months validity); J visa (exception: Canadian citizens); SEVIS I-901 fee receipt; proof of funding as noted on your DS-2019; and CU-Boulder department invitation letter.

☐ **Sign-up for the required ISSS Scholar Immigration Reporting Session:**
https://www.eventbrite.com/e/j-1-scholar-immigration-check-in-tickets-11456768503

AFTER ARRIVING IN THE UNITED STATES

☐ **If you entered the U.S. by air or sea, print your electronic I-94 arrival record, and if applicable, your J-2 dependent(s)' I-94 arrival record(s).**

- Access https://i94.cbp.dhs.gov/I94/request.html
- Enter your information as it appears on the visa or, for Canadian citizens, passport you utilized to enter the United States.
  - Additional instructions are online at: http://www.colorado.edu/oie/node/1175/attachment/newest
- Print the I-94 record for you, and if applicable, your dependent(s).
- If you are unable to retrieve your I-94(s), please let ISSS know.

☐ **Check-In with your CU-Boulder department and complete any required departmental procedures** (e.g., trainings, I-9, benefit enrollment)

☐ **Attend the J-1 Scholar Immigration Reporting Session at 10 am the Tuesday after you arrive in Boulder**
[CU-Boulder, Center for Community (C4C), Suite S355]

- A campus map is available online at: http://www.colorado.edu/campusmap/

Please arrive 5-10 minutes prior to 10 am with all of the required documents and paperwork COMPLETED for you, and if applicable, your dependent(s):

- **J Scholar Check-In Form** (including U.S. address & emergency contact information): https://www.colorado.edu/oie/node/1213/attachment/newest
- **DS-2019** (Be sure to sign the bottom of the document if you have not done so already)
- **Valid Passport**
- **J Visa OR Change of Status Approval Notice documenting J status** (Exception: Canadian citizens)
- **Completed and Signed J-1 Insurance Compliance Form**: http://www.colorado.edu/oie/node/1059/attachment/newest
- **Summary of J Exchange Visitor Rules** document signed on page 2: http://www.colorado.edu/oie/node/1211/attachment/newest
- **Current I-94** (electronic I-94 OR paper I-94 stapled in passport at U.S. port of entry or included with change of status approval notice)
  - Instructions for printing your electronic I-94 are online at: http://www.colorado.edu/oie/node/1175/attachment/newest

ISSS will not activate your J program in SEVIS until you submit all of the documents and information noted above to ISSS.