

Immigration Checklist

for Exchange Students receiving a DS-2019 form from NC State

The following list contains information for your (and your dependents if applicable) entry to the U.S. If you have questions regarding the immigration process or travel to the U.S., contact the NC State Study Abroad Office or Office of International Services (OIS).

1. Read & Sign your DS-2019 "Certificate of Eligibility for Exchange Visitor Status"
 - Check that the information on page one is correct (name, birthday, etc.)
 - You must sign the bottom of page 1, after reading page 2. Your signature certifies that you understand and agree to comply with the J-1 regulations. (Dependents should sign J-2 DS-2019s on page 2.)
2. Pay the I-901 SEVIS fee (See back of this page for further details)
 - Print and keep your receipt for the I-901 SEVIS fee payment
3. Visit the website of the specific U.S. Embassy where you will apply for your visa: <http://www.usembassy.gov/>
 - The order of these next steps and how you complete them may vary depending on where you will apply
4. Complete the Form DS-160, online visa application (and pay the required application fee if applicable)
 - Print the confirmation page to bring to the visa interview.
 - The online form will ask you to upload a U.S. passport size photo, so you should have that ready (<http://travel.state.gov/content/visas/en/general/photos.html>).
5. Schedule a J-1 visa interview at your nearest U.S. Embassy or Consulate.
 - It is best if the Embassy is in your home country.
6. Prepare for your visa interview by gathering the following documents:
 - Passport – must be valid for at least 6 months beyond your period of stay in the U.S.
 - Nonimmigrant visa application, form DS-160, confirmation page
 - Application fee payment receipt (if applicable)
 - Receipt of I-901 SEVIS fee payment
 - Photo – bring one in case the upload fails. Make sure it meets specifications.
 - Form DS-2019 issued by NC State
 - NC State Acceptance letter
 - Proof of funding documentation (same as used for CFR) (may or may not be asked for in the interview)
 - Proof of strong ties to home country, such as bank accounts, family property, etc. or other proof of your intent to return home following your program (may or may not be asked for in the interview)
7. Attend your J-1 visa interview and receive the J-1 visa stamp (and J-2 stamps for any accompanying dependents)
8. Travel and Entry to the U.S.
 - You may enter the U.S. NO SOONER than 30 days prior to the start date on your DS-2019 form and remain in the U.S. NO LATER than 30 days following the end date (unless an extension is granted).
 - Make sure to carry all of the above documents (listed in #6) with you on person (not in checked luggage)
 - You must show your J-1 visa stamp AND DS-2019 upon entry to insure you are categorized as a J-1 Exchange student (your entry determines your status).
9. After arriving in the U.S., print your I-94 record of arrival (also print one for each J-2 dependent)
 - Found on the Customs and Border Protection (CBP) website: <https://i94.cbp.dhs.gov/i94/consent.html>
10. Attend the OIS check-in session that will be schedule specifically for Study Abroad Exchange students.
 - You will receive further details from the Study Abroad Office prior to the date.

For any problems encountered at Customs, please call the Office of International Services at 919-515-2961, Monday through Friday between 8 AM and 5 PM. If emergency assistance is needed after hours, call Campus Police at 919-515-3000. Identify yourself as an international student and the police will put you in contact with an OIS advisor. This number should be used only in case of an emergency.

SEVIS Fee Requirement: J-1 Exchange Visitors

WHAT IS SEVIS and the SEVIS FEE?

SEVIS is the Student and Exchange Visitor Information System. It is a federal information system from which users maintain data and issue visa certificates for international students (F-1 and J-1), Exchange Visitors (J-1), and their dependents (F-2 and J-2) during their stay in the United States. The SEVIS program was implemented in 2003 for all international students and scholars in F and J status.

The Department of Homeland Security (DHS) requires that all students/scholars/visitors who enter the U.S. with a SEVIS record pay a SEVIS fee. The fee is to be used to meet the operational costs of the SEVIS program. The SEVIS Fee rule went into effect September 1, 2004 and is currently \$180 for all new J-1 students and exchange visitors.

WHO PAYS THE SEVIS FEE?

All J-1 prospective students, short term scholars, research scholars and professors who are applying for an "initial" J-1 Student visa at a US Embassy or Consulate overseas. The SEVIS fee also applies to individuals who are already in the U.S. and are applying for a Change of Status to a new J-1 program or to those who need to apply for a J-1 reinstatement.

(Dependents are not required to pay a separate SEVIS fee.)

- *Even though Canadian citizens are not required to obtain an J-1 visa stamp, they will be required to pay the fee before requesting admission to the US at the port of entry.*

WHEN DO J-1 EXCHANGE VISITORS PAY THE SEVIS FEE?

- Individuals who need to apply for a J-1 visa at a US Consulate or Embassy must pay the SEVIS Fee a minimum of three business days in advance of the date of the visa application or earlier.
- Individuals who are exempt from visa requirements (such as applicants who are citizens of Canada or Bermuda or residents of certain other islands) must pay the SEVIS fee a minimum of 3 business days prior to requesting admission to the US or earlier. The SEVIS fee cannot be paid at the port of entry.
- Non-immigrants currently in the US who apply for a change of status to exchange visitor status must pay the fee prior to filing his/her a change of status application.

HOW TO PAY THE SEVIS FEE

The fee must be paid directly to the Department of Homeland Security. It can be paid online (strongly recommended) or via mail. The fee can be paid directly by the Exchange Visitor or a third party within the US or from outside the US. Along with the fee, students must complete a Form I-901.

Online Payment- www.FMJfee.com:

Complete form I-901, "Fee Remittance for Certain F, J, and M Nonimmigrants."

- Exchange Visitor's biographical information should match the information on the Form DS-2019.
- The J-1 Program Code for NC State University is P-1-00812 (also listed on your DS-2019).
- Exchange Visitors will need to use a major credit card to pay the fee online.
- Print a copy of the online receipt. Exchange Visitors need to make several copies of their receipt notice and retain those copies with their other legal documents.

For more information about the I-901 SEVIS fee and an tutorial about how to pay, please visit:

<http://studyinthestates.dhs.gov/paying-your-i-901-sevis-fee>

Note:

- The Department of Homeland Security will enter payment information into the Exchange Visitor's SEVIS record; however, you should always retain copies of your receipt for the SEVIS Fee payment.
- An Exchange Visitor's visa application, change of status application or J-1 reinstatement will not be processed without proof of payment of the SEVIS fee.