J-1 Scholar Check In

http://internationalservices.ncsu.edu
Today’s Agenda

• Intro to OIS Office
• Immigration Information
  • Important terms/documents, maintaining status, important processes, other immigration info
• Life in the US and at NC State
  • NCSU ID card, health care, SSN, driver’s license, safety, transportation, American culture
• OIS Programs
Role of the Office of International Services (OIS)

- Administers NC State University’s J-1 Exchange Visitor Program & the F-1 student program.
- Advises international students & scholars about immigration regulations.
- Represents NC State University on campus & in the community.
Contacting OIS

Hours: Monday – Friday: 8 AM to 5 PM

Location: Daniels Hall, Room 320

Website: [http://internationalservices.ncsu.edu/](http://internationalservices.ncsu.edu/)

Phone: 919-515-2961

Email: [ois@ncsu.edu](mailto:ois@ncsu.edu)

Open Advising: Mon, Tues, Thurs, Fri 10am – 11:45am & 1pm – 2:45pm
(no open advising hours on Wednesday!)

Call to schedule an appointment with an advisor.
The OIS Team

- Elizabeth James – Director
- Mollie LoJacono – Assistant Director, Advising
- Lauren Ball – Assistant Director, Programs
- Mike Shurer – Assistant Director, SEVIS Compliance
- Sheila O’Rear – International Services Coordinator
- Eric Syty – International Services Assistant
- Jennifer Glass – Senior Undergraduate Student & Scholar Advisor
- Hillary Patton – Senior International Student & Scholar Advisor
- Alex Wesner – Int’l Student & Scholar Advisor
- Hayley Hardenbrook – Int’l Student & Scholar Advisor
- Kelsey Stolzenbach – Int’l Student & Scholar Advisor
- Courtenay Klauber – Int’l Student & Scholar Advisor
- Irina Glabuchek – Immigration Specialist
- Elizabeth Bender – Immigration Specialist
- Kaylynne Longmire – Advising Graduate Assistant
Immigration Information

Within the U.S. immigration system, there are many different types of visas and immigration statuses, each with a different purpose and set of regulations which must be followed.
Important Terms & Documents
Important Terms

- **Immigration Status:** A person’s legal presence in the United States.
- **J-1:** Can refer to a visa or an immigration status. A person who enters the U.S. with a J-1 visa is given J-1 status and is known as an **exchange visitor**.
- **J-1 Category:** Within the J-1 immigration status, there are multiple categories such as student, research scholar, student intern, etc. Each of these categories has its own rules that must be followed in order to comply with the terms of the visit. The J-1 category can be found in section 4 on the DS-2019.
- **J-1 Program:** The planned group of activities in which a J-1 exchange visitor is engaged for a specific purpose and a specific time period as documented on the DS-2019.
- **Maintaining Status:** The process of following the rules of one’s immigration status and J-1 category.
Important Terms

- **SEVIS**: The **S**tudent and **E**xchange **V**isitor **I**nformation **S**ystem – SEVIS is a data collection and monitoring system used by universities, the U.S. Department of Homeland Security, U.S. consulates and embassies, and ports of entry. Each J-1/J-2 visitor has a SEVIS record with a unique SEVIS ID number. NCSU is required to update SEVIS whenever a change occurs in a J-1 visitor’s program.

- **Terminate**: The action NCSU must take (required by the regulations) to end an individual’s J-1 program in SEVIS if the individual commits certain immigration violations. Termination requires the individual (and any dependents) to depart the US immediately.
Important Terms

Grace Period: The 30 day period after end date on the DS-2019. This is given automatically, and known as the “grace period”

- During the grace period you **can**:
  - prepare to leave the U.S.
  - say goodbye to friends and pack your things
  - travel within the U.S.
- During the grace period, you **cannot**:
  - work or do research!
  - leave the U.S. and re-enter
  - request an extension (once your DS-2019 expires, it is too late)
- Exchange visitors must depart by end of 30 day grace period
- If necessary, must request extension before grace period begins
Important Documents: Passport

- **Maintain a valid passport** – **valid 6 months into the future at all times.**

- You can renew your passport with your home country’s Embassy in the U.S.

- Find your nearest Embassy at [www.embassy.org](http://www.embassy.org).
Important Documents: Certificate of Eligibility, DS-2019

- The DS-2019 contains several pieces of important information.
  1. Biographical info
  2. SEVIS ID number
  3. Work location
  4. Validity dates
  5. J-1 Category
  6. Activity Remarks
  7. Funding Information
  8. Travel Validation section

- It is important to make sure the DS-2019 is accurate at all times.
- You must notify OIS if any changes to funding, dates, site of activity, program activities, etc. are needed.
- All changes must be reviewed and approved by OIS in advance of the change.
- OIS will issue an updated DS-2019 reflecting the change.
Important Documents: VISA

- Visa allows you to apply for entry at a U.S. port of entry.
- Visa only needs to be valid to enter the U.S. It does not need to be valid for you to stay in the U.S.
- If visa expires while you are in the U.S., it is ok (as long as your other immigration documents are still valid).
- You can only obtain a visa abroad. It is not possible to renew your visa within the U.S.
Important Documents: Electronic I-94

• The I-94 is a record of your legal entry into the U.S.

• **Admit Until Date should say D/S (Duration of Status).**

• D/S means the end date on your DS-2019 plus a **30 day grace period.**

• Check VISA validity type. Class of Admission should be “**J1**” for scholars & “**J2**” for dependents.

• Download/Print your I-94 every time you enter the U.S. to make sure it’s correct and notify OIS if there are errors or the record is missing.
Maintaining Status
Maintaining Status

It is your responsibility to maintain your status. There are serious consequences for violating your status. To maintain your status, you must:

• Keep passport valid at all times.
• Only participate in authorized activities for your J-1 program as specified on your most recently issued DS-2019.
• Do not engage in any unauthorized employment or volunteering.
• Maintain full-time active engagement in J-1 program during your J-1 program dates.
• Notify OIS of anticipated programmatic changes and wait for OIS approval to make changes effective.
• Update OIS with new address within 10 days of moving.
• Maintain required health insurance for yourself and J-2 dependents for the entire length of your DS-2019.
• Depart by the end of the grace period which is 30 days after the DS-2019 end date.
# Maintaining Status: Authorized Activities

<table>
<thead>
<tr>
<th>Authorized Activities</th>
<th>Incidental Employment</th>
<th>Unauthorized Activities</th>
</tr>
</thead>
<tbody>
<tr>
<td>[always authorized]</td>
<td>[needs pre-authorization]</td>
<td>[never authorized]</td>
</tr>
<tr>
<td>• Authorized activities include:</td>
<td>• J-1s in the Research Scholar &amp; Professor category may be eligible for additional paid employment opportunities.</td>
<td>• The following activities are <strong>never authorized</strong> for J-1s in the scholar and student intern categories:</td>
</tr>
<tr>
<td>• The specific activity noted on the DS-2019 (research, teach, intern, etc.)</td>
<td>• Such employment <strong>must be authorized by OIS in advance.</strong></td>
<td>• Full-time study</td>
</tr>
<tr>
<td>• Under the supervision of the university sponsor noted on the DS-2019</td>
<td>• The activity must be <strong>directly related</strong> to the J-1's program &amp; cannot delay completion date of the program.</td>
<td>• Work (or volunteering) in any activities or place other than what is listed on your DS-2019</td>
</tr>
<tr>
<td>• At the site of activity noted on the DS-2019</td>
<td>• Examples include honorarium for a guest lecture, reimbursement for travel expenses, conference participation, etc.</td>
<td>• This means:</td>
</tr>
<tr>
<td>• In addition, you should <strong>participate in cultural and educational activities</strong> such as visiting a museum, going to a department social event, attending an OIS event, etc.</td>
<td>• To request authorization, follow the procedures on the OIS website &amp; submit a Request for J-1 Incidental Employment form to OIS prior to engaging in the incidental employment activity.</td>
<td>• Do not work at other NCSU Departments/Offices/Units (for example, the NCSU Bookstore).</td>
</tr>
<tr>
<td>• You should be engaged in authorized activities at a <strong>full-time capacity</strong> (at least 30 hours a week).</td>
<td>• Engaging in unauthorized activities is a serious immigration violation and will result in termination of your J-1 program.</td>
<td>• Do not work at restaurants or businesses in the community.</td>
</tr>
<tr>
<td>• Authorized activities are only allowed during your DS-2019 dates. Do not continue them during the 30 day grace period.</td>
<td></td>
<td>• Do not volunteer for jobs that are normally paid.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Do not consult or give talks/lectures (even within your field) at other universities or institutions unless first approved by OIS.</td>
</tr>
</tbody>
</table>
Maintaining Status: Health Insurance

It is a **requirement** of your J-1 program to maintain adequate health insurance for yourself and any J-2 dependents for the duration of your program. Do not forget to renew it if it will expire while you are here!

- J-2 dependents must be covered for the **entire length of the DS-2019**
- It does not matter whether or not they are in the U.S.!

The **minimum coverage levels are as follows**:  
- $100,000 per accident/illness.
- $50,000 medical evacuation.
- $25,000 repatriation.
- Deductible no more than $500.
- Coinsurance no more than 25%.
Willful failure to maintain health insurance is considered a violation of the Exchange Visitor Program, which will result in termination from the program.

- This including persons who purchase and then cancel health insurance or fail to renew it before it expires.
- It is your responsibility to remember to renew your insurance before it expires. OIS does not send reminders.
- OIS will check your insurance periodically when you apply for benefits such as an extension or travel signature.
- It does not matter whether or not you are physically in the U.S.
## Health Care in the United States

<table>
<thead>
<tr>
<th>Doctor’s Office</th>
<th>Urgent Care</th>
<th>Hospital</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Non-emergency illness/injury</td>
<td>• Illness or Injury</td>
<td>• Emergencies</td>
</tr>
<tr>
<td>• Preferred preventative care method in the U.S.</td>
<td>• Flat rate fee</td>
<td>• Outpatient and Inpatient Surgeries</td>
</tr>
<tr>
<td>• Used to establish provider before illness occurs</td>
<td>• Night and weekend hours</td>
<td>• More Expensive</td>
</tr>
<tr>
<td>• Chose one within “network”</td>
<td>• When Doctor’s office is closed</td>
<td>• Open 24 Hours</td>
</tr>
</tbody>
</table>
Reporting Incidents

➢ If you experience a serious illness or injury while you are here, please let OIS know! This includes any accidents you may be involved in and hospitalizations of 48 hours or more.

➢ Similarly, if you are a party to litigation (legal proceedings) or an incident where a police report has been filed, let OIS know.

OIS needs to know so that we can help you navigate these situations and make sure you have the resources you need! OIS cares about you!
Maintaining Status: Immigration Violations

• If you fail to maintain your status, there can be serious consequences including termination.
• NCSU is required to terminate J-1 programs for exchange visitors who commit certain immigration violations including the following:
  – Working without authorization
  – Willful failure to maintain health insurance for self AND J-2 dependents
• If your J-1 program is terminated, it is not possible to get reinstated to valid status and you must depart the US immediately.
• If your J-1 program is terminated, your J-2 dependents are also automatically terminated and must depart the US with you.
Important Processes
Important Processes: Travel During J-1 Program

Documents required for international travel in J-1/J-2 status:

- Valid passport with at least 6 months validity remaining
- Valid J-1 visa
- I-94 electronic print out
- DS-2019 with valid travel endorsement from OIS
  - Endorsements are valid for 6 months
  - Complete travel authorization form at OIS to request a travel signature
  - OIS will check your insurance and sign your DS-2019 within 5 business days. You can come back to OIS to pick up your signed DS-2019.

Some important guidelines:

- You may need a visa to enter another country. Please contact that country’s embassy for visa information.
- An absence from the US for more than 30 days can jeopardize your J-1 status.
- For any travel 30 days or longer, your J-2 dependents must travel with you.
- Talk to OIS prior to any international travel.
- Print your new I-94 when you return and check it for errors.
## Important Processes: Extend, Shorten, Transfer

<table>
<thead>
<tr>
<th>Extend a J-1 Program</th>
<th>Shorten a J-1 Program</th>
<th>Transfer a J-1 Program</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Need extra time to complete your research?</strong></td>
<td><strong>Finished early?</strong></td>
<td><strong>Have an opportunity at another university?</strong></td>
</tr>
</tbody>
</table>
| Total time is based on your category:  
Short term scholars = 6 months  
Research scholars = 5 years  
Student Interns = 12 months |  
• You must notify OIS if your program/project/research ends early.  
• This includes cases where there is loss of funding.  
• OIS will shorten your DS-2019 end date to reflect the accurate end of your program.  
• You will have a 30 day grace period after your program end date even after you shorten your program.  
• Fill out the Departure Form and submit it to OIS prior to your departure. |  
• Exchange visitors may continue their original program objective with another J-1 sponsor in the US by transferring their SEVIS record to a new sponsor.  
• The J-1 sponsor must be approved by the Department of State (DOS) to sponsor the same J-1 category  
• The Program objective or activity may not change.  
• NSCU department must agree with the transfer & it must be requested prior to the DS-2019 end date.  
• Period of program will not exceed maximum DOS established period.  
• Submit the transfer out form to OIS no later than 30 days before desired transfer date.  
• The J-1 must check in with new sponsor immediately following transfer date. |

• Tell your supervisor & dept personnel representative you need an extension.  
• Extension requests should be submitted by your dept at least **30 days prior** to your program end date. You cannot request an extension in your grace period!  
• Your department will submit the extension request to OIS.  
• OIS will then issue a new DS-2019 form for you.
Additional Immigration Information
Your Dependent’s (J-2) Status

• J-2 maintains status **only** if you maintain status as a J-1. Changes made to your J-1 program will apply to the J-2.

• J-2 dependents are subject to all restrictions the J-1 is subject to (i.e. bars, 2 year home residency requirement, etc.).

• J-2 dependents **must** maintain at least the minimum health insurance standards required by law for the entire length of their DS-2019 (regardless of where they are physically located).

• A J-2 cannot work unless they have applied for, and received, an Employment Authorization Document (EAD) from USCIS. USCIS processing time is about 90 days.

• The age limit for a child to remain a J-2 dependent is 21-years-old and they must be unmarried.

**Dependent Check-In**

All J-2 dependents must complete a check-in with OIS. To schedule a J-2 check-in, please go to: [https://internationalservices.ncsu.edu famille/](https://internationalservices.ncsu.edu/family/).
12 and 24 Month Bars

• If you are in a J-1 Research Scholar or Professor category, you will be subject to a 24 month bar on repeat participation.

• **This means that upon completion of your J-1 Research Scholar/Professor Program, you are not eligible to start another J-1 Research Scholar/Professor Program for 24 months.**

• Student Interns whose programs are longer than 6 months will be subject to a 12 month bar on the research scholar/professor category.

• Short Term Scholars are not subject to the 12 or 24 month bars.

http://internationalservices.ncsu.edu/12-24-month-bars-repeat-participation

*Being subject to the 12 or 24 month bar only impacts future J eligibility in the Research Scholar/Professor categories; it does NOT prevent you from returning to the US as a tourist or student.*
Two Year Home Residency Requirement

If you are subject to the 2 year home residency requirement (also known as 212(e)), there should be a notation on your DS-2019 and/or J-1 visa.

If you are subject, you are ineligible to change your status in the US or apply for H, L, or K visas, or permanent residency until you have either:

- Fulfilled the 2 year home residency requirement by residing in your home country for 2 years
- Or, obtained a waiver of that requirement

If you obtain a waiver of the 2 year home residency requirement, you can no longer extend your DS-2019 and international travel may be difficult.

Do not apply for a waiver without talking to OIS first so we can advise you of the immigration consequences!

http://internationalservices.ncsu.edu/212e-two-year-home-country-physical-presence-requirement

*Being subject to the two-year home residency requirement does NOT prevent you from returning to the US as a tourist or student.*
Immigration Summary

1. OIS’ walk-in hours: **10 to 11:45am** and **1 to 2:45pm** every weekday except **Wednesday**.

2. My grace period is **30 days** long. I must leave the U.S. by the end of my grace period.

3. My visa **IS / IS NOT** (choose one) allowed to expire once I enter the U.S. If I travel internationally after my visa expires, I must apply for a new one before I can re-enter the U.S.

4. I must notify OIS within **10 days** of moving.

5. I must have valid health insurance through the end date on my **DS-2019**, even if I leave the U.S. If my current insurance policy expires before the end date on my **DS-2019**, I will extend/renew my policy.

6. Examples of things I can do to complete my cross cultural activities requirement: **visit a museum, go to department social event, attend an OIS event...**

7. If I need to leave the U.S. during my J program, I will request a travel signature from OIS by submitting my original **DS-2019** and proof of **health insurance**. I also have to complete a travel authorization form in the OIS office when I drop off my documents.

8. I should not travel outside the U.S. for more than **30 days** at a time.

9. Once I re-enter the U.S. after traveling, I need to print a new **I-94 record**. I do not need to give this document to OIS, I just need to make sure it is correct and keep it for my records.

10. My department needs to request an extension at least **30 days** before my **DS-2019** expires.

11. Once my **DS-2019** is expired, **I CAN / CANNOT** (choose one) request an extension.

12. Once my J program is complete, I must submit the **Departure** form to OIS, which I can find on OIS’ website. This form notifies OIS that I am leaving permanently and that they can close my immigration record.
Life in the U.S. and at NC State
**U.S. American Culture**

- In general, U.S. Americans are quite friendly but sometimes we are just being polite.
  - “How are you?”
  - “What’s going on?”

- It is considered OK (even expected) to ask questions of people who are your supervisor, teacher, parent, or higher authority figure.

- It is OK to say “no” if you don’t want to do something.
Emergency Information

• In case of an emergency for health, fire, safety, **dial 911** in any state in the US.
  • NC State Campus Police: **(919) 515-3000**

• Be sure to have the address or location you are calling from to provide to the operator.

• 911 will send an ambulance, police patrol car, or fire truck (or any combination of these) depending on the nature of the situation.

• To expedite assistance with your emergency, try to use English when speaking to the operator.
In general, NC State and Raleigh are safe, but to minimize risks, try to remember the following:

• Beware of phone and email scams as Internationals are often targeted.
  • The US government will never call or email you to ask for money and threaten to deport you if you don’t pay.
  • If you get a call/email like this, inform OIS immediately so we can report it to the immigration agencies.

• Don’t walk alone late at night or in the dark.

• Police officers are here for your safety. They are also an authority figure. If you are pulled over by a police officer while driving your car, wait in your car for the officer to approach you and follow any instructions given to you by the police officer.
Obtaining a NC Driver's License

- If you plan to drive in the US, you should apply for a driver’s license at the Department of Motor Vehicles (DMV). **You must wait at least 10 days after entering the US & at least one week after checking in with OIS before applying.**
  - The DMV office is located at 3231 Avent Ferry Road
  - The DMV website is [www.ncdot.gov/dmv](http://www.ncdot.gov/dmv)
- If you don’t plan to drive, you should apply for a State ID at the DMV.
- Use your driver’s license/state ID as your main ID. Keep your passport at home.
- J-1 Scholars do not need a Social Security Number to get a driver’s license/state ID but if you have an SSN, you must show proof of it.
- You are required to have car insurance if you drive or own a car in the US. For more information about insurance and driving cars in the US, visit [http://internationalservices.ncsu.edu/driving-cars](http://internationalservices.ncsu.edu/driving-cars).
Social Security Numbers

• A Social Security Number (SSN) is a tax identification number.
• J-1 Exchange visitors who are receiving funds from NC State (as indicated on the DS-2019), are eligible to apply for a Social Security Number.
• **You must wait at least 10 days after entering the US & at least one week after checking in with OIS before visiting the local SSA office.** *
• J-2 dependents are only eligible for an SSN if they have applied for employment authorization with USCIS and received the EAD card.
• The Social Security Administration requires you apply in person. The office is located at 4701 Old Wake Forest Road, Raleigh NC 27609.

http://internationalservices.ncsu.edu/social-security

*Short terms scholars who will receive income from NCSU & will reside for at least 15 days but no more than 29 days should not wait to apply for an SSN. They must visit the Social Security Office immediately after arriving in the U.S.*
Taxes

If you are receiving payment from NC State, you **must** meet with NC State’s International Taxation office to set up your tax withholdings. Please do this before you receive your first paycheck.

For an appointment with the International Tax office, contact:  
[ICTquestions@ncsu.edu](mailto:ICTquestions@ncsu.edu)

Additionally, anyone who receives compensation through NC State University or a U.S. entity may have to file an annual tax return in the spring with the IRS. The International Taxation office can help you with this process.
Campus ID Card

- Talley Student Union
- Hours: 8AM-5PM
  - Library Privileges
  - Access to Carmichael Gym if you pay for membership
  - “All Campus” account allows you to use card at NC State dining & food services
- Dependents may receive campus ID card after attending OIS Dependent Check-In
- Additional fees may apply

http://www.ncsudining.com/about/allcampus-account-program
Transportation

- Wolfline (NC State bus line) to get around campus
- GoPass allows you to ride for free:
  - GoRaleigh (Raleigh bus line)
  - TTA (Triangle bus line)
- To apply for a GoPass you must:
  - Pay a fee
  - Show your campus ID and NC State offer letter
- App to see all bus lines: Transloc

www2.acs.ncsu.edu/trans/transportation/GOPASS.html
Free English Classes

Want to improve your English Speaking and Listening Skills? There are lots of opportunities available on and off campus.

- [http://www.raleighnc.gov/arts/content/PRecRecreation/Articles/EslClasses.html](http://www.raleighnc.gov/arts/content/PRecRecreation/Articles/EslClasses.html)
- [http://internationalservices.ncsu.edu/english-resources](http://internationalservices.ncsu.edu/english-resources)
- [www.waketech.edu](http://www.waketech.edu)

NC State offers free English classes!
- Individual courses offer throughout the semester
- Do not have to sign up for these in advance or pay a fee
- Can attend as many or as few as you would like
- Courses run from Sept 10th - Dec 6th

**Tuesdays 6:00 - 7:15pm**  Withers Hall Room 160

**Fridays 10:15 - 11:30am** in Daniels Room 222
OIS Programs

Get Involved!

- Participation in cultural activities is a requirement of the J-1 Program.
- OIS offers opportunities to enrich your cultural experience.
- If the event is off-campus, we provide transportation!
Breaking Bread

Enjoy a meal with an American family. Learn about American culture & share your own.
English Conversation Club

Practice English with native speakers.

Tuesdays and Thursdays:
4:30-5:30 - Engineering Building III Room 2220
Centennial Campus

Fridays: 3:30-4:30
Daniels Hall Room 216
Main Campus
ISSERV

Participate in service projects at NC State & in the community.
Culture Corps

Share your country & culture with the community.
I.M.O.M
(International Moms or Mates)

Wednesdays at 2:30 p.m. – 4:30 p.m.
in the E.S. King Village Common Room
Summary

• Familiarize yourself with your J-1 immigration status. If you have any questions, visit the OIS website (http://internationalservices.ncsu.edu) or consult an OIS advisor.

• Follow the steps on your Checklist to get settled at NC State University.

• Do not rely on friends for immigration advice. Get your immigration advice from an immigration advisor at OIS.

• Sign up for cross-cultural programs & events: http://internationalservices.ncsu.edu/ways-get-involved

WELCOME TO NC STATE!