



Exchange Visitor Orientation

Welcome Scholars and Interns!

Legal Stuff

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Orientation Agenda

- Introduction to OIE
- Your Immigration Documents
- Regulations of your J-1/J-2 Status
- International Travel
- SSN & Driver's Licenses
- Safety & Campus Resources



J Exchange Visitor Program

Objective of the Exchange Visitor Program

“To increase mutual understanding between the people of the United States and the people of other countries by means of educational and cultural exchanges.”

- Scholars are permitted to teach, study, conduct research.
- J interns are permitted to gain exposure to U.S. culture and to receive hands-on professional experience in their field.
- Program Sponsor: Georgia Tech
- Responsible Officer/Alternate Responsible Officers: The staff at OIE



U.S. Department of State Resources

- **Contacting the Department of State** – The Exchange Visitor Program is administered under the oversight of the Deputy Assistant Secretary for Private Sector Exchange, Bureau of Educational and Cultural Affairs (ECA).

Bureau of Educational and Cultural Affairs
U.S. Department of State
State Annex SA-5, Fifth Floor
Washington, DC 20522-0505

- **Report Abuse or Exploitation** – If you are mistreated and/or your rights are violated, and your sponsor is not providing the help you need, contact the Department of State for assistance by calling:
 - **J-1 Visa Emergency Hotline:** 1-866-283-9090. **This line is for use by exchange visitors and third parties in the case of urgent situations.** A Department of State representative is available 24 hours a day.
- Please review information regarding **Rights & Protections for Temporary Workers** in the U.S.
 - <https://travel.state.gov/content/travel/en/us-visas/visa-information-resources/temporary-workers.html>
- **Regular Communications or questions:** jvisas@state.gov. This e-mail address is to communicate non-emergency issues, questions, and concerns.



Rights and Protections for Temporary Workers

Know your rights



https://www.youtube.com/watch?v=c-WV_n-HH8c

Office of International Education

The OIE assists ~10,000 international students and scholars.

How to Contact our Office

1. Review the website for information:

https://isss.oie.gatech.edu/ISSS_Ischolars

https://isss.oie.gatech.edu/ISSS_Istudent_intern

2. If you don't find the information you're looking for, email us at jscholars@oie.gatech.edu. Allow a response time of 48 hours.

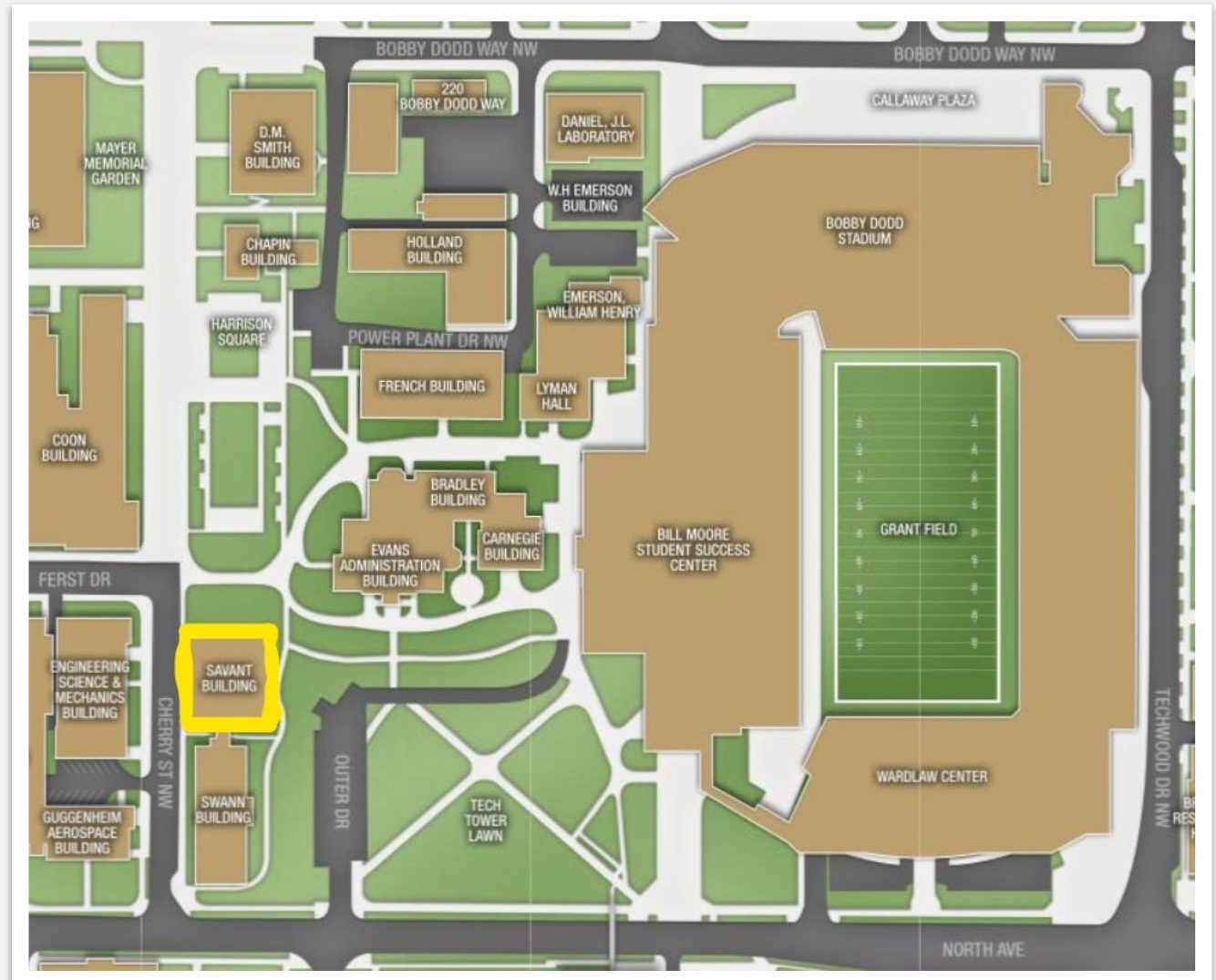
3. Want to speak to an advisor? You have two options

Virtual Drop-in advising

Appointment

https://oie.gatech.edu/isss_advising

[Sarah's Direct Advising Appointlet Link](#)



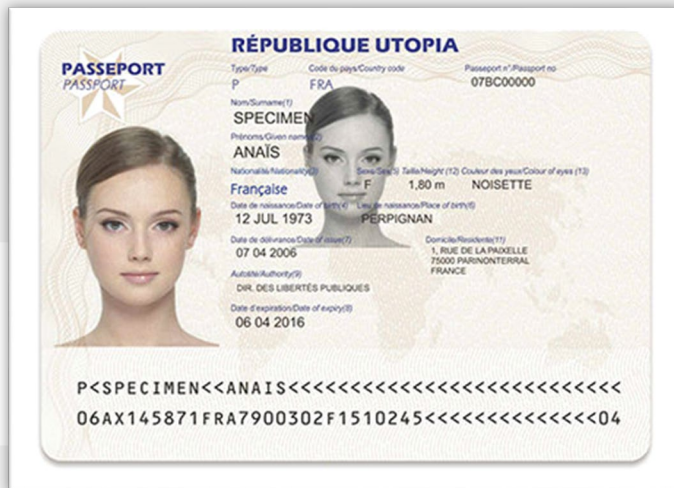
The background of the slide features a collage of blue hexagons of various sizes and a photograph of a building's corner. The building has a dark brick facade and a prominent sign that reads 'TECH' in large, white, three-dimensional letters. Above the 'TECH' sign, there are smaller, golden, onion-shaped domes. The sky is a clear, bright blue.

Understanding Your Immigration Documents

Please take out your, DS-2019, Passport, and I-94

Passport & Visa

- You will need it when you have to prove your identity, citizenship, and date of birth. For example:
 - Boarding a plane
 - Opening a bank account
 - Finding an apartment
 - Renting a car
 - Getting a drivers license or SSN
- Keep it valid through out your J program.
- If it will expire, you can renew it inside the US at the consulate/embassy of your country of citizenship
- If you don't need it, don't carry it with you.



- If your visa expires while you are inside the US, no action is required if you have a valid DS-2019.
- If your visa expires while you are outside the US, you will need to get a new J-1 visa before you can re-enter in J-1 status.
- Your visa also has the following information
 - Your SEVIS number. Should match your DS-2019
 - Your passport number
 - Subjectivity to section 212e (the Two Year Rule)



I-94

- Electronic record that records your arrival(s) and departure(s) from the US
- Essential to demonstrate J-1 status.
- Anytime you leave or enter the US, check your I-94 for any errors. Such as
 - Wrong visa type
 - Does not have D/S for “admit until date”
 - Incorrect spelling of our name
 - DOB errors
- U.S. laws require all nonimmigrants to carry a copy of I-94 at all times.

U.S. Customs and Border Protection
Securing America's Borders

Most Recent I-94

Admission (I-94) Record Number : [REDACTED]
Most Recent Date of Entry: 2018 August 12 ✓
Class of Admission : J1 ✓
Admit Until Date : D/S ✓

Details provided on the I-94 Information form:

Last/Surname : [REDACTED]
First (Given) Name : [REDACTED]
Birth Date : [REDACTED]
Passport Number : [REDACTED]
Country of Issuance : India

Check the spelling of your name



U.S. Department of State

CERTIFICATE OF ELIGIBILITY FOR EXCHANGE VISITOR STATUS (J-NONIMMIGRANT)

OMB APPROVAL NO.1405-0119

EXPIRES: 10/31/2020

ESTIMATED BURDEN TIME: 45 min

*See Page 2

1. Surname/Primary Name: [REDACTED]		Given Name: [REDACTED]		Gender: MALE		[REDACTED]
Date of Birth (mm-dd-yyyy): [REDACTED] 6		City of Birth: MAURANIPUR		Country of Birth: INDIA		J-1
Citizenship Country Code: IN		Citizenship Country: INDIA				
Legal Permanent Residence Country Code: IN		Legal Permanent Residence Country: INDIA		Position Code: 215		
Position: UNIVERSITY UNDERGRADUATE STUDENTS						
Primary Site of Activity: Georgia Institute of Technology 225 NORTH AVE NW Love Building ATLANTA, GA 30332-0001						
2. Program Sponsor: Georgia Institute of Technology				Program Number: P-1-02481		
Participating Program Official Description: PROFESSOR; RESEARCH SCHOLAR; SHORT-TERM SCHOLAR; SPECIALIST; STUDENT ASSOCIATE; STUDENT BACHELORS; STUDENT DOCTORATE; STUDENT INTERN; STUDENT MASTERS; STUDENT NON-DEGREE						
Purpose of this form: Begin new program; accompanied by number (0) of immediate family members.						
3. Form Covers Period: From (mm-dd-yyyy): 05-15-2018 To (mm-dd-yyyy): 07-20-2018		4. Exchange Visitor Category: SHORT-TERM SCHOLAR Subject/Field Code: 14.1801 Subject/Field Code Remarks: To conduct research in the field of Materials Science & Engineering				
5. During the period covered by this form, the total estimated financial support (in U.S. \$) is to be provided to the exchange visitor by:						

Category

Host Dept/ Objective

6. RESPONSIBLE OFFICER OR ALTERNATE RESPONSIBLE OFFICER ATTESTATION: I attest that prior to issuing this Form DS-2019, the Program Sponsor organization identified above, for which I serve as the Responsible Officer or Alternate Responsible Officer, has verified, in accordance with the requirements of 22 CFR 62.12(b), that each prospective exchange visitor: (i) is eligible and qualified for, and accepted into, the program in which he or she will participate; (ii) possesses adequate financial resources to participate in and complete his or her exchange visitor program; and (iii) possesses adequate financial resources to support an accompanying spouse and dependents, if any. I also attest that upon printing and signing this form, I am physically present in the United States or in a U.S. territory. A notification copy of this form has been provided to the U.S. Department of State.	7. Scott Bleiweis <hr/> <p style="text-align: center;">Name of Official Preparing Form</p> OIE, 631 Cherry Street Suite 211, Savant Building Atlanta, GA 30332	Alternate Responsible Officer <hr/> <p style="text-align: center;">Title</p> <hr/> <p style="text-align: center;">Telephone Number</p> 404-894-7475 <hr/> <p style="text-align: center;">Date (mm-dd-yyyy)</p> 03-23-2018
8. Statement of Responsible Officer for Releasing Sponsor (FOR TRANSFER OF PROGRAM) Effective date (mm-dd-yyyy): _____ Transfer of this exchange visitor from program number _____ sponsored by _____ to the program specified in item 2 is necessary or highly desirable and is in conformity with the objectives of the Mutual Educational and Cultural Exchange Act of 1961, as amended.		
<hr/> <p style="text-align: center;">Signature of Responsible Officer or Alternate Responsible Officer</p> <hr/> <p style="text-align: right;">Date (mm-dd-yyyy) of Signature</p>		
PRELIMINARY ENDORSEMENT OF CONSULAR OR IMMIGRATION OFFICER REGARDING SECTION 212(e) OF THE IMMIGRATION AND NATIONALITY ACT AND PL 94-484, AS AMENDED (see item 1 (a) of page 2). The Exchange Visitor in the above program: 1. <input type="checkbox"/> Not subject to the two-year residence requirement. 2. <input type="checkbox"/> Subject to two-year residence requirement based on: A. <input type="checkbox"/> Government financing and/or B. <input type="checkbox"/> The Exchange Visitor Skills List and/or C. <input type="checkbox"/> PL 94-484 as amended		
<div style="position: relative; height: 100px;"> 212(e) </div>		
<hr/> <p style="text-align: center;">Name</p> <hr/> <p style="text-align: center;">Signature of Consular or Immigration Officer</p>	<hr/> <p style="text-align: center;">Title</p> <hr/> <p style="text-align: center;">Date (mm-dd-yyyy)</p>	TRAVEL VALIDATION BY RESPONSIBLE OFFICER <i>(Maximum validation period is 1 year *)</i> *EXCEPT: Maximum validation period is up to 6 months for Short-term Scholars and 4 months for Camp Counselors and Summer Work/Travel. (1) Exchange Visitor is in good standing at the present time <hr/> <p style="text-align: center;">Date (mm-dd-yyyy)</p> <hr/> <p style="text-align: center;">Signature of Responsible Officer or Alternate Responsible Officer</p> (2) Exchange Visitor is in good standing at the present time <hr/> <p style="text-align: center;">Date (mm-dd-yyyy)</p> <hr/> <p style="text-align: center;">Signature of Responsible Officer or Alternate Responsible Officer</p>
THE U. S. DEPARTMENT OF STATE RESERVES THE RIGHT TO MAKE FINAL DETERMINATION REGARDING 212 (e).		
EXCHANGE VISITOR CERTIFICATION: I have read and agree with the statement in item 2 on page 2 of this document.		
<hr/> <p style="text-align: center;">Signature of Applicant</p> <hr/> <p style="text-align: center;">Place</p> <hr/> <p style="text-align: right;">Date (mm-dd-yyyy)</p>		



DS-7002

J Student Interns Only

- This is a contract between Student Intern & Georgia Tech.
- OIE facilitated the creation but the supervisor is responsible for the learning objectives
- Evaluations for both the Intern and Supervisor (final eval for all, and 6-month eval if applicable)
- Interns will receive a final evaluation certificate at the conclusion of the internship



Maintenance of J Immigration Status



Continuous progress to complete the DS-2019 objective



Maintain health insurance that meets or exceeds US DOS minimum standards (J1/J2)



Authorization from OIE for activities outside of GT (interns not eligible)



OIE must have valid U.S. living address at all times, you must notify the OIE of any changes within 10 calendar days.



Employment only in GT sponsoring department



Receive travel authorization prior to international travel

Extensions and Shortened Programs

Need to extend your program?

- The extension process will need to be initiated by your host department. You are required to show proof of funding for the length of the extension.
- You are also required to show proof of health insurance compliant with the U.S. Department of State requirements. Any gaps in coverage could lead to a denial of your extension
- **Extensions must be requested before your program end date listed on the DS-2019.** We ask for a minimum of 15 days prior to the end date on your DS-2019

Want to finish early?

- That is okay! Please notify your department and the OIE of your plans to depart more than 2 weeks prior to the current end date on your DS-2019





Repeat Participation Bars & the Two-Year Home Residency Requirement 212(e)



12 & 24 Month Repeat Participation Bars

- This rule will affect your ability to repeat a participation in a J-1 Program as Research Scholar or Professor after a previous participation in a J-1 program.
- Prior and current participation in a J-1 program may subject you to a 12-month or 24-month bar and prevent you from joining a J-1 sponsoring institution in the Research Scholar or Professor category.
- No waivers are available for these bars. The bars also apply to J-1 and J-2 dependents.
- **IMPORTANT NOTE** – these bars will apply to the Exchange Visitor at the end of the Georgia Tech program.

The Two-Year Rule: 212 (e)

What is 212 (e) Two-Year Home Country Residency Requirement?

212(e) is an agreement between the U.S. and your home country to ensure your home country benefits from your exchange experience

212 (e) Restrictions:

- You will be required to physically reside in your home country for 2 years before returning to the U.S. in specific visa statuses (Ex: H, L, K, permanent residency/Green Card)
- Not eligible to request a change of status inside the U.S. without waiver

What causes someone to be subject to 212 (e)?

- Department of State Skills [List](#) or Government Financing

How Do I Know If I Am Subject to 212 (e)?

- The consular official will note on the DS-2019 if you are subject to 212(e) and for what reason you are subject
- The visa stamp will have a note stating you are subject to 212(e)

What if I don't believe I should be subject to 212 (e)?

- It is possible to request an advisory opinion from the [U.S. Department of State](#).

Is there any way to request that I not be subject to 212(e)?

- It is possible to request a [212\(e\) waiver](#), however, you will be ineligible for extension of the DS-2019 after applying for a waiver + OIE cannot provide waiver advice.



International Travel While Participating in Your EVP

International Travel

- The Department of State only authorizes “short” breaks in a J-1 program.
- Therefore, time spent outside the US is only authorized for 30 days maximum per travel.
- You can leave and re-enter the US until the current J-1 visa in your passport expires.
- Please make sure your Form DS-2019 has been signed in blue ink by an ISSS J-1 scholar advisor within the last 12 months before you leave the US.



What do you need to re-enter the U.S.?

- You will need to complete the Travel Signature Request in iStart.
- The DS-2019 with a travel validation from an OIE advisor is valid for travel for up to one year from the date of the A/RO signature.
- Valid passport
- Valid J-1 visa
- Proof of Health Insurance compliant with U.S. DOS requirements.

Out of Country Authorization

Travel outside the US for more than 30 days is classified as an “Out of Country Authorization”. In order to receive a travel signature the **scholar** and the **host department** must prove the following

- The scholar is continuing their participation and making progress toward completion of the original activities/objectives described in the Exchange Visitor Program DS-2019 request,
- The scholar has continued funding for the exchange activities for the duration of the Exchange Visitor program, and
- The scholar has maintained continuous medical insurance for the duration of the Exchange Visitor Program.
- The scholar and any J-2 dependents must maintain health insurance while out of the US and J-2s cannot stay in the US while the J-1 is gone for more than 30 days.





Medical Insurance

Medical Insurance

- J-1 & J-2s must be covered for the duration of the Exchange Visitor program
- Failure to maintain health insurance is a violation of your J-1 visa status, and may make you ineligible for benefits (extension and travel requests)
- Evidence of Health Insurance is required for OIE check-in.
 - Medical Evacuation/Repatriation must be purchased separately if not included in health insurance plan
 - Not all insurance plans are ACA compliant. If you do not purchase an [ACA compliant](#) health coverage you are subject to a tax penalty when you file [taxes](#).
 - GT student/employee insurance is ACA compliant
 - Stamps Health Center- Pharmacy & Dentistry Only
 - List of [Insurance Companies](#)



Dependents on J-2 visas

J-2 Dependents: Spouse or Children under 21yrs

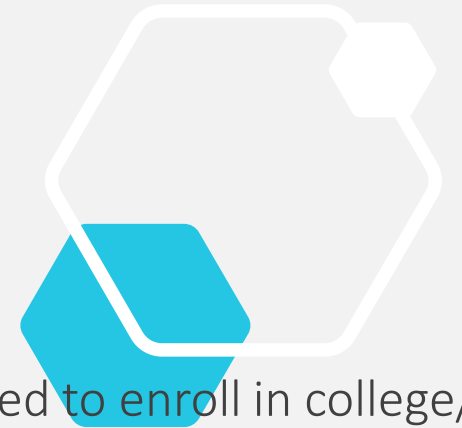
Regulations

- If your spouse or children will be with you for a majority of your program they should apply for a J-2 visa.
- If your spouse or children will only visit you for a short period of time, a B-1/B-2 visitor visa is more appropriate.
- You must complete J-2 Check in upon their arrival to the US.



Resources

- Your dependents are permitted to enroll in college/university classes
- Your dependents are eligible to work in the US, so long as they get authorization from USCIS.
- The Georgia Tech Language Institute has English language classes for J-2 spouses.



Home

1. F/J Student Arrival
and Check-In

2. F Students

3. J Students

4. OPT (Optional
Practical Training)

5. Program and Events

6. SSN and Taxes

Departmental Services

Foreign National
Affiliates and Employees

J Scholar and Student
Intern Check-in

J Scholars


J Student Intern

J Scholars


Tasks




Exchange Visitor
Health and Emergency
Contact Information




J Scholar Extension
Process



J Scholar Immigration
Document Update



J Scholar Occasional
Lectures or
Consultations Request



J Scholar SEVIS
Transfer Out Request



J Scholar Travel
Signature



J-2 Dependent DS-2019
Request



Personal Information
Update

GEORGIA TECH-
ATLANTA

Home

1. F/J Student Arrival
and Check-In

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4. OPT (Optional
Practical Training)

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6. SSN and Taxes

Departmental
Services

Foreign National
Affiliates and
Employees

J Scholar and Student
Intern Check-in

J Scholars

J Student Intern

J Student Intern

Tasks



BCBS Notification
Intern



J Student Intern
Address Update



J Student Intern
Immigration Document
Update



J Student Intern Travel
Signature

istart.gatech.edu





Social Security Number & Driver's Licenses

What do they do? Do you need one? What you should consider before applying.

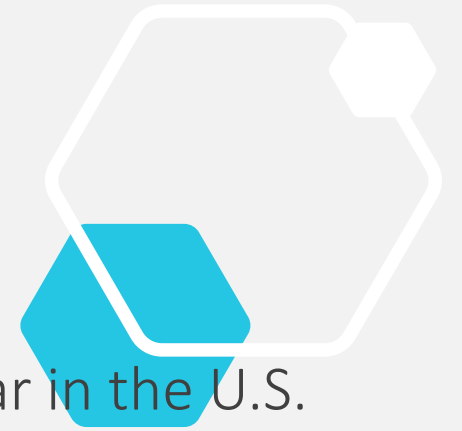
Social Security Numbers and Driver's License

Social Security Number (SSN)

- Permanent 9 digit number (lifetime use)
- Must obtain [SSN](#) when employed in the U.S.
- Used by employer and the IRS to track wages
- Not evidence of legal status in the U.S.
- Businesses use it to track credit history
- **Never** carry your SSN card
- GT employees: Bring the SSN card GT Human Resources after you receive it in the mail.

Driver's License

- Required to register a car in the U.S.
- Helpful to avoid carrying passport
- Must demonstrate legal status in U.S., **SSN** and 2 documents identifying residence in Georgia
- Do not use phone while driving, GA law
- <http://www.dds.ga.gov/>
- <https://dds.georgia.gov/information-non-us-citizens>





U.S. Laws and Safety

Tips and resources to help you stay safe on campus

Campus Safety


- [GTPD](#) is a state certified law enforcement agency which protects & supports the GT community. Their website has safety tips.
- GTPD direct phone number is 404-894-2500.
- Theft is most common crime on campus, so be sure to lock up your bicycle, don't leave belongings unattended, and be aware of your surroundings.
- Smoking is not allowed anywhere on GT campus ([smoke-free campus](#))
- Electric scooter safety: Do not ride on sidewalks; scooter ban from 9pm to 4am
- Campus emergency notifications: GTENS- <https://prepare.gatech.edu/gtens>
 - Affiliates (non-GT employees): Contact Office of Emergency Preparedness for assistance
- Walk in groups, use the [LiveSafe](#) app, call a [Stingerette](#) (404-385-7433), or call GTPD for a safety escort
- When off-campus call 911 for emergencies



U.S. Laws

- In the U.S. you must be 21 years of age to purchase or consume alcohol.
- It is illegal to drive while under the influence of alcohol, it is also deadly.
- It is illegal to purchase or consume narcotics without a prescription
- Any arrest while inside the U.S. will result in a revocation of the J Exchange Visitor Visa.





Campus & Community Resources

- [Subscribe to iBuzz](#) – our weekly newsletter!
- Follow us on Instagram @GT_ISSS!
- Daily Digest: <http://daily.gatech.edu>
- [English Language Institute](#) (in-person + online)
 - Courses for scholars, dependents at discounted rate
 - Register with the [English Language Institute \(ELI\)](#)
- [GT Communications Center \(Comm Lab\)](#)
- [Atlanta Attractions & Restaurants](#)



Thank You

jscholars@oie.gatech.edu

404-894-7475

lss.oie.gatech.edu

QR Code to Access Slides

