



# Exchange Visitor Orientation

Welcome Scholars and Interns!

# Legal Stuff

This notice applies to all information and resource materials provided by the OIE for the domain [oie.gatech.edu](http://oie.gatech.edu) and for all other information provided by OIE in any media format. It is provided for informational purposes only, and is not represented to be error free, complete, accurate or current. The information contained herein is not legal advice and should not be used as a substitute for the legal advice or legal opinions of a licensed professional. Users should contact their own personal attorney or licensed professional to obtain appropriate legal advice or other professional counseling with respect to any particular issue or problem.



# 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.

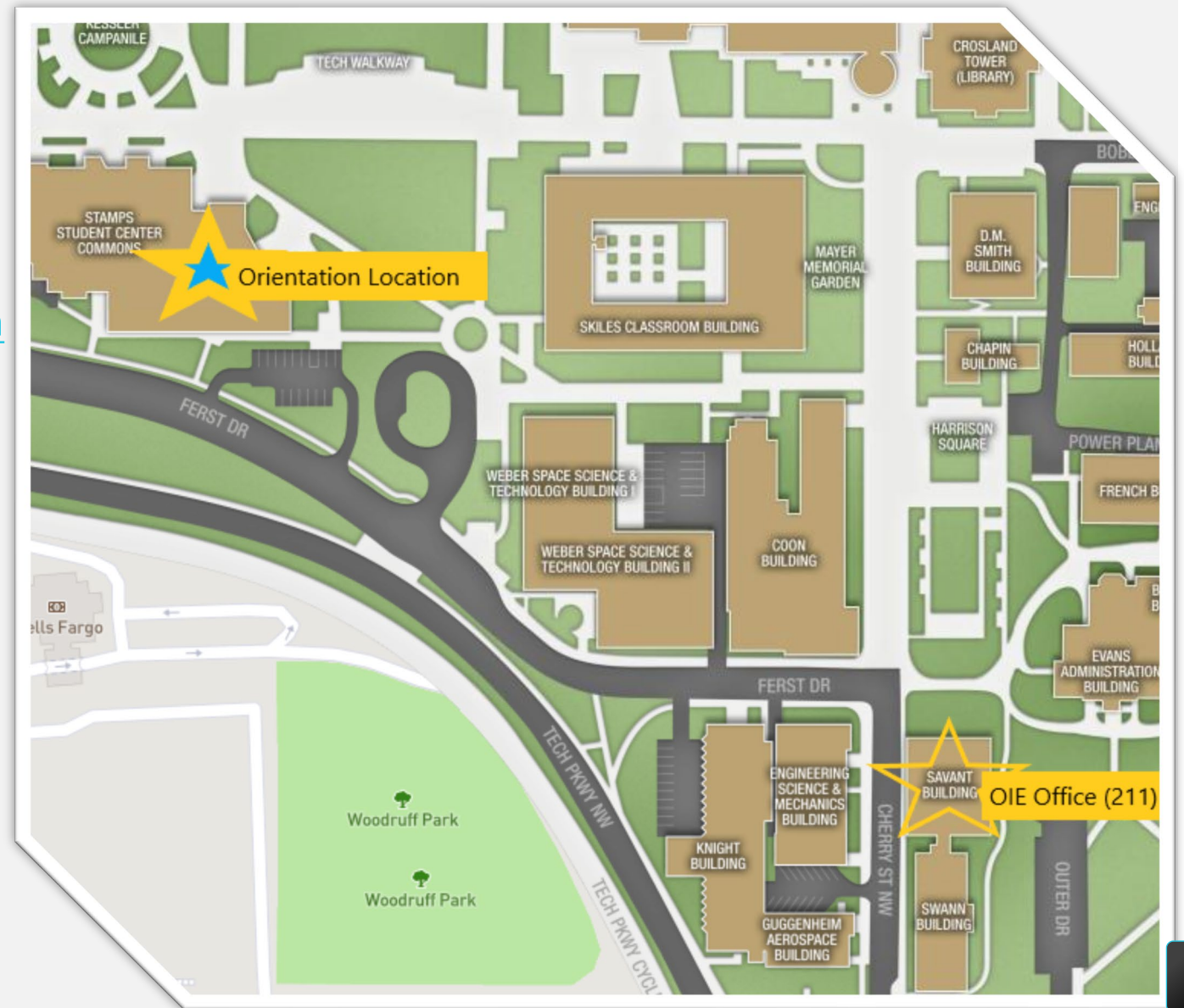


# Office of International Education

The OIE assists ~7,000 international students and scholars.

## How to Contact our Office

1. Review the website for information:  
[https://oie.gatech.edu/ISSS\\_Jscholars](https://oie.gatech.edu/ISSS_Jscholars)  
[https://oie.gatech.edu/ISSS\\_Jstudent\\_intern](https://oie.gatech.edu/ISSS_Jstudent_intern)
2. If you don't find the information you're looking for, email us at [info@oie.gatech.edu](mailto:info@oie.gatech.edu). Allow a response time of 48 hours.
3. Want to come in to speak to an advisor? You have two options
  - Make an appointment online at: [https://oie.gatech.edu/issc\\_advising](https://oie.gatech.edu/issc_advising)
  - Virtual advising Mon., Tues. and Thurs.- see OIE homepage for more info



The background features a low-angle photograph of a building's corner with a prominent 'TECH' sign in white and yellow letters. The building has a brown, textured roof and is set against a clear blue sky. Overlaid on the left side are several blue hexagons of varying sizes, some solid and some outlined, creating a geometric pattern.

# Understanding Your Immigration Documents

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



# Knowledge Check

Discuss with your partner or group.

- While inside the U.S., which document should you carry with you at all times?
- Which document(s) can you use to prove your date of birth?
- What document is your “key” for entering the country?
- Which document is your “contract”?
- Which document shows the date you entered the United States?
- True/False: I can stay in the US with an expired passport.
- True/False: I can stay in the US with an expired visa.



# Knowledge Check

## Questions

1. Which document should you carry a copy of at all times?
2. Which document(s) can you use to prove your date of birth?
3. What document is your “key” for entering the country?
4. Which document is your “contract”?
5. Which document shows the date you entered the United States?
6. True/False: I can stay in the US with an expired passport.
7. True/False: I can stay in the US with an expired visa.

## Answers

1. Your **I-94** + passport. You may need your official passport with you sometimes, but if you don't need it keep it at home.
2. Your passport or a US driver's license.
3. Your J-1 visa
4. Your DS-2019
5. Your I-94
6. False. You must have a valid passport for the duration of your stay.
7. True, but you need to have a valid DS-2019.





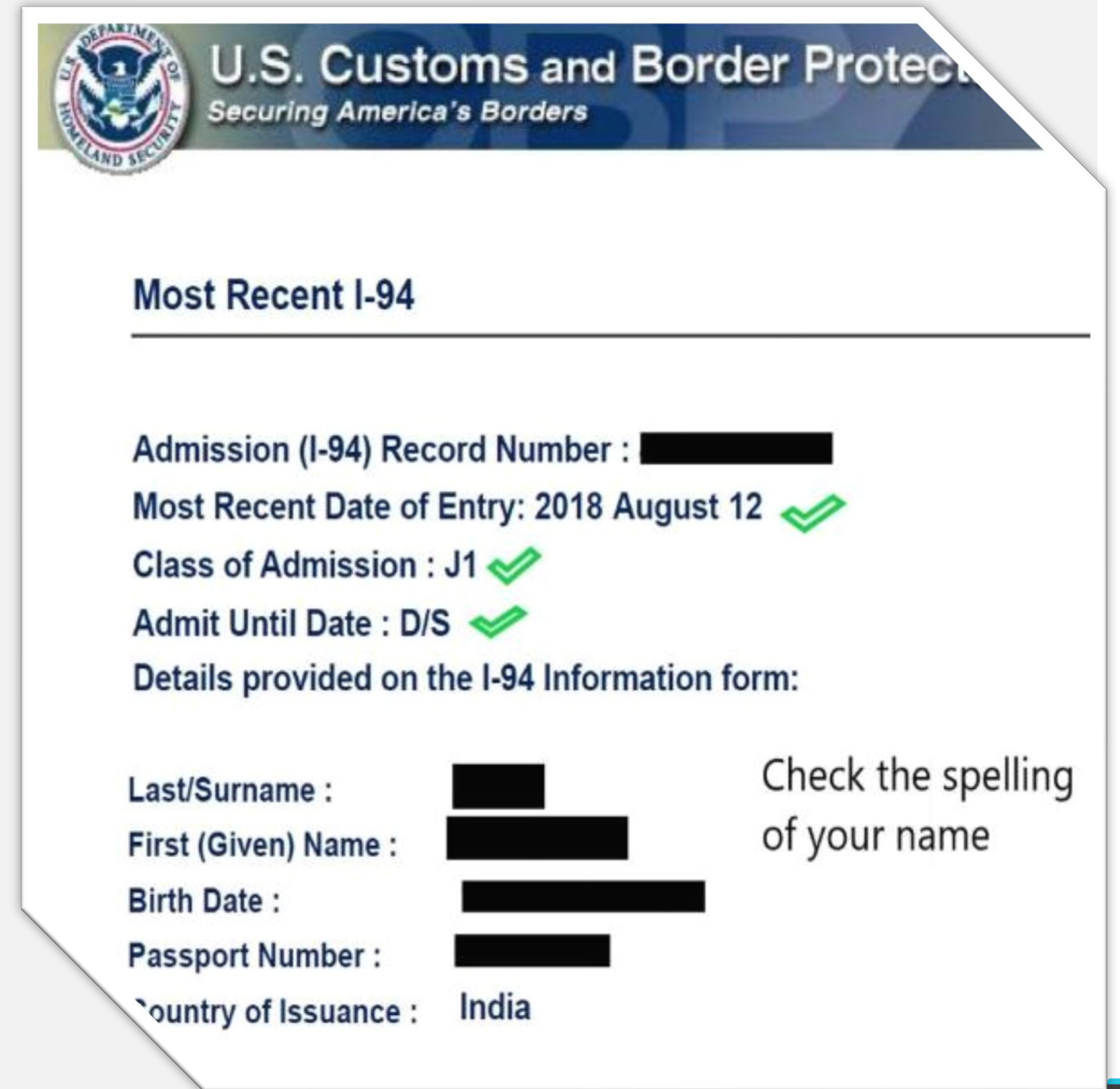




# I-94

- 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”
  - DOB, spelling errors
- U.S. laws require all nonimmigrants to carry a copy of I-94 at all times.
- Get your I-94:

<https://i94.cbp.dhs.gov/I94/>



The screenshot shows the U.S. Customs and Border Protection website header with the seal and the text "U.S. Customs and Border Protection Securing America's Borders". Below the header, the page title is "Most Recent I-94". The record details are as follows:

- 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]	Check the spelling of your name
First (Given) Name :	[REDACTED]	
Birth Date :	[REDACTED]	
Passport Number :	[REDACTED]	
Country of Issuance :	India	





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
Legal Permanent Residence Country Code: IN		Legal Permanent Residence Country: INDIA		Position Code: 215		
Citizenship Country Code: IN		Citizenship Country: INDIA		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						
[REDACTED] 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:						

Must depart within 30 Days

← Category

← Host Dept/ Objective

<p><b>6. RESPONSIBLE OFFICER OR ALTERNATE RESPONSIBLE OFFICER ATTESTATION:</b> 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.</p>	<p><b>7. Scott Bleiweis</b></p> <hr/> <p style="text-align: center;">Name of Official Preparing Form</p> <p><b>OIE, 631 Cherry Street Suite 211, Savant Building Atlanta, GA 30332</b></p> <hr/> <p style="text-align: center;">Signature of Responsible Officer or Alternate Responsible Officer</p>	<p style="text-align: center;"><b>Alternate Responsible Officer</b></p> <hr/> <p style="text-align: center;">Title</p> <hr/> <p style="text-align: center;"><b>404-894-7475</b></p> <hr/> <p style="text-align: center;">Telephone Number</p> <hr/> <p style="text-align: center;"><b>03-23-2018</b></p> <hr/> <p style="text-align: center;">Date (mm-dd-yyyy)</p>
<p><b>8. Statement of Responsible Officer for Releasing Sponsor (FOR TRANSFER OF PROGRAM)</b>          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.</p>		
<p>_____ Signature of Responsible Officer or Alternate Responsible Officer</p>		<p>_____ Date (mm-dd-yyyy) of Signature</p>
<p><b>PRELIMINARY ENDORSEMENT OF CONSULAR OR IMMIGRATION OFFICER REGARDING SECTION 212(e) OF THE IMMIGRATION AND NATIONALITY ACT AND PL 94-484, AS AMENDED</b> (see item 1 (a) of page 2).</p> <p>The Exchange Visitor in the above program:</p> <p>1. <input type="checkbox"/> Not subject to the two-year residence requirement.</p> <p>2. <input type="checkbox"/> Subject to two-year residence requirement based on:</p> <p style="margin-left: 20px;">A. <input type="checkbox"/> Government financing and/or</p> <p style="margin-left: 20px;">B. <input type="checkbox"/> The Exchange Visitor Skills List and/or</p> <p style="margin-left: 20px;">C. <input type="checkbox"/> PL 94-484 as amended</p>	<p><i>(ALL USAID PARTICIPANTS G-2-00263 AND ALL ALIEN PHYSICIANS SPONSORED BY P-3-04510 ARE SUBJECT TO THE TWO-YEAR HOME RESIDENCE REQUIREMENT)</i></p> <h1 style="color: cyan; font-size: 48px; margin: 0;">212(e)</h1>	
<p>_____ Name</p> <p>_____ Title</p> <p>_____ Signature of Consular or Immigration Officer</p> <p>_____ Date (mm-dd-yyyy)</p>	<p style="text-align: center;"><b>TRAVEL VALIDATION BY RESPONSIBLE OFFICER</b> (Maximum validation period is 1 year *)</p> <p><b>*EXCEPT:</b> Maximum validation period is up to 6 months for Short-term Scholars and 4 months for Camp Counselors and Summer Work/Travel.</p> <p>(1) Exchange Visitor is in good standing at the present time</p> <p>_____ Date (mm-dd-yyyy)</p> <p>_____ Signature of Responsible Officer or Alternate Responsible Officer</p> <p>(2) Exchange Visitor is in good standing at the present time</p> <p>_____ Date (mm-dd-yyyy)</p> <p>_____ Signature of Responsible Officer or Alternate Responsible Officer</p>	
<p style="text-align: center;"><b>THE U. S. DEPARTMENT OF STATE RESERVES THE RIGHT TO MAKE FINAL DETERMINATION REGARDING 212 (e).</b></p>		
<p><b>EXCHANGE VISITOR CERTIFICATION:</b> I have read and agree with the statement in item 2 on page 2 of this document.</p>		
<p>_____ Signature of Applicant</p>	<p>_____ Place</p>	<p>_____ 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







# J-Categories

What is your category and how to maintain your J-1 status.



# What is your J Category?

Your category is listed on your DS-2019. Your category is based on your objectives and duration of your program.

## Research Scholar

- Conducting and observing research. May teach occasionally.
- 5 year maximum
- 24 month bar applies



## Professor

- Teaching and lecturing. May conduct research.
- 5 year maximum
- 24 month bar applies



## Short Term Scholar

- Conducting and observing research for less than 6 months.
- 6 month maximum
- 24 month bar does not apply



## Student Intern

- Enhance the skills participation in structured and guided work-based training and internship programs
- 1 year maximum
- 12 month bar may apply.



# 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



# 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 resident)
- Not eligible to request a change of status inside the U.S.





# 212 (e) Continued

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)?

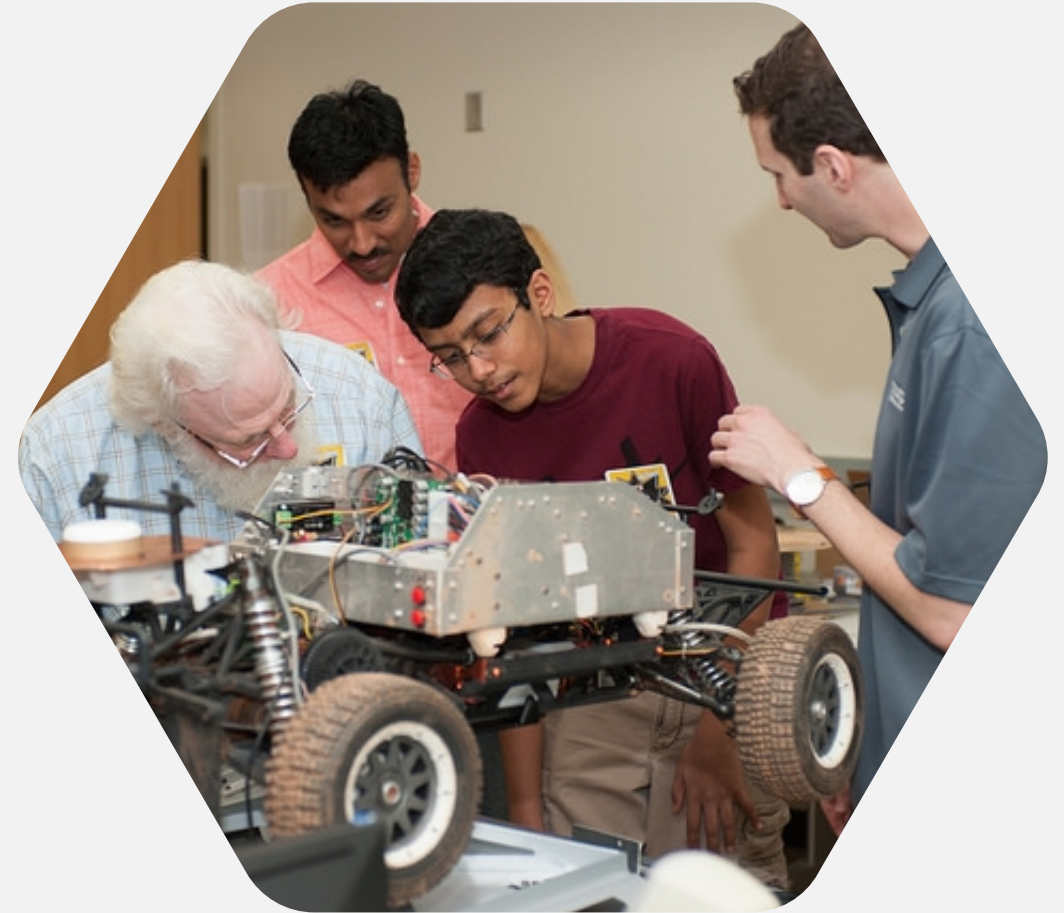
- The consular official will note on the DS-2019 if you are subject to 212(e) and for what reason you are subject
- The visa stamp will have a note stating you are subject to 212(e)

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 will not provide waiver advice.







# International Travel While Participating in Your EVP

## Case Study Question #1

Daniela is a J-1 Exchange Visitor from Brazil who has to go to a conference in Australia during her J program.

- What documents does she need in order to go to Australia?
- What will she need to get back into the US?





# Case Study Answer #1

What documents does she need in order to go to Australia? What will she need to get back into the US?

- She 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.





## Case Study Question #2

Murali is a J-1 Exchange Visitor from India who needs to return home for more than 30 days.

- What documents does he need in order to return to India? What will he need to get back into the US?



## Case Study Answer #2

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.





<b>iStart Home Page</b>	
+ 1. F/J Student Arrival and Check-In	
+ 4. OPT (Optional Practical Training)	
+ 5. Program and Events	
+ 6. SSN and Taxes	
+ Foreign National Employees	
+ J Scholar and Student Intern Check-in	
- J Scholars	
BCBS Student Blue Insurance Notification	
J Scholar Advisory Opinion Request	
J Scholar Extension Process	
J Scholar Immigration Document Update	
J Scholar Occasional Lectures or Consultations	
J Scholar SEVIS Transfer Out Request	
J Scholar Travel Signature	
J-2 Dependent DS-2019 Request	
J-2 Employment Authorization Request	
Personal Information Update	
+ J Student Intern	
Logout of iStart	

Updated/ renewed your insurance, passport, visa or other immigration docs?

Invited to lecture or perform activities outside your normal objectives?

Traveling outside of the USA?

Change your living address or phone number?

- J Student Intern	
J Student Intern Address Update	
J Student Intern Immigration Document Update	
J Student Intern Travel Signature Request	
Logout of iStart	





An aerial photograph of a swimmer in a pool, viewed from above. The swimmer is wearing a green cap and is positioned in the center of a lane. The lane is defined by yellow and black lane lines. The water is a deep blue color. The swimmer is moving towards the bottom right of the frame.

# 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

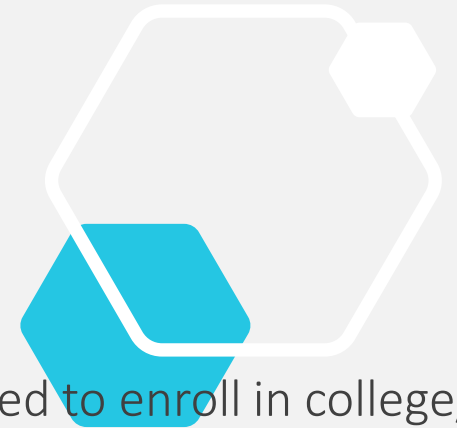
## Regulations

- 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.
- Your dependents can receive a [BuzzCard](#) and can have access to the Campus Recreation Center and other resources on campus.
- The Georgia Tech Language Institute has discounted English language classes for J-2 spouses.
- [The GT Spouse group](#) meets every Monday, 3pm at the 10<sup>th</sup> and Home Activity Room.  
[womens.center@gatech.edu](mailto:womens.center@gatech.edu)
- <https://oie.gatech.edu/content/spouse-family-resources>





# 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/emergency-notification/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.





The background features a collage of industrial and mechanical images. On the left, there are several overlapping hexagonal shapes in various shades of gray. In the center, a dark gray rectangular box contains the text 'Additional Resources' in white. To the right, a large, stylized metal letter 'A' is visible, with a hand holding a nut in the foreground. The overall aesthetic is technical and professional.

# Additional Resources

## iBuzz: bi-weekly newsletter

- Bi-weekly newsletter- request to be added to the email list by sending an email to [info@oie.gatech.edu](mailto:info@oie.gatech.edu)
- Follow us on Twitter & Instagram @GT\_ISSS!

Daily Digest: <http://daily.gatech.edu>

## GT Language Institute (in-person + online)

- Courses for scholars, dependents at discounted rate
- Register with the [English Language Institute \(ELI\)](#)

## GT Communications Center (Comm Lab)

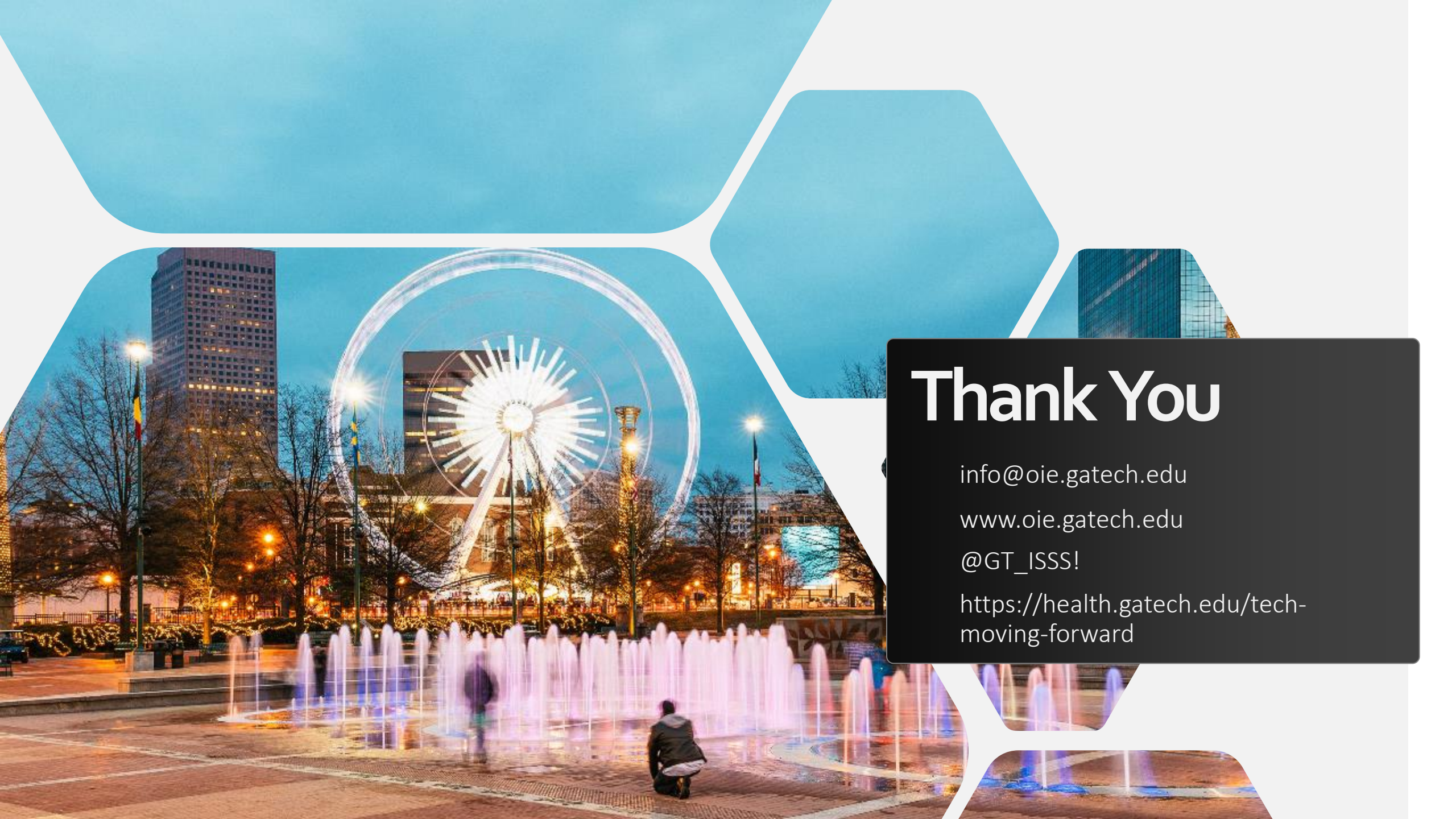
## Student Intern Events

## Atlanta Events

- <https://www.events12.com/atlanta/#events>
- <https://atlantaplanit.wabe.org/>
- <https://creativeloafing.com/See-and-Do>







# Thank You

[info@oie.gatech.edu](mailto:info@oie.gatech.edu)

[www.oie.gatech.edu](http://www.oie.gatech.edu)

@GT\_ISSS!

<https://health.gatech.edu/tech-moving-forward>