ORIENTATION FOR J-1 SCHOLARS

International Students & Scholars Office
Iowa State University
WELCOME!

This session is designed to

- explain the role of the International Students and Scholars Office (ISSO)
- help you understand your rights and responsibilities as a J-1 exchange visitor
- provide you with additional information on “working” at ISU
INTERNATIONAL STUDENTS AND SCHOLARS OFFICE
International Students & Scholars Office

- Location: Room 3248
  Memorial Union
- Phone number: 515-294-1120
- E-mail: intlserv@iastate.edu
- Office hours: Monday - Friday,
  8:00 am - 5:00 pm

Summer Office Hours:
Monday-Friday
7:30 – 4:00
ISSO: Advising Staff

Advising Staff

- Dilok Phanchantraurai
- Ali Soltanshahi
- Becky Zama

Administrative Staff (also with J expertise)

- James Dorsett
- Deb Vance
ISSO: Advising Services

There are **four options** for answers to your questions

- For a complex situation:
  - 30 minute **advance appointment** with an advisor

- For a relatively simple situation:
  - 15 minute **same day appointment** with an advisor
  - Call and **speak** with an advisor

- Send an **e-mail** message to intlserv@iastate.edu or via “Ask us a Question” link on ISSO homepage
ISSO: Electronic Advising

Appointments

- Advance
  - Open up to 5 days in advance
- Same Day
  - Open at 12:01 a.m. each day
ISSO: Electronic Advising

ISSO Website

- www.isko.iastate.edu
- Scholar Information
- Scholar Requests
- Appointment Scheduling
- Ask a Question
Exchange Visitor Program

Purpose as defined in J-1 immigration regulations

22 C.F.R. § 62.20(b)

Purpose. The purpose of the Exchange Visitor Program, in part, is to foster the exchange of ideas between Americans and foreign nationals and to stimulate international collaborative teaching, lecturing and research efforts. The exchange of professors and research scholars promotes the exchange of ideas, research, mutual enrichment, and linkages between research and educational institutions in the United States and foreign countries. It does so by providing foreign professors and research scholars the opportunity to engage in research, teaching, and lecturing with their American colleagues, to participate actively in cross-cultural activities with Americans, and ultimately to share with their countrymen their experiences and increased knowledge of the United States and their substantive fields.
Exchange Visitor Program

Western Region Contact

Tammie A. King
United States Department of State
Office of Exchange Coordination and Designation
ECA/EC/AG - SA-44, Room 820
301 4th Street, S.W.
Washington, D.C. 20547

Telephone: (202) 203-5029
Fax: (202) 453-8640
Immigration Documents
Immigration Documents: Passport

Issued by your country as verification of your citizenship.

- You must have a valid passport to enter the U.S.
- You must have a valid passport to stay in the U.S. for the duration of your J program
Immigration Documents: Visa

- Visa class
- Expiration date
- Available entries
  - M = Multiple
- Annotation(s)
  - SEVIS number
  - J Program Sponsor
  - J Program Number
  - Subject to 212(e)
Immigration Documents: Visa

- You must have a valid visa to request entry or re-entry to the U.S. for your J program.

- You do **not** need a valid visa to stay in the U.S. for the duration of your J program.
Immigration Documents: I-94 Card

- Arrival/departure number
- Date entered U. S.
- Nonimmigrant class
- “Expiration” date
  - D/S = Duration of Status
Immigration Documents: I-94 Card

- You must have a valid I-94 to request entry or re-entry to the U.S. for your J program.
- Proof of legal entry
- You must have a valid I-94 to stay in the U.S. for the duration of your J program.
- $330 to replace lost card
Your “Visa” and Your “Immigration Status”

- Your **VISA** is the stamp in your passport you receive at a U. S. consulate.
- Your visa is used only to request admission to the U.S.
- Your visa can expire while you are in the U.S., without any penalty.
- A visa can be renewed only at a consulate outside the U.S.

- Your **IMMIGRATION STATUS** is indicated on your I-94 when you enter the U.S.
- Your immigration status allows you to stay in the U.S. for your J program.
- Your immigration status must remain current and valid while in the U.S.
- Your immigration status can be extended within the U.S.
Immigration Documents: DS-2019

- SEVIS ID
- Program sponsor
- Site of Activity
- Category of visitor
- Program objective
- Dates of program
- Source of funding
Immigration Documents: DS-2019

- 212(e)
- Not Subject
- Subject
- Reason Subject
- Travel Validation
- Signature

[Image of DS-2019 form with highlighted sections: 212(e), Not Subject, Subject, Reason Subject, Travel Validation, Signature.]
Immigration Documents: DS-2019

- **Who**
- **What**
- **Where**
- **When**

You must have a valid DS-2019 to enter or re-enter the U.S.

You must have a valid DS-2019 to stay in the U.S. for the duration of your J program.
Immigration Documents

- **Copies**
  - Make two copies of all your and your dependent’s immigration documents

- **On Your Person**
  - Carry one set of copies with you in Iowa
  - Store one set of copies in a safe place
  - Carry original documents when outside Iowa

- **Retention**
  - Keep all DS-2019 forms that are issued to you and your dependents...forever
J-1 Non-Immigrant Status
Regulations: Length of Stay

Program time limitations by J category:

- Research Scholar: 5 years
- Short-Term Scholar: 6 months
- Non-Degree: 24 months
- Specialist: 1 year
- Professor: 5 years
Regulations: Length of Stay

How to determine beginning of your J program:

- Begin date on DS-2019 if you...
- Arrive earlier than begin date on DS-2019, but wait to begin J program on the same date as listed on DS-2019
- Arrive on the same date as the begin date on the DS-2019

Example:
Regulations: Length of Stay

How to determine beginning of your J program:

- Arrival date stamped on I-94 card or DS-2019 if you.
  - Arrive early and begin your program activity early
  - Arrive after the begin date on your DS-2019

Example:
Regulations: Travel Outside U.S.

- You may re-enter the U.S. to resume your J program if:
  - Maintaining current J status
  - Continuing the same program objective
  - Remaining in same J category
  - Have sufficient funding
  - Within maximum time limitation for your J category

- **Deadline:** Prior to end date on DS-2019
Regulations: Travel Outside U.S.

- To be eligible to re-enter the U.S., you must have:
  - Passport valid for at least 6 months from re-entry date
  - Valid J-1 visa
  - Valid DS-2019
  - Travel validation from ISSO that is less than 12 months old
Regulations: Change of Program Objective

- J-1 visa and status given for a very specific purpose
  - Reminder: Listed in sections 1 and 4 of DS-2019
- Requires authorization from U.S. Department of State
  - Rarely granted
Regulations: Change of Category

- J-1 visa and status given for a specific category
  - Reminder: Listed in section 4 of DS-2019
- Requires authorization from U.S. Department of State
  - Rarely granted
- Two changes of category are allowed
  - Research scholar to professor
  - Professor to research scholar
Regulations: Program Extension

- You may request an extension of your J program activity if:
  - Maintaining current J status
  - Continuing the same program objective
  - Remaining in same J category
  - Have sufficient funding
  - Within maximum time limitation for your J category

**Deadline:** Prior to end date on DS-2019
You may request an transfer of your J program activity if:

- Maintaining current J status
- Continuing the same program objective
- Remaining in same J category
- Have sufficient funding
- Within maximum time limitation for your J category

**Deadline:** Prior to end date on DS-2019
Regulations: Employment at ISU

- You may be employed by Iowa State if:
  - Employment is part of your J program activity
    - Listed as “program sponsor funds” in section 5, DS-2019
    - If DS-2019 issued by USAID or U.S. Department of State, funds from employment listed as “Iowa State University” in section 5, DS-2019
  - If employment is added later as part of J program, need to request updated DS-2019 from ISSO
- No employment allowed outside of J program activity
Regulations: Employment Outside ISU

- You may be employed outside Iowa State only if:
  - Occasional lecture or consultation
    - Must be in research scholar or professor category
    - Must be directly related to the objectives your J program activity
    - Must be incidental to your primary program activity
  - Must be authorized in advance by ISSO
Regulations: Health Insurance

- Valid for the length of your J program
- Cover you and all family members in U.S. in J-2 status
- Meets specifications detailed on reverse side of DS-2019
    - Medical benefit per accident or illness: $50,000
    - Repatriation of remains benefit: $7,500
    - Medical evacuation to home country benefit: $10,000
    - Deductible per accident or illness: ≤ $500
Regulations: Length of Stay

How to determine end of your J program:

- End date on DS-2019 if your...
  - J program activity ends on same date as DS-2019
  --or--

- End date of your J program activity if you...
  - Program activity ends prior to the end date on DS-2019

Example:
DS-2019 ends on August 31, 2012 but J program activity is completed on May 31, 2012
Regulations: Departure

- 30 Day Departure Period
  - Begins once J program activity is completed
  - May travel anywhere within the U.S. during this time
  - May not return to the U.S. in J-1 status during this time
    - Reminder: Cannot return in J-1 status from Canada, Mexico, Caribbean Islands, etc.
## Regulations: Bars and 212(e)

<table>
<thead>
<tr>
<th>12 Month Bar</th>
<th>24 Month Bar</th>
<th>212(e)</th>
</tr>
</thead>
<tbody>
<tr>
<td>- Bar to return to U.S. as a J-1 Research Scholar or J-1 Professor</td>
<td>- Bar to <strong>repeat</strong> participation as J-1 Research Scholar or J-1 Professor</td>
<td>- Bar to obtaining H-1B, H-4, L-1, or L-2 visas</td>
</tr>
<tr>
<td>- Subject if you stay in the U.S. for more than 6 months in J-1 or J-2 status</td>
<td>- Subject if spend any time in U.S. as J-1 Research Scholar or J-1 Professor, or as J-2 dependent of either of these</td>
<td>- Bar to obtaining U.S. permanent resident status</td>
</tr>
<tr>
<td>- Potential to impact following categories: non-degree student, student intern, degree student, and specialist (specific to categories at ISU)</td>
<td>- Impacts only the research scholar and professor categories</td>
<td>- Does not bar obtaining J-1, J-2, F-1, F-2, B-1/B-2 visas</td>
</tr>
<tr>
<td></td>
<td></td>
<td>- Subject based on government funding or home country skills list</td>
</tr>
<tr>
<td></td>
<td></td>
<td>- Potential to impact any J category</td>
</tr>
</tbody>
</table>

**Bars and 212(e)**

- 12 Month Bar: Bar to return to U.S. as a J-1 Research Scholar or J-1 Professor. Subject if you stay in the U.S. for more than 6 months in J-1 or J-2 status. Potential to impact following categories: non-degree student, student intern, degree student, and specialist (specific to categories at ISU).

- 24 Month Bar: Bar to repeat participation as J-1 Research Scholar or J-1 Professor. Subject if spend any time in U.S. as J-1 Research Scholar or J-1 Professor, or as J-2 dependent of either of these. Impacts only the research scholar and professor categories.

- 212(e): Bar to obtaining H-1B, H-4, L-1, or L-2 visas. Bar to obtaining U.S. permanent resident status. Does not bar obtaining J-1, J-2, F-1, F-2, B-1/B-2 visas. Subject based on government funding or home country skills list. Potential to impact any J category.
## Regulations: Satisfying Bars

<table>
<thead>
<tr>
<th>12 Month Bar</th>
<th>24 Month Bar</th>
<th>212(e)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Count time after completion of J program</td>
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</tr>
<tr>
<td>Can be satisfied without leaving the U.S.</td>
<td>Can be satisfied without leaving the U.S.</td>
<td>Must satisfy in your country of citizenship (rare exceptions exist)</td>
</tr>
<tr>
<td>For example: request change of status from J-1 to F-1 to complete a master’s degree</td>
<td>For example: request change of status from J-1 to F-1 to complete a master’s degree</td>
<td>Can satisfy by staying in home country for two continuous years or by accumulating two years of presence in home country</td>
</tr>
<tr>
<td>Can be satisfied by presence in a country other than your country of citizenship</td>
<td>Can be satisfied by presence in a country other than your country of citizenship</td>
<td>Obtain waiver from U.S. Department of Homeland Security</td>
</tr>
</tbody>
</table>
SEVIS and Exchange Visitors

- The Student and Exchange Visitor Information System is a government database in which ISU must make reports on your activities and status.

- It is your responsibility to make sure that changes to your status that have an impact on your immigration status are promptly reported to ISSO.

- ISSO Advisors are employed by Iowa State University, not the U. S. Department of Homeland Security.
SEVIS and Exchange Visitors

- Major events reported to SEVIS by ISSO:
  - General reporting requirements
    - Arrival to begin J program
    - Change of local, living address
  - Requests you make for benefits of your J status
    - Program extension
    - Program transfer
    - Departure after end of J program
    - Occasional lecture of consultation authorization
  - Choices you make that violate your J status
    - Failure to maintain mandatory health
    - Unlawful employment
J-2 Dependents
Regulations: J-2 Dependents

Definition

- Husband or wife
- Children under the age of 21
- J-2 status is dependent J-1 principal’s status
  - When J-1 completes program and leaves U.S., J-2 dependents must leave as well

Benefits

- Can enroll in school: pre-school, K-12, post-secondary
- Can apply for and receive work authorization
ISU “Employee” Policies
ISU Policies

- New Employee Acclimation Session (4 hours)
  - Register through AccessPlus
  - Covers a variety of university policies & legal requirements
  - discrimination and harassment prevention computer ethics
  - drug free workplace
  - conflict of interest
  - FERPA

- ISU Policy Library
  - http://www.policy.iastate.edu/
ISU Policies

- **Use of ISU Property**
  - [http://www.policy.iastate.edu/policy/personaluse/](http://www.policy.iastate.edu/policy/personaluse/)
  - Includes use of university telephones, computers, e-mail, equipment, etc.
    - “Personal use of university computers and electronic mail should be restricted to incidental and emergency use.”
    - “Office supplies and stamps purchased with university funds are for use for university purposes only, and are not for resale or for use for private purposes.”
    - “Whether local or long distance, personal calls from university telephones must not adversely affect the performance of the employee or the organization and must be of reasonable duration and frequency.”

- **Discrimination and Harassment**
  - “Iowa State University reaffirms and emphasizes its commitment to provide a professional working and learning environment that is fair and responsible; . . . and that is free of discriminatory, inappropriate, and disrespectful conduct or communication.”
ISU Policies

- **Smoking Policy**
  - [http://www.policy.iastate.edu/policy/smoking/](http://www.policy.iastate.edu/policy/smoking/)
  - “This policy applies to all university employees, students and visitors. This policy covers all university owned, leased or operated buildings, property and grounds under the control of the university.”

- **Use of Intoxicants**
  - [http://www.policy.iastate.edu/policy/drugs/](http://www.policy.iastate.edu/policy/drugs/)
  - “The consumption of alcoholic beverages in research, academic or administrative areas or on university grounds will not be permitted except under specific authorization through the Office of the Vice President for Business and Finance.”

- **Gifts**
  - [http://www.policy.iastate.edu/policy/gifts/](http://www.policy.iastate.edu/policy/gifts/)
  - Employees of the University and the immediate family members shall not, directly or indirectly, solicit, accept, or receive from any one donor in any one-calendar day, a gift as defined below.
  - “Gifts are not. . .Non-monetary items with a value of less than three dollars that are received from any one donor during one calendar day.”
Thank you for your attention!

Enjoy your stay at Iowa State University.
HUMAN RESOURCES POLICIES

Taxes, Taxes, Taxes

ISU is required to withhold both federal and state taxes on all income earned, unless you are exempted via a tax treaty.

- For tax treaty information, take your immigration documents to the ISU Payroll Office, 3608 Administrative Services Building.

All non-immigrants in the U.S. must file a tax return each year.
Between January 1-April 15
LOCAL COMMUNITY RESOURCES
LOCAL COMMUNITY RESOURCES

Public Transportation

Schools

Libraries

Ames Park and Recreation
LOCAL COMMUNITY OPPORTUNITIES

Cultural Organizations

Scholar English Conversation Group

Friendships International

Phi Beta Delta
AREA ATTRACTIONS AND EVENTS

Iowa Division of Tourism

Iowa 2007 Travel Guide

Learn About Iowa

Des Moines

Ames

Iowa State University Calendar of Events
WEATHER SAFETY

Winter Weather
- Cold temperatures (wind chill)
- Snow and ice

Tornados
- April through August

Weather Information
- Watch (Story County)
- Warning (Story County)

511 for road conditions
Desktop alerts from local TV stations
IOWA ATTRACTIONS

Iowa State Fair – August 9 – 19, 2012  Des Moines
- 1,080,959 attended in 2011

RAGBRAI – July 22-28, 2012
8,500 week-long riders
1,500 daily riders
U. S. HEALTH INSURANCE

$4,000  Total bill for testing for illness
- 500  Deductible (you pay)
$3,500
- 700  20% Co-insurance (you pay)
$2,800  Insurance covers

$ 325  Total bill for seeing physician
- 10  Co-pay (you pay)
$ 315  Insurance covers
U. S. SOCIAL SECURITY NUMBER

Issued for employment purposes to report U. S. income for tax reporting purposes.

Not required to obtain a cell phone, obtain a bank account, or obtain a credit card.

Wait until at least 14 days after you have entered the U.S. as a J-1 scholar to apply for an Social Security number.
IOWA DRIVER’S LICENSE

May obtain after 30 days of residing in Iowa

Must establish residence in Iowa
  ▪ Rental lease with your name on it

Valid for length of DS-2019, but not to exceed two years
HEALTH CARE RESOURCES

Thielen Health Center
- Scholars and dependents enrolled in ISU Student and Scholar Insurance program

McFarland Clinic (or other medical clinics)
- Non-ISU health insurance policies

Mary Greeley Medical Center (hospital)
- Emergencies
- Referrals by physicians

Dental and Eye Care
- Yellow pages as not covered by insurance