



Dear International Scholar,

Welcome to the J-1 Exchange Visitor Program at the University of California, Santa Barbara! Enclosed is your form DS-2019 Certificate of Eligibility for Exchange Visitor Status (J-Nonimmigrant), which you will need for your J-1 visa appointment at the U.S. Embassy/Consulate.

STEP 1: PRINT AND SIGN DS-2019

1. Print your two-page DS-2019 (please read page 2 of your document)
2. Sign and date your DS-2019 at the bottom of your form

Note: The DS-2019 should only be printed once. If the document is lost, stolen, or destroyed/damaged, do not re-print the document from this email, instead send an email to j1scholar@sa.ucsb.edu to report your lost, stolen or damaged DS-2019 and OISS will send you a new one immediately.

STEP 2: PAY THE SEVIS FEE

Individuals applying for an initial J-1 visa must pay a \$220 Student and Exchange Visitor Information System (SEVIS) fee in addition to the visa application fee. The SEVIS fee must be paid at least 3 business days prior to the visa interview. You are required to have a printed SEVIS payment receipt, your printed DS-2019 form and your passport, in addition to other documents that support your request for a visa in hand at the time of your appointment. Do be aware that the SEVIS fee is non-refundable, even if you are denied a visa.

To pay the SEVIS fee: Go to <https://www.fmjfee.com/#>. Complete the online Form I-901 using the information provided below and on your DS-2019. You may pay the SEVIS fee with a credit card OR Pay by Western Union Quick Pay Service. Be sure to print the receipt at the time of payment, as you will need it for your visa appointment. For a more comprehensive explanation of the SEVIS fee and who is required to pay it, please click on [SEVIS Fee Information](#).

UCSB Sponsor Program Number: P-1-03332

You can find your SEVIS ID number (N00xxxxxxx) located in the top right corner of your DS-2019.

STEP 3: SCHEDULE A VISA APPOINTMENT

The visa you will be requesting is the J-1 visa (J-2 for dependents if applicable). You can access the online visa application form DS-160 [here](#).

Note the visa application fee (\$185) is in addition to the SEVIS fee (\$220).

Make sure to visit the website of the [US Embassy or Consulate](#) where you will apply for your visa interview for detailed information about the visa application process and documentation you will need to prepare for your interview.

** Note that if you are a Canadian citizen, you do not need a US visa to enter the US. However, make sure you pay the SEVIS fee and carry your signed DS-2019 when you travel.

STEP 4: TRAVEL TO THE US

Once you have obtained your visa and are ready to travel to the US, inform your host department and our office via email of your US arrival date. Should you need to delay your travel, make sure to let us know so we can update your program start date and issue you an amended DS-2019. This will allow you to enter the US after your program start date on your initial DS-2019. Also, please inform us if you decide or need to cancel your visit at UCSB so we can cancel your SEVIS record.

As we will get closer to your program start date, we will email you information and instructions about your mandatory immigration check-in upon arrival in the US.

IT IS IMPORTANT THAT YOU REPORT YOUR ARRIVAL to the Office of International Students and Scholars (OISS) through the UCSBGlobal system. In order to validate your presence in the U.S., OISS must complete a SEVIS check-in 30 days or less after your Program Start Date and must provide you with a orientation required by the federal government. Be aware that failing to report your arrival to OISS may lead you to fall OUT OF LEGAL IMMIGRATION STATUS.

You may enter the U.S. 30 days prior to your Program Start Date and up to 30 days after your Program Start Date as indicated on your DS-2019. If you plan to enter the U.S beyond 30 days of your Program Start Date, please email us so we can amend/adjust your program start date in SEVIS to keep your record active and allow you to enter the US.

Upon entering the U.S. complete your SEVIS check-in by logging into the UCSBGlobal system and provide the information requested on the J-1 Scholar Check-In Form. You must complete both the J-1 Scholar Check-In Form and the J-1 Scholar Acknowledgement Form.

Note: (If you are a J-1 Student Non-Degree, your check-in process will be slightly different.)

ADDITIONAL INFORMATION For Scholars Bringing Dependents (if applicable):

Additional DS-2019 form(s) are also enclosed for your family members (spouse and/or children under the age of 21) who will enter the United States as your dependents with J-2 visas. Please provide signatures on the signature line found at the bottom of the document and present passports and other required documents to the U.S. Embassy or Consulate.

Accident and Health Insurance Requirements: **Replace with J-1 & J-2 visa holders are required by the US Department of State to have sickness and accident insurance coverage for the entire duration of their program. Willful failure to do so will result in immediate termination of their program and departure from the US. Coverage must meet the US.** The J-1 Exchange Visitor's Program Insurance requirements are listed on the back of your DS 2019 and on our website at <https://oiss.ucsb.edu/Scholars/prospective-j-1-scholars/insurance>.

Note: For UCSB Postdoctoral Employees, please contact your UCSB host academic department for information regarding your health benefits. You may notify OISS of your health insurance plan after enrolling in your benefits plan.

For all J-1 visa/immigration related questions, contact OISS at (805) 893-2929 or email j1scholar@sa.ucsb.edu.

ADDITIONAL RESOURCES

We invite you to visit our [website](#) for additional arrival information and resources:

[Pre-Arrival Information](#)

[Exchange Visitor Program](#)

[How to Obtain Health Insurance Coverage](#)

[Housing and Transportation](#)

We look forward to welcoming you to UCSB! Please contact our office if you have any questions
Sincerely,

OISS Scholar Services Team

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