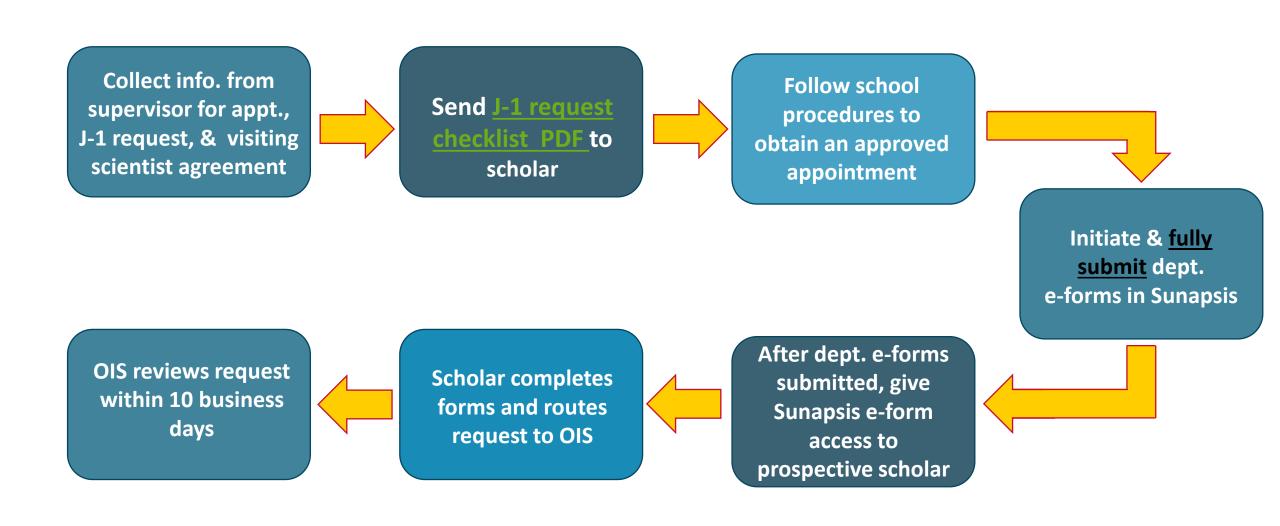
## **New J-1 Scholar Request Process**



## J-1 Scholar Outside the US

OIS reviews eligibility & issues form DS-2019 by email to scholar & dept. admin.



Scholar pays SEVIS fee, completes DS-160 to apply for J-1 visa, & attends visa interview appt.

U.S. government background checks may cause lengthy delays.



After obtaining visa, scholar may arrive in US up to 30 days before program start date.

Scholars must attend a pre-arrival orientation (on Zoom) and post-arrival orientation (in person).

Scholar arrives in the US and submits check-in e-forms in Sunapsis

May not begin UMB activities until program start date on DS-2019.

Departments must request updated start date via form in Sunapsis.



OIS activates the SEVIS record.

If scholar requires SSN, they should not apply until their SEVIS record has been activated for 3 days <u>AND</u> they have been in the US for 10 days.

## Scholar Transferring from Other US Institution

OIS reviews eligibility for J-1 transfer



OIS informs scholar & their current institution's international office of approval of transfer and confirms start date (SEVIS release date).



Scholar's current institution's international office sets release date in SEVIS.

OIS will be able to see when this is complete.

On start date, OIS issues DS-2019 and emails to scholar and dept. admin.

OIS does not have access to issue the DS-2019 before this date.



Scholar completes check-in e-forms in Sunapsis.



OIS activates SEVIS record.

Scholars may receive e-verify "tentative non-confirmation" if SEVIS record is not yet activated when HR enters employee in everify.