

## Mandatory Check-in for J-1 Scholars

---

Part I	Introduction to the University of Michigan and Ann Arbor
Part II	Health Insurance and Health Care
Part III	Immigration Overview & Check-in

Today's presentation is available at:  
<http://www.internationalcenter.umich.edu/events/scholar-checkin.html>

Division of Student Affairs University of Michigan




## U-M & Ann Arbor

---



Division of Student Affairs University of Michigan




## J-1 Scholars at UM


---

- 976 scholars from 59 countries
- Top 5 countries:
  - China
  - South Korea
  - Japan
  - India
  - Germany

J-1 program objectives: to promote the exchange of ideas, research, mutual enrichment and linkages between research and academic institutions in the United States and the foreign countries.


 <http://j1visa.state.gov/>

Division of Student Affairs University of Michigan



## University ID: M-Card

---




• M-Card Office Locations:

- Central Campus: Room 100, Student Activities Building
- North Campus: B430, Pierpont Commons (in Entrée Plus Office)

- University identification
- Employee identification
- Building access
- Library card
- Bank card
- Free Ann Arbor bus travel

Division of Student Affairs University of Michigan





## Uniqname

---

- Username for University of Michigan
- Purposes:
  - Identification
  - Logging onto UM computing systems
  - 1st part of email address: [uniqname@umich.edu](mailto:uniqname@umich.edu)
- You receive uniqname information at today's check-in
- Questions?
  - Getting Connected: Everything you need to know about computing  
<http://www.its.umich.edu/orientation/getting-connected.php>
  - Email: [4help@umich.edu](mailto:4help@umich.edu)
  - Call 734-764-HELP (764-4357)
  - <http://its.umich.edu/help/>

Division of Student Affairs University of Michigan


---

- Main database for UM records
  - Addresses
  - Financial
  - Employment
- Login with your uniqname & password
- <http://wolverineaccess.umich.edu>

Division of Student Affairs University of Michigan




---

- University Housing Office in Student Activities Building (SAB) has info about:
  - Northwood Community Apartments (UM owned)
  - Off-campus (private)
- UM Faculty and Staff Housing:
  - <http://housing.umich.edu/faculty-staff-options>
  - Questions? Email [housing@umich.edu](mailto:housing@umich.edu)
- Other off-campus housing listings:
  - <http://annarbor.craigslist.org/>

Division of Student Affairs
University of Michigan




---

- U.S. bank account recommended
  - Look for convenient Automatic Teller Machines (ATMs) and bank locations
  - Social security number not required to open account
  - Most banks don't require SSN for online banking
- Bank ATM's, Networked ATM's
  - ATMs usually charge fees to members of other banks
- Local bank information:
  - <http://www.umich.edu/-info/pdf/banksurvey11.pdf>
  - [http://www.umich.edu/-info/moneyMatters.html#anchor\\_banks](http://www.umich.edu/-info/moneyMatters.html#anchor_banks)

Division of Student Affairs
University of Michigan




---

- Cell Phones: Prepaid & Contract
- Landlines: AT&T and other local companies
- UM housing phones: Northwood Community Apartments, Lawyers Club
  - <http://www.itcom.itd.umich.edu/telephone/students.html>
- Calling Cards (Phone Cards):
  - Can purchase on the internet
- Skype®
  - Internet calling & video conferencing service

Division of Student Affairs
University of Michigan



## Government Identification

---

- We recommend that you have either a Michigan Driver's License or a Michigan Personal ID Card. These are safer to carry than your passport.
- Michigan Driver's License
  - Written test and road test
- Michigan Personal ID Card
  - If you don't want a Driver's License
  - Convenient, recognizable ID in the US



 <http://internationalcenter.umich.edu/life/license.html>

Division of Student Affairs
University of Michigan



## Transportation

---

- UM Blue Buses
  - FREE! No ID required.
  - Routes between Central, North, and South campuses
- Ann Arbor & Ypsilanti
  - FREE to ride with valid U-M ID
- Farther away from Ann Arbor
  - AirBus, Michigan Flyer (bus) & shuttles to Metro Detroit Airport
  - Train (Amtrak) and buses (Greyhound, Megabus)
- Zip car: <http://www.zipcar.com/umich/>





[www.pts.umich.edu](http://www.pts.umich.edu)



[www.theride.org](http://www.theride.org)

Division of Student Affairs
University of Michigan

---

- In case of an emergency:
  - Dial 911
  - Blue light emergency phones on campus
- Remember general safety tips:
  - Keep your belongings with you at all times
  - Be aware of your surroundings
  - Walk with a friend at night
  - More advice at : <http://police.umich.edu>
- Register for UM Emergency Alerts through Wolverine Access

Division of Student Affairs
University of Michigan



## Recreational Facilities

- UM has a number of athletic facilities including:
  - Central campus recreation building (CCRB)
  - North campus recreation building (NCRB)
  - Intramural sports building (IMSB)
- Visiting scholars may purchase a user pass to any of these facilities at the faculty/staff rate:
  - <http://www.recsports.umich.edu/>

 Some off-campus options:  
<http://www.internationalcenter.umich.edu/life/recreation.html#fitness>


Division of Student Affairs University of Michigan



## UM and Community Organizations

- UM Student Organizations
  - Over 1100 student organizations on campus
  - Many are open to scholars
  - Maize Pages <http://www.umich.edu/~maizepgs/>
  - Search type = international for international organizations
- Religious Organizations
  - Spiritual Resources : <http://www.umich.edu/~religion/>
  - Maize Pages: search type = religious
  - Arborweb (City Guide > Religion) [www.arborweb.com](http://www.arborweb.com)
- International Communities
  - International Neighbors: [www.international-neighbors.org/](http://www.international-neighbors.org/)
  - Ecumenical Center and International Residence: [www.ecir.org/](http://www.ecir.org/)


Division of Student Affairs University of Michigan



## Scholars with Families

- Work/Life Resource Center
  - <http://www.hr.umich.edu/worklife/>
  - Help finding child care, tutoring, etc.
  - Help balancing work and personal responsibilities
- Students with Children Web Page
  - Some information also applies to scholars
  - <http://www.studentswithchildren.umich.edu/>
- Northwood Community Apartments
  - Community Center and Services
  - <http://www.housing.umich.edu/northwood/community-center>

Division of Student Affairs University of Michigan



## Summer Orientation

- Various workshop topics designed to make your transition easier:
  - Introduction to UM and Ann Arbor, banking, getting around Ann Arbor and personal safety, shopping, etc.
  - Buy a used car and how to maintain a car, driving in the U.S.
  - How to use UM international health insurance plan
  - Tax forms for UM employees

Workshop presentations/handouts available at:  
 [http://www.internationalcenter.umich.edu/events/orientation\\_events.html](http://www.internationalcenter.umich.edu/events/orientation_events.html)



Division of Student Affairs University of Michigan




## Workshops & Events


- Informational workshops offered throughout the year including:
  - Government regulations, U.S. taxes, U.S. culture
- Cultural, social events and volunteer opportunities:
  - Visit area attractions and meet other international scholars
  - Join "U-M International Center Events" Facebook Page 

 <http://internationalcenter.umich.edu/events/index.html>

Division of Student Affairs University of Michigan



## Services on Campus

- Faculty & Staff Assistance Program (FASAP)
  - Confidential help with personal, emotional, family and work place issues
  - Counseling and stress management
  - Location: Administrative Services Building
    - Hoover and Greene Streets
    - UM Commuter bus stop
  - <http://www.umich.edu/~fasap/index.html>
- Spectrum Center- Gay, Lesbian, Bisexual, Transgender Resource
  - Programming, social events, and support
  -  <http://internationalspectrum.umich.edu/>

Division of Student Affairs University of Michigan



## Resources

---

- English Language Institute
  - Conversation Circles
  - English Learning Links for self-study
  - <http://sitemaker.umich.edu/eli.resources/home>
- International Institute
  - 18 centers and programs focused on specific world regions and global themes
  - Offers seminars, noon lectures, films, conferences, special presentations, etc.
  - Events are generally free and open to the public.



Division of Student Affairs University of Michigan



## Resources

---

- International Center website: Life in Ann Arbor
  - <http://www.internationalcenter.umich.edu/life/>
  - More details about topics covered today.
  - Additional information about laws, English language classes, shopping, recreation, travel, entertainment, child care, activities for children, resources for spouses, spiritual resources, etc.

Division of Student Affairs University of Michigan



## Resources

---

- UM Postdoctoral Association (PDA)
  - orientation, networking coffee hour, picnic, seminars, career development resources for post doctoral fellows.
  - <http://sitemaker.umich.edu/umpda/home>
- Center for Research on Learning & Teaching (CRLT)
  - [http://www.crlt.umich.edu/gsis/gsl\\_seminars.php](http://www.crlt.umich.edu/gsis/gsl_seminars.php)
- Smoke-Free Campus
  - <http://www.hr.umich.edu/smokefree/>




Division of Student Affairs University of Michigan




---

## Health Care & Insurance

---




## Health Care & Insurance

---

### U-M Insurance Requirement

Division of Student Affairs University of Michigan



## Health Care & Insurance

---

### Who is REQUIRED to have insurance?

- F-1 and J-1 students and scholars sponsored by the University of Michigan.
- Your F-2 and J-2 dependents.
- Entire time as U-M F1/J1 student/scholar or F2/J2 dependent.

Division of Student Affairs University of Michigan




## Health Care & Insurance

**Why you MUST have insurance:**

- Required by UM and by US visa regulations.
- Health care in the US is very expensive.
- Not subsidized by government.
- UM is not responsible for your health care expenses.

Division of Student Affairs University of Michigan



## Health Care & Insurance

**ALL** new U-M F-1/J-1 students and scholars (U-M sponsored) are automatically enrolled in the Aetna Student Health international plan.

Division of Student Affairs University of Michigan



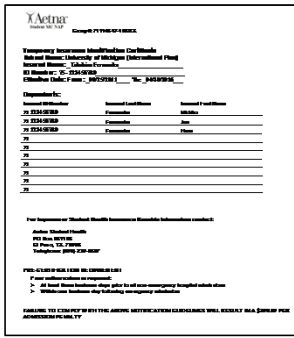
## Health Care & Insurance

- Your insurance will continue until your I-20 or DS-2019 end date. If that end date changes, your insurance end date will also change.
- If you leave before your program end date, submit an Early Departure Form to the International Center.

Division of Student Affairs University of Michigan

## Health Care & Insurance

At the end of the check-in program you will receive an Insurance Certificate



Division of Student Affairs University of Michigan



## Health Care & Insurance

F-2/J-2 dependents are automatically listed on your plan.

Visit the Insurance Advisor in the International Center Health Insurance Office to:

- Remove dependents who are not in the US.
- Add non-SEVIS dependents to your insurance plan.

Division of Student Affairs University of Michigan



## Health Care & Insurance

Once you receive your Insurance Certificate:

- Coverage begins IMMEDIATELY.
- Coverage is WORLDWIDE.
- **ALWAYS** carry your card (certificate) with you

Division of Student Affairs University of Michigan


 Health Care & Insurance

---

**Are there alternatives?**

---

Division of Student Affairs University of Michigan

 Health Care & Insurance


---

**YES:**

- **Employees** of UM may be eligible for other insurance.
- To enroll: <http://www.umich.edu/~benefits/> ➔ "Benefits Enrollment"
- Your Aetna Student Health Plan will be automatically cancelled.
- Cancellation date will depend on when your U-M benefits begin.

---

Division of Student Affairs University of Michigan

 Health Care & Insurance

---

**YES:**

- Other health insurance **that meets U-M standards**  
– [www.internationalcenter.umich.edu/](http://www.internationalcenter.umich.edu/) 'Health Insurance' ➔ 'Obtaining an Insurance Requirement Waiver'
- Submit waiver request form & documentation **within 30 days from today**
- If no waiver form is submitted/your request is denied, you will be required to keep & pay for International Health Insurance

---

Division of Student Affairs University of Michigan


 Health Care & Insurance

---

**Getting Health Care**

---

Division of Student Affairs University of Michigan

 Health Care & Insurance

---

**EMERGENCY—CALL 911**

- Fire department, ambulance, or police.
- Wait for ambulance to arrive.

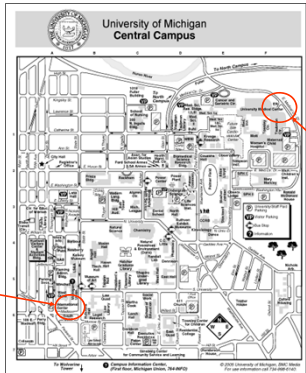
OR

- Go to the Emergency Room at the nearest hospital.

---


Division of Student Affairs University of Michigan

**Health Care & Insurance**




---

Division of Student Affairs University of Michigan

 **Health Care & Insurance**

---

- The following slides are for the UM International Insurance plan
- If you select a different insurance plan, your instructions will be different.
  - Example: if you change to an insurance plan for U-M employees, read <http://www.benefits.umich.edu> and information your insurance company will send you.

Division of Student Affairs University of Michigan

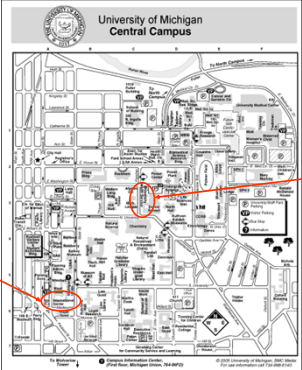
 **Health Care & Insurance**

---

- University Health Service (UHS)
  - 207 Fletcher St, U-M Central Campus
  - [www.uhs.umich.edu](http://www.uhs.umich.edu)
- Clinic for students and visiting scholars
- For minor emergencies and non-emergency illness
- Eye exams
- Pharmacy

Division of Student Affairs University of Michigan

**Health Care & Insurance**



**International Center**

**University Health Service (UHS)**


Call for Appointment: 734.764.8325

Walk-ins: Building Hours

Ask-a-Nurse 734.763.4511

Urgent question when UHS is closed: 734-662-5674

Division of Student Affairs University of Michigan


 **Health Care & Insurance**

---

**For Non-Emergencies**

1. Go to UHS first. You pay \$0.
  - \* If you go to ER or non-UHS doctor first, you will pay \$50.
2. Get a referral if you need to see a specialist outside of UHS.
3. U-M Health System is in your preferred provider network.

Division of Student Affairs University of Michigan

 **Health Care & Insurance**


---

**For Family Care**

1. Family Health Service (scholars, spouses, children), Community Family Health Center (scholars, spouses, children) or East Ann Arbor Health Center (children only): **\$10** per issue.
2. If you go to another health center or doctor first: **\$50** per issue.
3. Coverage for children age five and under includes "well-child care" and immunizations.
4. Get a referral if you need to see additional doctors.
5. U-M Health System is your preferred provider network

Division of Student Affairs University of Michigan

**Health Care & Insurance**



**Family Health Service**

Call for Appointments: 734.647.1636

Division of Student Affairs University of Michigan



## Health Care & Insurance

### How Insurance Works

1. Pay insurance charge every month.
2. Get treatment for illness or accident.
3. Show them your AETNA STUDENT HEALTH insurance card/certificate.
4. The doctor/hospital will bill Aetna Student Health.
5. Aetna Student Health may ask for additional information.
6. Aetna Student Health will pay their amount of the bill.
7. If you owe money, you will receive a bill from the doctor/hospital.

Division of Student Affairs

University of Michigan



## Health Care & Insurance

### Coverage Highlights

For each accident, illness, or pregnancy, claims are paid at the rates below - **full details in brochure.**

Medical Bill	Insurance Pays	You Pay
\$0- \$5,000	100%	0%
\$5,001- \$40,000	80%	20%
\$40,001 - \$1,000,000	100%	0%

Division of Student Affairs

University of Michigan



## Health Care & Insurance

### Coverage Highlights

- In-patient (hospital stay)
- Outpatient (visit doctor and return home the same day)  
Pregnancy and childbirth
- Medical Evacuation and Repatriation
- Mental health and drug or alcohol abuse (lower limits apply).
- Prescription drugs covered at 90%

Division of Student Affairs

University of Michigan



## Health Care & Insurance

### Medical Evacuation, Repatriation and Travel Assistance Coverage

- On Call International provides medical evacuation, repatriation and limited travel assistance.
- Contact On Call BEFORE making arrangements.
- More information - read NOW to be prepared for an emergency
  - Brochure
  - <http://www.aetnastudenthealth.com/> University of Michigan in "Find Your School" Search Box ➔ Travel Assistance ➔ Travel Coverage
- **Please also ask your relatives/friends to read this information so that they will know what assistance is available in the event of an emergency.**

Division of Student Affairs

University of Michigan



## Health Care & Insurance

### NOT covered or strictly limited? (Partial list)

- Check-ups, immunizations, or diagnostic tests for anyone without symptoms.
  - Exceptions:
    - Gynecological exams *are* covered
    - Routine breast exams *are* covered for women 35 and over
- Dental care.
  - For \$25/year you can enroll in a dental DISCOUNT program. <http://www.aetnastudenthealth.com/> ➔ Find Your School (type "University of Michigan") ➔ Dental Discount Program: Enroll

Division of Student Affairs

University of Michigan



## Health Care & Insurance

### NOT covered or strictly limited? (Partial list)

- One eye exam/year at UHS is covered with \$15 co-pay, but eyeglasses or contacts are not covered.
- Medicine not prescribed by doctor. UHS has some over-the-counter (OTC) drugs at reduced prices.

Division of Student Affairs

University of Michigan




## Health Care & Insurance

---

# How to Pay for U-M International Health Insurance

Division of Student Affairs      University of Michigan




## Health Care & Insurance

Cost (until August 31, 2011)

Insured	\$/Month
Primary	\$99
Primary + Dependent (1)	\$411
Primary + Dependents(>1)	\$723

Division of Student Affairs      University of Michigan



## Health Care & Insurance

Cost (from 9/1/2011 through 8/31/2012)  
(Rates may change from 9/1/2012)


Insured	\$/Month
Primary	\$89
Primary + Dependent (1)	\$321
Primary + Dependents(>1)	\$554

Division of Student Affairs      University of Michigan

## Health Care & Insurance

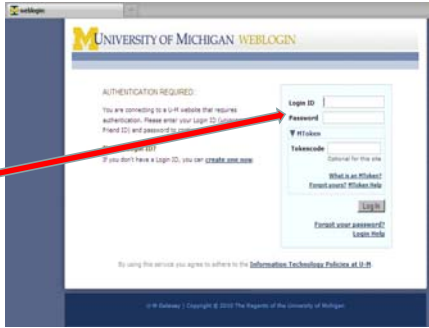
Go to <http://wolverineaccess.umich.edu>

Click on Student Business



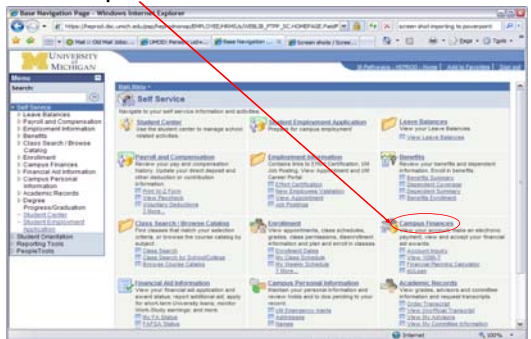
## Health Care & Insurance

Login using your Uniqname and Kerberos password

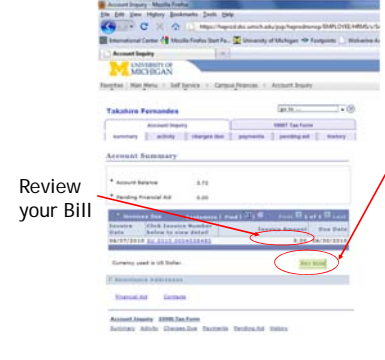


## Health Care & Insurance

Click on Campus Finances



## Health Care & Insurance



Review your Bill

Pay online, in person, or by mail.

Insurance payment is due by the end of a month for that month.

If you do NOT pay, you WILL receive a \$30 late fee.

## Health Care & Insurance


**Student Financial Services (SFS)**

- Bill Problems
- Late Fees

**Email:**  
Ums-fo@umich.edu

**Call:**  
734.764.7447

**Location:**  
Student Activities Bldg  
515 E. Jefferson



University of Michigan  
Central Campus


**Cashier's Office**

- Pay Cash or Check

**Email:**  
Cashiers.Office@umich.edu

**Call:**  
734.764.7447

**Location:**  
Student Activities Bldg  
515 E. Jefferson  
(2<sup>nd</sup> floor)




## Health Care & Insurance

---

- Permanent Card sent by Aetna Student Health . Update your current address in: Wolverine Access ➡ Campus Personal Information
- Request replacement cards or print out temporary ID cards at:  
[www.aetnastudenthealth.com](http://www.aetnastudenthealth.com)

Division of Student Affairs
University of Michigan



## Health Care & Insurance

---

### Your Responsibilities

1. Maintain health insurance for the ENTIRE length of your program.
2. Check your Wolverine Access account and PAY your bills.
3. Submit paper form to request an insurance waiver UNLESS you have insurance through U-M employment.
4. Keep all insurance and medical records for 3 years.
5. Submit an early departure form if necessary.

Division of Student Affairs
University of Michigan



## Health Care & Insurance

---

### Questions?

**Go Online**

[www.internationalcenter.umich.edu/](http://www.internationalcenter.umich.edu/)  
[www.aetnastudenthealth.com](http://www.aetnastudenthealth.com)

**Contact Us**

Email: [ihl@umich.edu](mailto:ihl@umich.edu)  
Phone: 734.647.2303

**Visit Us**

Location: International Center Room 5  
Office Hours: Monday 1:00 PM - 2:00 PM; Tues - Fri. 1:00 PM - 5 PM


Division of Student Affairs
University of Michigan




---

## U.S. Immigration Regulations

---




## U.S. Immigration Regulations

---

- Document Review
- Travel
- Incidental Employment
- Scholar Responsibility Checklist
  - maintaining your J status
- Document Submission

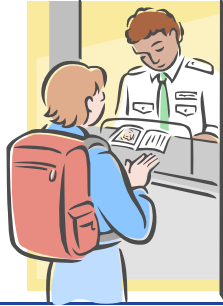
Division of Student Affairs
University of Michigan



## Document Review

---

- Passport
- Visa
- I-94
- DS-2019



Division of Student Affairs
University of Michigan

### Document Review

#### Passport

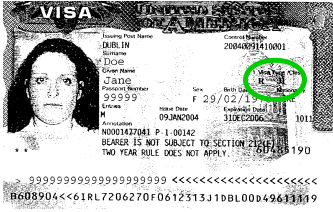
- **MUST** be valid at all times
  - *Recommended:* at least 6 months into the future (required for entry to U.S.)
- Contact your embassy for extensions while inside the U.S.



### Document Review

#### Visa

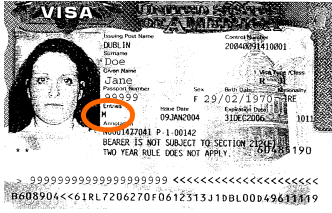
- **ONLY** an entry document (not required for Canadians)
- Visa Type Class (J1; J2 for dependents)



### Document Review

#### Visa

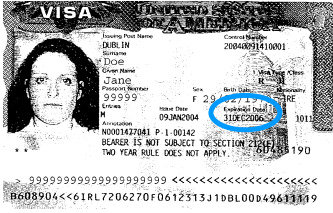
- **ONLY** an entry document (not required for Canadians)
- Visa Type Class (J1; J2 for dependents)
- Entries (M, 1, 2)



### Document Review

#### Visa

- **ONLY** an entry document (not required for Canadians)
- Visa Type Class (J1; J2 for dependents)
- Entries (M, 1, 2)
- **CAN** expire



### Document Review

#### Visa

- **ONLY** an entry document (not required for Canadians)
- Visa Type Class (J1; J2 for dependents)
- Entries (M, 1, 2)
- **CAN** expire
- **Transfers:** different school code **NOT** OK (need new visa)

### Document Review

#### Visa

**SPECIAL NOTE:**

- 212e - Two Year Home Residency Requirement
- NO H1B, L, or permanent residency until you have lived 2 years in your home country
- DOES NOT apply to other visas (i.e. B1/B2, F1)
- CAN be waived, talk to an advisor

### Document Review

#### I-94

- Small, white card from airplane
- **MOST** important immigration document you have
- Duration of Status (D/S)

### Document Review

#### DS-2019

- **CANNOT** expire
  - Department must request extension

### Document Review

#### DS-2019

- **CANNOT** expire
  - Department must request extension
- Category & Subject Field Code

### Document Review

#### DS-2019

- **CANNOT** expire
  - Department must request extension
- Category & Subject Field Code
- 212e

## Document Review DS-2019

- **CANNOT** expire
  - Department must request extension
- Category & Subject Field Code
- 212e
- Travel Signatures (valid 1 year)

The image shows a sample DS-2019 form. A blue circle highlights the signature area at the bottom right, which includes the name 'James Lee' and a signature.



## Travel Outside the U.S.

- **All** travel signatures valid for **ONE** year
  - Can use as many times as necessary
- **When travelling, carry with you:**
  - Valid DS-2019 with current travel signature
  - Valid passport (*6 months minimum from re-entry*)
  - Valid visa (*there may be an exception for Canada, Mexico, & adjacent islands*)

Division of Student Affairs

University of Michigan



## Immigration Documents: They are important!

- Store your immigration documents in a secure place
- Keep photocopies of all of your documents in a separate place from the originals.
- Never throw away any old immigration documents. You may need them in the future.
- Domestic travel: carry original documents

Division of Student Affairs

University of Michigan



## Incidental Employment

- **MAY** be eligible to conduct occasional lectures and short-term consultations that are not for the U-M campus/community
- Authorization from IC **PRIOR** to activity **REQUIRED**
- To be eligible, opportunity must:
  - be directly related to the objectives of your J-1 program at U-M
  - be incidental to your primary program activities
  - not delay the completion date of your J-1 program at U-M

Division of Student Affairs

University of Michigan



## Social Security Number (SSN)

- J-1 scholars *are eligible* for SSN
  - You're SSN letter is attached to your temporary proof of health insurance
- J-2 dependents *can apply* for work authorization
  - They will be eligible for SSN once work authorization has been granted.

**DO NOT** apply for SSN until you have been in the U.S. for 10 days or 4 days after this check-in, *whichever is later.*

Division of Student Affairs

University of Michigan



## Scholar Responsibilities

### Addresses

- Update **today** in Wolverine Access
  - **CURRENT** = U.S. physical address
  - **PERMANENT** = home country address (*CANNOT be U.S.*)
  - **EMERGENCY** = strongly recommended
- Must report changes of address within 10 days




Address Notification Guidelines:

<http://internationalcenter.umich.edu/immig/addressnotify.html>

Division of Student Affairs

University of Michigan




## Scholar Responsibilities

---

- Check your @umich.edu email regularly
- Inform the IC if:
  - you leave U.S. >30 days before your program end date
  - plan to transfer to another U.S. institution
- Questions? - Stay Informed!
  - [www.internationalcenter.umich.edu](http://www.internationalcenter.umich.edu)
  - Email: [icenter@umich.edu](mailto:icenter@umich.edu)
  - Meet with an advisor (*check IC website for available times*)

---

Division of Student Affairs
University of Michigan



## Document Submission

---

Put in your red plastic folder:

- Responsibility Checklist (*sign & date*)
- **Original** immigration documents
  - Your passport with I-94
  - DS-2019
- **One copy** of each of your immigration documents:
  - DS-2019
  - I-94 card (front only)
  - J-1 visa
  - passport biographical & expiration page(s)
- **One copy** of each of your dependents' immigration documents (*see above list*)

---

Division of Student Affairs
University of Michigan

## Scholar Responsibility Checklist

As an international scholar, you have an obligation to comply with the immigration laws and regulations of the United States. It is illegal to violate U.S. federal immigration laws and regulations for any reason whatsoever. As an exchange visitor with J-1 status, you are responsible for learning, understanding, and complying with the U.S. laws and regulations that apply to you. Your failure to be aware of and comply with these requirements could jeopardize your stay in the United States.

### You need to remember the following:

- Report address changes, through Wolverine Access, within 10 days of any change in your U.S. or home country address.
- Keep your passport valid.
- Always have a valid DS-2019. Extensions may be requested by your sponsoring department.
- Obtain a travel signature as needed.
- Inform the International Center (IC) if you end or leave your program before your DS-2019 expires.
- Abide by employment regulations. Meet with an International Student and Scholar Advisor (ISSA) to obtain authorization before engaging in any activity for which you will receive payment from an institution other than the University of Michigan.
- Check your University of Michigan e-mail regularly for updates from the International Center and read IC e-mails carefully. Follow up as necessary.
- Make an appointment with an International Center advisor for any questions you may have regarding your immigration status or regulations.
- Maintain health insurance at all times. Health insurance must meet U of M standards.

**I have read and understand this information, and knowingly accept full responsibility for maintaining my status as an international student during the duration of my studies at the University of Michigan.**

## J-1 VISITING SCHOLAR & PROFESSORS: IMPORTANT IMMIGRATION INFORMATION

The general purpose of the Exchange Visitor Program is to promote international educational and cultural exchange to develop mutual understanding between the people of the U.S. and other countries. At U-M, there are three types of J-1 exchange visitors: students, visiting scholars, and visiting professors. An exchange visitor must not be a candidate for a tenure-track position.

- J-1 visiting research scholars primarily conduct research, observe, or consult in connection with a research project. The visiting scholar may also teach or lecture.
- J-1 visiting professors primarily teach, lecture, observe, or consult. The visiting professor may also conduct research.
- J-1 visiting short term scholars can be professors, research scholars, specialists, or persons with similar education or accomplishments coming to the U.S. on a short-term visit for the purpose of lecturing, observing, consulting, training, or demonstrating special skills.
- J-1 specialists are individuals who are expert in a field of specialized knowledge or skill who come to the U.S. for observing, consulting or demonstrating those special skills.

### **Maintaining Legal J-1 Status**

As a J-1 exchange visitor, you must meet certain obligations to maintain legal immigration status. Maintaining status is necessary to receive the benefits of J-1 status in the future, such as applying for a change of status, if needed. Failure to maintain your non-immigrant status can result in serious problems with immigration and could lead to deportation from the U.S.

To maintain legal J-1 status, a J-1 visiting scholar or professor must:

- Attend the mandatory immigration check-in program at the U-M International Center.
  - Have a valid DS-2019. Extensions can be completed with your J-1 sponsor.
  - Have a valid passport. The passport must be valid for at least 6 months into the future on the day you return from your trip abroad.
  - Conduct employment only as indicated on the DS-2019.
- NOTE:** *Departments must contact the U-M International Center if they would like the exchange visitor to engage in collaborative work outside of U-M or if the exchange visitor wishes to participate in occasional lectures at another institution.*
- File timely and appropriate transfer and extension notification to the Exchange Visitor Program (EVP) through the sponsoring agency.
  - Maintain required health insurance coverage.
  - Update your current and permanent address information at [wolverineaccess.umich.edu](http://wolverineaccess.umich.edu) within 10 days of moving.

### **Health Insurance Requirement**

All exchange visitors and their accompanying dependents at the University of Michigan are required to have health insurance coverage that meets the University's standards for the entire duration of your J-1 program. You will be enrolled in an approved insurance program at the mandatory immigration check-in program. If your government or program sponsor is providing you with health insurance, you will later have the opportunity to apply for a waiver of the mandatory health insurance. In order for a waiver to be granted, your health insurance coverage must be proven to meet U-M standards, so please bring a copy of the insurance policy with you to the U.S. Health insurance is not an option - it is a requirement.

### **Travel Outside the U.S. and Reentry**

When traveling outside the United States, you will need to have the proper documents to return. You may need a valid J-1 visa (the visa stamp in your passport.) Reentry from Canada, Mexico, and the adjacent islands may be allowed with an expired visa. In addition, you will need a DS-2019 with a travel signature from a Responsible Officer or an Alternate Responsible Officer at the U-M International Center. The signature is valid for one year (or to the end date of your current DS-2019, whichever is sooner) following the signature date.

If you are visiting Canada, you may need to apply for a visitor visa to enter Canada. The closest Canadian consulate is located in Detroit.

For more information, consult our Travel Advisory at the International Center website.

### **Two-Year Foreign Residency Requirement (212[e])**

Under specific circumstances, a J-1 exchange visitor may incur a Two-Year Foreign Residency Requirement. The J-2 dependents are subject to this same requirement if the J-1 visa holder is subject to the requirement. This means that neither the J-1 nor the J-2 may change immigration status to H, L, or Permanent Residency without first returning to his/her country for two years or obtaining a waiver of this requirement. If the Two-Year Foreign Residency Requirement applies, change of status to another non-immigrant classification, such as F-1, in the U.S. is prohibited. If the individual is subject to this requirement, the J-1 visa stamp or DS-2019 form will indicate that the bearer is subject to "212(e)".

For more information about 212(e), refer to Two-Year Foreign Residency Requirement and Waiver at the International Center website or to the U.S. Department of State web site at [http://travel.state.gov/visa/temp/types/types\\_1267.html](http://travel.state.gov/visa/temp/types/types_1267.html).

### **Twenty-four month bar on repeat participation [22 CFR § 62.20(i)(2)]**

A professor or research scholar who completes or has completed a J-1 program of five years or less on or after November 18, 2006, is not eligible for repeat participation as a professor or research scholar for a period of twenty-four months following the J-1 program end date (DS-2019 end date) as recorded in the Student Exchange Visitor Information system (SEVIS).

### **Twelve-month bar after previous J participation [22 CFR § 62.20(d)(ii)]**

Time spent in the U.S. in another J status may affect an alien's eligibility for participation as a "**professor**" or "**research scholar**." An individual is not eligible to "*begin a new program*" if he/she was physically present in any J status (including J-2 status) for 6 months or more during the immediately preceding 12 months from the date of program commencement set forth on the new Form DS-2019, unless: 1) the participant is transferring to U-M Exchange Visitor Program in the same category; or 2) the participant's presence in the U.S. was pursuant to a "Short-term scholar" exchange activity.

### **Employment**

J-1 visiting scholars and professors are eligible to work as described on the DS-2019 and may potentially accept additional employment as authorized by the U-M International Center in accordance with regulations.

### **J-1 Visiting Scholars and Professors**

In addition to employment at the University of Michigan, J-1 visiting scholars and professors are only eligible to be authorized for incidental employment, such as providing occasional lectures or consulting. Incidental employment must be approved by U-M International Center prior to the activity. For more information, refer to Incidental Employment for J-1 Visiting Scholars and Professors at

### **Dependents**

Dependents are defined as a spouse and minor children (under age 21) of the J-1 exchange visitor. Dependent spouses and children enter the U.S. on J-2 dependent visas. Each dependent is required to have an individual DS-2019 to obtain a J-2 visa stamp from a U.S. embassy or consulate and to enter the U.S. (Canadians are exempt from the visa requirement). For more information, refer to the International Center website.

Having J-2 status does not enable a J-2 dependent to work, but it gives the person the ability to apply for permission to work from the U.S. Citizenship and Immigration Services (USCIS) office through an Employment Authorization Document (EAD) (Form I-766). The J-2 dependent does not have legal permission to work until the EAD is approved by USCIS. For more information, refer to J-2 Dependent Employment Authorization Document page at the International Center website.

### **Taxes**

All J-1 exchange visitors must file federal tax forms every year that they are in the U.S. The deadlines to file the forms are April 15, if U.S. money is earned, and June 15, if no U.S. money is earned. For more information, refer to Taxes and Social Security section of the International Center website.

### **Grace Period**

When a J-1 exchange visitor completed his or her program, a 30-day grace period begins. During these 30 days he/she may remain in the U.S. and prepare to leave. It is not permissible to work during the grace period. Nor may one exit the U.S. and reenter as a J-1 during the grace period.

### **Department of State Exchange Visitor Program**

The J-1 Exchange Visitor Program is administered by the Office of Exchange Coordination and Designation, in the Bureau of Educational and Cultural Affairs of United States Department of State. Our J-1 Program is overseen by the Academic and Government Division.

Office of Exchange Coordination and Designation  
ECA/EC/AG - SA-44, Room 732  
301 4th Street, S.W.  
Washington, D.C. 20547  
202.203.5029  
[Jvisas@state.gov](mailto:Jvisas@state.gov)

**Note: This is a brief overview only. Because of the complexity of immigration regulations, it is advisable to consult with an International Student and Scholar Advisor (ISSA) at the International Center for details.**