


# WELCOME TO COLORADO STATE UNIVERSITY!



Colorado State University  
OFFICE OF INTERNATIONAL PROGRAMS

# ORIENTATION AGENDA

- Introductions
  - Fort Collins International Center
  - Overview of International Student and Scholar Services and the J-1 Exchange Visitor Program
  - Information about your immigration documents and how to maintain your J-1 immigration status
  - Resources to help you get connected and involved with the CSU and Fort Collins community
  - Immigration document review/check-in
- 

# FORT COLLINS INTERNATIONAL CENTER

## What

A non-profit community organization for those eager to learn about and share the riches of our world's cultures

## When

Since 1967

## Who

ALL volunteers

## Website

<http://www.fortcollinsinternationalcenter.org/>

# FRIDAY AFTERNOON CLUB (FAC)

- Currently cancelled until further notice





# INTERNATIONAL FRIENDS

- The International Friends program brings together CSU international students/scholars and local community residents through Friendship.
- To apply go to the Fort Collins International Center website and fill out an application:  
<http://fortcollinsinternationalcenter.org/international-friends/> .
- For more information e-mail [friends@fortcollinsinternationalcenter.org](mailto:friends@fortcollinsinternationalcenter.org)





# OUTDOOR PROGRAMS

- Currently cancelled until further notice





# CONVERSATIONAL ENGLISH CLASSES

- Practice your English and make new friends at these free drop-in classes!
- Every Monday virtually from 9:30-11 a.m. AND
- Every Thursday virtually from 9:30-11 a.m. AND
- These classes offer language help for all levels, and offer insight into American customs and build community with others. <http://fortcollinsinternationalcenter.org/english-classes/>





# INTERNATIONAL WOMEN'S CLUB

- Free club open to any women wanting to build friendships through sharing activities, experiences, and cultures with other women: <http://fortcollinsinternationalcenter.org/iwc/>
- Meets on Tuesday mornings from 10-11:30 a.m. virtually
- CSU International Women Facebook group: CSU Women Around the World





# GLOBAL AMBASSADORS STUDENT PROGRAM

- An international speakers bureau
- Share your culture, heritage, language, geography and history of your countries with local school classrooms and with other community groups
- <http://fortcollinsinternationalcenter.org/gasp/>



# INTERNATIONAL NIGHT AT THE LIBRARY

Occurs virtually: <http://fortcollinsinternationalcenter.org/library/>





# IMMIGRATION REGULATIONS: YOUR RIGHTS AND RESPONSIBILITIES



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## IMMIGRATION ISSUES

- International Student and Scholar Services (ISSS) is here to help you understand your immigration status, rights, and responsibilities.
- It is vital that you understand your immigration status and know your rights and responsibilities.
- Your immigration status is yours to manage (but ISSS is here to help!).
- Make the most of your immigration benefits while in J-1 status!



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## J-1 EXCHANGE VISITOR PROGRAM

- The purpose of the J-1 Exchange Visitor program is “to increase mutual understanding between the people of the United States and the people of other countries by means of educational and cultural exchanges.”
- All J-1 Exchange Visitors are only able to engage in activities permitted under their program and category.
- Categories of J-1 Exchange Visitors at CSU:
  - Student
  - Research Scholar
  - Short-Term Scholar
  - Professor
  - Student Intern
  - Specialist



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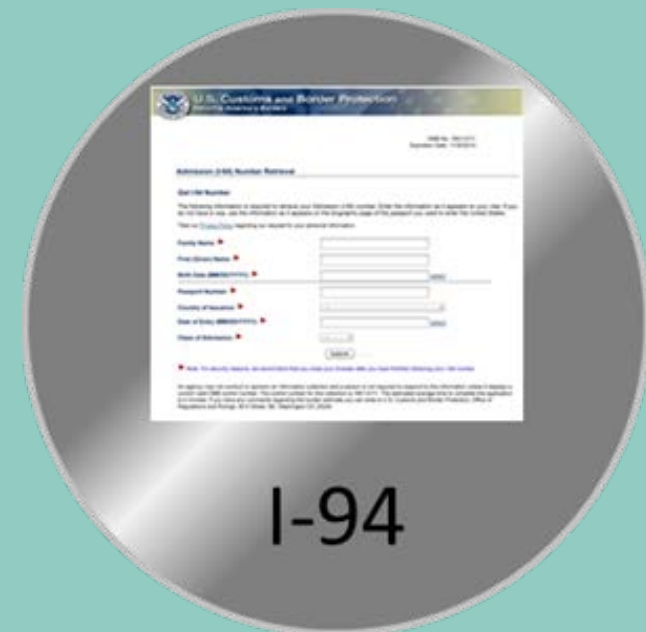


Passport

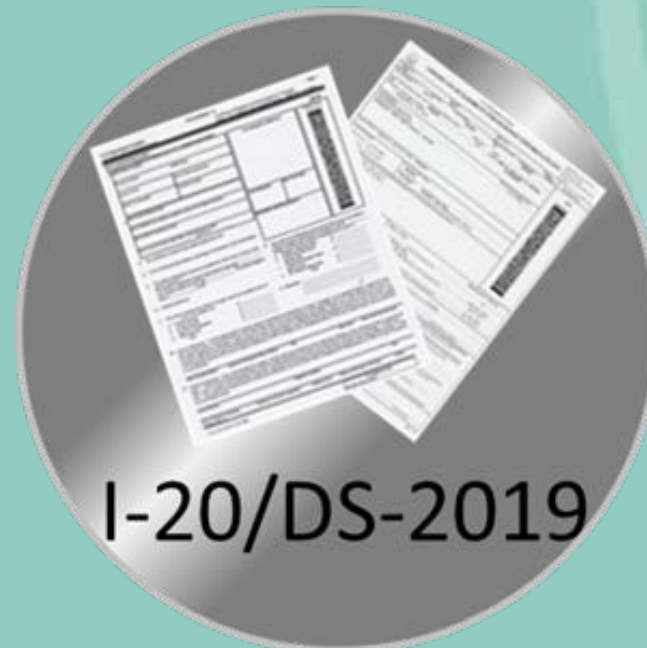


U.S. Visa

# UNDERSTANDING YOUR IMMIGRATION DOCUMENTS



I-94



I-20/DS-2019



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# FOUR PRIMARY IMMIGRATION DOCUMENTS

## Reminders:

- Be sure to keep all documents in a secure place
- You do not need to carry them with you at all times as long as you have a picture identification card
- Retain all DS-2019s for your records, but present the most recent one when travelling



# PASSPORT

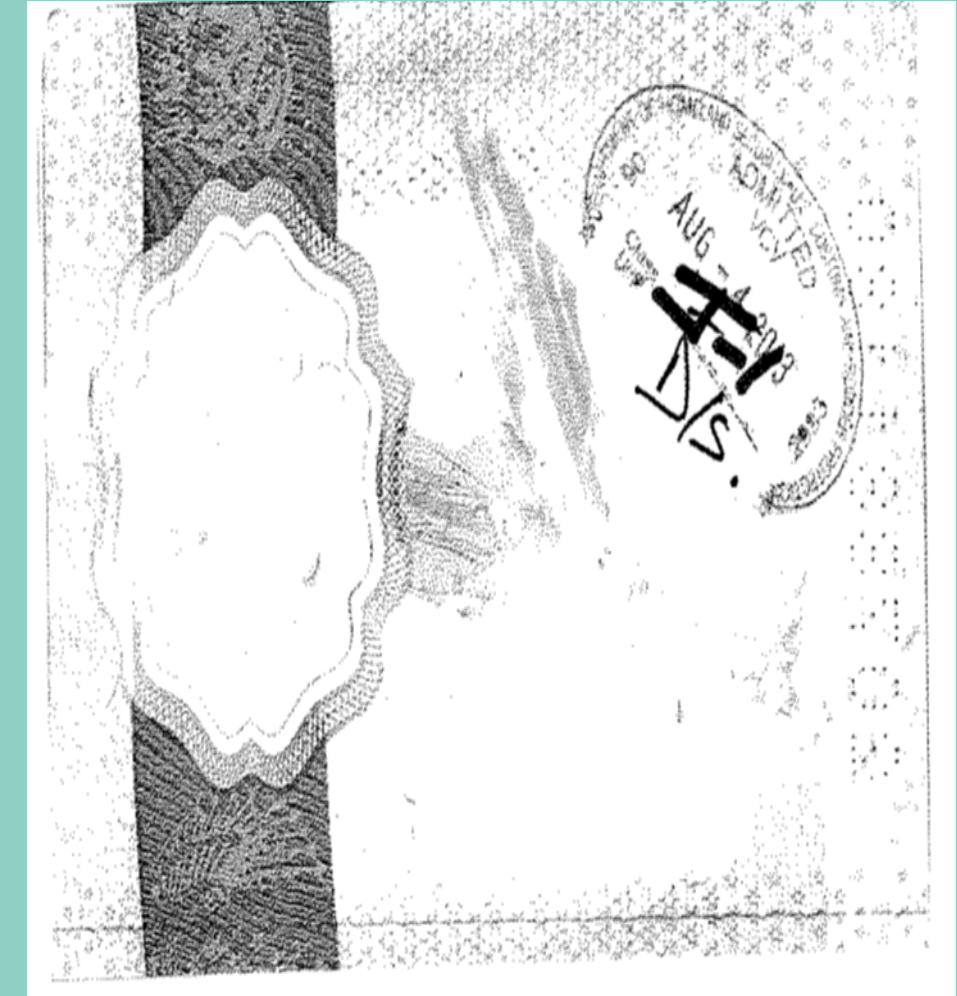
- Your passport must be valid at all times in the United States and should be valid for 6 months into the future.
- Your passport CANNOT expire while in the U.S.
- You must renew your passport with your home country's embassy or consulate a minimum of 6 months prior to its expiration date.





# PASSPORT ARRIVAL AND STATUS STAMP

- Each time you enter the United States, Customs and Border Protection will stamp and notate your passport.
- Please check this stamp each time you enter to make sure it is marked **J-1** (*this needs to match your visa status*) and has **D/S**-stands for *duration of status*.
- Also, check the date listed on the stamp - it should match the date you entered the U.S.



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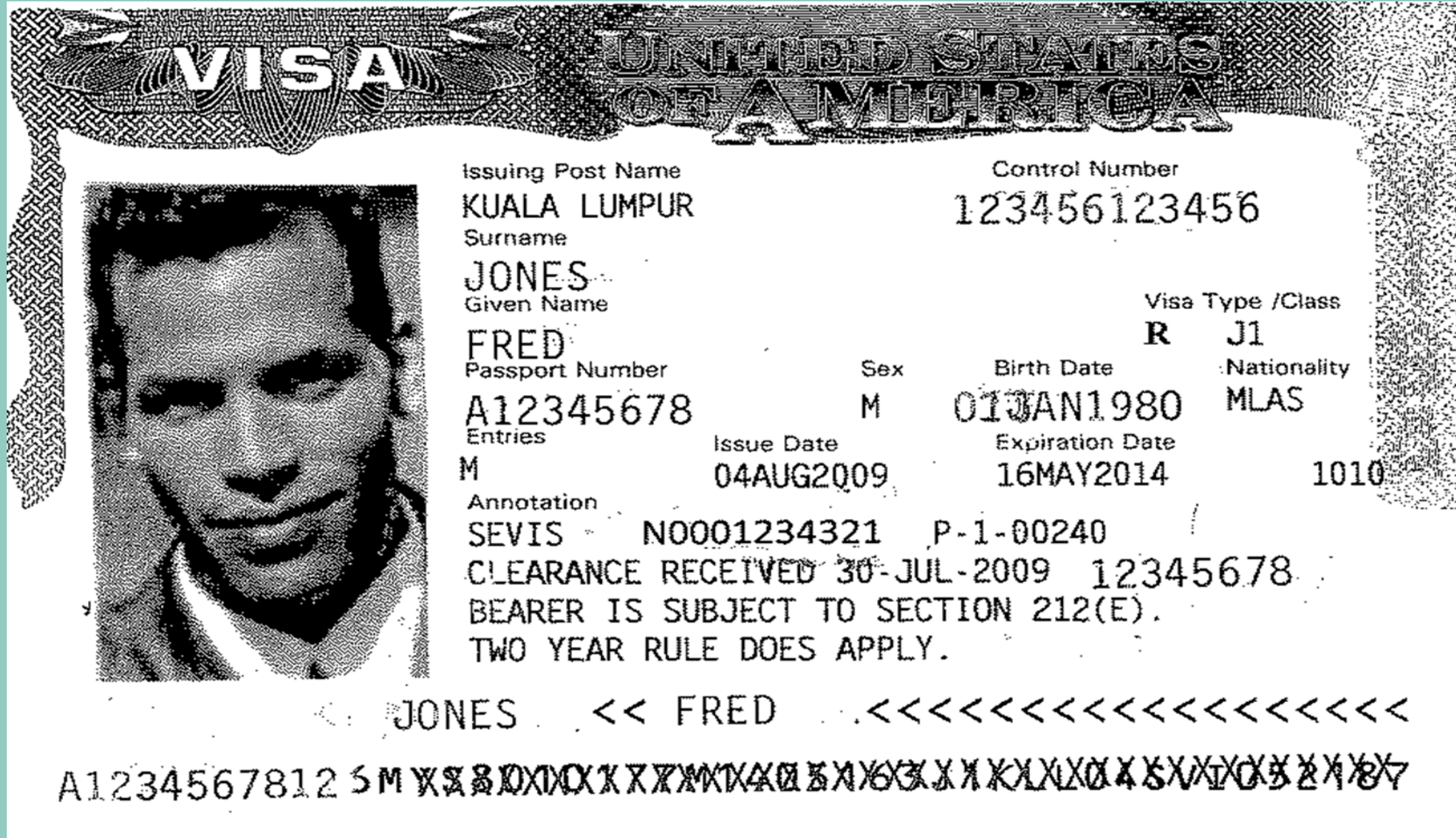
# U.S. VISA

- A valid visa is necessary to enter the U.S.
- Unlike your passport, your visa CAN expire while you are in the U.S. as long as your passport, I-94, and DS-2019 are valid.
- Your visa **MUST** be valid each time you enter the U.S.
- Visa renewal is only permitted outside of the United States.
- Visa length and number of entries varies by country.





# U.S. VISA



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# I-94


- Form I-94 is located by logging onto the Customs and Border Protection website at : <https://i94.cbp.dhs.gov/>
- This form will need to be printed out and presented if you apply for a social security number, a driver's license and/or employment authorization.
- When you log in to your I-94 number, check to be sure it has the following notation:  
**J-1 and D/S**
- If you cannot locate your I-94 number, contact our office for assistance. You may need to travel to DIA for a correction.








# I-94


 Official Website of the Department of Homeland Security


 **I-94 Website**  
Travel Records for  
U.S. Visitors


 **U.S. Customs and  
Border Protection**

 **HOME**

 **APPLY FOR NEW I-94**


 **GET MOST RECENT I-94**

 **VIEW TRAVEL HISTORY**

 **FAQ**

## Official Site for Travelers Visiting the United States: Apply for or Retrieve Form I-94


International travelers visiting the United States can apply for or retrieve their I-94 admission number/record (which is proof of legal visitor status) as well as retrieve a limited travel history of their U.S. arrivals and departures.



### Visiting the U.S. & Arriving via a Land Border?

An I-94 form is needed by all persons except U.S. Citizens, returning resident aliens, aliens with immigrant visas, and most Canadian citizens visiting or in transit. Air and Sea travelers will be issued I-94s during the admission process at the port of entry.


**APPLY FOR NEW I-94**  
(Land Border Travelers Only)



### Already Visiting & Need Proof of Visitor Status?

A traveler lawfully admitted (or paroled) into the U.S. may print their *lawful record of admission* (I-94 form) from this CBP website. If someone requests your admission information, this is the form you would provide.

**GET MOST RECENT I-94**



### Need A History Of Your Arrivals & Departures?

View your U.S. arrival and departure history for the past 5 years (certain types of travel history may not be provided). Please know, this travel history is a tool to assist you but not an official record for legal purpose.

**VIEW TRAVEL HISTORY**

# I-94

Get your most recent I-94 form to prove your legal visitor status in the United States

Enter Traveler Info

Most Recent I-94 Results

## Enter Your Traveler Info

**Note:** The info returned may not reflect applications submitted to or benefits received by U.S. Citizenship and Immigration Services or Immigration and Customs Enforcement.



\* First (Given) Name :

\* Last (Family) Name/Surname :



\* Birth Date :

Day

Month

Year



\* Passport Number :



\* Passport Country of Issuance :



[Cancel](#)

NEXT >

Proceed to your most recent I-94

## Sample Passport



Enter all information exactly as it appears on your travel documentation you used to enter the U.S.

Enlarge the image to see more detail.

## Privacy Act

CBP will retain the information you submit when attempting to access your records through this website for 3 months...

[Read Full Privacy Act Statement](#)



# DS-2019

- CSU's International Student and Scholar Services office created your DS-2019.
- It contains information regarding your J-1 exchange visit.
- A new DS-2019 will need to be issued any time you:
  - Change your source of funding
  - Extend or shorten your program
  - Add or remove dependents
  - Transfer between programs
- Your DS-2019 needs to be valid when you enter the U.S. and must be valid for your entire time here.





U.S. Department of State  
CERTIFICATE OF ELIGIBILITY FOR EXCHANGE VISITOR STATUS (J-NONIMMIGRANT)

OMB APPROVAL NO.1405-0119  
09/30/2017  
ESTIMATED BURDEN TIME: 45 min  
\*See Page 2

1. Surname/Primary Name: <u>Citizen Name:</u>		Gender: <b>MALE</b>	<b>N0008</b>
Date of Birth(mm-dd-yyyy):	City of Birth:	Country of Birth: <b>GERMANY</b>	Citizenship Country Code: <b>GM</b> Citizenship Country: <b>GERMANY</b>
Legal Permanent Residence Country Code: <b>GM</b> Legal Permanent Residence Country: <b>GERMANY</b>		Position Code: <b>214</b>	Position: <b>UNIVERSITY GRADUATE STUDENTS</b>
Primary Site of Activity: <b>Colorado State University Department of Civil and Environmental Engineering Fort Collins, CO 80523</b>			
2. Program Sponsor: <b>Colorado State University</b>		Program Number: <b>P-1-00240</b>	
Participating Program Official Description: <b>PROFESSOR; RESEARCH SCHOLAR; SHORT-TERM SCHOLAR; SPECIALIST; STUDENT ASSOCIATE; STUDENT BACHELORS; STUDENT DOCTORATE; STUDENT INTERN; STUDENT MASTERS; STUDENT NON-DEGREE</b>			
Purpose of this form: <b>OTHER</b> <b>Updated Form DS-2019</b>			
3. Form Covers Period: From (mm-dd-yyyy): <b>01-01-2012</b> To (mm-dd-yyyy): <b>12-31-2016</b>		4. Exchange Visitor Category: <b>RESEARCH SCHOLAR</b> Subject/Field Code: <b>14.0899</b> Subject/Field Code Remarks: <b>Will support the adaptation of the Agro-Ecosystem (AgES) model within the Object Modeling</b>	
5. During the period covered by this form, the total estimated financial support (in U.S. \$) to be provided to the exchange visitor by: Current Program Sponsor funds : \$206,950.00 Total : \$206,950.00			
6. U.S. DEPARTMENT OF STATE / DHS USE OR CERTIFICATION BY RESPONSIBLE OFFICER OR ALTERNATE RESPONSIBLE OFFICER THAT A NOTIFICATION COPY OF THIS FORM HAS BEEN PROVIDED TO THE U.S. DEPARTMENT OF STATE (INCLUDE DATE).		7. Courtney Beardmore Name of Official Preparing Form <b>Office of International Programs Laurel Hall Fort Collins, CO 80523</b> Telephone Number <b>970-491-5917</b> <b>02-12-2016</b> Date (mm-dd-yyyy)	
8. Statement of Responsible Officer for Releasing Sponsor (FOR TRANSFER OF PROGRAM) 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.			
Signature of Responsible Officer or Alternate Responsible Officer		Date (mm-dd-yyyy) of Signature	
PRELIMINARY ENDORSEMENT OF CONSULAR OR IMMIGRATION OFFICER REGARDING SECTION 212(e) OF THE IMMIGRATION AND NATIONALITY ACT AND PL 94-484, AS AMENDED (see item 1(a) of page 2). The Exchange Visitor in the above program: 1. <input type="checkbox"/> Not subject to the two-year residence requirement. 2. <input type="checkbox"/> Subject to two-year residence requirement based on: A. <input type="checkbox"/> Government financing and/or B. <input type="checkbox"/> The Exchange Visitor Skills List and/or C. <input type="checkbox"/> PL 94-484 as amended Name _____ Signature of Consular or Immigration Officer _____ Date (mm-dd-yyyy) _____		TRAVEL VALIDATION BY RESPONSIBLE OFFICER (Maximum validation period is 1 year*) *EXCEPT: Maximum validation period is up to 6 months for Short-term Scholars and 4 months for Camp Counselors and Summer Work/Travel. (1) Exchange Visitor is in good standing at the present time Date (mm-dd-yyyy) _____ Signature of Responsible Officer or Alternate Responsible Officer _____ (2) Exchange Visitor is in good standing at the present time Date (mm-dd-yyyy) _____ Signature of Responsible Officer or Alternate Responsible Officer _____	
THE U.S. DEPARTMENT OF STATE RESERVES THE RIGHT TO MAKE FINAL DETERMINATION REGARDING 212 (e).			
EXCHANGE VISITOR CERTIFICATION: I have read and agree with the statement in item 2 on page 2 of this document.			
Signature of Applicant _____		Place _____ Date (mm-dd-yyyy) _____	



Your information and SEVIS number



CSU's information



Your J-1 category and your program information



Your funding information



Travel signature

2-year home residency requirement (212e)



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# 2-YEAR HOME RESIDENCY REQUIREMENT SECTION 212(E)

- One of these boxes should be checked on your DS-2019:
1. Not subject to the two-year residence requirement; OR
  2. Subject to two-year residence requirement (if subject, should also have a box checked stating why)

The Exchange Visitor in the above program:

1. ☐ Not subject to the two-year residence requirement.
2. ☐ Subject to two-year residence requirement based on:
  - A. ☐ Government financing and/or
  - B. ☐ The Exchange Visitor Skills List and/or
  - C. ☐ PL 94-484 as amended



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# 2-YEAR HOME RESIDENCY REQUIREMENT SECTION

## 212(E)

- If you are subject to the two year home residency requirement, it means that after you finish your J-1 program, you must go back to your home country and be physically present there for two years before you will be eligible to return to the U.S. in immigrant, H, or L status.
- An exchange visitor becomes subject based on:
  1. Government funding
  2. Skills list
  3. Graduate medical education or training
- If subject to this requirement, you cannot change to a different immigration status within the U.S.
- You can leave the U.S. and re-enter in a new non-immigrant status (such a tourist or student visa) before you have fulfilled the 2 years.



Read this page and sign the Exchange Visitor Certification block on the bottom of page 1 and prior to presentation to a United States Consular or Immigration Official.

(a) TWO-YEAR HOME-COUNTRY PHYSICAL PRESENCE REQUIREMENT (SECTION 212(e) OF THE IMMIGRATION AND NATIONALITY ACT AND PL 94-484, AS AMENDED):

NOTE: MARRIAGE TO A U.S. CITIZEN OR LEGAL PERMANENT RESIDENT, OR BIRTH OF A CHILD IN THE UNITED STATES DOES NOT REMOVE THIS REQUIREMENT.

(c) **Limitation of Stay:** **STUDENTS** - as long as they pursue a full course of study towards a degree, or if engaged full-time in a non-degree program, up to 24 months. Students for whom the sponsor recommends academic training may be permitted to remain for an additional period of up to 18 months after receiving their degree or certificate; post-doctoral academic training may be approved by the sponsor for a period not to exceed 36 months; **SECONDARY STUDENTS** - up to 1 academic year; **TRAINEES** - 18 months; **FLIGHT TRAINERS** - 24 months; **TEACHERS, PROFESSORS, and RESEARCH SCHOLARS** - 3 years; **SHORT-TERM SCHOLARS** - 6 months; **SPECIALISTS** - 1 year; **INTERNATIONAL VISITORS** - 1 year; **ALIEN PHYSICIAN** - the time typically required to complete the medical specialty involved but limited to 7 years with the possibility of extension if approved by the U.S. Department of State; **GOVERNMENT VISITOR** - up to 18 months; **CAMP COUNSELOR**- up to 4 months; **SUMMER TRAVEL/WORK**- up to 4 months; **AU PAIR**- 1 year ; **INTERN** - up to 12 months.

(e) **Change of Visa Status:** Exchange visitors (and dependents) are expected to leave the United States upon completion of their program objective. Exchange visitors who are subject to the two-year home-country physical presence requirement are not eligible to change their status while in the United States to any other nonimmigrant category except, if applicable, that of official or employee of a foreign government(A) or an international organization(G) or member of the family or attendant of either of these types of officials or employees.

2. **EXCHANGE VISITOR CERTIFICATION:** I have read and understand the foregoing, including the Two-Year Home-Country Physical Presence Requirement, and agree to comply with the Exchange Visitor Program regulations, as amended (22 CFR Part 62). I certify that all the information on the Form DS-2019 is true and correct to the best of my knowledge. I agree that I will maintain compliance with the insurance regulations as specified in 22 CFR 62.14, including maintaining health insurance coverage for myself and my J-2 dependents throughout my J-1 program. **I understand that it is my responsibility to maintain my exchange visitor status.** For the purposes of 20 U.S.C. 1232g and 22 CFR 62, I authorize the U.S. Department of State-designated sponsor and any educational institution named on the Form DS-2019 to release information to the U.S. Department of State relating to compliance with Exchange Visitor Program regulations.

To facilitate your readmission to the United States after a visit in another country other than a contiguous territory or adjacent islands, you should have the Responsible Officer of your sponsoring organization indicate on the TRAVEL VALIDATION BY RESPONSIBLE OFFICER or Alternate Responsible Officer section of the Form DS-2019 that you continue to be in good standing.

\*EXCEPT: Maximum validation period is up to six months for Short-term Scholars and four months for Camp Counselors and Summer Travel/Work.

DS-2019 (formerly IAP-66)  
10-2001

# Immigration Regulations



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# REVIEW: PRIMARY IMMIGRATION DOCUMENTS

Which document only needs to valid on the date you enter the U.S?      Your J-1 visa

Which document gives you authorization to be in the U.S. and can be found online?      Your I-94

Which document has the information specific to your J-1 program?      Your DS-2019

Which document needs to be valid for 6 months into the future?      Your passport



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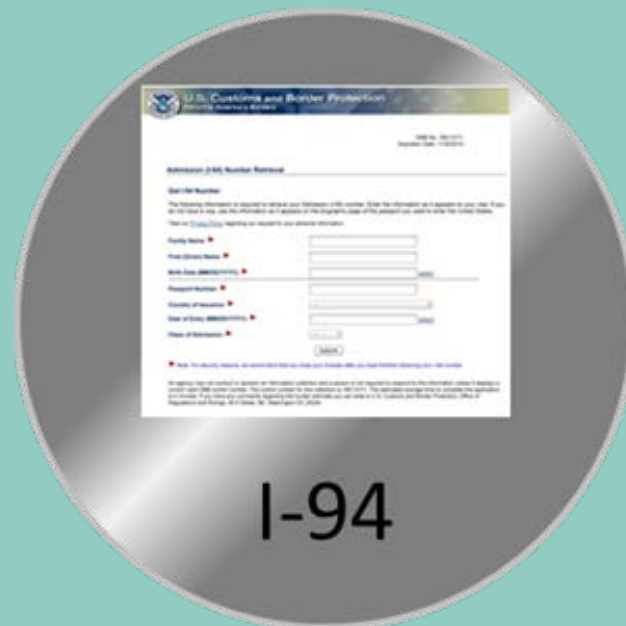


Passport

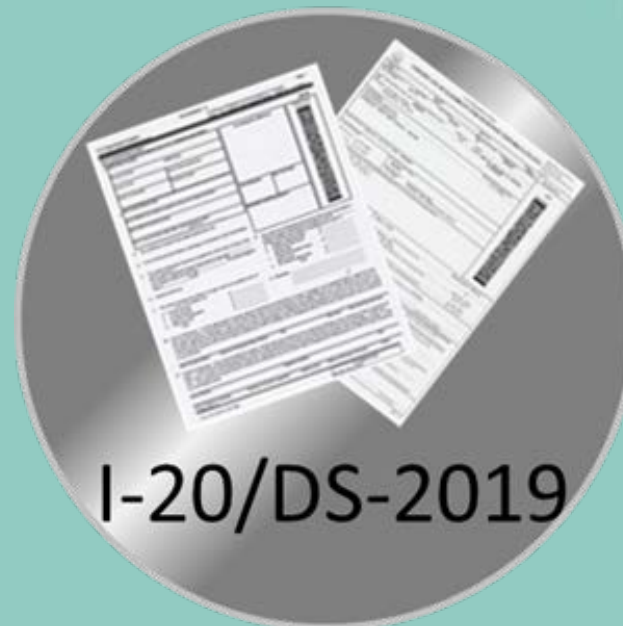


U.S. Visa

# ANY QUESTIONS ABOUT YOUR 4 MAIN IMMIGRATION DOCUMENTS?



I-94



I-20/DS-2019



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# MAINTAINING YOUR IMMIGRATION STATUS



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# INTERNATIONAL STUDENT AND SCHOLAR SERVICES

## Office Hours:

- Laurel Hall is currently closed to the public due to the COVID-19 pandemic.

## Advising:

- International student and scholar advisors are available Monday through Thursday:

Open Advising

Monday through Thursday from 10 - 11 a.m. and 1 - 3 p.m.

Appointments

Available by request (no same-day appointments)

General questions or appointment requests can be sent to [iss@colostate.edu](mailto:iss@colostate.edu)

# STATUS MAINTENANCE REQUIREMENTS

- Keep your DS-2019 and passport valid
- Engage only in appropriate activities for your J-1 category
- Be employed only with authorization
- Maintain required health insurance coverage
- Report address changes



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# APPROPRIATE ACTIVITIES

- Your J-1 category shows what kinds of activities you may do in the United States
- You may conduct these activities at the location listed on your DS-2019
- You may add additional sites if you will be working at more than one location
- You may participate in occasional lectures and consultations at another institution IF:
  1. They're related to your J-1 program objectives;
  2. They're incidental to your primary program;
  3. They don't delay the completion of your program; AND
  4. You get approval in advance and in writing by a Responsible Officer





# EMPLOYMENT AUTHORIZATION

- The only work you may do in the United States is the activity listed on your DS-2019
- “Work” in the U.S. is any service you are performing in exchange for compensation. Compensation can be a salary, or other benefit such as free housing.
- Example: Community Coordinator or Family Programs Coordinator in CSU’s apartment life=employment. J-1 scholars cannot accept these positions.



# HEALTH INSURANCE REQUIREMENTS

- All J-1 exchange visitors must have health insurance from the start date on their DS-2019 through the end date on their DS-2019
- If you have J-2 dependents, you are responsible for maintaining health insurance for them
- Health care can be very expensive in the United States, so having insurance coverage is important to your well-being here
- Failure to comply or misrepresentation of health Insurance coverage will require CSU to terminate your program participation and end your J-1 status.



# HEALTH INSURANCE REQUIREMENTS

## J-1 Exchange Visitor Requirements

- **Medical benefit** – The maximum amount the insurance company will pay.

At least \$100,000 per person per accident or illness

- **Deductible** – The part you have to pay before the insurance company will pay anything.

Not to exceed \$500 per person per accident or illness

- **Co-Insurance** – Your share (typically expressed as a percentage) of the covered health care expenses.

Not to exceed 25%

- **Medical evacuation** – Medical services and transportation for your return back home.

At least \$50,000

- **Repatriation** – Transportation of remains to home country.

At least \$25,000





# HEALTH INSURANCE REQUIREMENTS

## Health Insurance Example:

- Susan falls down the stairs and breaks her arm. She goes to the local hospital emergency room and incurs the following expenses:
- Hospital bill – \$4000
- Doctor's bill - \$1500
- According to the terms of her insurance, Susan has a maximum of \$100,000 coverage, a \$500 deductible, and a 20% co-payment requirement. How much will Susan have to pay?



# HEALTH INSURANCE REQUIREMENTS

➤ Hospital bill      \$4000

➤ Doctor's bill      \$1500

Total      \$5500

➤ Subtract \$ 500 deductible (Susan pays the deductible)

\$5000 remaining

➤ Insurance company pays 80% of \$5000      = \$4000

➤ Susan pays 20% of \$5000      = \$1000

➤ Susan's out-of-pocket expense for this accident is  $\$500 + \$1000 = \$1500$



# HEALTH INSURANCE REQUIREMENTS

- If you will be employed by CSU, your department may offer you a health insurance plan. However, please note that none of the CSU health insurance plans meet all of the J-1 requirements:
- The CSU Point of Service Plan meets medical benefit and deductible requirements, but does not meet the repatriation/evacuation requirements. If you purchase the Point of Service Plan, you must purchase a separate insurance policy that covers repatriation and evacuation.
- The CSU Green Plan, CSU Gold Plan, and CSU Ram Plan have deductibles that are too high. If you select one of these plans, you will need to purchase a separate health insurance policy.





# ADDRESS CHANGES

## Within 10 Days

- Report any change of address by notifying the Human Resources person in your department.



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# TAX REQUIREMENTS

- All J-1 exchange visitors and their J-2 dependents must complete tax paperwork

Due on April 15<sup>th</sup> for the previous calendar year

- Our office will send emails with information about taxes at the end of February / early March. A tax software preparation program called Glacier will be available for you.

**If you earned income in the U.S.,** you must file income tax form 8843 in addition to federal, state, and local tax returns. Your earnings may be subject to taxes.

**If you did not earn income in the U.S.,** you must file income tax form 8843.

- ISSS advisors are not able to help you with your taxes.



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# SOCIAL SECURITY REQUIREMENTS

- If you will be employed and receiving income from U.S. sources, you must apply for a Social Security Number.
- If you will not be receiving income from U.S. sources, you are not required to apply for a Social Security Number.
- You can apply at the Social Security Administration on Howes Street, but during COVID-19 you may need to call ahead of time and make an appointment.
- After you get your SSN, contact [BFS\\_ForeignTax@mail.colostate.edu](mailto:BFS_ForeignTax@mail.colostate.edu).





# END OF PROGRAM

- It is your responsibility to be aware of the expiration date of your DS-2019.
- If you need additional time, you must apply for a program extension before your DS-2019 expires.
- If you are transferring to another institution, you must complete the transfer process before your DS-2019 expires.



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# EXTENSIONS OF STAY FOR J-1 VISITORS

- Please note the following maximum durations of status for different J-1 categories:
  - Research Scholar or Professor: 5 years
  - Student Intern: 1 year
  - Specialist: 1 year
  - Short-Term Scholar: 6 months
- No extensions can be granted beyond these maximum time periods.



# EXTENSIONS OF STAY FOR J-1 VISITORS

- To request an extension, you must submit the following to ISSS:
  1. A DS-2019 extension request form, available on our website
  2. A letter from your hosting department requesting the extension and listing your new end date.
  3. Proof of funding (can be included in department's letter if you are a paid CSU employee)
  4. A new health insurance compliance form
  5. A \$50 administrative processing fee





# TRAVEL GRACE PERIOD

- Following the completion of a program (the period defined on Form DS-2019), you (and any dependents in J-2 status) will get a 30-day travel period commonly referred to as the “grace period.”
- During this 30-day grace period, you are no longer in J-1 visa status and are under the jurisdiction of USCIS
- USCIS grants this period to allow you to settle your affairs and to prepare to return to your home countries. You may not work or participate in program activities during this time.
- Although you may travel in the U.S., it is recommended that you do not travel beyond the borders of the U.S. as you may not be permitted re-entry.
- If you live in a CSU university apartment, you must move out of the apartment by the end date of your affiliation with the university. You cannot stay in university housing during your grace period.



# BEFORE YOU LEAVE

- After completing your program, you need to notify International Student and Scholar Services by submitting a departure form: <https://international.colostate.edu/iss/resources/forms-directory/departure-form/>
- We have a scholar departure survey that you will be asked to complete before you leave. This survey helps our office get ideas for ways we can better serve our scholar population.



# CONSIDERATIONS FOR SPECIFIC CATEGORIES: PROFESSORS AND RESEARCH SCHOLARS

- 24 MONTH BAR ON REPEAT PARTICIPATION: Following the completion of your Research Scholar/Professor program, you cannot return to the U.S. in the Research Scholar or Professor category for another 24 months
- OUT OF COUNTRY STATUS: If you get an opportunity to conduct program activities outside of the United States during your Research Scholar program, you may be authorized to maintain your J-1 status during this time.



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# CONSIDERATIONS FOR SPECIFIC CATEGORIES: STUDENT INTERNS

- HOURS PER WEEK: You must spend at least 32 hours per week doing your internship.
- FINAL EVALUATION: You must submit a concluding evaluation to ISSS before you depart.
- 6 MONTH EVALUATION: If your program will be longer than 6 months, you must submit an evaluation to ISSS after completing the first 6 months of your internship.



# J-2 STATUS MAINTENANCE

- If you have J-2 dependents with you, their status is dependent on yours.
- It is your responsibility to make sure your J-2 dependents have health insurance for the duration of their stay.
- Please notify ISSS of early departures for J-2 dependents.
- You may add a J-2 dependent later in your program if your family member wishes to join you.
- We have spouse and family resources on our website: [http://iss.colostate.edu/spouses\\_families/](http://iss.colostate.edu/spouses_families/)



# J-2 BENEFITS

- J-2 Dependents may apply for work permission through USCIS as long as:
  1. J-1 Spouse is maintaining valid status
  2. J-2 is maintaining valid status
  3. Money received from employment will not be used to support the J-1 principal. The J-1 principal's obligations include the J-2 dependent's basic living costs such as rent and food.
- An application checklist is available on the ISSS website:  
<https://international.colostate.edu/iss/resources/employment/j-2-dependent-employment-authorization/>
- J-2 dependents may also study without restrictions.





# SOME IMPORTANT LAWS TO KNOW

As a non-immigrant to the U.S., you are subject to some federal laws that may be different than Colorado laws for U.S. citizens and permanent residents!

- **Marijuana: Illegal for all non-immigrants in the U.S.**
- **Guns: Illegal for non-immigrants in the U.S. (unless you obtain a hunting license)**
- **Drinking (Alcohol) and Driving: Illegal for anyone in the U.S., but could have very harmful ramifications for non-immigrants**



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# IMMIGRATION SCAMS

- Scams have gotten more sophisticated, so be cautious
- The U.S. government will not call or email you to ask you for money
- This includes USCIS (Citizenship and Immigration Services), DHS (Department of Homeland Security), ICE (Immigration and Customs Enforcement) IRS (Internal Revenue Service), FBI (Federal Bureau of Investigation), and any other government agency
- If you are unsure, contact the ISSS office to ask about anything suspicious.
- If it is outside business hours, wait to ask ISSS before you give out any personal information. Being told it can't wait is an indication of a scam.



# RESOURCES: YOUR CSU RAMCARD

- Get your CSU ID card in the RamCard office in Lory Student Center
- Take your passport and DS-2019
- Your academic department needs to request your RamCard



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# RESOURCES: TRANSPORTATION

- You can use your RamCard to ride public transportation for free in Fort Collins
- There is a Transfort office in Lory Student Center with route maps
- If you get a bike, register it with the CSU Police Department





# RESOURCES: MEDICAL CENTERS

- Poudre Valley Hospital, 1024 South Lemay Ave (24 hour emergency service)
- CSU Health Network: Will need to pay to access services
- Several other hospitals/doctors in Fort Collins. Can find listings online.
- Only visit an emergency room if you have a serious emergency, because it is very expensive. For less serious issues, you should visit urgent care or set up an appointment with a doctor.



# STAY IN TOUCH!

We want to know how you're doing! Please let us know if you:

- Publish a paper
- Get invited to present at a conference
- Have another professional success
- Participate in a cultural program
- Have an idea for a program you would like our office to implement
- Or if you have any challenges



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COLORADO STATE UNIVERSITY

INTERNATIONAL STUDENT & SCHOLAR  
SERVICES

OFFICE OF  
INTERNATIONAL  
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INTERNATIONAL STUDENT & SCHOLAR SERVICES

WELCOME TO ISSS!

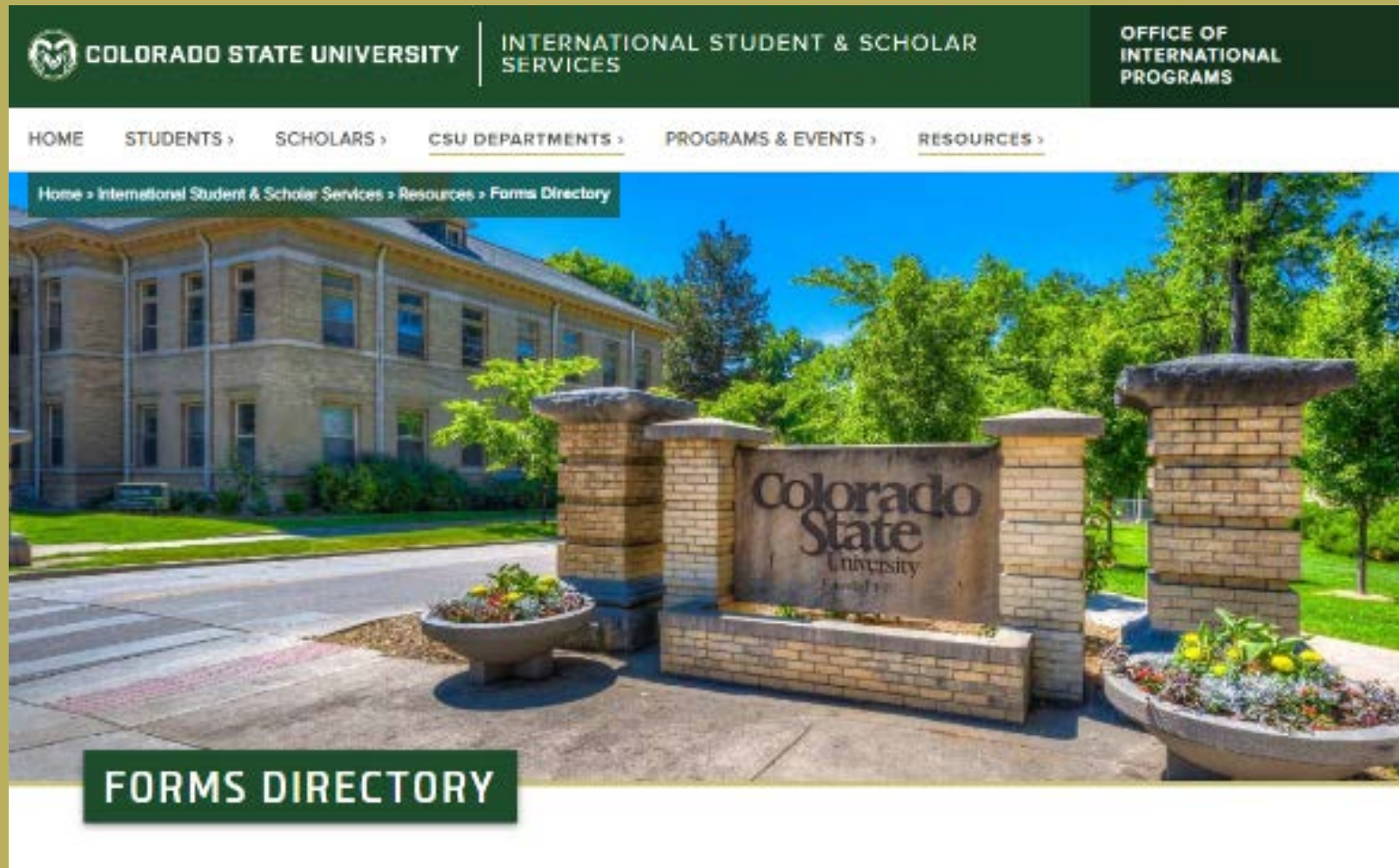
# ISSS WEBSITE

[international.colostate.edu/iss](https://international.colostate.edu/iss)



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# ISSS WEBSITE



## SCHOLAR FORMS

### J-1 SCHOLARS

- Departure
- J-1 Health Insurance Requirements and Compliance Form
- J-2 Dependent Employment Authorization
- Family Immigration Document Request
- Occasional Lectures or Consultations Request
- Out of Country Request
- Scholar Exchange Visitor Initial Request
- Scholar Exchange Visitor Extension Request
- Scholar Pre-Arrival Guide
- Scholar Check-In
- Transfer Out of CSU Request

# Immigration Forms



# ISSS WEBSITE

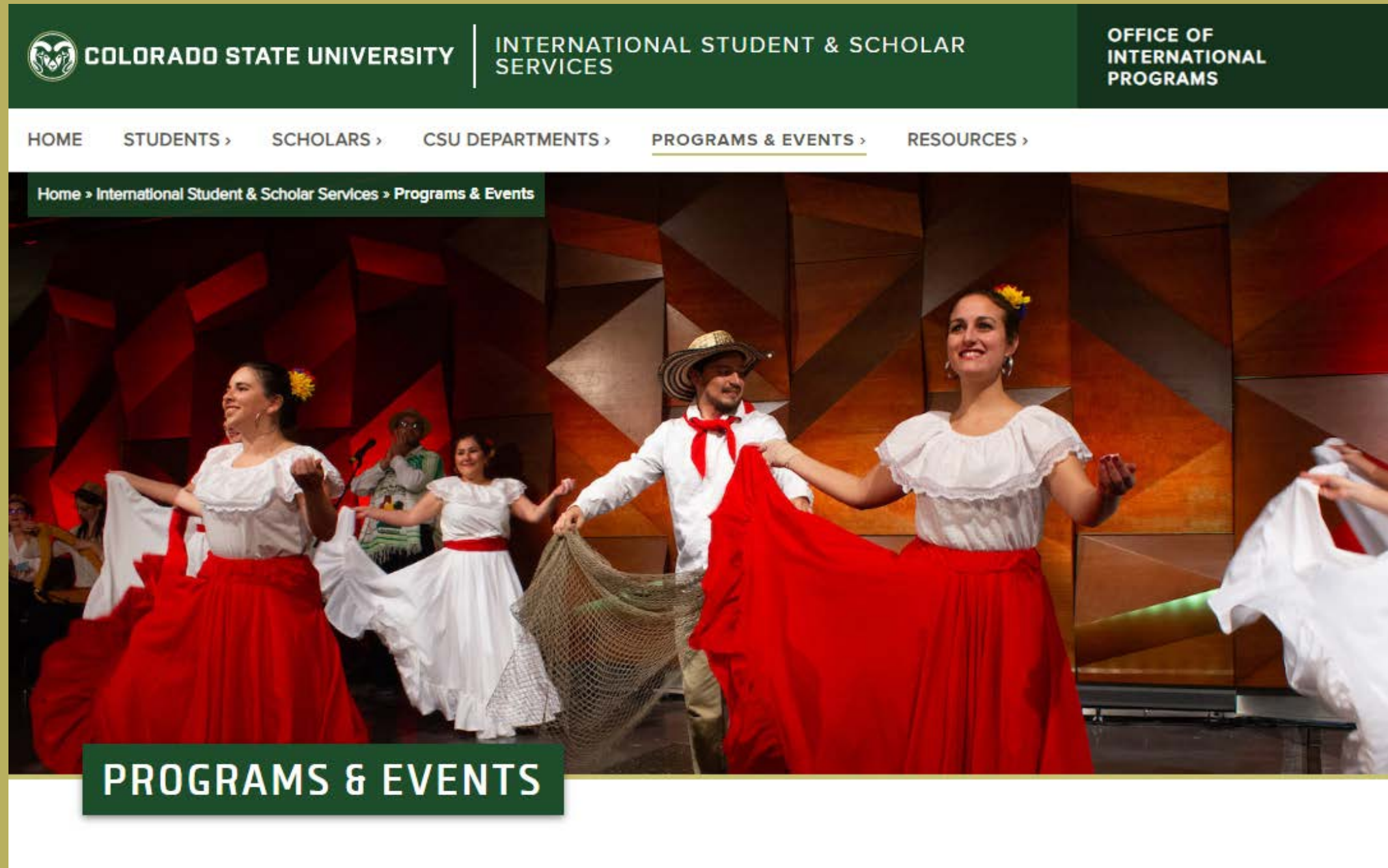


## Resources



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# ISSS WEBSITE



Events and programs



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WELCOME TO  
COLORADO STATE UNIVERSITY!



Scholar Check-In E-Form: CSU eID and password needed

Website: Log in using I-Pad

Smart Phone:



See Advisor if you have not yet created your eID and password!



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# INTERNATIONAL STUDENT AND SCHOLAR SERVICES

## STAFF

- ❑ Mark Hallett, *Senior Director\**
- ❑ Lisa Pappas, *Associate Director\**
- ❑ Paul Collier, *Assistant Director, Scholar Services\**
- ❑ Christy Eylar, *Assistant Director, Student Services\**
- ❑ Bronwen Watts, *Assistant Director, Programming*
- ❑ Erin Tompkins, *Senior Advisor\**
- ❑ John Hildebrand, *Senior Advisor\**
- ❑ Alan Boyd, *Senior Advisor\**
- ❑ Nancy Sturtevant, *Programming Coordinator*
- ❑ Ying Cheng, *China Programs Coordinator*
- ❑ Jaymee Woolhiser, *SEVIS Coordinator*
- ❑ Tyler Clayton, *IT Analyst and SEVIS Manager\**
- ❑ Cindy Conlin, *Immigration Specialist and Business Analyst\**
- ❑ Zach Downey, *Immigration Document Technician\**
- ❑ Melaura Munn, *Immigration Document Technician*
- ❑ Barbara Pretzer, *Receptionist (Mornings)*
- ❑ Cheri Hanson, *Receptionist (Afternoons)*



**\*Responsible Officer**

# SOCIAL MEDIA

- Facebook group: "CSU International Rams"
- Facebook page: "Colorado State University International Programs"
- Twitter: @ColoState\_Intl
- Instagram: colostate\_intl
- YouTube: Colorado State University International Programs
- Flickr: ColoState International



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## U.S. DEPARTMENT OF STATE CONTACT INFORMATION

- Email: [Agexchanges@state.gov](mailto:Agexchanges@state.gov)
- Phone Number: 1-866-283-9090
- Website: <https://j1visa.state.gov/>



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# TAX RESOURCES

- Information on federal income tax obligations may be found on the Internal Revenue Service (IRS) website: [www.irs.gov](http://www.irs.gov)

## Reference:

- 515 Withholding on Nonresident Aliens and Foreign Corporations
- 519 U.S. Tax Guide for Aliens
- 





# EMPLOYMENT RESOURCES

- **Human Resource Service Center- 555 S,. Howes St. 2nd Floor**

Benefits, Payroll, Training & Development

- **Business and Financial Services- 555 S.Howes St, 3<sup>rd</sup> Floor**

Foreign Tax Administrator – Will assist with setting up your Tax information and file a W-4 form.

- **CARE Program – <https://care.colostate.edu>**

Directory of resources for CSU employees



# OTHER RESOURCES

- City of Fort Collins: <https://www.fcgov.com/>
- Events: <https://www.fcgov.com/events/>
- Downtown Events: <https://www.visitftcollins.com/events/>

