

J-1 Exchange Student Visa Instructions



Step 1 – Verify & sign your DS-2019

- Review the information listed on your DS-2019 including your personal information, program dates and financial information
- Sign the bottom of your DS-2019 where it says “Signature of Applicant” on the bottom left corner of the first page

Step 2 – Pay the SEVIS fee (I-901)

- Go to: www.fmjfee.com
- \$220 USD
- Refer to the ‘Saint Mary’s College SEVIS Information’ section on the back of this page
- Print the receipt
- You can reprint the receipt at any time by going to the website
- You will need the receipt for your visa interview and upon arrival to the U.S.
- For other methods of payment: <https://www.ice.gov/sevis/i901/wu-instructions>

Step 3 – Complete the DS-160 visa application

- Go to: <https://ceac.state.gov/genniv/>
- \$160 USD (MRV fee)
- Apply for a J-1 visa
- J-1 applicants will apply for the “Student, College/University” category
- Print the confirmation

Step 4 – Book an interview at a U.S. Embassy or Consulate

- Refer to the website of the Embassy or Consulate for information about how to book an appointment and pay the MRV fee
- Keep a copy of the email confirmation
- Contact the Center for International Programs for more information about the visa interview

Step 5 – Attend your interview

- Bring the following documents with you:
 - Valid passport
 - DS-2019
 - SEVIS fee receipt
 - DS-160 confirmation page
 - Acceptance letter from Saint Mary’s College
 - Proof of funding
 - Two U.S. passport-sized photos, if not already uploaded to the application

Step 6 – Receive your passport back with the J-1 visa

- Refer to the website of the Embassy or Consulate for information about how to receive your passport back
- Upload a copy of your J-1 visa to the exchange application portal
- Do not worry if your J-1 visa isn't valid for the entire duration of your program at Saint Mary's
 - The visa only needs to be valid when you are entering the U.S.
 - The visa does not determine how long you can remain in the U.S.
 - Exchange students have a 30-day grace period from when classes end to depart the U.S.

Step 7 – Entry to the United States

- You may enter the U.S. no more than 30 days before the beginning of classes
- Make sure to pack the following documents in your carry-on luggage:
 - Valid passport
 - J-1 visa
 - DS-2019
 - SEVIS fee receipt
 - Acceptance letter from Saint Mary's College

Saint Mary's College SEVIS Information

SEVIS Number: SFR214F00633000
Exchange Visitor Code: P-1-06102

Saint Mary's College Contact Information

Ashley Cross
Director of International Student Services
International Student Advisor | PDSO & RO
1928 Saint Mary's Road
PMB 3091
Moraga CA 94575
arm11@stmarys-ca.edu
+1 (925) 631-4352

U.S. Department of State Contact Information

J-1 Visa Emergency Hotline: 1 866 283 9090

This line is for use by exchange visitors and third parties in the case of urgent situations. A Department of State representative is available 24 hours a day.

Regular Communication & Questions: jvisas@state.gov

Additional Information

For more information about the J-1 program and the application process, please visit this website:
<https://travel.state.gov/content/visas/en/study-exchange/exchange.html>

