

# 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](http://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/>
- \$185 USD (MRV fee)
- Apply for a J-1 visa
- J-1 applicants will apply for the “Student, College/University” category
- Print the confirmation page

## 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  
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Center for International Programs  
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## **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](mailto: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>