

International Student & Scholar Services
Florida Atlantic University
777 Glades Rd, SO 301
Boca Raton, FL 33431

Tel: 561 297 3049
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Email: iss@fau.edu
www.fau.edu/student/iss



SEVIS responsibility checklist for J Exchange Visitors (students and scholars)

I acknowledge that I am aware of USCIS-SEVIS regulations and J1 student/scholar requirements listed below and that **it is my responsibility to maintain my legal status and I agree that:**

- **Upon arrival, or as soon as possible, must check in with the International Student and Scholar Services (ISSS) with passport, I-94, and DS-2019**
- Must always have a valid passport and DS-2019
- When traveling outside the U.S., must have a valid visa in order to re-enter the U.S.
- Must have DS-2019 signed before traveling outside of the US; signature is good for six months
- **Must purchase health insurance from Insurance for Students, Inc. at Florida Atlantic University (FAU), no exceptions**
- Must have a functional email address
- Must request an authorization letter from ISSS, if social security number is required
- Must inform the ISSS, and BCIS (AR-11 form) www.travel.state.gov with a change of address within 10 days of the address change
- Must maintain lawful J1 status. Failure to do so could adversely affect immigration status
- **MUST GIVE THE ISSS AT LEAST FIVE WORKING DAYS TO CREATE DOCUMENTATION OR LETTERS. NO EXCEPTIONS**

Failure to sign this document will prevent the creation of a DS-2019 which is needed to obtain the J1 visa to enter the US.

I have read the above and agree to the stated information by signing below.

(Signature of scholar/student)

(Date)