

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

Tel: 561 297 3049
Fax: 561 297 2446
Email: iss@fau.edu
www.fau.edu/student/iss



Checklist for J Exchange Visitors

- 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)
- Must have a functional email address
- If Social Security Number is required, must request an authorization letter from ISSS
- 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**

If you have any questions or concerns please contact the ISSS at the number listed above