

## J-1 Students: Maintaining Status

Welcome to Pomona College. By signing Form DS-2019 and entering the U.S., you have agreed to “maintain status,” i.e., adhere to the applicable U.S. immigration regulations that govern your stay in the U.S. as an Exchange Visitor (EV). More information on these regulations can be found:

- 1). On page 2 of your Form DS-2019;
- 2). In the Exchange Visitor Program (EVP) Welcome Brochure we sent with your Form DS-2019: (<http://j1visa.state.gov/wp-content/uploads/2015/03/Brochure-The-Exchange-Visitor-Program.pdf>);
- 3). As part of the U.S. Department of State J-1 Visa EVP website: <http://j1visa.state.gov/>.

Immigration regulations are clear: It is *your* responsibility to learn, understand, and comply with these rules about maintaining status. Failure to maintain status can result in the termination of your program and affect your ability to remain in or return to the U.S.

This document summarizes the major obligations J-1 students must observe in order to maintain status.

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### 1. Physically check in with Oldenberg shortly after your arrival on campus.

- Please present yourself at Oldenberg within 10 days of your arrival on campus or by the beginning of your term of study, whichever is sooner. We need to validate your arrival and the beginning of your program in SEVIS; we will also make photocopies of certain documents and provide you with additional orientation information.

### 2. Notify Oldenberg of your address upon arrival and any time you change your residential address, local telephone number, or email address.

- The Department of Homeland Security (DHS) requires EVs to update program sponsors within 10 days of any such change. You must also report these changes for J-2 dependents.

### 3. Maintain active health insurance at all times.

- You must maintain active insurance for J-2 dependents as well. Insurance coverage must meet specific criteria as outlined by federal regulations. Consult Section (f) on page 2 of Form DS-2019 or check here under “Insurance” : <http://j1visa.state.gov/sponsors/how-to-administer-a-program/>.

### 4. Consult Oldenberg and obtain work authorization *before* accepting any offer of employment, whether on- or off-campus.

- Employment is a benefit available to J-1 students but one to which numerous rules and restrictions apply. Students may violate these rules and lose their immigration status by working without the required authorization, working more hours than permitted, or engaging in self-employment or other types of prohibited employment. Working or accepting employment in the United States without proper authorization is considered a serious immigration violation. *Do not begin work without work authorization in hand.* Oldenberg will advise you whether it is possible for you to work and will assist you with appropriate procedures. J-1 students may engage in two kinds of employment:
  1. Employment related to academic funding, on-campus work, or serious and unforeseen economic hardship incurred after issuance of Form DS-2019.
  2. Employment for Academic Training related to the course of study.
- A J-2 spouse may obtain employment authorization by applying for an Employment Authorization Document (EAD) from United States Citizenship and Immigration Services (USCIS). The EAD is a work permit that allows the J-2 spouse to work full-time or part-time in any field. *J-2 spouses may not work without an EAD issued by USCIS.*

5. **Notify Oldenburg of serious incidents or allegations involving the Exchange Visitor (EV) within 24 hours. Examples follow below; however, they are not exhaustive. FMI consult: <http://j1visa.state.gov/wp-content/uploads/2016/10/OPA-AG-Reporting-Rubric-October-24-2016.pdf>.**
  - EV death
  - EV missing
  - EV serious illness or injury (e.g. brain injury, severe burn, major surgery, communicable disease, serious mental health incidents, any condition requiring hospitalization of 48 hours or more, etc.)
  - Litigation (related to the College Exchange Visitor Program, in which the College or the EV may be a named party)
  - Incident involving the criminal justice system (e.g. arrest, charges, law enforcement, etc.)
  - Sexually-related incidents or abuse (an incident or allegation involving sexual exploitation, harassment or abuse)
  - Negative press involving the College Exchange Visitor Program
  - Foreign government involvement (including embassy officials)
  - Other situations impacting the EV's safety (e.g., natural disasters, civil unrest, outbreaks of violence)
6. **Maintain an unexpired passport valid for at least 6 months into the future.**
  - Contact your country's nearest consulate or embassy for instructions if you need to extend your passport while in the U.S.
7. **Maintain a valid DS-2019.**
  - Do not allow your DS-2019 to expire. Request extensions, transfers, and changes of status well in advance; these processes take time.
8. **Maintain full-time enrollment and normal, full-time progress toward your degree or program.**
  - Consult with Oldenburg as well as with your academic advisor to determine whether or not you are a "full-time" student. If you are enrolled in a program which lasts more than one academic year, you are ordinarily permitted an annual vacation period, during which time you are not required to register for courses. One vacation period per year is permitted; at Pomona, this would be in summer.
9. **Obtain prior authorization from Oldenburg before dropping below a full course of study, withdrawing from classes, or taking a leave of absence.**
  - There are very limited exceptions to the full-time requirement, so you must consult with Oldenburg in advance of any drop below full-time, or else you will be in violation of your status.
10. **Consult Oldenburg and obtain a valid travel signature before you travel outside the U.S.**
  - A current travel signature is required on your DS-2019 in order to return to the U.S.
11. **Make timely transfers of your J-1 supervision if you enroll at Pomona after attending another school in the U.S.**
  - DHS regulations specify that you must use the DS-2019 issued by the school you are attending or plan to attend when entering the U.S. In other words, enter the U.S. on Pomona's DS-2019.
12. **Notify Oldenburg if you leave the U.S. without completing your program of study, complete your program early, or change to another non-immigrant status.**
  - We will need to update your record in SEVIS so that it accurately reflects your current situation.
13. **Depart the U.S. in a timely manner once your studies and/or program has concluded.**
  - Once you have completed your studies and any authorized academic training, you must leave the U.S. or change to another immigration status within the appropriate time allowed. A 30-day grace period begins at the conclusion of your DS-2019 program end date. You may remain in the U.S. during this period; however, you may not exit and then return.

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I have read and understand the information above.

J-1 Exchange Visitor name (please print): \_\_\_\_\_

J-1 Exchange Visitor signature & date: \_\_\_\_\_