

# POST-ARRIVAL GUIDE

## Welcome to Purdue!

The Office of International Scholar Services is excited to welcome you to Purdue's campus as a J-1 Scholar, whether it be as a Visiting Scholar, Visiting Professor, Visiting Lecturer, Research Scientist, Post-Doc, or Visiting Undergraduate Student. Now that you have arrived, we know that you may still have questions regarding your J-1 status, so please use this document to help familiarize yourself with some of the J-1 rules and regulations.

Please note that, at Purdue, the term "Scholar" is reserved for non-student individuals. If you are a degree-seeking student enrolled at Purdue, please work with the Office of International Students.



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## How do I Contact the ISS Office?

### Contact by Phone:

Main Office: 765-496-0653

Speak Directly with an ISS Counselor: 1:30-4:00pm.

### Contact by Email:

[intlscholars@purdue.edu](mailto:intlscholars@purdue.edu)

We normally respond within a few hours to most inquiries; complex responses take up to 2 business days.

### Appointments:

[Schedule a Virtual Appointment](#)

Virtual Walk-in Office Hour via [Zoom](#):

Tuesdays and Wednesdays 9:00-10:00AM

In-person Walk-in office appointments in Young Hall:

Monday-Friday 1:30-2:30 PM

### ISS Website:

[www.purdue.edu/ippu/iss/](http://www.purdue.edu/ippu/iss/)

### Office Location:

Young Hall, 155 S Grant Street, Fifth Floor, West Lafayette, IN 47907.

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## What activities can I participate in as a J-1 Scholar?

As a J-1 Scholar, you are required to participate in the J-1 program as listed on your DS-2019 in section 4 (and as described in your DS-7002 for Visiting Undergraduate Students). If you have questions about these activities, please reach out to your faculty host.

This means that you are **NOT eligible for any other employment** within the US during your stay, including paid-studies through Purdue. Please visit our website for more information on the topic [here](#).

However, you may volunteer with an organization, join clubs, and engage with other community groups.

You may **NOT** enroll at Purdue as a student, but you can take part-time, non-degree courses. These are meant to be supplementary, and the majority of your time needs to be spent working toward your J-1 program objectives.

## How do I update my personal information?

If you change your address, phone number, or email address during your stay, you must notify ISS within **10 days**. This is a legal requirement and failure to update us may require us to end your program.

To update our office, please login to your myISS account and fill out the “Confirm Address and Contact Info” eform in the Current Scholar Request listed under J-1 Scholar Services.

As a reminder, you can access your myISS account with your BoilerKey by visiting <https://connect.iss.purdue.edu/>

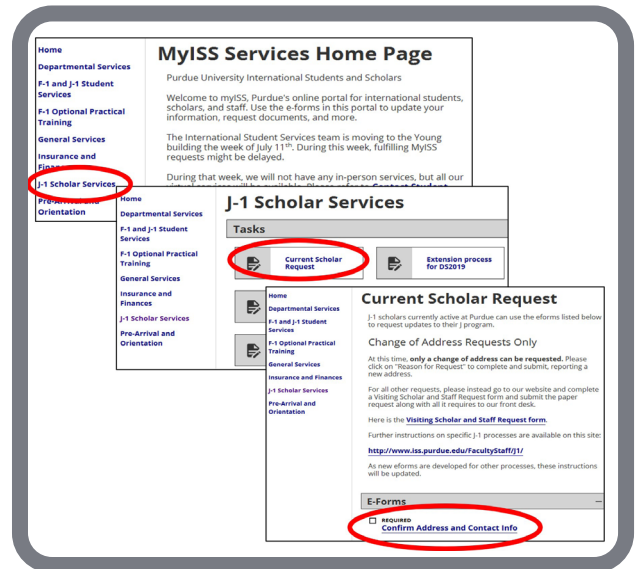
## What type of health insurance coverage do I need?

All J-1 exchange visitors and their dependents are required to maintain health insurance while in the US and in J-1 status. This is a legal requirement. If you do not maintain adequate health insurance coverage, we may be required to end your program.

It is your responsibility to select an insurance plan that best covers the unique circumstances of yourself and any accompanying spouse/children.

Seven Corner Insurance utilizes Purdue’s campus health services as well as having several ‘in network’ service providers in the community, and we recommend its services which you can find [here](#).

Ultimately, the choice is yours as to which qualifying J-1 insurance you choose to purchase. You will be required to show proof of insurance when you report to Purdue as a part of the check-in and along with any extension request.



## J-1 SCHOLAR

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The image shows a sample of a DS-2019 form. A red circle highlights the 'LEVEL VALIDATION BY RESPONSIBLE OFFICER' section, which includes a 'Date' field and a signature line. A red arrow points from the left towards this section. The form also contains sections for 'PRELIMINARY ENDORSEMENT OF CONSULAR OR IMMIGRATION OFFICER REGARDING SECTION 10(b)(1) OF THE REGULATION AND NATIONALITY ACT AND PS 14-48 AS AMENDED' and 'EXCHANGE VISITOR CERTIFICATION'. The bottom of the form includes fields for 'Name', 'Title', 'Signature of Consular or Immigration Officer', and 'Signature of Responsible Officer in Alternate Responsible Office'.

## Can I travel outside of the US?

If you plan to travel internationally during your J-1 Program, you must fill out a Travel Request through your myISS account. Please fill out this form as early as possible before you travel. Once our office receives the request, a counselor will review your plans and provide additional guidance about your travel. You will also receive a link where you can schedule a time to stop by office to receive a travel signature on your DS-2019.

To re-enter the USA you MUST have a DS-2019 with a travel signature dated within the past year.

Individuals holding a Visiting Scholar appointment at the university may need to submit additional documentation of departmental approval if your travel plans include residing outside of the USA for more than 21 days.

If you are a Purdue employee and plan to exit the country for an extended period, please discuss your plans with the Office of Global Support here: <https://purdue.edu/business/mas/global/index.php>

## Can I extend my J-1 Program?

If you are interested in extending your J-1 program at Purdue, please reach out to your ISS liaison. Your ISS liaison is who will work with you and your host faculty to extend your program. Please note that you cannot extend your program beyond the maximum program duration limit for the J-1 category you are in. As a reminder, you can see which J-1 category you are in by looking at section 4 on your DS-2019.

J-1 Visa Category:	Maximum Program Duration:
Research Scholar/ Professor	5 years
Student Intern	1 year
Short-Term Scholar	6 months

### Keep Your Documents Safe!

Do not carry your J-1 documents around with you! This includes your DS-2019, I-94, and DS-7002 (if applicable). You may need to use your Passport to verify your identity on occasion, but you should not carry it with you at all times.

Keep all versions of your DS-2019s that we issue to you. Additionally, never send personal information or documents via email, even to our office.

## How do I apply for a Social Security Number?

You are only required to apply for an SSN (Social Security Number) if you will be employed by the university. You must wait until after your check-in is approved before applying for an SSN.

To apply for an SSN, please visit the local social security administration office to file your application or you can start your application at [www.ssa.gov](http://www.ssa.gov). If you are not a Visiting Undergraduate Student, you do not need any further documentation from our office to apply for an SSN.

If you are a Visiting Undergraduate Student, please email our office to request an SSN Eligibility Letter. You will need this to apply for the SSN.

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### How do I prepare for the end of my Program?

#### Intent to End J Eform

You will receive an automated email 30 days before the end date on your DS-2019 instructing you to fill out the Intent to End J eform. You must fill out this form before you leave, as it is a legal requirement. This is also your opportunity to leave our office feedback about your J program.

#### 30-day Grace Period

You must finish your J-1 program objectives and activities by the end date on your DS-2019. After your end date, you have a 30-day period during which you may remain in the USA for tourist purposes.

The USA is huge and there is much to explore. Please take this time to visit any areas in the country that may be of interest to you. However, you MUST leave the USA before the end of the 30-day period.

#### Returning as a Student after a VUG program

If you are a Visiting Undergraduate Student, you MUST return to your home country and graduate from your home institution before returning as Purdue graduate student. There are no exceptions. Please see our website for further details here: <https://www.purdue.edu/IPPU/ISS/scholar/faculty-staff/i-am-a/vugs.html>

### What should I do if my J-1 program is changing?

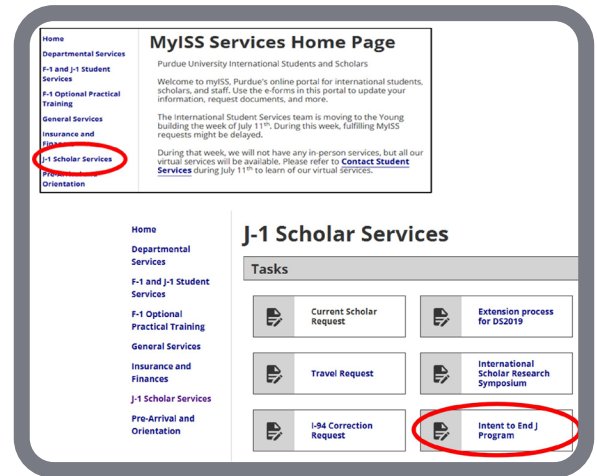
Contact our office immediately if any of the following changes may occur to your J-1 Program. It is possible that we may need to request additional documentation from you or your host department before the changes can be made:

- Change in host professor
- Transfer to another department at Purdue
- Change in program activity and objectives
- Change in funding
- Change in worksite

### What is the Office of Institutional Equity?

The Office of Institutional Equity (OIE) supports Purdue University's mission to promote human and intellectual diversity by providing equal access and opportunity through fostering an inclusive environment for all members of the University community. To file a complaint, report an incident, or report an accessibility concern, please visit their website here: <https://www.purdue.edu/oie/index.php>

Please keep in mind you must report an incident within 120 days of its occurrence. Our office is here to help, as well, and we encourage you to speak up if an incident occurs.



#### A Special Note for Fulbright Scholars!

Fulbright scholars, you are encouraged to contact Director of Global Partnerships, Heidi Arola, to notify her of your arrival on campus in order to find ways to increase your engagement while on campus and discuss ways to connect Purdue with your home institution. You can email her at [harola@purdue.edu](mailto:harola@purdue.edu)

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## What are the 12- and 24- Month Bars?

### 12- Month Bar

Individuals who have been in the USA for more than six months in the previous year (12 months) in any J status are not eligible to enter the US as a J-1 Research Scholar or Professor for a 12-month period. Time spent in the J-1 Short-term Scholar category does not count towards the 12-month bar. The 12-month bar applies to both the J-1 principal and any J-2 dependents. The 12-month bar does not prevent individuals from returning to the US in any other visa status or in some other J categories such as the Student category.

### 24- Month Bar

Any individual who participates in a J-1 Exchange Visitor program in the Professor or Research Scholar category is subject to a 24-month bar on “repeat participation” in those categories. Scholars subject to the bar may not return to the US as a J-1 scholar in the Professor or Research Scholar categories for the 24-month period.



## What is the 212(e) Residence Requirement?

The Immigration and Nationality Act (INA) established in section 212(e) that participants in the J-1 program would in some cases be subject to a requirement to reside for two years in their home country after completing a J-1 program. In short form, this rule is known as the “Two Year Home Rule.”

Please look at your DS-2019 and Visa Foil to see if you may be subject to 212(e).

For a more comprehensive explanation, please visit our [website](#).

# BOILER UP!