

# Pre-Arrival Orientation

THE GEORGE  
WASHINGTON  
UNIVERSITY  
WASHINGTON, DC

**J-1 Student Visa**

Hello and thank you for taking some time to watch this short video. This pre-arrival orientation for the J-1 student visa will help you prepare to arrive to Washington, DC and The George Washington University.



We are looking forward to welcoming you to GW! Located in the heart of the nation's capital, Washington, D.C., the GW urban campus offers you a world of opportunity.



Washington, D.C. is a unique destination offering a variety of museums, events, natural spaces, foods from around the world and diverse neighborhoods to explore.



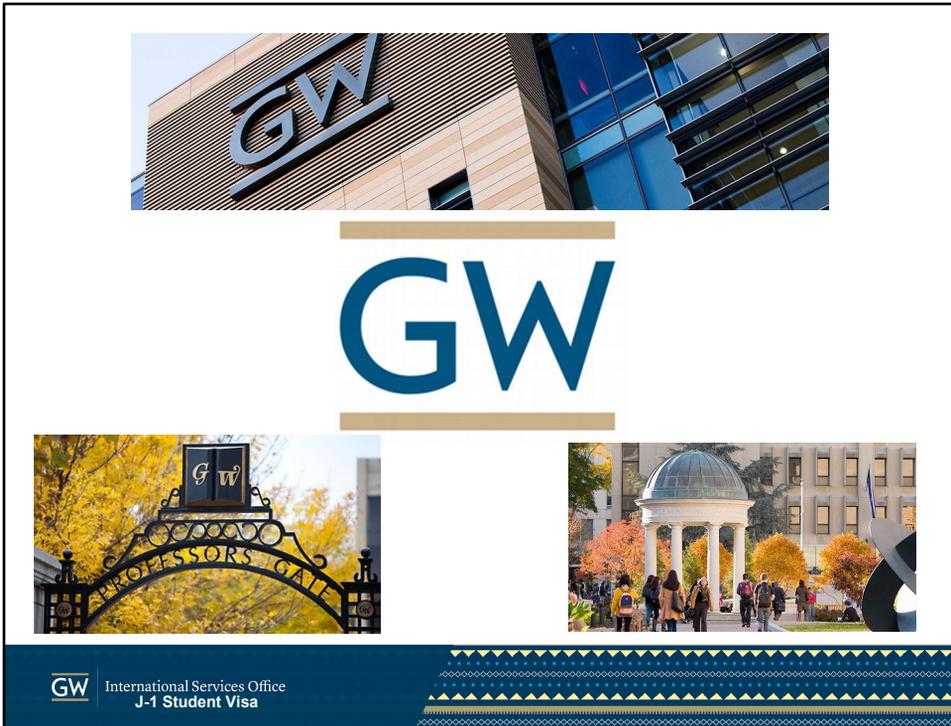
**GW** International Services Office  
J-1 Student Visa

For example, within walking distance of GW, you can stroll along the Lincoln Memorial reflecting pool while admiring the beauty of the Tidal Basin cherry trees and the Jefferson Monument as you prepare to visit the Smithsonian museums on the National Mall.



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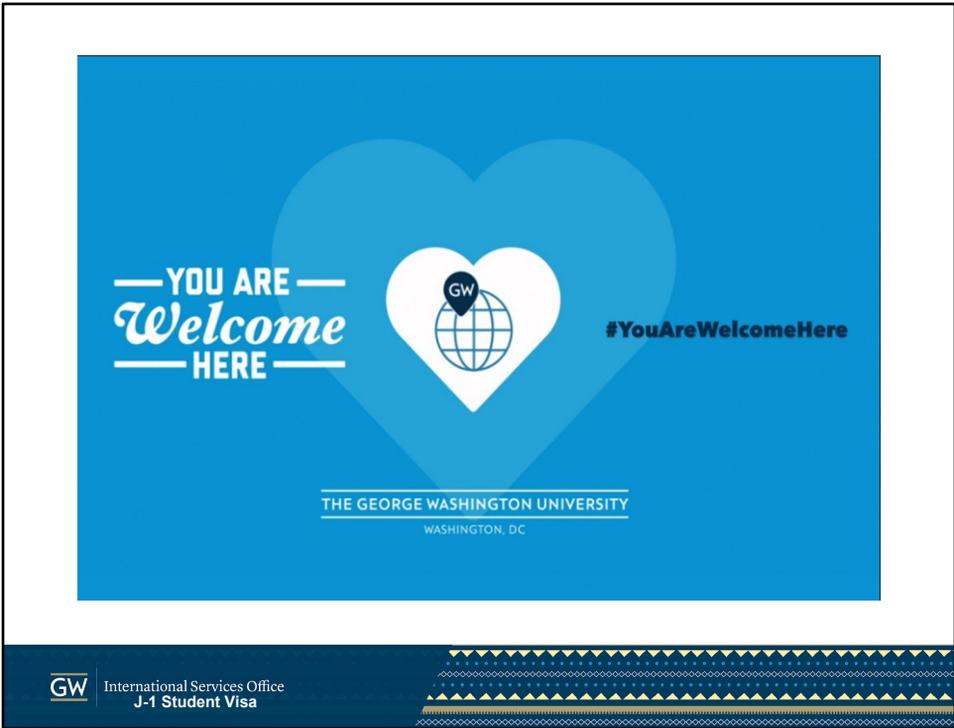
The best ways to explore the city includes walking or using our extensive transit system, WMATA. In fact, GW even has its own metro stop called GWU-Foggy Bottom, enabling our students and visitors access to the District of Columbia, Maryland, and Virginia, also known as the DMV.



GW is a welcoming campus, which is proud of our diversity. With iconic landmarks, world-renowned faculty, and state-of-the-art buildings, you're certain to have an unparalleled academic experience.



Currently, we have over 130 countries and cultures represented on our campus.



And we're excited for you to join our diverse community, adding your unique background and experiences. You are welcome here.

## International Services Office - ISO

### Marvin Center 5<sup>th</sup> floor

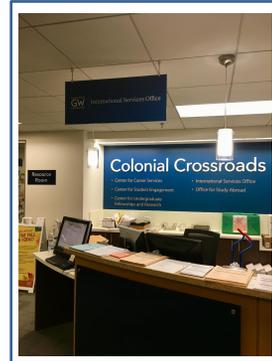
- 800 21st Street, NW Suite 505
- Washington DC 20052

### Hours of Operation:

- 9am - 5pm Monday through Friday
- 10am – 4pm during winter break and summer break
- Closed on Weekends/University Holidays

### Contact Information

- Phone: 202-994-4477
- Website: [internationalservices.gwu.edu](http://internationalservices.gwu.edu)



**Email: [iso@gwu.edu](mailto:iso@gwu.edu)**

While you are an international student at GW, you will work closely with the International Services Office, also known as the ISO. The ISO has dedicated advisors to assist you through all of your immigration questions and help you maintain your J-1 status throughout your program. We are located in the Marvin Center on the Foggy Bottom campus, two blocks from the GWU-Foggy Bottom Metro station. We are open regular business hours and our contact information is listed here.

## ISO Website



[Internationalservices.gwu.edu](http://Internationalservices.gwu.edu)

**GW** International Services Office  
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Before you arrive, please visit our website to find useful information to help you to prepare. Once you arrive on campus, this will be your primary source of information which you can access at any time. For example, you can find visa benefit information, request forms, and also schedule an appointment with your ISO advisor. Take some time before you arrive to become familiar with the website.

## Mandatory In-person & Online E-Check In

### Before arriving at GWU:

#### 1. ISOGateWay → Begin Online E-Check In

- Begin this process in your home country
- Requires you to upload copies of your DS-2019, passport, visa
- Sign up for orientation

### After arriving at GWU:

#### 2. In Person Check In @ ISO

- Come to ISO in the Marvin Center with your passport

#### 3. ISOGateWay → Complete Online E-Check In

- Complete the online e-check in by uploading your I-94 and updating your US address in GWeb

[isogateway.gwu.edu](http://isogateway.gwu.edu)

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 International Services Office  
J-1 Student Visa

Because you are a J-1 student, you are required to check-in with the ISO and provide your immigration documents for visa compliance. Once you receive your GW DS-2019, you may begin your online check-in process. The check-in is completed through the international student portal, the ISO Gateway. You will use this portal throughout your academic program at GW, so take some time before you arrive to become familiar with this as well.

# ISO Gateway



- Online e-check in
- Register for ISO orientation
- Submit benefit requests
- Request updates to your immigration record

# ISOGateWay

## Welcome to the ISOGateWay Services Login Page

The International Services Office at the George Washington University facilitates international educational exchange through its services and programs. It serves as the primary administrative, programming, and advising office for the GW international community.

- Monday through Friday: 9:00 AM - 5:00 PM and 10:00 AM - 4:00 PM during GW breaks
- Closed on Saturdays, Sundays, and [GW designated holidays](#)

## Questions?

If you have a question for the International Services Office, International Student Advisors, the following options are available:

- Email [iso@gwu.edu](mailto:iso@gwu.edu)
- Visit **Drop-in Advising** - Available on a first-come, first-served basis in the Colonial Crossroads lobby, Monday - Thursday, 11:30 - 3:30 PM for advising that will take no more than 5 minutes
- **Make an Appointment** - Appointments booked through the following links are individual appointments with an ISO Advisor, which require more extensive advising than via can provide during Drop-in Advising hours. Advising options include in-person, phone or Skype appointments. [To access the Advising Appointment system click here!](#)

Student requests are processed within a 10 business day or less turnaround time frame. Please plan ahead and submit your requests to the ISO front desk (or via the ISOGateWay portal as applicable) at least 10 business days before you need them to be approved. Please remember that weekends and holidays are not considered business days.

Be sure to submit complete requests including all the required documents to avoid delays in processing.

To access your ISOGateWay portal, please click on the 'Login' button located in 'Full Client Services for Students & Scholars'.

### Full Client Services for Students & Scholars

Secure services requiring login with your institutional Network ID and password. These services include:

1. View and update information on file
2. Submit electronic form (e-form) requests for travel planning, reduced course load authorization, program extensions, etc.
3. Access alerts and notes on file that require action in order to maintain legal status

[Login](#)

### Limited Services for Students & Scholars

Limited services requiring login with your University ID number and date of birth. These services include:

1. Limited student services like registration for orientation or SEVIS transition.
2. Limited initial intake forms for J-1 scholars or H-1B employees.

These services will NOT provide all the functionality of the full client services.

[Login](#)

Not only will you complete parts of your check-in through the ISO Gateway, but you can also register for your ISO orientation and later submit benefit requests as well as requests to update your immigration record.

The image shows a screenshot of a web page with two columns of text. A large red arrow points from the left towards a blue 'LOGIN' button in the first column.

Full Client Services for Students & Scholars	Limited Services for Students & Scholars
<p>Secure services requiring login with your institutional Network ID and password. These services include:</p> <ol style="list-style-type: none"><li>1. View and update information on file</li><li>2. Submit electronic form (e-form) requests for travel signatures, reduced course load authorization, program extensions, etc.</li><li>3. Access alerts and notes on file that require action in order to maintain legal status</li></ol> <p><a href="#">LOGIN</a></p>	<p>Limited services requiring login with your University ID number and date of birth. These services include:</p> <ol style="list-style-type: none"><li>1. Limited student services like registration for orientation or SEVIS transfer-in.</li><li>2. Limited initial intake forms for J-1 scholars or H-1B employees.</li></ol> <p>These services will NOT provide all the functionality of the full client services.</p> <p><a href="#">Limited Services</a></p>

**GW** International Services Office  
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To log in, go to [isogateway.gwu.edu](https://isogateway.gwu.edu) and click on the the blue log in button!



# ISOGateWay

 **Secure Online Session**

**Ashley Test**

Campus: Main Campus

Network ID: akoerner

<b>ISOGateWay Home Page</b>
 <b>Biographical Information</b>
 <b>F-1 Practical Training</b>
 <b>J-1 Student Services</b>
<b>Logout of ISOGateWay</b>

## ISOGateWay Services Home Page

Online Services for International Students, Scholars, and Staff: Update your institutional information, request signatures, work authorization, certificate of enrollments, sign-up for sessions, and more.

SEVIS Status Information	Options
SEVIS ID: Status: Initial Level: Student Masters Program Start: Program End:	<input type="checkbox"/> View cases closed before today <input type="checkbox"/> View correspondence and notes older than 60 days

GW International Services Office



You will be brought to your specific profile page where you can see all requests and info about your immigration status as well as submit new requests. Remember, right now your priority is begin your online check in and register for orientation through this portal.

## Maintaining your J-1 Visa Status

- Keep your documents safe and valid for the duration of your program
- Update the ISO when changes to your program or major life changes occur so we can update your SEVIS record, and maintain full-time enrollment
- **If you are uncertain if something is allowed, ASK!** Your ISO advisor is here to help you navigate your immigration status and help!



Let's talk about maintaining your J-1 visa status. The ISO has three simple rules to help you remain compliant during your time at GW.

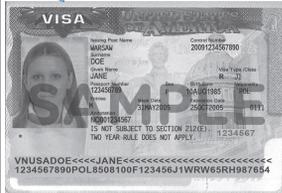
## Maintaining your J-1 Visa Status

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- Update the ISO when changes to your program or major life changes occur so we can update your SEVIS record, and maintain full-time enrollment
- If you are uncertain if something is allowed, ASK! Your ISO advisor is here to help you navigate your immigration status!



First and foremost, keep your documents safe and valid for the duration of your program.

# Immigration Documents



DRAFT

Application Number: <b>101-123456789</b> Date of Issue: <b>04-15-2015</b> Date of Expiration: <b>04-15-2016</b>		Category: <b>J-1</b> Subcategory: <b>STUDENT</b>
Applicant Name: <b>JANE DOE</b> Date of Birth: <b>01-15-1990</b> Sex: <b>F</b> Address: <b>123 Main Street, New York, NY 10012</b>		
Sponsor/Program: <b>Global Exchange, Inc.</b> Sponsor/Program Address: <b>456 Market Street, New York, NY 10013</b>		
Designation: <b>Begin one program accompanied by student (J) or immediate family members.</b>		
Financial Support: <b>Self-Funding</b> Financial Source: <b>Savings</b> Financial Statement: <b>1234</b>		
Health Insurance: <b>Yes</b> Health Insurance Provider: <b>ABC Health Insurance</b>		
Security Clearance: <b>Not Applicable</b>		
Signature of Applicant: _____ Signature of Sponsor/Program: _____ Date: _____		



I-94 Entry Record

U.S. Customs and Border Protection  
 SAMPLE  
 Admission (I-94) Number Retrieval

Admission (I-94) Record Number: **4010240102**  
 Admit Until Date (MM/DD/YYYY): \_\_\_\_\_  
 Dates printed on Admission (I-94 form): \_\_\_\_\_

Family Name: \_\_\_\_\_ Date: \_\_\_\_\_  
 First Surname: \_\_\_\_\_ Date of Birth: \_\_\_\_\_  
 Sex (M/F): \_\_\_\_\_ Passport Number: \_\_\_\_\_  
 Passport Issued in: \_\_\_\_\_  
 Name (Last, First, Middle Initial): \_\_\_\_\_  
 Class of Admission: **J-1**

DS-2019 Certificate of Eligibility

These are the immigration documents you must maintain throughout your program. We will discuss these further in depth during your ISO orientation, but for now let us introduce them to you. To enter the United States, you will need your passport with your U.S. embassy issued J-1 visa and your GW DS-2019 Certificate of Eligibility. Upon arrival, U.S. Customs and Border Patrol will stamp your passport as seen here, and your I-94 entry record will be created. Please review all of these documents for accuracy.

## Mandatory Accident & Sickness Insurance

- As a J-1 exchange visitor, you are required to maintain accident and sickness insurance meeting the J-1 regulatory minimums for yourself and any dependents:
  - Questions on the minimums? Contact your ISO advisor.
- **It is your responsibility to maintain this insurance coverage for the duration of your program.**
- The ISO must have a copy of your valid insurance on file at all times.
- Failure to maintain sufficient insurance coverage can result in **termination** of your J-1 program.



As a J-1 exchange visitor, you are also required to have accident & sickness insurance covering you throughout the duration of your program. This insurance must meet the J-1 regulations. We encourage you to purchase additional insurance to cover you during your grace periods if you will enter the United States up to 30 days before your program start date or stay up to 30 days after the end date of your program as a tourist.

## Maintaining your J-1 Visa Status

- Keep your documents safe and valid for the duration of your program
- **Update the ISO when changes to your program or major life changes occur so we can update your SEVIS record, and maintain full-time enrollment**
- If you are uncertain if something is allowed, ASK! Your ISO advisor is here to help you navigate your immigration status!



It's important to communicate with the ISO any time something in your life changes which may affect your J-1 visa. It is equally important that you maintain full-time academic status throughout the duration of your program at GW.

## SEVIS



## STUDENT EXCHANGE VISITOR INFORMATION SYSTEM

- Governmental database housing information about your specific visa status
- Must be updated within **10 business days** with any changes in:
  - Name/Biographic information
  - Address, phone number and email address
  - Current enrollment
  - Employment and/or funding
  - Dependents (Spouse or children under age 21)
- Please check your e-mail **regularly** for updates regarding your immigration status and all ISO communications
- Information must be accurate for benefit requests (academic training, travel signatures, etc.)

All major changes affecting your J-1 status must be reported in the Student and Exchange Visitor Information System, also known as SEVIS. Please review the examples given here to understand the types of changes that must be reported. It is the responsibility of the student, you, to report changes to the ISO in a timely manner.

## Full Time Enrollment – The Basics

- **Undergraduate students:** 12 credits per semester
- **Graduate students:** 9 credits per semester
- **Online courses:** Cannot count towards full-time status
  - Speak with your ISO advisor **before** enrolling in online coursework
- **Summer enrollment:** Only required **if** it is your final term or a required term for your program
  - Full-time summer:
    - 12 credits Undergraduate
    - 6 credits Graduate



Throughout your academic program, you are required to be enrolled full-time as a student. Full-time means 12 credits for undergraduate students, or 9 credits for graduate-level students. J-1 students cannot count ANY online credits towards their full-time enrollment requirement; all courses must be in-person and on-campus. Work with your assigned academic advisor to develop a study plan and ensure you will be full-time each semester.

## Maintaining your J-1 Visa Status

- Keep your documents safe and valid for the duration of your program
- Update the ISO when changes to your program or major life changes occur so we can update your SEVIS record, and maintain full-time enrollment
- **If you are uncertain if something is allowed, ASK! Your ISO advisor is here to help you navigate your immigration status!**



Lastly, if you are uncertain if something is allowed, ask! The ISO is here to help you navigate your immigration status so you can benefit fully from your time in the United States.

## Other Benefits available

- **Travel validation**
- **On-campus employment**
- **Off-campus Academic Training**
- **Authorization to drop below full time enrollment**
- **Volunteer Opportunities**



All additional benefits are subject to eligibility requirements. Speak with your ISO advisor after you have arrived to GW for more information.

As a J-1 student, there are several other benefits available for your visa status. We will go into further detail about the benefits listed here during your ISO orientation. If you are interested in more information now, please visit our website, [internationalservices.gwu.edu](http://internationalservices.gwu.edu).

## What can the ISO do for you?

- Maintenance of your J-1 SEVIS record
- J-1 immigration advising and benefit processing
- Campus referrals and resources
- GW community information
- Immigration workshops
- Events and cultural programming throughout the semester



In addition to immigration advising, the ISO offers many other services to include campus referrals, resources, events and cultural programming throughout the year. Please check our website and your official GW email for more information.

# REMEMBER

- Your J-1 visa is your responsibility. If you are uncertain about **anything** regarding your visa status, speak with your ISO advisor **first**.
- Check your GW email **frequently** for immigration updates and communications from the ISO. This is your official U.S. email address.
- Complete your mandatory **online** check-in as soon as possible.
- **Register** for the appropriate ISO Orientation session you will attend. Attendance at orientation is mandatory and required by your J-1 visa regulations.

The ISO is here to support you with all your immigration needs throughout your program. However, you must REMEMBER your J-1 visa is your responsibility. If you are uncertain about anything regarding your visa status, speak with your ISO advisor first. Check your GW email frequently for immigration updates and communications from the ISO. This is your official U.S. email address. Complete your mandatory online check-in as soon as possible through the ISO Gateway ([isogateway.gwu.edu](http://isogateway.gwu.edu)). And register for the appropriate ISO Orientation session you will attend. Attendance at orientation is mandatory and required by your J-1 visa regulations.

Stay connected!



 International Services Office  
J-1 Student Visa

Thank you so much for your attention and your time! For all the latest news and events from the ISO, follow us on Twitter and Facebook. We can't wait to welcome you to campus and see you at the ISO International Student Orientation.