



International Center for Language Studies

1133 15th Street NW, Suite 600
Washington, DC 20005
Ph. (202) 639-8800
Fx . (202) 783-6587
www.ICLS.edu

*A leader in Language Training &
International Exchange Programs since 1966*

General Guidelines for Obtaining a J-1 Visa

ICLS will send you all of the documents and instructions you need to make your visa appointment with a US Embassy. Once you have all of the documents (DS-2019 and DS-7002) and instructions, you may begin the process of making a visa appointment.

Step 1. Form DS-160

- To complete and submit the online Form DS-160, follow this link:
<https://travel.state.gov/content/travel/en/us-visas/visa-information-resources/forms/ds-160-online-nonimmigrant-visa-application.html>
- For frequently asked questions: <https://travel.state.gov/content/travel/en/us-visas/visa-information-resources/forms/ds-160-online-nonimmigrant-visa-application/ds-160-faqs.html>

You must have the following items/information at hand at the time of completing Form DS-160:

- Passport Information
- SEVIS Number (can be found on the top-right corner of your Form DS-2019). It has 11 digits and begins with N00_____
- Exchange Visitor Program Number (can be found in section 2, of your Form DS-2019). It is either **P-4-12482 for the INTERN** category or **P-4-10049 for the TRAINEE** category.
- Digital photo, meeting the requirements specified here:
<https://travel.state.gov/content/travel/en/passports/requirements/photos.html>

Important note: The Form DS-160 includes a question that requires special attention:

- **Will you work or study in the United States?**

The answer is **“Neither”** " *The J-1 visa is **Not** a work visa or a student visa. The J-1 Intern or Trainee visa is a nonimmigrant Cultural Exchange Visa that allows participants to come to the United States to gain exposure to U.S. culture and to receive hands-on **LEARNING experience** in U.S. business practices.*

Step 2. SEVIS I-901 Fee Payment

- To make the SEVIS I-901 Fee Payment, follow this link: To pay the I-901 SEVIS Fee, visit <https://studyinthestates.dhs.gov/paying-the-i-901-sevis-fee>.
- Watch the [I-901 SEVIS Fee payment video](https://studyinthestates.dhs.gov/i-901-sevis-fee-payment-video) to learn about each step of the payment process, click here: <https://studyinthestates.dhs.gov/i-901-sevis-fee-payment-video>.

You must have the following items/information at hand at the time of making the payment:

- Your Credit Card information

- Passport Information
- SEVIS Number (can be found on the top-right corner of your Form DS-2019). It has 11 digits and begins with N00_____
- Exchange Visitor Program Number (can be found in section 2, of your Form DS-2019). It is either **P-4-12482** for the **INTERN** category or **P-4-10049** for the **TRAINEE** category.
- The **SEVIS I-901 Fee is \$220**.
- **You must take a copy of the SEVIS I-901 Fee payment receipt to the visa interview appointment.**

Step 3. Non-immigrant Visa Processing Fee

- Pay a non-refundable visa interview and processing fee. The fee amount varies according to the type of visa and by country.
- Check with the Embassy website. It is usually around \$185.
- Collect a payment receipt by email or in the mail, depending on the country.

Step 4. Visa Interview Appointment

- Once you receive an email (payment) confirmation, follow the instructions to schedule an interview appointment.
- If you don't receive it within 2-3 days, please contact the US Consulate.

Step 5. Interview Day

One day before your interview, become familiar with all the documents; carefully study your internship training plan (DS-7002) and read all supportive information.

Be sure to bring **ORIGINAL SIGNED** documents to your visa interview:

- Form DS-2019 (Certificate of Eligibility for Exchange Visitor)
- Form DS-7002 (Training Internship Placement Plan)
- Form DS-160 confirmation page
- SEVIS I-901 fee payment receipt
- Proof of payment of nonimmigrant visa processing fee
- Passport valid for at least 6 months after completion of your J-1 program
- Evidence of sufficient funds to cover travel/living expenses for the entire duration of your program.
- Evidence of health and accident insurance coverage (information booklet or application form). You **may** purchase the insurance **after** the interview if your visa application is approved.

Step 6. Share Your Experience

We would like to hear about your visa interview results and overall experience. Please take a minute to email us the following:

- List of questions asked during the interview
- Share your tips for completing Form DS-160 and SEVIS fee application
- Challenges, if any, encountered during your visit to the U.S. Embassy
- Status of your application and your travel plans

Please send your report to ICLS at internships@icls.edu.

Thank you!

SAMPLES

DS-160 CONFIRMATION PAGE:

* Once you submit a Form DS-160 online, the system will generate a confirmation page. **You must print this confirmation and bring it to your visa interview appointment.**



Online Nonimmigrant Visa Application (DS-160)

Confirmation



This confirms the submission of the Nonimmigrant visa application for:

	Name Provided:	Applicant's Name	Location Selected:
	Date Of Birth:	03 / 22 / 1980	BMB
	Place of Birth:	New Delhi, India	U.S. Consulate General Mumbai
	Gender:	Male	C-49, G-Block, (Near Hotel Trident - BKC)
	Nationality:	INDIA	Bandra Kurla Complex,
	Passport Number:	J8791774	Bandra East,
	Purpose of Travel:	SPECIALTY OCCUPATION (H1B)	Mumbai 400051, India
	Completed On:	14 OCT 2012	
	Confirmation No:	AA005P4IWT	
	THIS IS NOT A VISA		

YOU MUST BRING the confirmation page and the following document(s) with you at all steps during the application process:
Passport; Evidence of approved I-129

You may also provide any additional documents you feel will support your case.



SEVIS I-901 FEE ONLINE PAYMENT:

Official Website of the Department of Homeland Security

(US) 1-703-603-3400 fmjfee.sevis@ice.dhs.gov OMB 1653-0034 (Expires 07/31/2022)

U.S. Immigration and Customs Enforcement **I-901 Fee** PAY I-901 FEE CHECK I-901 STATUS HOME NEWS HELP

For more information on the new fees, please see the NEWS section of the website.



WELCOME TO FMJFEE.COM

Welcome to the Student and Exchange Visitor (SEVP) I-901 SEVIS Fee Processing Website. The Form I-901 is used to remit payment of the I-901 Fee for prospective nonimmigrants seeking F-1, F-3, M-1, M-3, and J-1 visa status.

SEVIS FEE PAYMENT CONFIRMATION PAGE:

Student and Exchange Visitor Program: SEVIS I-901 Fee

Confirmation: **CMB 1653-0034**

Please print this page immediately for your records. You will not be able to return to this page and print it later.

Reference the confirmation number before any all inquiries related to your I-901 status. This will involve you a SEVP field office request at the address indicated below. You may be responsible for any charges or costs I-901 fee. This includes, but is not limited to, any United States (U.S.) entry fee for any change of status, overstay, or other United States immigration benefits.

When you go to the Consulate for your visa, you should bring this receipt or your I-901 to prove you have paid the SEVIS fee.

U.S. Department of Justice
Department of Homeland Security Notice of Action

THE OFFICE ADDRESS OF INTEREST:	
ACCOUNT NUMBER: (Confirmation Number)	LIASE FORM: I-901 Fee Confirmation Form for F-1, F-2, M-1, M-3, and J-1 non-immigrants
NAME AND ADDRESS:	NOTICE TYPE: Receipt Type
RECEIVED DATE:	APPLICANT:
NOTICE SENT:	PAID:
	of \$

This fee payment is valid only if the visa applicant's current or intended status is one of the following: F-1, F-2, M-1, M-3, or J-1. This fee may be required to apply for a visa.

APPLICANT'S TYPE: F-1, F-2, M-1, or J-1
DATE OF BIRTH:
GENDER:
SECURITY INDEX:
APPLICANT'S PASSPORT NUMBER:
SEVIS IDENTIFICATION NUMBER:

This I-901 fee transaction has been received. Please notify us immediately if any of the above information is incorrect. This receipt is not valid as evidence of payment. In addition, your original I-901 receipt notice will be delivered to the correct address by the receipt delivery method you selected.