

**SAIS F-1/J-1 Visa Request  
Information- Student only**

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***INSTRUCTIONS (please read it carefully)***

Citizens of all countries except Canada and Bermuda are required to have the appropriate visa stamps in their passports if they are to enter the U.S. in student status. All international students must obtain a visa certificate Form I-20 (F-1 visa) or Form DS-2019 (J-1 visa) from Office of International Services (OIS) in advance. You must present a visa certificate *Form I-20 (F-1 visa)* or *Form DS-2019 (J-1 visa)* with other required documents in order for you to apply for a student visa at a U.S. consulate, or in case of Canadian or Bermudian citizens, to apply for student status at the U.S. port of entry. More information is available [www.ois.jhu.edu](http://www.ois.jhu.edu)

**Student visa:**

In general, there are two visa categories with a purpose of studying in the US: the F-1 student visa and the J-1 Exchange Visitor in student category. Both visa categories require a full-time enrollment during the semester. Most admitted international students at SAIS are eligible for the F-1 visa. Only a few of those students are eligible for J-1 visa. International students may be eligible for J-1 visa if:

- ❖ there is a substantial amount of the educational funding comes from a government agency, any institution, official scholarship or grant or employer that **requires** the student to be in J-1 visa status (student personal loan does not qualify), **a proof of document from the sponsor is required;**
- ❖ the student's financial is sponsored by foreign government and the student is required to be on J-1 visa status based on receiving a government scholarship;
- ❖ the student's financial is sponsored by an agency such as Fulbright, LASPAU, USAID, or AMIDEAST.
- ❖ An exchange student.

The differences between F1 and J1 visa are the followings.

**F-1 Student visa**

- Students are eligible to work on-campus for up to 20 hours per week while school is in session as long as the employment does not interfere with their study.
- Accompanying dependents (spouse or children) are on F-2 visa and not allowed to work.
- Accompanying dependent (spouse) may not enroll in a full course of study while on F-2 status. However, F-2 children may enroll in primary or secondary school.
- Off campus employment in the student's field of study called Optional Practical Training, may be authorized (by The US Immigration Office) up to 12 months as pre-completion or post-completion of the study.
- Off campus employment that is not related to the course of study is restricted.

**J-1 Exchange Visitor**

- Students are eligible to work on or off campus for up to 20 hours per week while school is in session as long as the employment does not interfere with their study. The authorization for employment must be approved before the beginning of work.
- Accompanying dependents (spouse and children) are on a J-2 visa and allowed to apply for a work authorization from OIS. It takes several months to obtain work authorization.
- Academic training may be authorized up to 18 months following a completion of studies (not to exceed the length of the academic program).
- Depending on the country and funding sources, a J-1 visa holder may be subject to the **2 year home residence** requirement. Students who are subject to the requirement must return home for 2 years before being eligible to

- apply for an H-1, L-1 or immigrant visa.
- Both J-1 and J-2 visa holders are required to have comprehensive health insurance coverage in the US.

**To initiate the process for a visa certificate, please read the following instructions.**

**A. To prepare the documentation.**

1. Passport – Your passport (and any dependent’s passports) should be valid at least six months into the future. You will need to scan the biographical page of your passport and those of your dependents for upload to iHopkins.
2. Current I-20/DS-2019 – you will need to upload your current I-20/DS-2019 if you are attending another school within the U.S.
3. Financial Documentation that meets or exceeds the Estimated Student Expenses for the first year of your degree/summer program, see below. *For J-1 status, funding is required for the entire degree program.* The financial document must:
  - 3.1 be in English, or a translation into English must be provided. If an unofficial translation is provided, please attach the [Certification by Translator Form](#).
  - 3.2 be current, issued within the past 3 months.
  - 3.3 be accompanied by an [affidavit of support](#) if the bank account is not in your name. The affidavit must come from the person who owns the bank account.
  - 3.4 be liquid assets, available for immediate withdrawal, if it shows personal or family funds. Property, tax documents and income statements are unacceptable.

**Examples of acceptable sources of funding:**

- Funding from Johns Hopkins
- Personal funds
- Family funds
- Student loan
- Funds from your home government
- Other institutional funds such as the student’s current employer, scholarship awarding agencies, etc.
- Any combination of the above

**Examples of acceptable funding documents:**

- Bank statement showing account balance
- Letter from a bank confirming the account balance OR that there are sufficient funds in the account to meet the estimated costs
- Letter on sponsor letterhead (for government funding or other scholarships) stating amount of funding that will be provided
- Letter on JHU letterhead (for funding you will receive from JHU)

**B. Get access to OIS iHopkins portal to complete a visa request electronically.**

1. International students must require a visa certificate before applying for a student visa at the US Embassy/Consulate. To obtain this, the student must complete the OIS application process via our [iHopkins website](#). International students are required to upload their scanned financial support statements for OIS to review.
2. Access to the site requires a JHED ID and password. Please note
  - a. New students: JHED ID will be available in mid-May. In order to log in earlier without using JHED ID, you will receive an email message with an instruction how to log in. This email message will be sent to you automatically after the matriculation fee is paid and the Admission Office updated your admission record.
  - b. Please contact OIS directly when you have any issues regarding iHopkins log-in by send an email to [sais-iss@jhu.edu](mailto:sais-iss@jhu.edu).
3. Current students from SAIS Europe at Bologna: you can login with JEHD ID and password.

**Preliminary Information**

4. Go to <http://ihopkins.jhu.edu>
5. Under JHED Login Instructions, students with active JHED ID, click log in option number 1; log in using your

JHEF ID and password.

6. New students with no active JHED ID, click log in option number 2 and use login credentials information included in an instruction sent to you via automated email message in order to log in.
7. This should bring up your iHopkins Services Home Page; your name should appear to the right corner.

### **New Students & Current students at SAIS Europe Request**

8. Click on 'New Students' menu on the left and expand "New International Student Form"
9. Please read and fill out the form; make sure to upload pdfs of your passport biographical page and funding information (the form will not submit unless this is done).
10. If you will bring your dependent family with you during your stay in the US, please complete "Dependent Request (Spouse/Children)" Complete a Dependent Request for each dependent, in case you bring more than one dependent and upload the file of each dependent passport information pages at the end of this form.
11. Please note for **current SAIS students from SAIS Europe** when you get to "Document Shipment Information" section.
  - a. When you submit this request while you **are in the middle of the semester at Bologna**, please **disregard** document shipment information because OIS will send I-20/DS-2019 in bulk as an express campus mail to SAIS Europe Registrar's Office. The **deadline** to submit a request is within first week of the final examination.
  - b. If you submit this request **after the deadline** or you **have completed the semester and are no longer at Bologna**, please read "Document Shipment Information" and follow an instruction thereafter.
12. When you are done, please hit the 'Submit Request' button at the bottom of the page.

### **C. After completing your request electronically:**

13. The duration of the I-20 or DS-2019 will correspond with the time necessary to complete the degree program or the summer program.
14. OIS will review all required documents and if they are fine, the I-20 or DS-2019 will be processed. Please make sure to upload all required documents together; otherwise OIS will hold a request until the missing requirements are received. The I-20 or DS-2019 will be mailed directly to the student.
15. After OIS approves your request, you will receive an automated message telling you that we have approve your request.
16. Due to the delay in obtaining a visa at US embassies overseas, it is highly recommended to submit your request form, along with the required documents, to OIS at least 12 weeks before the semester begins or **as soon as possible**.
17. As a result of new regulations, international students will **ONLY** be allowed to enter the U.S thirty days prior to the first day of classes, see section 5 on the I-20 form or section 3 on DS-2019 form. All visa certificates (I-20/DS-2019) will be dated at the first day of classes.

### **ESTIMATED STUDENT BUDGET FOR 2020 – 2021 ACADEMIC YEAR**

• <b>MA/MIPP/DIA/PH.D. STUDENT</b>	
Tuition .....	\$54,950
Living Expenses .....	\$25,000*
<b>Total Expenses .....</b>	<b>\$79,950*</b>
• <b>MIEF STUDENT</b>	
Tuition.....	\$72,650
Living Expenses .....	\$30,000*
<b>Total Expenses .....</b>	<b>\$102,650*</b>
• <b>EXCHNAGE STUDENT (THIS COST IS ESTIMATED PER ONE SEMESTER)</b>	
Living Expenses .....	\$12,500*
<b>Total Expenses (for 1 semester).....</b>	<b>\$12,500</b>

• **SUMMER PROGRAM STUDENT (SUMMER COURSES 2018)**

Tuition.....	\$8,800 (2 courses)
Living Expenses .....	\$5,700*
<b>Total Expenses.....</b>	<b>\$14,500</b>

**NOTE:**

1. Please include an additional \$3,600 per dependent family member (Spouse/Children) in case you are bringing a family member with you.
2. **The estimated budget is calculated for I-20/DS-2019 issuance only. All expenses are estimated.** The estimate for living expenses includes room & board, books & supplies, health insurance fee, personal & travel expenses, student services, etc.