



West Virginia University



J-1 Scholars Arrival Flowchart

IMPORTANT

Bring the following documents with you at the time of the orientation: invitation packet, printed I-94 (Arrival/Departure Document), proof of insurance, passport(s), visa, DS-2019(s). In the event you do not have a U.S. address and/or phone number before the orientation, please be sure you notify us of your address and phone number as soon as you have them.

NOTE: Please allow 3 days to complete the arrival process. Follow the steps as outlined.

Make sure you hold a J-1 compliant health and accident insurance policy **before** you enter the US.

Check in with hosting University Department.

Contact the Office of International Students & Scholars @ (304) 293-5954 or Risa: risa.sakai@mail.wvu.edu IMMEDIATELY to schedule a mandatory orientation session and for SEVIS validation. **When you come to orientation, bring your invitation packet, I-94, proof of insurance, passport(s), visa, DS-2019(s).**

WVU Funded

Non-WVU Funded

Wait 24 hours after your orientation (SEVIS activation) to apply for a Social Security Card unless you have obtained this document previously.

(OPTIONAL)
You may elect to apply for a social security card, if so, wait 24 hours after your orientation for SEVIS activation.

Open a bank account after you apply for a Social Security Card.

Contact Tax Services @ (304) 293- 3379 extension 3 or tax@mail.wvu.edu to schedule an appointment for employment eligibility verification and access to WVU system (myaccess).

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Visit the WVU ID office at the Mountainlair, Bennett Tower, or Health Sciences Center.
NOTE: Wait 24 hours after you are given access to WVU system (myaccess).

(OPTIONAL)
Apply for a state ID or Driver's License.

Subscribe to the OISS Listserv: please send an email to OISS (oiss@mail.wvu.edu) with your full name and email address.