



# Preparing for your J-1 Visa Interview

This document explains all the steps you must take, and the paperwork required, in order to have a smooth and stress free J Day.

If you have not already booked your embassy appointment and informed USA Summer Camp then you must do this now. Log in to your USA Summer Camp profile, go to the 'Visa' section and follow the instructions.

## Getting Ready for the Visa Interview Appointment

The J-1 visa application requires that you prepare a series of documents and items to bring to your visa appointment. Read the following information carefully and gather together the SEVEN items you need to bring to your embassy appointment. Failure to bring the necessary documents and items will result in you being denied access to your appointment, and you will need to reschedule for a later date at your own additional expense.

### 1. Passport

You will need to take your current, valid passport to your visa interview appointment. This must be the passport, which you will use for travel to the US this summer! The US Department of State has strict regulations regarding the passport you will submit with your visa application. Please read carefully:

- Your passport must be valid for at least 6 months after the scheduled date of your return to your home country (e.g. if you are returning to your home country on August 30 then your passport should be valid through March 1)
- Your passport may not be water damaged (e.g. - put through the washing, immersed in water, etc.)
- Your passport may not be 'dog-eared' (e.g. - torn, chewed up, etc.)
- Your passport may not have any peeling on the laminated picture page.
- Your passport may not ever have been reported missing or lost, and subsequently found.
- Your passport must have at least 2 pages remaining for the Embassy to attach the visa.

If your passport does not meet the above criteria, then you must apply as soon as possible for a new passport!

### 2. 'Appointment Instructions'

You printed this out when you booked your visa 'slot'. If you did not then you will need to go to <https://ais.usvisa-info.com/en-gb>, click 'continue', login and click on 'Print Instructions'.

### 3. DS-160 Visa Application Form 'Confirmation Page'

You must complete the DS-160 online non-immigrant visa application form on the US Department of State website (<https://ceac.state.gov/genniv/>). It will take approximately 1 hour to complete.

Download the 'MALE Applicants' or 'FEMALE Applicants' document from the 'Visa' section of your USA Summer Camp profile for full instructions. USA Summer Camp cannot 'proof' your DS-160 form so please follow the guidance notes carefully.

Once you have completed the DS-160 form online, you will be prompted to print out a confirmation page. Please print out a clear copy of the confirmation page.

Please be aware that USA Summer Camp cannot assist with any technical issues or problems on the US Department of State website!

### 4. One Passport Photo

Photo must meet the following requirements:

- Standard-size American passport photo (2 inches x 2 inches).
- Photos must be on a white background; Nothing obstructing your face in the photos (e.g. hair, jewellery, sunglasses, etc. Corrective glasses are not acceptable.)
- Photos must have been taken within the last 6 months (from the date of your appointment)
- You may NOT resize or alter a passport photo to the correct size on your computer, or, crop another picture to the correct size on your computer or manually
- For full details on photo specifications please to go:  
<http://www.slideshare.net/USAinUK/ds160-visa-photo-requirements>

### 5. DS-2019 form

This form will be obtained from the US Department of State on your behalf by USA Summer Camp. The cost of the DS-2019 form is included in the program fees you have paid to USA Summer Camp.



- If you are attending a J-Day appointment at the US Embassy in London, our partner company, Camp Leaders, will provide you with your DS-2019 form on the day of your appointment. You will be required to meet the Camp Leaders representatives outside the embassy prior to your appointment.
- If you are attending a J-Day appointment at the US Consulate in Belfast, USA Summer Camp will post your DS-2019 form to you in good time for your appointment

You will need this form for your visa interview AND when you travel to the US.  
Please keep this form safe with your passport.

#### How to identify the form:

- The DS-2019 form has 'CERTIFICATE OF ELIGIBILITY FOR EXCHANGE VISITOR (J-1) STATUS' written across the top
- 'DS-2019' is written in small lettering in the bottom left hand corner

#### What to do once you receive the form:

- Please check that your personal details are correct. If there is an error on your form, please inform USA Summer Camp immediately. Your details on the form must be exactly the same as they appear in your passport.
- Sign and date the form (where it says 'Signature of Applicant' at the bottom of the page). For 'Place', write 'London' or 'Belfast' (as appropriate).

**IMPORTANT** – Do not write in or change any information on the DS2019 form, it will be invalid if you do!

#### 6. SEVIS I-901 Fee Receipt OR I-797C Notice of Action

SEVIS (Student and Exchange Visitor Information System) is the US Department of State's system for tracking all student and exchange visitors in the USA. The SEVIS receipt shows that the SEVIS fee (\$35 USD - correct at the time of print) has been paid on your behalf by USA Summer Camp.

You must print your I-901 receipt and take it along to your embassy appointment. Your visa will be delayed if you do not take this document to your embassy appointment

1. Go to the SEVIS website - <https://www.fmjfee.com/>
2. Click on 'Check Status'
3. Enter your SEVIS ID (found in the 'Visa' section of your USA Summer Camp profile), last name and date of birth (mm/dd/yyyy). Click 'Check I-901 Status / Print Payment Confirmation'
4. Click 'View'
5. Click 'Print Payment Confirmation' which will download the SEVIS receipt
6. Print the SEVIS receipt and add it to your documents to take to the embassy

**Note:** The address on the SEVIS form will be that of your visa sponsor in America, NOT your camp address.

You will need this document for your visa interview AND when you travel to the US.  
Please keep this document safe with your passport.

#### 7. Proof of Intent to Return to the UK

'All applicants are considered to be intending immigrants until they prove otherwise' – (section 214(b) of the Immigration and Nationality Act). Therefore you must provide evidence that you do not intend to remain in the USA beyond the expiration date of your visa. You must bring at least one form of documentation as evidence.

#### Examples of evidence include (but are not limited to):

- University/Further education enrolment details (for the upcoming academic year)
- Proof of employment upon return (contract or letter from employer on company headed paper)
- Proof of housing upon return (mortgage details, rental contract or letter from your landlord/parents)
- Any other evidence of social or economic ties to your home country



#### Important Notes:

- If you are not currently a student, nor returning to study, it is important that you bring as many forms of evidence as possible!
- If you are not a permanent or legal UK resident or citizen, and you are not returning to the UK after summer camp, you may face a higher risk of visa denial. Please contact USA Summer Camp on 0121 411 9165 for more advice if this is your circumstance.
- There is no refund of USA Summer Camp fees or Embassy appointment fees if your visa is rejected.

#### 8. Wilberforce Act

It is important that you are aware of your rights, as well as your protections and resources available when you go to work in the USA. The US government requires that all applicants for the J-1 visa read the Wilberforce Act pamphlet prior to your visa interview appointment. You may be asked questions about this pamphlet at your visa interview. Follow this link to download a copy:

[https://travel.state.gov/content/dam/visas/LegalRightsandProtections/Wilberforce\\_Pamphlet\\_October2016.pdf](https://travel.state.gov/content/dam/visas/LegalRightsandProtections/Wilberforce_Pamphlet_October2016.pdf)

### The Day of your Visa Interview Appointment

Before you leave home double check you have all items and ensure you have completed point 8 above:

- ☐ Passport
- ☐ 'Appointment Instructions'
- ☐ DS-160 Form
  - Copy of confirmation page, and;
  - Memory stick with DS-160 saved (this in case of any errors, which can then be easily corrected)
- ☐ SEVIS Receipt (I-901 form)
- ☐ Passport photo
- ☐ Evidence of Intent to return to the UK
- ☐ You have read about the Wilberforce Act

And if attending J Day at US Consulate in Belfast:

- ☐ DS-2019 Form

#### Important Notes

- If you have any injuries (recent cuts, scars, burns, etc.) on any of your fingers or thumbs which are not permanent, you will need to reschedule your visa interview appointment for another date and time when your injuries will have healed. Fingerprints are taken as part of the J-1 visa application process. Injuries to the fingers or thumbs impede the Embassy's ability to take accurate biometric details
- If you have a previous or current criminal record that you failed to make USA Summer Camp aware of at the time of application or if you have received a criminal record since your original date of application, you are not eligible for a J-Day appointment. The US Embassy has access to this information, so it is not possible to keep it undisclosed. Please contact USA Summer Camp immediately
- Check the up to date security information on the embassy website regarding prohibited items. For example, no large bags or laptops are allowed. See <https://uk.usembassy.gov/visas/niv-london/> or <https://uk.usembassy.gov/embassy-consulates/belfast/visiting-consulate-general-belfast/>. There are no storage facilities on Embassy/Consulate grounds, but you may leave belongings with us at our check-in location if attending a London J Day.
- At Belfast ONLY, you may leave small items, such as phones, at the security point.



### Getting to the US Embassy or US Consulate:

- o For J-Day appointments in London – You will find our partner company in front of the US embassy from 7.45am, in Camp Leaders t-shirts/hoodies and holding blue, Camp Leaders umbrellas. **YOU MUST CHECK-IN WITH CAMP LEADERS STAFF AT LEAST 30 MINUTES PRIOR TO YOUR SCHEDULED APPOINTMENT TIME** to collect your DS-2019 form. Without these documents you will not be permitted entrance to the US Embassy.
- o For J-Day appointments in Belfast - Arrive at least 30 minutes prior to your appointment time. Camp Leaders or USA Summer Camp will not be there to meet you on the day. Arrive more than 30 minutes late, and you may not be seen, requiring you to reschedule your appointment for another date.
- o See the 'Events' section of your USA Summer Camp application for Embassy/Consulate addresses and link to Google maps.

Note: If you are flying to Belfast or London, make sure you have some other form of photo ID for your return flight, as you WILL be required to leave your passport at the Embassy/Consulate for visa processing!

Ryanair will NOT accept any other form of photo ID besides a passport. As such, we recommend that if you are flying to Belfast or London for your visa appointment, you consider using an airline other than Ryanair. Check with the airline first to confirm that they will accept alternative photo ID.

### After Your Visa Interview Appointment

- o Most applicants are informed at their visa interview appointment, whether or not their visa has been granted.
- o It normally takes 5-10 business days\* for your passport to be returned to you by the Embassy or Consulate. If you have been waiting 15 business days then contact USA Summer Camp.
- o Your J-1 visa will be adhered onto one of the pages in your passport. **DO NOT REMOVE IT.** Make sure to check-over the visa sticker to ensure that all details (e.g. spelling of your name, etc.) are correct. If there are any problems, please call USA Summer Camp immediately.
- o Your DS-2019 form and SEVIS receipt (if kept by Embassy) will also be sent back with your passport; it will either be stapled to the passport; tucked inside the passport; or loose inside the envelope. Please be sure to locate the DS-2019 form and SEVIS receipt when you receive your passport back. If you do not receive your DS-2019 form back with your passport, please contact the USA Summer Camp office immediately.

**You must keep your DS-2019 form and SEVIS receipt with your passport and take it with you to the USA. You will not be permitted to board your flight to the USA without your passport, visa, DS-2019 form and SEVIS.**

- o Your passport and documents will be returned to you by DX Secure services. It will be returned to the Courier Depot you specified when you booked your appointment; or to a private address if you specified and paid extra for this. You will need some form of ID when you pick up or receive your passport. You will receive an email to alert you that your passport is ready to be picked up, or on its way to your private address.

**Once you have received your passport and visa back, please log into your account at [www.usasummercamp.co.uk](http://www.usasummercamp.co.uk) and go to the 'Visa' section and enter the date you received these items.**

\* Administrative Processing - On rare occasions the embassy may have to make further enquiries before granting your visa. In this case you will be given a NIV221g form with 'Administrative Processing' as the heading. This happens when personal details on your application match those of someone who has been a security threat. Unfortunately, this significantly increases the time it takes to grant your visa, and can take up to 90 days. Your passport will be returned to you at your interview. If this happens to you then you must contact USA Summer Camp immediately.