Welcome to the University of Wisconsin-Madison’s J-1 scholar exchange visitor program! The International Faculty and Staff Services office (IFSS) has sent you the following handouts to aide you with maintaining legal Immigration status in both the U.S. and with the UW-Madison. If at any point you have any questions about the Immigration process and/or your responsibilities in maintaining legal immigration status, please contact the IFSS office.

Enclosed are the following documents:

- New DS-2019 Form.
- Information regarding the DS-7002 Form.
- “SEVIS Fee Information for UW-Madison J-1 Scholars”: What is SEVIS? This document explains what SEVIS is in addition to some of the new U.S. regulations for exchange visitors. Also listed are your responsibilities while at the UW-Madison.
- “Completing and filing form I-901”: Tips for UW-Madison J-1 Scholars in completing the I-901 Form.
- “I-901, Fee Remittance for Certain F, J and M Nonimmigrants Form”
- “Welcome Brochure to the Exchange Visitor Program”: This brochure is by the former United States Information Agency (USIA), currently the Department of State (DOS). International Faculty & Staff Services (IFSS) is required to provide this brochure to new J-1 Exchange Visitors.
- “Ship International Scholars Information Card”: Health insurance coverage with local service and support information.
- “Mandatory Insurance Requirements (SHIP)”: Insurance requirements that need to be meet.
- “International Waiver Application (SHIP)”: Please make sure that you review the waiver application form carefully before you purchase other insurance. The SHIP office will only approve waivers for insurance which falls under one of the categories detailed on the waiver application form.
- “SHIP Application”: Complete this form if you plan to purchase the SHIP health insurance plan.
- “Initial Expenses”: This form has information on the U.S. banking system and suggestions for financial preparations you need to make before and after you arrive in the U.S.
- “International Tax Treaties”: This page explains how international tax treaties may apply to certain scholars and where they can find more information about them.
• “IFSS-SEVIS & Scholars’ Responsibilities”: This page will help you better understand the kinds of information that the UW-Madison and all colleges and universities in the U.S. must maintain on international scholars prescribed by law to be shared with the government.

• “Exchange Visitor Arrival Deadline”: This handout lists your responsibilities for if you decide not to pursue your J-1 scholar visa or if you realize that you won’t be able to arrive by the start date, indicated on your DS-2019 form.

• “About IFSS”: This handout explains the purpose of IFSS and other important contact information.

• “10 Points to Remember When Applying for Nonimmigrant Visa”: Helpful hints when visiting the U.S. Consulate/Embassy.

• “Housing/Hotels”: Some things to keep in mind and start thinking about in terms of your housing needs.

• Webpage: Campus Area Housing Listing Service

• “Community Car”: A local traveling option.

• Webpage: “Living and Working in Madison”: Information on resources, organizations, and events available in Madison