Navigating Your Way through the F-1/J-1 Visa Process
(from Admission to Arrival)

1. Register at DVS: See Registration Schedule in your package.
2. Complete Part II of the DVS Webform using the username and password given by your academic department.
3. Collect proof of financial support. See Funding Guidelines.
4. Mail documents TOGETHER directly to your program/school:
   - signed signature page (blue ink)
   - proof of financial support
   - sponsorship letter (if applicable)
   - copy of passport page showing picture and biographical data
   - other items specifically requested by your program

5. Once DVS receives your documents from your program/school, allow 2 weeks for advisor to process your I-20/DS-2019.
6. I-20/DS-2019 mailed by FedEx/DHL to your address provided on the Webform.
7. Upon receipt of I-20/DS-2019, pay the SEVIS fee. You will receive instructions in your package.
8. Enter U.S. in F-1/J-1 status no more than 30 days before the start date on I-20/DS-2019. *Keep your I-94 card issued at the Port of Entry.
9. Apply for F-1/J-1 visa stamp at the U.S. Consulate or Embassy in your home country.
10. Once DVS receives your documents from your program/school, allow 2 weeks for advisor to process your I-20/DS-2019.

Abbreviations:
DVS-Duke Visa Services
SEVIS-Student and Exchange Visitor Information System

Updated 3/2010