The New I-94 Automated System

In April 2013, Customs and Border Protection began the implementation of an automated I-94 admissions record. This record replaces the white I-94 card previously received at all U.S. ports of entry. The I-94 verifies admission number, visa class and the duration of stay permitted with regards to each visa class. All international visitor, students, scholars and employees must visit www.CBP.gov/I94 in order to view and print their I-94’s. The I-94 is required for identification, employment verification, Social Security Numbers and North Carolina Drivers’ Licenses. The I-94 should be printed after each reentry to the U.S.

Any questions and requests for assistance regarding the I-94 correction should be directed to Duke Visa Services.

For Fall 2014 Graduates

⇒ For international students with a completion date of 12/30/2014 on their I-20s and would like to work in the U.S…
   The first day to apply for F-1 Optional Practical Training (OPT) is: 09/21/2014
   This date includes a two week processing time by the Duke Visa Services Office

⇒ For international students transferring to another institution
   Schedule an appointment with your Duke Visa Services advisor
   Complete the request and SEVIS file transfer before your grace period ends
   Verify the completion of your academic program and/or OPT before transferring your SEVIS file

⇒ For international students working on Duke’s campus…
   Do not work beyond the scheduled graduation date on the I-20. No work is permitted during your grace period without proper work authorization.

J-1 Exchange Visitor Program Insurance Change

The Duke University, Medical Center and Health Systems policy update only applies to J-1 scholars who are NOT employed by Duke University. J-1 students and J-1 employees are not affected by this change.

Effective 9/1/2014, the Duke insurance requirements have been updated to include a maternity coverage requirement. The annual deductible has also increased due to the implementation of the national Affordable Care Act. We have found that scholars choosing not to purchase a Garnett Powers & Associates policy did not purchase a plan that covered their pregnancies, which resulted in additional costs and worries. We strongly recommend that you purchase a policy from Garnett Powers for long term stays in the U.S.

Remember, scholars have the option of purchasing other policies that fit Duke requirements and ask Garnett Powers to provide a waiver. Scholars with policies from other companies that previously received a waiver from Garnett Powers and must extend to complete their J programs should not extend these policies unless they have verified that these policies fit the new requirements. We cannot refund any scholar who purchased a plan that is not waived by Garnett Powers.
DUKE VISA SERVICES EMPLOYEE SPOTLIGHT

Samantha Franklin
Assistant International Student & Scholar Advisor

Q– How long have you been at Duke Visa Services and what do you do?
A– “I have been here since February 2013 and I am basically the first point of contact for most people in the office. I assist Foreign Nationals with certain travel concerns, employment verification, and many other tasks.”

Q– What do you like to do on your spare time?
A– “I love watching movies and playing darts (for fun and competitively).”

Q– If you could go anywhere in the world, where would you go?
A– “I have always wanted to travel to Europe and Central Asia and hopefully I will have the chance someday!”

Employment Verification Requirements for On-Campus Employment

The U.S. Department of Homeland Security (USDHS) requires any employer hiring anyone to work in the U.S. (U.S. citizens or Foreign Nationals) to complete an I-9. The state of North Carolina requires all employers to confirm employment eligibility of all new employees by submitting the appropriate information to USDHS and receiving authorization to hire the employee.

In order to comply with these regulations, Duke University requires all employees to complete an electronic I-9. Details to assist international students, scholars and employees in completing this form can be found at http://www.visaservices.duke.edu/19_instructions.html.

Duke Visa Services must complete Section 2 of the electronic I-9. After completing the I-9:

- F-1 and J-1 students should bring their employment letters, passports, I-94s and I-20s/DS-2019s to Visa Services. An appointment is not required.
- H-1B, TN, E-3 and O-1 employees and Permanent Resident Applicants should schedule an appointment with their Visa Services advisor for assistance in completing the I-9 process.
- For all employees who have permanent residency cards or have political asylum or refugee status, Section 1 and 2 of the I-9 should be completed by the employing department, NOT Duke Visa Services.

North Carolina Association of International Educators (NCAIE)

Duke Visa Services Highlights

Congratulations to:

⇒ Senior advisors Pamela Billie and Maxine Sanders for their J-1 Beginner Workshop presentation.
⇒ Associate Director Dylan Sugiyama and senior advisor Claudia De La Cruz for being selected to present their session: OPT-Problems and Solutions.