**Important Information**

**Duke Visa Services (DVS) Response Times**
Please allow DVS advisors at least 24 hours to respond to all emails and voicemails. We will respond as soon as possible, but we address inquiries on a first-come-first-serve basis, so responses may not be immediate due to the high volume of incoming requests.

**Grading Soon?**
On-Campus employment ends for all F-1 and J-1 students at graduation or program completion. F-1 students must have employment authorization from DHS and J-1 students must have Academic Training approval from DVS to work on campus after graduation. Payroll Administrators should verify that their student employees will leave Duke and remove all graduated students from the I-9 system.

**Changing Work Departments?**
DHS requires that students notify DVS when they change on-campus employers. If required, we must update your I-9 and verify your I-94 is still valid. Email your DVS advisor to report on campus employment changes.

**REQUIRED REGISTRATIONS**
All New F and J Students and J Scholars must report to Duke Visa Services for SEVIS registration. We must notify the U.S. Department of Homeland Security (USDHS) of your arrival. Duke University Policy requires all international students in other visa categories to also register with DVS. Details may be found at: https://visaservices.duke.edu/about/appointments.php

**Why is Using the Passport Name Important?**
U.S. government databases are pre-populated with information about students, scholars and employees based on passport name, expiration date and other biographical data. When requesting a benefit connected to a visa category, these databases are checked to determine the requester’s eligibility for employment, a driver’s license or Social Security Number.

If your passport name is Blue, Frank but you prefer to be called Blue, Duke, do NOT write Blue, Duke on any benefit request. The application will be rejected or extremely delayed because Blue, Duke does not match the information in the U.S. government databases.

**Upcoming Visa Services Workshops: L&OD**

<table>
<thead>
<tr>
<th>Immigration Basics</th>
<th>10/11/2017</th>
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<tbody>
<tr>
<td>8:30am - 12:00pm</td>
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<tr>
<th>Immigration Casework Management</th>
<th>10/18/2017</th>
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<tr>
<td>8:30am — 3:00pm</td>
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<tr>
<td>At the Smith Warehouse, Bay 7, 1st Floor</td>
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<tr>
<td>Duke Visa Services’ Conference Room</td>
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<td>Parking Passes Provided</td>
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**FRIENDLY TRAVEL REMINDERS FOR NEW and CONTINUING STUDENTS, SCHOLARS AND EMPLOYEES**

After you have received your U.S. visa and purchased your airline tickets, remember:

1- F-1 and J-1 Students, Scholars, Researchers, Professors and Short-term Scholars: Do NOT pack your Passport, your visa documents (I-20/DS-2019), funding information, evidence of SEVIS fee payment, acceptance letter or invitation letter in your luggage. Have this information readily available so it can be presented to the U.S. Customs and Border Patrol officials (CBP) when you enter the U.S. Your passport, visa and SEVIS DOCUMENT prove you are eligible to enter the U.S. Officials may also request that you wait until after they have completed the inspections of all other passengers before reviewing your SEVIS information as added verification of your entrance eligibility.

2-H-1B, H-1B1, O-1 and E-3 Employees: Have your passport and supporting evidence of your visa category available. Verify that your passport expires after the end date of your visa category employment expiration. If the officials at the port of entry shorten your I-94 to match the end date of your passport, contact Duke Visa Services immediately after you enter the U.S. We will assist you and your department in correcting the end date of your employment.

3-NAFTA TN Employees: Be sure to have your passport, employment letter and all credentials confirming you are eligible for your Duke position readily available. You will be interviewed at the port of entry and will be required to pay an entry fee.

All persons, baggage, and merchandise arriving in the U.S. are subject to inspection. Your electronic devices may also be inspected. More information can be found at: https://www.cbp.gov/sites/default/files/documents/inspection-electronic-devices-earsheet.pdf.

After being cleared by Customs, you must report to the Duke Visa Services Office so we can report your arrival to the U.S. Department of Homeland Security and provide you with the information and documentation you will need to study and work at Duke University.

**Employment Visa Categories after Optional Practical Training and Academic Training**

September 19, 2017, from 5:30 pm to 7:30 pm at Smith Warehouse, Bay 6, Room B177,

Miguel A. Manna, Attorney, at the Ogletree, Deakins, Nash, Smoak and Steward, P.C. Law Firm will discuss Employment Visa Categories available after the end of Optional Practical Training and Academic Training. H-1B, NATFA TN and any other visa categories will be discussed.

**Presentation Rescheduled from 9/21/2017 to 9/22/2017.**

Miguel A. Manna, Attorney, Ogletree, Deakins, Nash, Smoak and Steward, P.C. Law Firm will discuss

“When Bad Things Happen to Good Students”:
How Legal Offenses and Arrests can Impact a Student’s Nonimmigrant Status on September 22, 2017 from 5:30 pm to 7:30 pm at Smith Warehouse, Bay 7, Room B143.

**Information Sessions on Employment Authorization for F-1 and J-1 Students will be held:**

- September 18, 2017 – 5:30 – 7:30 p.m. – Social Sciences Building, Rm 136
- September 20, 2017 – 12-2 p.m. – Smith Warehouse, Bay 7, Room B143
- September 22, 2017 – 3-5 p.m. – Smith Warehouse, Bay 7, Room B143

Attend these sessions so you can be prepared for Fall Graduation and Summer Employment. Undergraduate Students: Keep in mind that in order to qualify for Curricular Practical Training or Optional Practical Training, you must first declare your major field of study with the University Registrar’s Office.

**H-1B Premium Processing Resumes for Certain Cap-Exempt Petitions**

U.S. Citizenship and Immigration Services (USCIS) will resume premium processing for certain Cap-Exempt H-1B petitions, effective immediately. If you have any pending H-1Bs petitions that you would like to have upgraded to premium processing, contact your Duke Visa Services Advisor for instructions and assistance.
DUKE VISA SERVICES EMPLOYEE SPOTLIGHT

Ryan Cheek
Departmental User Services Specialist

Q– How long have you been at Duke Visa Services and what do you do?
A– I started at DVS in April of 2013, so I been here a little over 3 years now. I provide application support for our proprietary Visa WebForm system.

Q– What do you like to do in your spare time?
A– I like spending time at home with my wife and pup dog. We like to go to the movies and hang out with our friends, but we also love binge watching shows on Netflix.

Q– If you could go anywhere in the world, where would you go?
A– I would like to see the British Isles.

J-1 Program Cross-Cultural Requirements

As a J-1 Program sponsor, Duke University is required to offer or make available to exchange visitors a variety of appropriate cross-cultural activities. The extent and type of activities shall be determined by the needs and interests of the particular J-1 visa category. Sponsors will be responsible to determine the appropriate type and number of cross-cultural programs for their exchange visitors….([Subpart A§ 62,8(d)]).

The Educational Commission for Foreign Medical Graduates (ECFMG) as well as the Department of State are emphasizing the need for J-1 scholars to be exposed to cross-cultural activities. We remind J-1 students and scholars that Duke’s International House provides a variety of cross-cultural activities: https://studentaffairs.duke.edu/ihouse/ihouse-programs and we encourage scholars and students to take advantage of these activities.

ECFMG will contact J-1 physicians about cross-cultural opportunities in their city/states/regions and across the U.S. and J-1 physicians must identify cross-cultural activities in which they engaged during the previous year.

Visiting amusement parks, sporting events, concerts, museums or community events, celebrating holidays, social gatherings, visits to local restaurants or “pot luck” dinners featuring foods from different cultures qualify as cross-cultural activities. Academic conferences and meetings are also considered cross-cultural experiences or events.

We ask Duke departmental administrators to remind J-1s to visit International House and/or provide cross-cultural activities for your J-1 students and scholars.

New Premium Rate Effective September 1, 2017 for Duke-Sponsored J-1 Scholars

HTH Worldwide’s name will change to GeoBlue and will continue to be the recommended vendor for Duke University Sponsored J scholars and dependents not eligible for a Duke Employee Insurance Plan or a Duke Student Medical Insurance Plan (SMIP). Scholars still have the option of purchasing another plan which meets the Dept. of State criteria and requesting a waiver of the GeoBlue’s plan.

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<tr>
<th>Coverage</th>
<th>Monthly Rates 2017</th>
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<tbody>
<tr>
<td>Scholar</td>
<td>$218.45</td>
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<tr>
<td>Scholar and Spouse</td>
<td>$858.45</td>
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<tr>
<td>Minor Dependents</td>
<td>1 Child $321.70</td>
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<td>Children $643.40</td>
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Solar Eclipse on August 21, 2017

View it safely by following the information issued by the U.S. Fire Administration: https://www.usfa.fema.gov/current_events/081417.html.