

# OBTAINING DUKE-SPONSORED VISA DOCUMENTS

For Students/Scholars Who Want To Bring Family Members To The U.S. in F-2 or J-2 Classification

**THOSE ELIGIBLE FOR F-2 or J-2 VISAS:** - Spouses of **F-1 or J-1** visa holders- Children of **F-1 or J-1** visa holders who are **under 21 years old** and are **unmarried**

## MINIMUM FUNDING REQUIRED TO BRING FAMILY MEMBERS INTO THE U.S.

For F-1 and J-1 students and their dependents, minimum funding requirements are set by your school. For J-1 scholars and their dependents, the following absolute minimum funding requirements are calculated from the budget prepared by the Duke Graduate School of Arts and Sciences. Please use the following chart to determine the funds necessary for requesting to have dependents join you. NOTE: Visa documents cannot be issued if the funding levels of your respective school are not met. These are minimum living costs for a frugal student/scholar and do not allow for luxuries or emergencies.

PRINCIPAL ALIEN & SPOUSE*	PRINCIPAL ALIEN & 1 CHILD*	PRINCIPAL ALIEN & *SPOUSE & 1 *CHILD	FOR EACH ADDITIONAL *CHILD
\$3,089/month \$37,068/year	\$2,639/month \$31,668/year	\$3,621/month \$43,452/year	\$532/month \$6,384/year

\* Mandatory insurance fees are **not included** in minimum funding requirements for Spouse and Child due to variations of costs per insurance policies.

If you already have begun your Duke-sponsored program, now wish to bring family members to the U.S., and you did not initially show funding sufficient to cover the required living expense amount, please note the following:

1. At the time you are requesting dependent visa documents, you must present a current document (e.g. bank statement, sponsor letter, etc.) issued within 2 months demonstrating you have the necessary living expense coverage that meets the funding requirements for yourself and any family members who will join you for the following calendar year **or** until your program's end date, whichever date is earlier.
2. In addition, please provide the following information for the dependents you wish to bring to the United States:
  - Biographical page of passport(s)
  - Marriage Certificate translated into English

**LIMITATIONS:** If you have previously requested an I-20 or DS-2019 to be sent to your family and for some reason the I-20 or DS-2019 was not used, you must return this unused I-20 or DS-2019 to Visa Services **BEFORE** we can issue a new one for family travel.

- ☐ Please check this box if your dependent is already in the U.S. and will request a change of visa category to F-2 or J-2. Include a written explanation and documentation of the dependent's current visa category.
- ☐ Please check this box if your dependent has previously been in the U.S. in the J visa category (either J-1 or J-2). Include a written explanation and documentation regarding the dependent's J visa history.

PASSPORT NUMBER  DATE PASSPORT

EXPIRES  (month/day/year)

EXPECTED DATE OF ARRIVAL IN THE U.S.

CHILD'S SURNAME or FAMILY NAME

GENDER: Male ☐ Female ☐

GIVEN/FIRST NAME or NAMES

DATE OF BIRTH  (month/day/year)

PLACE OF BIRTH

City, State/Province, Country

PASSPORT/CITIZEN COUNTRY

PASSPORT NUMBER  DATE PASSPORT

EXPIRES  (month/day/year)

EXPECTED DATE OF ARRIVAL IN THE U.S.

Revised: 09/13/2012

1. NAME of F-1 or J-1 VISA HOLDER (Duke Student):

DUKE WORK TELEPHONE

DUKE HOME TELEPHONE

2. PERSON TO WHOM DOCUMENTS WILL BE SENT:

ADDRESS WHERE DOCUMENTS WILL BE SENT:

TELEPHONE:

EMAIL

3. MAILING PROCEDURES: Please indicate if you would like to pick up the documents or have the Visa Services mail them directly to your family member(s). All documents mailed internationally only can be sent via Fed-Ex.

PLEASE CHECK THE APPROPRIATE BLANK TO INDICATE THE MAILING PROCEDURE YOU DESIRE:

☐ PICK UP AT VISA SERVICES

☐ SENT VIA FED-EX

please provide Fed-Ex account number:

4. INFORMATION ON PERSON(S) FOR WHOM TRAVEL DOCUMENTS WILL BE ISSUED: (Attach additional sheets if necessary)

SPOUSE'S SURNAME or FAMILY NAME

GENDER: Male ☐ Female ☐

SURNAME or FAMILY NAME BEFORE MARRIAGE

 (if applicable)

GIVEN/FIRST NAME or NAMES

DATE OF BIRTH  (month/day/year)

PLACE OF BIRTH

City, State/Province, Country

PASSPORT/CITIZEN COUNTRY

PASSPORT NUMBER

PASSPORT ISSUANCE DATE  (month/day/year) PASSPORT EXPIRATION

DATE  (month/day/year)

EXPECTED DATE OF ARRIVAL IN THE U.S.

CHILD'S SURNAME or FAMILY NAME

GENDER: Male ☐ Female ☐

GIVEN/FIRST NAME or NAMES

DATE OF BIRTH

(month/day/year)

PLACE OF BIRTH

City, State/Province, Country

PASSPORT/CITIZEN COUNTRY

PASSPORT NUMBER

DATE PASSPORT

EXPIRES

(month/day/year)

EXPECTED DATE OF ARRIVAL IN THE U.S.

CHILD'S SURNAME or FAMILY NAME

GENDER: Male ☐ Female ☐

GIVEN/FIRST NAME or NAMES

DATE OF BIRTH

(month/day/year)

PLACE OF BIRTH

City, State/Province, Country

PASSPORT/CITIZEN COUNTRY