MAINTAINING STATUS – J-1 EXCHANGE VISITORS

1. Keep your documents up-to-date
   a. **DS-2019**: Do not let your DS-2019 expire. If you need an extension to the completion date, please contact OISSS. Keep all of your DS-2019s for your records.
   b. **Passport**: Do not let your passport expire. You should extend your passport six months prior to the expiration date at your country’s consulate in the U.S. or when you travel back home. You cannot work with an expired passport.
   c. **I-94 Card**: Keep your I-94 card stapled in your passport. Your I-94 should read “J-1” and “D/S” (Duration of Stay). If you were given an expiration date on your I-94 contact OISSS.
   d. **Visa**: Your visa can expire while you are in the U.S. However, you may need to renew it if you travel outside of the U.S. Be aware of the number of entries into the U.S. you are allowed (i.e., M stands for multiple entries).
   e. Update OISSS of any physical address changes while maintaining legal immigration status. Report change of address at http://myut.utoledo.edu under “My Other Resources”.
   f. Maintain a permanent address outside the U.S. to which you intend to return.

2. Maintain Full-time Enrollment (student categories only)

<table>
<thead>
<tr>
<th>UT Student</th>
<th>Credit Hours – Fall &amp; Spring Semesters</th>
</tr>
</thead>
<tbody>
<tr>
<td>Undergraduate</td>
<td>12</td>
</tr>
<tr>
<td>Graduate</td>
<td>9</td>
</tr>
<tr>
<td>American Language Institute (ALI)</td>
<td>12</td>
</tr>
</tbody>
</table>

   a. If you need to fall below the required number of credit hours please contact OISSS. You may or may not be eligible to fall below these hours legally.
   b. If Summer term is your first academic semester at UT, you must register full-time. For all others, summer is considered vacation time and you are not required to take courses.
   c. Only 3 hours of distance learning or online courses may count towards the full-time enrollment requirement.
   d. Please contact OISSS in regards to change of major and/or change of level.

3. Work Authorization (student categories only)
   a. **On-Campus Work**: If you are in legal J-1 status and meet UT requirements, you are eligible to work on campus for up to 20 hours per week during the Fall and Spring semesters. During vacation periods and the summer semester, you are eligible to work full-time on campus.
   b. **Off-Campus Work**: You must get proper work authorization prior to working off-campus. You will be in violation of status and eligible for deportation if you work without DHS authorization.

4. Health Insurance
a. You are required to maintain adequate health, accident, and repatriation insurance at all times for you and your dependents.

5. Travel
   a. Your DS-2019 should be signed by OISSS before you leave the United States. The signature is valid for up to one year, until you graduate, or if your DS-2019 expires, whichever comes first. Be sure to enter the United States on your J-1 visa. If you are given a 30-day entry, visit OISSS immediately.

6. Dependents
   a. You may bring your dependents (spouse and/or unmarried children under age 21) to the United States. Visit OISSS to learn about the process. Eligible dependents on a J-2 visa may apply for work authorization from DHS. Dependents must travel with proper paperwork, such as your DS-2019 endorsed for travel.

7. Two-Year Home Residency Requirement
   a. You and your dependents may be subject to the two-year home residency requirement. Consult OISSS for information on the implications of this requirement.