



## J-1 Check-In and Insurance Confirmation

Your immigration record needs to be validated in the SEVIS system. To validate your record, all individuals in J-1 status must check-in electronically with ISSS. This should be done within 3 days upon arrival in Chicago.

Without this validation, your immigration record will become inactive. An individual whose immigration record is inactive may not work and must depart the U. S.

### **Directions:**

To complete the check-in process please email copies of the following information to [iss@luc.edu](mailto:iss@luc.edu) using the subject line J-1 CHECK-IN (Your full name):

- Completed J-1 Check-In and Insurance Confirmation (below)
- Passport
- Visa (sticker in passport)
- Form I-94 retrieved online from: <https://i94.cbp.dhs.gov/i94/#/home>
- DS2019 signed/stamped by the consulate
- Copy of insurance policy
- Dependent documents (if applicable)
  - Passport
  - Form I-94
  - Visa
  - Copy of insurance policy

**Note:** Should you travel outside of the US while in J-1 status, we recommend submitting a copy of your updated Form I-94 to ISSS for review. This will allow us to confirm that U.S. Customs properly processed your entry information.

