

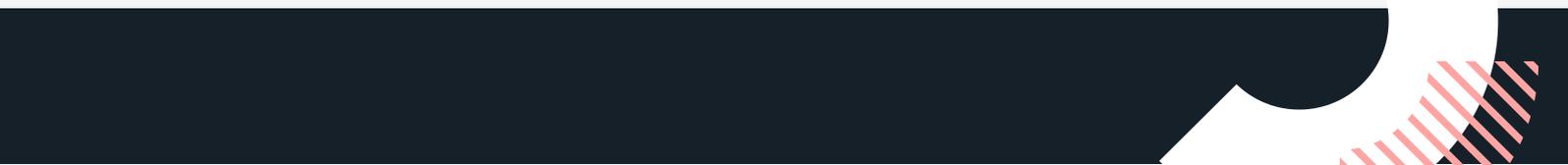


# A PARENT AND FAMILY'S GUIDE TO THE I-20 AND VISA PROCESS

# Table of Contents



- 01 Introduction
- 02 Pre-Arrival Timeline
- 03 Required Information for I-20
- 04 I-901 Fee and Visa Application
- 05 Entering the U.S.
- 06 Contact



# A BRIEF MESSAGE FROM OUR OFFICE

1

Congratulations on your student's admission to Emory University! Our team in Emory's International Student and Scholar Services (ISSS) office is excited to welcome them as a new member of our campus community!

ISSS provides immigration advising, programming, and support for all Emory students in F-1 or J-1 status and their dependents. F-1 status is appropriate for most international students.

Getting your student's Emory issued I-20 (eligibility document for F-1 students) is an important step for all incoming F-1 students. Read on to learn how to request an Emory University I-20, apply for a visa, and other important pre-arrival information. Our office will also offer pre-arrival webinars closer to beginning of the semester.



# PRE-ARRIVAL TIMELINE FOR STUDENTS

01



Inform Emory that you will attend and pay deposit (if required).

02



Get financial documents and passport. Both are required for the I-20 request.

03



Submit I-20 request. Students will receive instructions after completing step 1.

04



Wait up to 3 business days for our team to review the request. Additional time may be necessary if follow up is required.

05



ISSS will email the new I-20. Verify that the information is correct, then print and sign it. Parent's signatures are required if the student is under 18 years of age.

06



Pay the SEVIS I-901 Fee. This is a requirement for ALL students (except for SEVIS transfer).

07



Complete the DS-160 form and apply for a student visa at a US embassy or consulate, if required.

08



Receive the visa and plan arrival to the U.S.

09



Submit the "International Student Check-in" e-form in ISSS Link upon arrival.

10



Attend orientation organized by specific school or academic program.

# REQUIRED INFORMATION

ALL STUDENTS WILL BE REQUIRED TO SUBMIT:

## Passport Information



Their most recent, valid passport will be required. All passports must have more than six months remaining until the expiration date.

## Financial Documents



F-1 students must show enough funding for **one academic year** when requesting an I-20 and applying for an F-1 visa.

All financial documents must:

- be written in English (or accompanied by an official translation)
- no more than 12 months old at the time of submitting the I-20 request.
- show funds that are immediately available (ex. checking or deposit account). Stocks, salary statements, real estate, etc. will not be accepted.

If the account(s) is not in the student's name, a [Financial Sponsor Form](#) must be submitted for each sponsor. Specific details on amounts and financial document requirements can be found on our website.

## US Immigration History (if applicable)



All students that are currently inside the US and attending another US institution on an F-1 visa should contact their international student advisor at their current institution to discuss transferring their SEVIS record to Emory and to determine an appropriate "SEVIS release date" (the date the SEVIS record will be transferred to Emory).

## Dependent Information (if applicable)



The dependent's most recent, valid passport will be required. All passports must have more than six months remaining until the expiration date.

# SEVIS I-901 FEE AND VISA APPLICATION

---

## PAY SEVIS I-901 FEE



All students issued an initial Form I-20 must pay the I-901 SEVIS Fee. Save a copy of the receipt after paying on [FMJfee.com](https://www.fmjfee.com). Failure to pay prior to the visa appointment may result in a denial. Students transferring their F-1 SEVIS record do not need to pay the fee again.

## SUBMIT DS-160



Before scheduling the visa appointment, first submit the DS-160 Online Nonimmigrant Visa Application form. The application form confirmation page is required for the visa interview. Please use the name of the DSO who issued their I-20. If they don't know their US address yet, they can use ISSS's office address.

## APPLY FOR YOUR VISA



Contact the nearest US embassy or consulate where your student will apply to confirm if an interview is required and to schedule an interview. Please make the appointment at your preferred US embassy or consulate as soon as possible. Check the U.S. embassy website for a complete list of documents required for the interview.

# PRE-ARRIVAL INFORMATION



## Entering the United States

Students with an initial I-20 can enter the US is up to 30 days before the I-20 program start date. **The earliest entry date is listed on the I-20.**

Students should notify ISSS and their academic department as soon as possible if they are unable to enter the US by their program start date.



## Immunization Records

Review Emory's **immunization requirements** and submit the Student Immunization Record via the Student Health Services online portal.



## International Student Check-In

Complete the **required** International Student Check-In form in ISSS Link **within 5 days** of entering the US.

Failure to do so can have a serious negative impact on their US immigration status!



## New Student Orientation

ISSS will conduct an immigration related orientation during your student's school orientation. During this session students are welcome to ask any questions. Orientation dates will be available closer to the start of the semester.

# EMORY ISSS

# CONTACT



+1 404-727-3300



[newFJstudent@emory.edu](mailto:newFJstudent@emory.edu)



1784 N Decatur Rd Suite 130  
Atlanta, GA 30322



[iss.emory.edu](http://iss.emory.edu)

