WELCOME!

JPL INTERNATIONAL SCHOLAR ORIENTATION

International Offices
International Scholar Services
JPL International Office

Last Revision: October 2022
JPL INTERNATIONAL OFFICE STAFF

Catherine Shock, ARO and Associate Director
Iran Carranza, ARO and Int’l Student and Scholar Advisor
Carolina Silva, International Case Coordinator

REACH US AT:
VISA@JPL.NASA.GOV
INTRODUCTIONS

TELL US ABOUT YOURSELF!

- Name
- Country
- Field of Research
IMMIGRATION BASICS

Documents
Maintenance of Status
Travel & Reentry
Permanent Residence
**IMMIGRATION DOCUMENTS**

**PASSPORT**

- Should be valid for 6+ months
- Name = MRZ
- Renew with your embassy

Where the name format is ambiguous on a passport, the Machine Readable Zone at the base of the details page should be referenced. These will always follow the ISO standard convention.
- Valid for **ENTRY** into the U.S.
- **NOT** a permit to:
  - Stay in the U.S.
  - Work in the U.S.
- Does not need to be valid during stay
VISA VERSUS STATUS

**VISA**
- ENTRY document only
- Applications made outside the U.S.
- Does not need to be valid while in the U.S.

**STATUS**
- Granted upon ENTRY
- Must be valid at all times while in the U.S.
- Legal status indicated on document (I-797, DS-2019, I-20, EAD, entry stamp)
FORM I-94

- Generated upon entry to U.S.
- Download at: https://i94.cbp.dhs.gov/I94/#/home
- Check every time you travel (can be shortened by CBP)
- D/S = Duration of Status (F & J)
- Needed for: I-9, SSA, DMV
## J-1/J-2 DOCUMENT FORM DS-2019

**U.S. Department of State**

**CERTIFICATE OF ELIGIBILITY FOR EXCHANGE VISITOR STATUS (J-NONIMMIGRANT)**

<table>
<thead>
<tr>
<th>1. Surname/Primary Name:</th>
<th>2. Program Sponsor:</th>
<th>3. Form Covers Period:</th>
<th>4. Exchange Visitor Category:</th>
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<tbody>
<tr>
<td>SKYWALKER</td>
<td>California Institute of Technology</td>
<td>From (mm/dd/yyyy): 01-17-2017</td>
<td>SHORT-TERM SCHOLAR</td>
</tr>
<tr>
<td>Given Name:</td>
<td>Program Number: D-1-00394</td>
<td>To (mm/dd/yyyy): 05-19-2017</td>
<td>Subject/Field Code: 14.0201</td>
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<tr>
<td>Gender: MALE</td>
<td>Position Code: 214</td>
<td>Subject/Field Code Remarks: Research in spacecraft/rover hybrid design</td>
<td></td>
</tr>
</tbody>
</table>

**Date of Birth (mm/dd/yyyy):** 06-03-1985

**City of Birth:** Zabrze

**Country of Birth:** POLAND

**Citizenship Country Code:** PL

**Citizenship Country:** POLAND

**Legal Permanent Residence Country Code:** PL

**Legal Permanent Residence Country:** POLAND

**Position:** UNIVERSITY GRADUATE STUDENTS

**Primary Site of Activity:** Jet Propulsion Laboratory

4800 OAK GROVE DR

PASADENA, CA 91109-8001

**Purpose of this form:** Begin new program; accompanied by number (0) of immediate family members.
H-1B DOCUMENT
FORM I-797
<table>
<thead>
<tr>
<th>Receipt Number</th>
<th>Case Type</th>
</tr>
</thead>
<tbody>
<tr>
<td>WAC1712345678</td>
<td>I129 - PETITION FOR A NONIMMIGRANT WORKER</td>
</tr>
<tr>
<td>Receipt Date</td>
<td>Priority Date</td>
</tr>
<tr>
<td>03/30/2017</td>
<td></td>
</tr>
<tr>
<td>Notice Date</td>
<td>Petitioner</td>
</tr>
<tr>
<td>04/01/2017</td>
<td>CA INST OF TECH JET PROPULSION LAB,</td>
</tr>
<tr>
<td></td>
<td>Beneficiary</td>
</tr>
<tr>
<td></td>
<td>SKYWALKER, LUKE</td>
</tr>
<tr>
<td></td>
<td>Notice Type:</td>
</tr>
<tr>
<td></td>
<td>Approval Notice</td>
</tr>
<tr>
<td></td>
<td>Class: H1B</td>
</tr>
<tr>
<td></td>
<td>Valid from 08/09/2017 to 07/31/2020</td>
</tr>
</tbody>
</table>

CA INST OF TECH JET PROPULSION LAB  
c/o KIM JACKSON ASSO DIR JPL INTL OFC  
4800 OAK GROVE DRIVE  
PASADENA CA 91109
Detach This Half for Personal Records

Receipt# WAC1712345678
I-94# 12345678912
NAME SKYWALKER, LUKE
CLASS H1B
VALID FROM 08/09/2017 UNTIL 07/31/2020

PETITIONER
CA INST OF TECH JET PROPULSION LAB,
4800 OAK GROVE DRIVE
PASADENA CA 91109

16912119740
Receipt Number WAC1712345678
US Citizenship and Immigration Services

I94 Departure Record
Petitioner: CA INST OF TECH JET PROPULSION LAB

14. Family Name
SKYWALKER

15. First (Given) Name
LUKE

16. Date of Birth
08/04/1989

17. Country of Citizenship
CANADA
F-1 OPTIONAL PRACTICAL TRAINING (OPT & STEM OPT)

Employment Authorization Document (EAD)

Keep end date current
TN, E-3, AND O-1
I-94 AND ENTRY STAMP

Electronic I-94 Arrival/Departure Record Form

Get I-94 Number

Admission (I-94) Number Retrieval

Admission (I-94) Record Number: 69000888062
Admit Until Date (MM/DD/YYYY): 10/10/2012

Details provided on Admission(I-94) form:

Family Name: LI
First (Given) Name: LYDIA
Birth Date (MM/DD/YYYY): 01/01/1990
Passport Number: P123123213
Passport Country of Issuance: Mexico
Date of Entry (MM/DD/YYYY): 04/11/2012
Class of Admission: B1
SAFEKEEPING IMMIGRATION DOCUMENTS

- Keep documents in a safe place and note their validity
- Keep all previous immigration documents (for historical record)
- Keep copies, including all electronic I-94s
- Contact International Office if you lose your documents
MAINTENANCE OF STATUS
MAINTAINING J STATUS

- Key word is ‘EXCHANGE’
- Not a dual intent category
- Status tracked in SEVIS (Student and Exchange Visitor Information System)
- Caltech/JPL J categories:
  - Short-term scholar category = maximum stay six months
  - Research scholar category = maximum stay five years
- Timely extensions require timely appointment renewals
- Grace period = 30 days after program ends
- J-2 Dependents can apply for work authorization
TWO-YEAR HOME-RESIDENCY REQUIREMENT—212(E)

- Are you subject?
  - Government Funding
  - Skills List
  - Medical Trainee

- Where to look?

Visa

"Bearer is subject to 212(e)."

DS-2019
MEDICAL INSURANCE

Insurance is mandatory for period of stay for J-1s and dependent J-2s

See specific requirements on page 2 of DS-2019

- Only HMO JPL plans meet requirements (not PPO)
- All J-1 and J-2s have automatic medical evacuation & repatriation coverage through JPL.
- Non-JPL insurance possible
- Employment possible
  - Form I-765 to USCIS
  - Fee
  - Several months for EAD
  - After EAD may apply for SSN

- Eligible to be a student
Mailing Address:
U.S. Department of State
Office of Designation
Academic and Government Programs Division
ECA/EC/D/AG – SA-4E, Room E-B001
2201 C Street, NW
Washington, DC 20520

Street Address (couriers):
U.S. Department of State
Office of Private Sector Exchange Designation - Academic and Government Programs Division
ECA/EC/D/AG – SA-4E, Room E-B001
2430 E Street, NW
Washington, DC 20037

BridgeUSA
You will receive emails from Agalert@state.gov
Email: jvisas@state.gov
Phone: 1-866-283-9090
FAX number: (202) 632-2701

Other Resources: https://j1visa.state.gov/CONTACTS/
https://travel.state.gov/content/travel/en/us-visas/visa-information-resources/temporary-workers.html
MAINTAINING H-1B STATUS

- H-1B status is employer and employment specific
- Multiple H-1Bs possible
- Maximum stay = six years
  - Save all boarding passes/entry stamps to track time outside the U.S.
- Timely extensions – file before expiration date
- FDNS site visits
- H-4 Dependent: No work authorization
MAINTAINING F-1 OPT STATUS

- Continue to consult with your F-1 advisor at your school for questions about maintaining status.

- Carefully plan for timely STEM OPT Extension with an F-1 advisor at your school.

- Report home address change within 10 days to your school and update your SEVP Portal.

- Consult JPL IO for change of status to another category.
E-3, TN, O-1

- Eligibility: 
  - TN = Canadians & Mexicans
  - E-3 = Australians
  - O-1 = Extraordinary Ability

- Dependents: 
  - TD and O-3 cannot work
  - E-3 spouses can work with an EAD

- Travel documents: 
  - TN & TD: multiple entry I-94 card
  - E-3: valid visa
  - O-1 & O-3: valid visa & approval notice

- Grace period: 
  - None, unless authorized on I-94
NOTIFY US OF CHANGES

- Report home address, phone, or email changes within 10 days by emailing visa@jpl.nasa.gov
- New Site of Activity/research location
- Funding change
- Outside employment opportunities
- Transfer to another institution
- Adjustment to LPR
- 30+ days leave of absence/long-term overseas collaboration
- Early program completion or termination
LAWS AND VIOLATIONS

- DUI = Driving Under the Influence (alcohol or drugs)
- 1 arrest = visa revocation (cancellation)
- Marijuana – prohibited by Federal Law
- Tickets – nonpayment can lead to arrest
TRAVEL AND RE-ENTRY
DOMESTIC TRAVEL

Carry originals during travel:

- Domestic travel (flying within the US)
- Travel near border (US/Canada and US/Mexico, i.e. San Diego)
- Travel to Arizona, Alabama, Texas
Documents required for re-entry:
- Passport - valid 6+ months into the future
- DS-2019/I-20+EAD with travel signature, I-797
- Valid visa, except:
  - Automatic Visa Revalidation
    - Travel with expired visa to Canada, Mexico, and islands
    - May need a visa to enter those countries
  - Other special rules apply – see IO website/advisor

Visas
- Third-country national visa applications possible
  - Check consulate website
- Employment/verification letter from JPL/Paystubs
- Do NOT use other visas to enter: i.e. ESTA, B-1/B-2.

Travel Guidance
- https://international.caltech.edu/travel-new/current_travel_guidance
LEGAL PERMANENT RESIDENCE (LPR)
PERMANENT RESIDENCE/GREEN CARD PATHWAYS

- Employment based
- Family based
- Asylum
- DV Lottery
- Entrepreneur

**JPL policy:**
- Sponsorship authorized for Regular full-time positions
- Postdoctoral Scholars are not eligible for sponsorship
- Requires NASA/JPL approval
HELPFUL REMINDERS
DONT GET SCAMMED!
HANG UP THE PHONE

"Your Social Security Number is linked to a crime..."
IT IS A SCAM

"The police are coming to arrest you..."
IT IS A SCAM

"You need to pay us in gift cards..."
IT IS A SCAM
911 (311 for non emergencies)
When on lab - 818 354-3333 or 818 393-3333 from a cell phone
Earthquakes - [http://publichealth.lacounty.gov/eprp/](http://publichealth.lacounty.gov/eprp/)
Wildfires - [https://fire.lacounty.gov/rsg/](https://fire.lacounty.gov/rsg/)
NOTABLE POLICIES

- JPL Rules! rules.jpl.nasa.gov/

- Ethics ethics.jpl.nasa.gov/

- Discrimination & Unlawful Harassment – including Sex- and Gender-Based Misconduct
  - JPL Ethics Hotline for anonymous reporting – 818-354-9999
  - JPL Workplace Violence Hotline – 818-393-2851
  - Hotline Contact Form https://asic.sites.caltech.edu/caltech-hotline/contact
**TAX RESOURCES**

- **Annual resources:**
  - U.S. federal taxes: preparation software
  - California state taxes: seminars

- **ITINs required in order to claim dependents without social security numbers**
OTHER RESOURCES

- https://international.caltech.edu/
- JPL parent support group: jpl-parents-membership@jpl.nasa.gov
- Parenting and FN channels on Slack: https://jpl.slack.com/
- JPL Employee Assistance Program: MyLifeMatters.com
- And more! https://js.jpl.nasa.gov/news/qa-mental-health-support-for-jplers/ (VPN required)
THANK YOU FOR ATTENDING!

Contact us with any questions. We are here to help!

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Check-In, Orientation, Records

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F-1 Student & J-1 Scholar Visas

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H-1B, TN, O-1, E-3 and Green Cards

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Mail Code 114-120