Arrival of the J-1 scholar – Three Pieces of Information

The sponsoring department should go on-line (www.unmc.edu/ihme) to purchase the necessary insurance. Next send the following to international@unmc.edu within 30 days of the beginning date of Form DS-2019:

1. Copy of Form DS-2019 used to enter the US

2. Copy of medical evacuation insurance receipt. If the J-1 scholar will not be eligible for UNMC health insurance, then health insurance must be purchased. This option is also available on our website.

3. Local address where the new J-1 arrival is staying

This should be completed before uploading I-9 Information to HR. If HR runs an E-Verify request before our J-1 sponsorship is activated or “validated”, E-Verify will result in a “non-conformation”.

Applying for Social Security Number

New J-1 arrivals are often sent to the Social Security Office too early resulting in a repeat trip a few days later. Before a new J-1 arrival can apply for a social security number, two things must have been completed:

1. Port of Entry has uploaded arrival information into a system that can be verified by Social Security (estimated to take three days)

2. International Studies and Programs must have received the documentation listed above and has then “validated” the J-1 Program.

If we do not receive the required three pieces of information within the 30-day window, we may need to apply for reinstatement to get the scholar back into active legal status. This cost is currently $246.