

**OFFICE FOR INTERNATIONAL STUDENTS  
AND SCHOLARS**

## J-1 Scholar Check-In Form

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J-1 Exchange Visitors who are Research Scholars, Professors, Short-Term Scholars or Student Interns should complete this form upon arrival at WashU.

Once you complete this form, combine it with the required check-in documents listed below, and save it as a single file. Email the documents to the Office for International Students & Scholars (OISS) at [J1Scholar@wustl.edu](mailto:J1Scholar@wustl.edu) with the subject line “J-1 Scholar Check-In / Orientation Forms.”

- Passport biographical page
- J-1 U.S. entry visa stamp
- I-94 admission record
- DS-2019 – copy with the consular officer’s stamp/signature
- Certificate of Completion from WashU J-1 Scholar Orientation online course

**Last/Family Name:**

**First/Given Name:**

**Sponsoring Department at WashU:**

### Contact Information

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Local St. Louis area address - *the address where you are currently living, not your work address*

**Building Number, Street Name, Apartment Number (if applicable):**

**City, State, Zip Code:**

**Primary Email:**

**Primary Phone Number:**

### Additional Questions

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**Do you have dependents?**      Yes      No

**If yes, how many?**

*If applicable, please include dependents’ immigration documents in your email to OISS. Documents should include passport bio page, J-2 visa stamp, I-94 admission record, and DS-2019 with the consular officer’s stamp/signature for each dependent.*