Welcome to Oklahoma State University!

J-1 Exchange Visitor Orientation
The objective of the J-1 Exchange Visitor Program is “to increase mutual understanding between the people of the United States and people of other countries by means of educational and cultural exchanges.” [Mutual Educational and Cultural Exchange Act (Fulbright-Hayes Act of 1961)].

- Led by the U.S. Department of State in partnership with the private sector and academia, BridgeUSA brings together the next generation of current and emerging young leaders through unmatched cultural and professional exchange programs.
- With 13 different categories to explore, participants can select a program focused on education, research, or professional development. Throughout their exchange, participants will hone existing skills and develop new ones, unlocking new personal and professional opportunities. (BridgeUSA)
212(e) Two-year Home Residency Requirement

- As a J-1 exchange visitor you may be subject to either the 212-E Home Residency Requirement or the 2-Year Participation Bar. For more information, visit the ISS website and click on “J-Scholar Participation Bar Regulation”.
- The following J-1 categories could apply to 212(e) two-year home residency requirement: Short-term scholar, Research scholar, Professor, and Student Intern.
All visiting international scholars, regardless of immigration status, must have official university appointments or academic affiliations with the University. Scholars may or may not be paid by the university.

<table>
<thead>
<tr>
<th>Classification</th>
<th>Minimum Length</th>
<th>Maximum Length</th>
</tr>
</thead>
<tbody>
<tr>
<td>Research Scholar</td>
<td>3 Weeks</td>
<td>5 Years</td>
</tr>
<tr>
<td>Professor</td>
<td>3 Weeks</td>
<td>5 Years</td>
</tr>
<tr>
<td>Short-Term Scholar (not subject to the 2-year bar)</td>
<td>No minimum</td>
<td>6 Months</td>
</tr>
<tr>
<td>Intern</td>
<td>3 Weeks</td>
<td>12 Months</td>
</tr>
</tbody>
</table>

If the program of a J-1 Exchange Visitor in the Professor or Research Scholar categories (including J-2 dependent(s) of a Professor or Research Scholar) ends on or after November 18, 2006, then he/she is subject to the two year repeat participation bar. The bar applies if the scholar had an active record in the Research Scholar or Professor categories within the two years prior the current program start date, even if the previous program was less than 6 months. See [https://travel.state.gov/content/travel/en/us-visas/study/exchange.html](https://travel.state.gov/content/travel/en/us-visas/study/exchange.html) for more information.

J-1 Exchange Visitors in the Short-Term Scholar or Student categories are not subject to the 2-year repeat participation bar.
I-94 is a record of your entry to the U.S.

- Passport information is required to access I-94
- I-94 can be printed out as many times as necessary
- You will have a new I-94 record for each entry into the U.S.
- D/S = Duration of Status
- Travel History can also be accessed

I-94 can be found here: i94.cbp.dhs.gov
If you are coming to the United States to work, we are confident that you will have a pleasant and rewarding stay. If you should encounter any problems, however, know that you have rights and can get help. The pamphlet linked below informs you of your rights as a J-1 visa holder. The U.S. government created this pamphlet at the prompting of the William Wilberforce Trafficking Victims Protection Reauthorization Act (Public Law 110-457), which reaffirms and strengthens the U.S. government’s commitment to fight human trafficking and labor abuses in all their forms.

- Rights and Protections for Temporary Workers

(U.S. Department of State website)
Required Updates

Report any personal information changes to ISS within **10 days**.

- Dependents entering/leaving the U.S.
- Local residential address
- Email address
- Place (office/lab) where research is conducted

**NOTE:** Failure to report these changes could result in termination of your SEVIS record.
ID Can Be Used For

- Building/Lab Access
- Getting on buses (on-campus and off-campus)
- Laptop computers and books check-out at library

IMPORTANT!

- OSU affiliations are tied to the expiration date on the DS-2019. If you receive a program extension, notify the ISS Office so we can request an extension of the OSU ID (please allow 3-5 days for processing).
- Affiliations are only valid for one calendar year. If you are at OSU for longer than 1 year, the ISS Office must request an extension.
- You will receive an email from ID services before your affiliation expires. Please notify the ISS Office at this time if you plan to extend your program.
Activate O-Key Account: okey.okstate.edu

For questions regarding your O-Key Account, please contact IT Services in 421 Classroom Building (405-744-4357, helpdesk@okstate.edu).
If you become employed by OSU, you must file a work permit with Ms. Trisha Chaparala Lyonsi prior to your employment.

J scholars are NOT subject to the same U.S. tax laws as U.S. citizens.

J-2 dependents are eligible to work duration of their status, if they obtain an EAD card from USCIS.
Traveling Out of U.S.

- Check with Supervisor for permission
- Complete Travel Validation Form (Online)
- Bring your DS-2019 and Passport to the ISS Office after you receive an approval notification email for travel validation.
- Receive a travel signature on your DS-2019
- Travel with valid passport, visa, I-94 and DS-2019 (It is also recommended to take financial document and invitation letter from your department.)
- It is not recommended to travel longer than 30 days due to the nature of the J-1 program.
- Dependents must go with you if your trip is longer than 30 days.

**NOTE:** Travelling outside the U.S. within the 30 day grace period after your DS-2019 has expired is not allowed.
For travel within the U.S. you **do not** need a signature on your DS-2019

- Exception: Cruises, and Alaska or Hawaii – re-entry into U.S. may be at international port. ISS recommends receiving a travel signature before leaving.
30 days prior to your program end date you will receive an email notification. Your options include:

- Program Completion
- Extension
- Transfer

**NOTE:** Please notify ISS as soon as possible with your decision. Once your record has expired, the ISS will not be able to make any changes to your program.
If your department wishes to extend your program it must be processed **before** the DS-2019 expiration date.

- Department fills out DS-2019 extension request online
- The following categories are eligible for extension if J-1 exchange visitors have not met the maximum duration: Short-term scholar, Research scholar, Professor and Student Intern
- ISS will need:
  - Invitation letter from dept.
  - Financial support (if not paid by OSU)
  - Proof of extended health insurance

![Program End Date](image-url)
If you wish to transfer to another institution or university within the U.S.:

- Complete Transfer-Out Form from ISS
- Submit offer letter from a new university/institution
- Contact International Office at new university/institution for transfer acceptance
- Process must be completed before DS-2019 expires
Prior to your departure:

- Supervisor and Scholar fill out Program Completion Form and return to ISS Office (2 separate forms)
  - Scholar’s completion form
  - Supervisor’s completion form
- Clear your bursar account
- Cancel housing contract

You have a 30-day grace period after DS-2019 expires. You must leave U.S. by 30th day.
Mailing Address:
U.S. Department of State Office of Designation
Academic and Government Programs Division
ECA/EC/AG – SA-5
Floor C2 2200 C Street
NW Washington, DC 20522-0582

Street Address (couriers):
U.S. Department of State Office of Designation
Academic and Government Programs Division
ECA/EC/AG – SA-5
Floor C2 2200 C Street
NW Washington, DC 20037

Fax Number: 202-632-2701
Email Address: jvisas@state.gov

Bureau of Educational and Cultural Affairs Website: eca.state.gov
BridgeUSA J-1 Exchange Visitor Program Website: bridgeusa.state.gov
Cultural Exchange is a required component of the BridgeUSA J-1 Program. You are required to report participation at the completion of your program.

- **International Student Organization:**
  [https://campuslink.okstate.edu/organization/international-student-organization](https://campuslink.okstate.edu/organization/international-student-organization)

- **Student Union Activities Board:**
  [suab.okstate.edu](http://suab.okstate.edu)

- **OSU Sports Events:**
  [okstate.com](http://okstate.com)

- **Allied Arts:**
  [alliedarts.okstate.edu](http://alliedarts.okstate.edu)

- **Family Resource Center:**
  [https://reslife.okstate.edu/parent-portal/frc](https://reslife.okstate.edu/parent-portal/frc)
Feeling a little overwhelmed, tense, and anxious by a new culture is a normal experience known as “culture shock.”

- "Plunge" into your host culture and wrestle with the differences.
- Keep an open mind; it is natural to have preconceived ideas and beliefs that come into question while abroad.
- Athletic activities like team sports or taking walks may be helpful.
- Get to know others at your host school or organization.
- Do not isolate yourself.
- Learn as much as you can about your host culture.

If these emotions are affecting your everyday life and interfering with your work and social life, find a local person with whom you can discuss your frustrations and encounters.
Some American customs may seem strange to people from other countries, but knowing about them may help you better adapt during your stay in the U.S.

**Americans...**

- like privacy and personal space.
- can be very direct and honest, even though it may seem rude to people from another culture.
- ask about how your day is going without expecting an answer.
- wait their turn in lines.
- value independent thinking.
- like to joke, smile and talk.
- like to dress and entertain informally.
- are very concerned with personal hygiene and cleanliness. They are very sensitive to smell and it is not uncommon for them to wear perfume/cologne or use candles and air fresheners.
- R.S.V.P. means please reply to an invitation. Reply if you are going to the event or not.
Being On Time is Important!

Work/Formal Events
On time/5 minutes early
Examples: Work, Formal Dinner, Movie, Concert or Performance

Social/Informal Events
Time is a little more flexible
Examples: Informal Dinner, “Come-and-Go” Event, Social Gathering

NOTE: You will find that some Americans are more punctual than others.
Remember, NOT a free system
If you are sick, a good place to start is the Student Clinic.
  - Appointments for service are made in one of three ways:
    - University Health Services Portal - [http://okstateportal.pointnclick.com](http://okstateportal.pointnclick.com) - More details [here](http://okstateportal.pointnclick.com).
    - Call (405) 744-7665
    - Walk-in
  - Private doctor or clinic
    - Stillwater Medical Physicians Clinic [https://www.stillwater-medical.org/locations/stillwater-medical-physicians-clinic](https://www.stillwater-medical.org/locations/stillwater-medical-physicians-clinic)
  - Hospitals
    - Emergency care will cost you a minimum of $600 just to walk in the door, so make sure it is truly an emergency.
  - Know what your insurance covers
  - Pharmacy
    - Many over the counter drugs, but all prescription drugs require a prescription from a doctor
Scholars must maintain medical insurance (for themselves and J-2 dependents, if any) that meets the Dept. of State requirements:

- Major medical coverage: $100,000
- Medical Evacuation: $50,000
- Repatriation of Remains: $25,000
- Deductible not to exceed $500

Proof of medical insurance must be submitted to the ISS Office within 10 days of arrival.

Both J-1 and J-2 on an OSU DS-2019 must maintain health insurance coverage for duration of the program, even if travelling outside the U.S.

Failure to submit proof of valid insurance will result in termination of your SEVIS record!
Healthcare & Emergency Assistance

- **University Health Services:**
  - 1202 W. Farm Road
  - (405) 744-7665

- **Stillwater Medical Center**
  - 1323 W. 6th Avenue
  - (405) 372-1480

- **Payne Co. Health Department**
  - 1321 W. 7th Avenue
  - (405) 372-8200
  - [www.ok.gov](http://www.ok.gov)

- **Poison Control:**
  - 1-800-222-1222
  - [Website](http://Website)

- **OSU Police (Non-Emergency):**
  - (405) 744-6523
  - [police.okstate.edu](http://police.okstate.edu)

- **OSU Campus Safety:**
  - [safety.okstate.edu](http://safety.okstate.edu)

- **City Police (Non-Emergency):**
  - (405) 372-4171
  - [stillwaterpolicedept.org](http://stillwaterpolicedept.org)

- **Emergency:**
  - CALL 911
Oklahoma State University is located in Stillwater, Oklahoma. With a population of close to 50,000 citizens, Stillwater has a unique combination of big city amenities and small town charm. Stillwater is home to museums, theaters, art galleries, parks, golf courses, walking trails, bike trails, and 5 lakes. Stillwater has over 100 restaurants and a variety of lodging and shopping choices available.

- For more information: iss.okstate.edu/stillwater
- Stillwater Chamber of Commerce: stillwaterchamber.org
Local Community Resources

- OSU Bus Routes: [https://parking.okstate.edu/sites/default/files/BusRouteBrochure6625Map_v5.pdf](https://parking.okstate.edu/sites/default/files/BusRouteBrochure6625Map_v5.pdf)
- OSU parking: [parking.okstate.edu](parking.okstate.edu)
- Edmon Lowe Library: [library.okstate.edu](library.okstate.edu)
- Stillwater Library: [library.stillwater.org](library.stillwater.org)
- Colvin Recreation Center: [wellness.okstate.edu](wellness.okstate.edu)
  - The Colvin Recreation Center is not included with your program, however you can purchase an affiliate membership for a reduced rate. For more information: [wellness.okstate.edu/member-services/rates](wellness.okstate.edu/member-services/rates)
- Banks: Located in the Student Union
  - Simmons Bank: [simmonsbank.com](simmonsbank.com)
  - University & Community Federal Credit Union: [home.cuintouch.com](home.cuintouch.com)
- Stillwater Public Schools: [stillwaterschools.com](stillwaterschools.com)
Important Stillwater Locations

- Driver’s License Testing
  - [http://www.dps.state.ok.us/dls/](http://www.dps.state.ok.us/dls/)
  - 701 E 12th Ave
  - 405-743-9140

- Tag Office to get Driver’s License or car tag
  - 702 S. Western Rd.
  - 405-624-0200

- City of Stillwater (electricity, water)
  - [http://stillwater.org/](http://stillwater.org/)
  - 723 S. Lewis St.
  - 405-372-0025

- Police & Municipal Building
  - 723 S. Lewis St.
  - 405-372-4171

- Library
  - [http://library.stillwater.org/](http://library.stillwater.org/)
  - 1107 S Duck St
  - (405) 372-3633

- Payne County Courthouse
  - [http://www.paynecounty.org/](http://www.paynecounty.org/)
  - 606 South Husband Street

- Walmart—Perkins Road or Hwy 51

- CM Asian Market—
  - [https://www.facebook.com/CrepeMyrtleMarket/](https://www.facebook.com/CrepeMyrtleMarket/)
  - 613 S. Lewis

- Himalayas' Market
  - 125 S. Main
Cheap Shopping Options

- Thrift Stores (2\textsuperscript{nd} hand/used items)
  - Karman Korner, 819 S Main St
  - Elite Repeat, 711 S Main St
  - Goodwill, 801 E Lakeview Rd
  - Stillwater Habitat for Humanity, 505 E 18th Ave

- Garage Sales
  - Usually held on Saturday mornings, go early
  - Posted in the Stillwater Newspress (local paper)
### Burgers/Steaks
- **Eskimo Joe’s**
  501 W. Elm
- **Texas Roadhouse**
  2000 N. Perkins Rd
- **Louie’s Bar and Grill**
  720 S Main St
- **The Garage**
  520 W Elm Ave

### Pizza
- **Hideaway**
  230 S Knoblock

### Asian
- **Boba Fusion Asian**
  211 N Perkins Rd
- **Golden Dragon**
  203 S. Perkins Rd
- **Thai Café**
  502 S Husband St
- **Thai Loco**
  2223 W 6th Ave
- **Nooki**
  405 S. Washington
- **Nagoya Japanese**
  2260 N Perkins Rd
- **Nilima’s Indian Food Truck**
  140 N Duck St

### Mediterranean
- **Nikki’s Greek**
  610 E McElroy Rd
- **Maysan Gyro**
  1911 N Boomer Rd

### Italian
- **Olive Garden**
  2100 N Perkins Rd
- **Davinci’s Italian Ristorante**
  2280 N Perkins Rd

### Seafood
- **Red Lobster**
  102 E Hall of Fame Ave

### Mexican
- **Palomino’s Mexican**
  1919 N Perkins Rd
- **El Tapatio Mexican**
  825 S Perkins Rd
- **Mexico Joe’s**
  311 E Hall of Fame Ave

### Barbeque
- **Rib Crib**
  103 S Perkins Rd
- **Bad Brad’s**
Housing Options

- **Campus Housing**
  - OSU Residential Life
    - P: 405-744-5592
    - F: 405-744-6775
    - Email: reslife@okstate.edu

- **Off-Campus Housing**
  - Apartment Guide
    - [https://www.apartmentguide.com/apartments/Oklahoma/Stillwater/?WT.mc_id=21000&gclid=Cj0KCQjw4-XlBRDuARIsAK96p3BfJ45sjtKmA_plvO2B1-0tlbrGsxy499XjJ9YYBsCphMJtVcKnPuMaAodtEALw_wcB](https://www.apartmentguide.com/apartments/Oklahoma/Stillwater/?WT.mc_id=21000&gclid=Cj0KCQjw4-XlBRDuARIsAK96p3BfJ45sjtKmA_plvO2B1-0tlbrGsxy499XjJ9YYBsCphMJtVcKnPuMaAodtEALw_wcB)
  - Off-Campus Housing [https://offcampushousing.okstate.edu/](https://offcampushousing.okstate.edu/)

*Check on laundry facilities, deposits, whether utilities are included, central heat/air, parking, distance from campus*
American Holidays 2021

Red—OSU Holidays  
- January 1—New Year’s Day  
- January 21—Martin Luther King  
- February 2—Groundhog Day  
- February 14—Valentine’s Day  
- February 18—President’s Day  
- March 10—Daylight Savings  
- March 17—St. Patrick’s Day  
- March 18-22—OSU Spring Break  
- April 21—Easter  
- May 12—Mother’s Day  
- May 27—Memorial Day  
- June 16—Father’s Day  
- July 4—Independence Day  
- September 2—Labor Day  
- October 14—Columbus Day  
- October 31—Halloween  
- November 11—Veteran’s Day  
- November 28—Thanksgiving  
- December 25—Christmas

Blue—Federal Government additional holidays

- Daylight Savings Time
  - March 14—Spring Forward (moves clocks forward one hour)
  - November 7—Fall Back (moves clocks back one hour)
In the US, sales taxes are not included in the price which is on the shelf. In Stillwater, the sales tax is 8.813% which is added at the time to check out.

Check out will be $24.99 plus 8.813% sales tax. $27.19 is what you will pay at the register.
Watch the news for weather—local news channels are 4, 5, and 9.
- Be prepared for quick changes—the weather can change very quickly
- Tornados—stay inside, downstairs, interior room, basement is best
- Snow, ice—be careful when you walk or drive
- Hail—measured by size (dime size, quarter size, golf ball size, baseball size), stay inside
- Lightning—do not stand under a tree, get inside
- Heat and Sun—Use sunblock and drink lots of water. NEVER leave a child or an animal in the car with the windows up.
Safety

- Crossing at crosswalks
  - Not in the middle of the street
  - Cars may be required to stop, but they may not, so wait to confirm first
- Lock doors
- Don’t leave things just laying around
- Walk with others
- Watch where you are walking, head up
- Cars drive very fast in the US and on the right side
- Orange Shield App [https://go.okstate.edu/apps/](https://go.okstate.edu/apps/)
- Blue Phones, emergency phones located around campus, use in case of emergency only
Laws—Firm with consequences

Driving

- Don’t Drink and Drive!! DUI (Driving Under the Influence) is the most common offense. This is a felony, jeopardizes the immigration status, and costs between $2000-5000.
- Would need an attorney to represent you.
- SGA has free legal advice at Student Government Office, 211Q Student Union, 405-744-6500.
If you are victim or witness of a crime, here is what you need to do:

- Call 911 if it is an emergency and is happening right now or just happened (this will go to OSU Police if calling from on campus or to the Stillwater police if off-campus or calling from a cell phone)
- Know exactly where you are
- Wait for them

If reporting afterwards or a non-emergency:

- Contact the OSU police if on campus 744-6523
- Contact the Stillwater police 405-372-4171
- Contact the ISS office 744-5459
Scams are attempts from strangers to illegally receive money or personal information through deception, threats, or intimidation.

Scammers contact their victims in different ways, including phone calls or phishing e-mails.

They may pretend to be representatives of official agencies or banks. They will often have a lot of personal information which makes them seem legitimate.

Someone may ask you to verify or update information on your bank account or debit card PIN or other personal information. Do **NOT** give out personal information, account information, and do not send money. This information will **NEVER** be requested over the phone by a legitimate company.

You can ask for their name and agency (which usually they will not give) and then you can contact the agency (bank, credit card company, or office) directly to see if this was something legitimate if you have doubts.

Report a scam to the police department and the ISS office.
Driving and Buying a Car

- The Department of Public Safety (DPS) performs the driving tests. You must take a written test and a separate driving test. Both are done through this office. Make the reservations online. Take 2 forms of identification. The driving manual can be found at this link as well. https://www.ok.gov/dps/
- Then you can go to the Department of Motor Vehicles (DMV) to be issued your driver’s license.
- If you buy a car, you will also need to take the papers to the Department of Motor Vehicles (DMV) to get your new car license plate.
The Listserv is an email that is sent weekly from the ISS Office.

- The Listserv includes
  - Workshops
  - OSU Campus Events
  - Stillwater, Oklahoma City, Tulsa Community Events
  - Weather related information

- To sign up for the ISS listserv visit the ISS website [here](#).
309 Wes Watkins Center
Front Desk Phone:
(405) 744-5459

Monday-Friday
8:00 a.m. – 11:30 a.m.
1:00 p.m. – 4:30 p.m.
*We are closed for Lunch from 11:45-1:00*

- Please allow time for yourself and us.
- **Do not come in 5 minutes before you need to be somewhere.**
International Students and Scholars
Contact Information

BridgeUSA J-1 Exchange Visitor Program Staff

- Tina Newton – J-1 Scholar Specialist, ARO
  - tina.newton@okstate.edu
- Trisha Iyonsi – Tax Coordinator
  - trisha.iyonsi@okstate.edu
- Brooke Richardson – ARO
  - brooke.richardson@okstate.edu
- Karen Sebring – ARO
  - karen.sebring@okstate.edu
- Tim Huff – ISS Manager
  - tim.huff@okstate.edu

Tel: 405-744-5459
Fax: 405-744-8120
Website: lcl.okstate.edu/iss