

Application Information for Incoming Visiting Students

For International Visiting Students Requiring Visa Sponsorship

Eligibilities

MIT sponsors J-1 Exchange Visitor visa (Student Non-Degree category) to all international Visiting Students who are currently pursuing a degree program outside of the US (except Fulbright Scholars). Therefore, all international students must meet the J-1 Student visa eligibility requirements in addition to the eligibility criteria set by the Institute.

International Visiting Students must:

- Be pursuing an undergraduate or graduate degree at an institution of higher education; and
- Be invited by an MIT faculty member from a department or laboratory to do academic research in their field of studies; and
- Comply with US Federal Regulations for J-1 Exchange Visitors. Students must be able to:
 - o Demonstrate the total amount of expected expenses described below. Substantially (more than 51%) covered by non-personal, non-family funding sources:
 - For Single Student... \$3020 per month* + Term Fee (s)
 - For Married Student... \$3941 per month* + Term Fee (s)
*Amount is based on the Estimated Expense in AY 2017-2018.
 - Term Fees (including Registration Fee and Student Activity Fee)
 - Fall Term (Sept-Dec) \$1656
 - Spring Term (Feb-May) \$1356
 - Summer Term (Jun-Aug) \$900
 - o Demonstrate to the Host MIT Group that he/she possesses sufficient proficiency in the English language to successfully participate in their program of study and “function on a day-to-day basis” – consult with Host MIT group for the evaluation method/ standard.

Application Process

1. Invitation from Host MIT Professor/ Lab/ Department

- Once you receive an official invitation from your host MIT group, the host group will initiate your application

Phone 617-253-3795
Fax 617-258-5483
<http://web.mit.edu/iso/>

- Provide your information (copy of your passport, CV, etc.) to your host MIT group
- Your host MIT group will:
 - 1) Obtain an approval from the VP for Research Office for your VS status
 - 2) Enter your Biographic and Academic info in the central Admissions Database
 - 3) Provide you an Invitation Letter which includes your MIT ID# and exact appointment dates (you will use this letter to request for the DS-2019 form and visa)
 - 4) Prompt you to create MIT Email Account (takes 48h) and navigate you to iMIT to request for your DS-2019 form from the ISO

2. Request Your J-1 Certificate of Eligibility (Form DS-2019) Online

- Wait at least 48 hours after creating your MIT Email Account. Using the instructions received from your host MIT group from step 4), log into iMIT.
 - 1) Go to <http://imit.mit.edu>
 - 2) Click the Full Client Services "Login" link on the left side of the page.
 - 3) Under Account Provider, please choose "MIT Kerberos account (or MIT web certificate)" and click "Continue."
 - 4) If you are using a personal computer and have an MIT digital personal certificate, please click "Use Certificate – Go."
 - 5) Otherwise, please use the "No Certificate? Use Kerberos username" section and enter your MIT email username and MIT email password and click "Login."
 - 6) Click "Visiting Student Services (Non-Degree)."
 - 7) Click on "J-1 Application for New Visiting Student."
 - 8) Complete all forms under "J-1 Application for New Visiting Student." The form will ask to upload the following documents:
 - **Passport**
 - **Letter of Enrollment from Home University** (in English or attach translation) that includes:
 - o Enrollment status in a degree program
 - o Expected degree completion date
 - o Certifies student is in good academic standing
 - **Invitation Letter** from the host MIT faculty member
 - **Funding Documents** (in English or attach translation)
 - o Students must demonstrate the set amount of Estimated Expenses during their stay in the US/MIT (refer to "Estimated Expenses for Visiting Student" memo on ISO website for amount).

- Substantial funds (51% or more) must be demonstrated by non-personal, non-family sources.
- Document Specification (from <http://web.mit.edu/iso/students/funding.shtml>)
 - Sponsorship letters from a Company/ Government/ Organization/ MIT etc. must:
 - Be issued on official letterhead within the last 6 month
 - Be signed by a designated official
 - Specifically state the total amount covered, which expenses will be covered, for what duration, and whether the amount includes dependent support
 - Personal/ Family financial statements must:
 - Be issued on official bank letterhead
 - Be issued within the last 6 months
 - Be signed by a bank official
 - Verify the specific amount of support
 - Verify that funds are available from checking/ draft, savings, or certificate of deposits accounts ONLY.
 - Accompany a letter of support for family funds confirming:
 - They are willing to support you financially
 - Duration of their support
 - Amount of their support
 - Their relationship to you

9) Submit your request by completing “Submit Request for Visiting Student Documents”.

- After you have completed the forms, we will create a DS-2019 Form within 30 days from your iMIT request submission, and have your host MIT group ship it to the address you provide. You will need the DS-2019 Form in order to apply for a U.S. visa (if necessary) and to enter the United States.

3. Apply for the J-1 Student Visa

- 1) Once you receive your original DS-2019 form, follow the Pre-Arrival and Arrival Checklist attached to your DS-2019 form.
- 2) Pay SEVIS I-901 Fee
- 3) Apply for the J-1 Exchange Visitor (Student Non-Degree) visa at an American Embassy/ Consulate
- 4) Schedule your trip to the U.S. upon receipt of your J-1 visa

- Pay the Registration Fee and Student Activity Fee in advance (if possible)
<http://sfs.mit.edu/billing-repayment/your-billing-statement/how-to-pay-your-bill>
- Schedule mandatory New J-1 Visiting Student Orientation with the International Students Office (usually held every Wednesday afternoon, sign up on iMIT “Session Sign-ups”)

4. Arrival

- 1) Complete iMIT Online Check-In E-Form
- 2) Attend Visiting Student Orientation before the program start date
- 3) Complete Registration Fee and Student Activity Fee Payment/ Obtain clearance at Student Financial Services with the Registration Letter.
- 4) Bring the Registration Letter you received at step #6 to the Registrar’s Office
- 5) Obtain MIT ID Card at the Atlas Service Center
- 6) Get Enrolled/ Waive MIT Student Health Plan
More info about MIT Student Health Plan:
<http://medweb.mit.edu/healthplans/student/>
<http://medweb.mit.edu/healthplans/student/rates.html>
- 7) Report your SEVIS US Address and SEVIS International Address in WebSIS

Overall Process Timeline (estimated)

