

Orientation Guide

- What can I expect when I arrive to the United States?
 - Within the first 10 days of your arrival in the U.S. you must send a photocopy of your J-1 visa, Form DS-2019 (front and back), Exchange Visitor Arrival Notice, and the Record of Admission confirmation page (www.cbp.gov/I94) to rodas@italchamber.org and j1visa@italchamber.org. This information will be used to validate your internship/traineeship in the United States Department of State Student/Exchange Visitor Information System (SEVIS).
 - You MUST contact the IACC to update your phone number, email address, U.S. address, or your site of activity within three days of any changes. Please send all updates to rodas@italchamber.org and j1visa@italchamber.org
- Customs and Border Protection at your port of entry
 - When you enter the country as a nonimmigrant, a U.S. immigration inspector examines your passport, J-1 visa, and DS-2019. In addition, exchange visitors entering the United States are now required to undergo additional inspection. Please be patient and be prepared to answer all questions clearly and fully. You should be ready to explain that you are coming to the U.S. for a cultural exchange program, after which point you plan to leave the U.S.
 - Customs officials in the airport will no longer provide a hard copy of the I-94 (white immigration card). Instead, you will receive an annotated admission stamp in your passport, which validates your arrival with the DHS. This stamp will indicate your Date of Entry, Duration of Stay (D/S), and Class of Admission (J-1/J-2).
 - This annotated admission stamp will allow you to remain in the United States for the length of time specified on the Certificate of Eligibility, plus 30 days as a tourist after the expiration of the DS-2019. It also proves that you arrived in the country legally.
- Exchange Visitor Welfare
 - As a J-1 Visa Sponsor, the IACC is responsible for the health, welfare and safety of our Exchange Visitors. It is important to always keep the IACC updated on any and all changes to your contact information.
 - Please also keep in mind that the IACC is your **primary point of contact** for any questions or concerns pertaining to your program, including the stipend amount, hours per week or training, nature of training, safety, and work culture, among others.

- For any issue or question that arises during your program, please contact Ericka by email at rodas@italchamber.org and j1visa@italchamber.org and by phone at 646-591-1161 Ext 111, or, Federico Tozzi, the Responsible Officer, by email at info@italchamber.org. The offices of the IACC are located at 11 E 44th Street, Suite 1400, New York, NY 10017. Please note that all meetings are by appointment only. You must call to make an appointment before visiting our office in order to ensure that a J-1 visa specialist is available to meet with you.
- In the event of an emergency outside of regular business hours, our emergency contact number is 929-640-6091. A serious, unexpected, and often dangerous situation requiring immediate assistance constitutes a true emergency.
- When should I contact the IACC?
 - To update your update your phone number, email address, or U.S. address
 - If you need to replace a lost/stolen DS-2019
 - If the nature of your training program has changed
 - If you are not receiving the stipend amount on your DS-7002
 - For Travel Validation, please see the request form on the J-1 visa homepage
 - If you are interested in extending your training program within the maximum duration
 - Questions regarding a J-2 dependent(s)
 - If you feel unsafe, uncomfortable, or are unhappy with your program
 - If you are having a difficult time acclimating to American Culture
 - Accommodation problems
 - In the event of severe illness or hospitalization
 - All emergency situations
 - In the case of arrest or legal concern
- Health Insurance
 - The Exchange Visitors under IACC sponsorship are enrolled in a GlobalSecutive health insurance plan, which meets the requirements as set forth by the U.S. Department of State. If an Exchange Visitor wishes, they may also purchase additional insurance or opt-in to their employer-based health insurance as their secondary plan. However, the coverage provided through the IACC GlobalSecutive plan must remain the primary coverage plan because it contains specific coverage (for medical evacuation and repatriation of remains) which is required by the Department of State and is NOT part of a traditional employer-based health insurance plan.

- **Emergency Resources**

- In case of serious emergency such as fire, crime or medical emergency, **dial 911** and you will be transferred directly to an emergency services dispatcher in your area. It is free to dial 911 from any personal phone or public payphone.
- If you become severely ill or have an accident, you must notify your host company and the IACC immediately. In the event of an emergency outside of regular business hours, our emergency contact number is 929-640-6091.
- A serious, unexpected, and often dangerous situation requiring immediate assistance constitutes an emergency. The Exchange Visitor Emergency Hotline number listed below is for use by exchange visitors and third parties in the case of **urgent** situations. A Department of State representative is available 24 hours a day.

Exchange Visitor Emergency Hotline: 1-866-283-9090

Exchange Visitor Email Address: Jvisas@state.gov

Exchange Visitor Program Website: www.J1Visa.state.gov

National Human Trafficking Resource Center: 1-888-373-7888