Welcome to Colorado State University! We have welcomed international students for more than one hundred years. Currently, more than 2,100 international students and scholars from over 90 countries study and work here on our campus. Colorado State University places great value in the cultural and intellectual diversity that you will bring to our community. This pre-arrival guide provides information to help you prepare for your trip and your first few weeks in Colorado. By reading this guide thoroughly, you will understand the services we provide to assist you in your transition to Colorado State University and be prepared for the tasks ahead.

Over the course of your stay at Colorado State University, the Office of International Programs will assist with your cultural adjustment, academic integration, professional growth, and personal support. You will find that our staff are sincerely interested in your success. With best personal regards, I wish you safe travels and look forward to welcoming you to Colorado State University.

Sincerely,

Mark Hallett,
Senior Director
International Student and Scholar Services
U.S. Visa and Immigration-Related Information

For every immigration document you receive, check that the spelling of your name and your date of birth are exactly the same as listed on your passport. Passports must be valid for six months after your intended date of entry into the U.S. Copy all documents prior to departure. Carry all originals with you when you travel, and keep copies in a separate place.

**Obtaining a Visa**

1. **Receive DS-2019 from Colorado State University**
   You will be required to submit this document when you apply for a visa at a U.S. Embassy/Consulate.

2. **Pay the SEVIS I-901 fee**
   Before your visa interview, pay this $180 fee on the [FMJ Fee website](http://www.fmjfee.com). Input your name exactly as it appears on the DS-2019 form. Print a copy of the online receipt and bring it to your visa interview. (Canadians should present this receipt at the U.S. border.) Make copies of this receipt and keep it with your other immigration documents.

3. **Complete the DS-160 form**
   The DS-160 is the online non-immigrant visa application form.

4. **Make a visa appointment at a U.S. Embassy/Consulate**
   Find your local U.S. Embassy/Consulate’s website and schedule an appointment with them as early as possible. The wait time for a visa interview varies, but is usually longer during the months of June, July and August. Depending on your field of research and your nationality, the visa officer may also have to get special clearances, which can require additional time.

5. **Pay the visa application fee**
   Follow the instructions on your local U.S. Embassy/Consulate website to pay this fee.

**Visa Interview**

6. **Prepare and bring the following to your visa interview:**
   - Passport valid for at least six months
   - DS-2019 form (Signed and dated)
   - Completed visa application forms (Printed DS-160 confirmation notice)
   - Two “2” x “2” photographs in the required format
   - A receipt of the paid SEVIS I-901 fee
   - Financial evidence of sufficient funds to cover living expenses for yourself and your dependents for the duration of your stay
   - Any information that proves that you will return to your home country after finishing your program in the U.S. This may include proof of property, family, employment, or other ties to your community.
   - Offer letter or invitation letter from your academic department (if applicable)

7. **Remain calm and answer all the Visa Officer’s questions openly and honestly**
Home Country Physical Presence Requirement

8. If you are subject to the Two-Year Home Country Physical Presence Requirement, or 212(e), the Consular Officer will indicate this condition on your DS-2019 and/or visa. If you are subject to this requirement, it means that upon completion of your J-1 program, you will be required to return to your home country and must be physically present there for an aggregate of two years before you will be eligible to return to the U.S. in immigrant, H or L status. You could be subject to this requirement if you are admitted to the U.S. under one of the following conditions:
   1. Your J-1 program is being funded by your home government or the U.S. government;
   2. You have specialized knowledge or skills that are deemed necessary for the development of your home country as listed in the Exchange Visitor Skills List; or
   3. You are receiving graduate medical education or training in the United States
If you are subject to the two-year home country physical present requirement, or 212(e), you (and your dependents) will be ineligible to change your immigration status within the U.S. but you may leave and re-enter in a new non-immigrant status before you have fulfilled the requirement. Please see page 2 of your DS-2019 for important program rules.

Arrival in the U.S.

9. Plan Your Arrival
You can enter the U.S. up to 30 days prior to the start date of your DS-2019.
Remember: Always carry your original DS-2019 and passport on your person, not in a checked bag!

10. At the Port of Entry
Proceed to the terminal area for arriving passengers. Present the following documents:
   • Passport and J-1 visa
   • DS-2019 form
   • Customs Declaration Form (CF-6059), which reflects the address where you will reside, not the address of your academic department on campus.

All visitors entering the U.S. must state their reasons for wishing to enter the country. You will be asked to provide information about your final destination. It is important that you tell the Customs and Border Protection (CBP) officer that you will be a scholar at Colorado State University. Be prepared to include the name and address of your site of activity.

Once your inspection is successfully completed, the inspecting officer will:
   • Stamp your passport. Make sure this is stamped with your correct visa type (J-1), correct date, and marked D/S for Duration of Status.
   • Assign you an Admission Number (I-94). You can locate your I-94 number on the Customs and Border Protection website

Secondary Inspection Requirements
If the CBP officer at the port of entry cannot initially verify your information or you do not have all of the required documentation, you may be directed to an area known as “secondary inspection.” Here the CBP Officer will attempt to verify your status by using the Student and Exchange and Visitor Information System (SEVIS). If the officer needs to verify information with your program, contact:
Mark Hallett, Senior Director of International Student and Scholar Services at (970) 491-5917. In case of an emergency, Mark can be paged after-hours by calling the Colorado State University Operator at (970) 491-1111.

Arrival at Colorado State University

Denver International Airport:
Fort Collins is most easily accessed by way of Denver, Colorado. Denver International Airport (DIA) is the most common way for scholars to arrive in Colorado. From there, it is 90 minutes by shuttle to reach CSU.
Shuttle Service to Fort Collins:
The most economical way to travel between Denver International Airport (DIA) and Fort Collins is to take either the Greenride or Super Shuttle. Both services offer rides every day of the week, and drop passengers off at various Fort Collins locations, including major hotels and the CSU campus. For an additional fee, they can drop you off at a specific address. Travel time is approximately 1.5 hours to reach Fort Collins.

Maps: Find a Campus Map here.

Orientation and Check-In Procedures

All new international scholars are required to attend an orientation and check-in session upon arrival to Colorado State University. These sessions are held every Monday from 1:00—3:00 p.m. in the Office of International Programs in Laurel Hall. You must attend one of these sessions within 30 days of the start date listed on your DS-2019.

Bring the following documents to Check-In/Orientation:
- Passport
- DS-2019 form
- The name and address of an emergency contact
- Current U.S. address and phone number
- The Health Insurance Compliance Form

The Office of International Programs will scan these documents and submit a report of your arrival in the SEVIS system to notify the U.S. Department of Homeland Security that you have arrived. If this is not done within 30 days after the start date listed on your DS-2019, you will be in violation of your immigration status.

If you are delayed and will not be able to arrive and start your program before the start date listed on your DS-2019, please contact iss@colostate.edu to request your start date be amended.

Exchange Visitor Health Insurance Requirements

Federal regulations require all J-1 Exchange Visitors and their J-2 dependents to maintain comprehensive medical insurance meeting specific minimum requirements from the start date of the J-1 program (indicated in item 3 of the DS-2019) and continuing to the end of the J-1 program. Coverage must continue without breaks or lapses even if the exchange visitor travels outside the U.S. for an extended period of time during the J-1 program.

22 C.F.R. §62.14 describes exchange visitor health insurance requirements as follows:
- Medical benefits of at least $100,000 per person per accident or illness;
- Repatriation of remains in the amount of $25,000;
- Expenses associated with the medical evacuation of exchange visitors to his or her home country in the amount of $50,000;
- Deductible not to exceed $500 per accident or illness

Insurance policies secured to fulfill the requirements:
- May require a waiting period for pre-existing conditions that is reasonable as determined by current industry standards;
- May include provisions for co-insurance under the terms of which the exchange visitor may be required to pay up to 25% of the covered benefits per accident or illness; and
- Must not unreasonably exclude coverage for perils inherent to the activities of the exchange visitor’s J-1 program.

You will be required to submit a Health Insurance Compliance Form to the Office of International Programs when you
arrive, verifying that you have obtained health insurance for yourself (and your J-2 dependents, if applicable) that meets the regulatory requirements.

For more information, read the Health Insurance Compliance Form.

Housing

Scholars must arrange their own living accommodations before arrival in Fort Collins. Your sponsoring department should be your point of contact for housing assistance.

On-Campus Housing:
As an international scholar, you may be eligible to live on-campus in a university apartment. Apply for housing as soon as possible, as space fills quickly. The earlier you apply, the better the chance you will receive an on-campus housing assignment.

To apply for on-campus housing, you must first have a CSU ID number and you must register for your CSU eID. If you have difficulty accessing your eID, contact your sponsoring department’s Human Resource office.

University Apartments: CSU offers both single and family apartments. Furnished apartments as well as month-to-month leases are available. Aggie Village Apartments are a brand new global community for those interested in an intercultural experience.

For more information about the on-campus housing options, visit CSU’s Housing and Dining Services website.

Off-Campus Housing
If you prefer to live off-campus, you should arrive as early as possible to make appropriate arrangements.

The CSU Off-Campus Life office has many great resources for international students and scholars looking for housing, including a useful tool called CSU Rental Search.

Finding furnished apartments is rare. Many apartments require you to pay your first and last month’s rent before you move in; plan accordingly.

Signing a lease: Most apartment owners require a one-year lease. Visit an off-campus rental in person before committing and signing a lease.

Temporary Housing

Hotels:
You may choose to stay in a hotel at an average cost of US $85 to $150 per night. The closest hotels to campus are the Hilton and the Best Western. Others may be inconveniently far from campus, possibly without public transportation.

Temporary Home-Stay Program:
The Fort Collins International Center offers a temporary home-stay program, which provides up to 5 nights of free housing with a local community member for new students and scholars. This is a convenient way to find temporary housing and also a great opportunity to learn more about American culture and begin to make friends in the community. Apply for your home-stay at least a month before you arrive, as this is a popular option and space is limited. Fill out the Home-Stay Request Form online at isss.colostate.edu/housing.

For other temporary housing options, please select “temporary housing” here.
Bringing Your Family?

The Office of International Student and Scholar Services understands that the success of our international scholars is often dependent upon the happiness of their families. We try, along with other various departments on campus, to provide services and programs to assist our international spouses and families with their transition to life in the U.S. Because of the abundant resources on campus and in the Fort Collins community, we hope you will find Colorado State University an ideal choice for both your academic experience and your family life.

If family members are accompanying you to CSU:

- Living Expenses may increase by 50 percent because of increased housing, transportation, food and childcare costs.
- CSU does not offer spouse or dependent Health Insurance plans. You should review some of the resources listed on your Health Insurance Compliance Form to find health insurance options for your family.
- J-2 dependents may apply for work permission from U.S. Citizenship and Immigration Services.
- J-2 dependents may study without restrictions.

If you plan to enroll your children in Poudre School District, please obtain the following documents from your home country before you arrive:

- An official birth certificate, a signed hospital certificate, or a passport as valid proof of your child’s birth date
- Official copies of the child’s school records
- All immunization records with names and dates of vaccines received
- Visit the Poudre School District website for more information.

For more information helpful for spouses and families, please visit our Spouses and Families website.

Fort Collins International Center

Fort Collins International Center (FCIC) is local volunteer organization devoted to fostering international understanding, cultural exchange and friendship among international students, domestic students and the Fort Collins community. It is the officially recognized volunteer organization of the Office of International Programs at CSU. Learn about the many programs and services offered by the Fort Collins International Center at their website.

Contact & Connect:
Sign up to receive weekly “International Info” emails advertising upcoming programs, activities and cultural events.

Join CSU’s international student and scholar Facebook group.

Office of International Programs
Laurel Hall
Colorado State University
Fort Collins, CO 80523 - 1024
USA

Office Hours:
Monday through Friday, 8 a.m. -12 p.m. and 1 p.m. -5 p.m.

E-mail address: isss@colostate.edu
Phone number: (001) 970.491.5917
Fax number: (001) 970.491.5501
Website: www.international.colostate.edu