

The University of California, Berkeley

## International Scholar Dossier (ISD) Visitors' Guide



<https://visd.berkeley.edu/Login.aspx>

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Berkeley, CA 94720

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H-1B Email: [H1B@berkeley.edu](mailto:H1B@berkeley.edu)

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**Berkeley**  
INTERNATIONAL OFFICE

# ISD Visitors' Guide

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# ISD Visitors' Guide

## Welcome to ISD!

ISD is a database system shared between Berkeley International Office, UC Berkeley departments and prospective international scholars. It is used to gather required information about the international scholar's program in order to create the visa documents. This database is used for J-1 scholars as well as H-1B and TN employees.

The information you enter into this system is confidential and is used only by the university for official purposes. If you have any questions about using the ISD system, please contact your UC Berkeley host department.

## Purpose of Manual

This reference manual gives answers to the most frequently asked questions for completing the ISD system to request visa documents from Berkeley International Office. Please contact your host department if you have any questions about ISD.

## Tips for Success

1. ISD is compatible with Microsoft Internet Explorer version 7.0, 8.0, or 9.0 with latest service pack(s), and Mozilla Firefox version 18. **ISD is not compatible with other browsers.**
2. After logging into ISD for the first time, change your password to something you will remember, and keep it in a safe, accessible location.
3. Upload all [required documents](#) (pages 15 and 16) to your computer before starting ISD data entry.
4. Have your passport available while completing ISD. If you have previously been in the U.S., have copies of immigration documents available as well.
5. Click **"Save"** after completing each section.
6. Fill in all required fields marked with a red asterisk (\*)
7. After 20 minutes of inactivity, ISD will "time out" and will not save your information unless you have clicked **"Save"** first.
8. You can return to ISD at any time to complete the information if you are not able to do so in one session.
9. Log out when you are finished.
10. Use ONLY English characters (the English translation may be found on the barcode of your passport biographic page).
11. Do NOT use punctuation marks, accents, cedillas or combined letters (such as "æ").

# ISD Visitors' Guide

## Overview of Required Steps

After receiving an email from your UC Berkeley host department with your ISD login information, complete **ALL** of the steps below. Detailed instructions for each of these steps follow in this guide.

Ellucian International Scholar Dossier 2.5.0

ellucian.

Sign In

Forgot Password?

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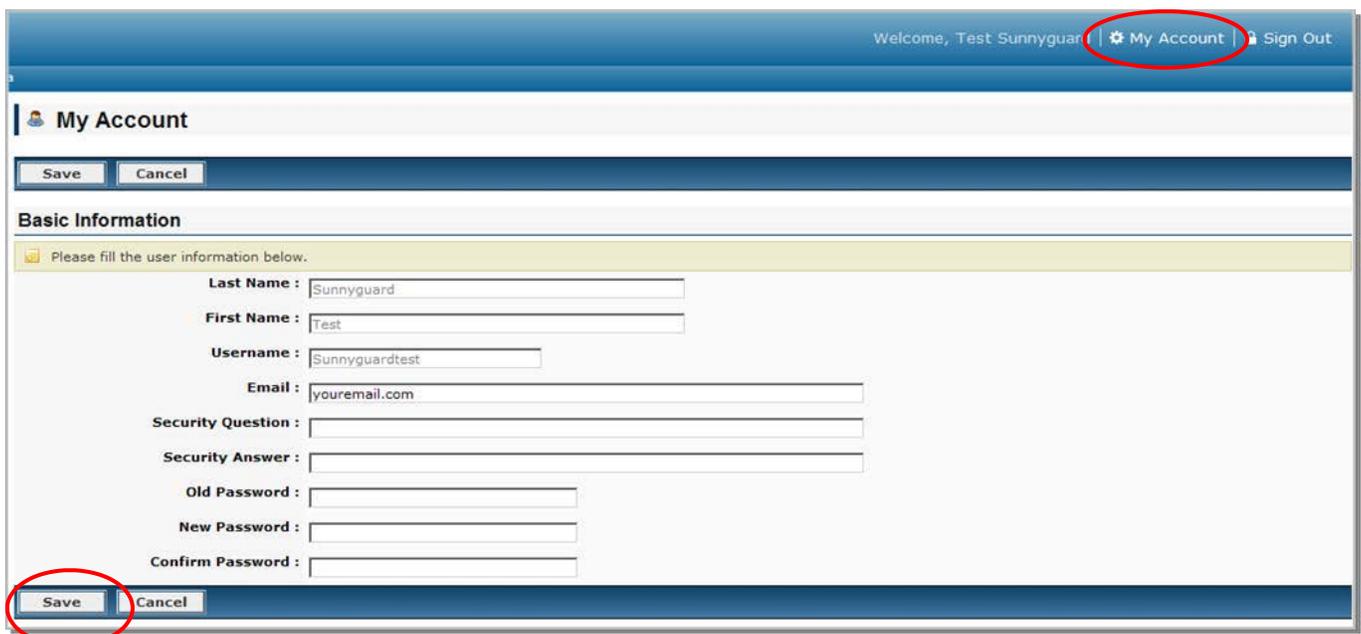
1. **Log in and change your ISD password.**
2. **Edit your personal information on the following tabs:**
  - 1)Biographical
  - 2)Address
  - 3)Position in Home Country
  - 4)Passport and Visa
  - 5)Education
  - 6)Current US Institution (if applicable)
  - 7)Dependent-Specific (if applicable)
  - 8)Dependent-General (if applicable)
3. **Attach required documents.** A detailed description of the documents you must attach can be found on [pages 15-16](#).
4. **Review and submit** your ISD information to your host department.

**Contact your host department for questions or updates on the status of your case.**

# ISD Visitors' Guide

## Login and Change Your Password

1. With the **Username** and **Password** provided to you by the UC Berkeley host department, log in to the ISD system at <https://visd.berkeley.edu/Login.aspx>. Copy and paste the username and copy and paste the password from the email to minimize login problems. Be careful not to copy any extra spaces before or after your username or password.
2. Click **My Account** at top right of the ISD welcome page.



The screenshot shows the 'My Account' page in the ISD system. At the top right, there is a navigation bar with 'Welcome, Test Sunnyguard', a gear icon for 'My Account' (circled in red), and a 'Sign Out' link. Below this is a 'My Account' header with a 'Save' and 'Cancel' button. The main section is titled 'Basic Information' and contains a form with the following fields: Last Name (Sunnyguard), First Name (Test), Username (Sunnyguardtest), Email (youremail.com), Security Question, Security Answer, Old Password, New Password, and Confirm Password. At the bottom of the form, there are 'Save' and 'Cancel' buttons, with the 'Save' button circled in red.

3. Enter a security question and answer you will remember.
4. Copy and paste the password provided to you in the email message from your department administrator into "Old Password".
5. Enter a new password of your own choice into "New Password". Confirm by re-entering your new password. Click save.
5. Note your password for future reference. If you forget your password in the future, you can click the "Forgot Password?" link on the [login screen](#). This will prompt you to enter your username and answer your security question in order to reset your password. Passwords can also be reset by your academic department if necessary.

# ISD Visitors' Guide

## Introducing “Tabs”

In ISD, there are different sections that you must complete. We refer to these as “Tabs.” To find the Tabs, click **Edit Personal Information** in the left menu of the ISD.

ellucian.UNIVERSITY Welcome, Papa Bear | My Account | Sign Out

Visitor View

**Instructions**

**Your Information**

- Edit Personal Information**
- Attach Documents
- Review and Submit to Department

## International Scholar Dossier

### Welcome to the ISD system for scholars invited to UC Berkeley!

ISD is a database system shared between **Berkeley International Office**, UC Berkeley departments and prospective international scholars. It is used to gather required information about the international scholar's program in order to accurately create the visa documents. If you have questions about the visa classification your department is sponsoring please contact your UC Berkeley host department administrator.

Follow these 4 Steps to submitting an ISD record. For more detailed instructions, see the **ISD Visitor Manual**

- Log in and change your ISD password.**
- Edit your personal information on the following tabs. Click "Save" after completing each tab:**
  - Biographical
  - Address
  - Position in Home Country
  - Passport and Visa
  - Education
  - Current US Institution (if applicable)
  - Dependent-Specific (if applicable)
  - Dependent-General (if applicable)
- Attach required documents.**
- Review and submit your ISD information to your host department.**

**Next Steps:**

Your department will contact you if further information is needed and will then submit your record to Berkeley International Office for review and processing. Contact your host department for questions or updates on the status of your case.

Note the blue navigation menu bar across the page with the following Tabs:

Documents

Biographical   Address   Position In Home Country   Passport And Visa   Education   Other

Biographical Information

- Current US Institution
- Dependent-Specific
- Dependent-General

1. Biographical
2. Address
3. Position in Home Country
4. Passport and Visa
5. Education
6. Other:
  - Current US Institution
  - Dependent-Specific (if applicable)
  - Dependent-General (if applicable)

# ISD Visitors' Guide

## Instructions for Completing Tabs

1. Click on each Tab to access the required data fields, beginning with “Biographical.”
2. Complete all applicable fields, including all the data fields noted with a red asterisk (\*).
3. **SAVE** each tab after completing the information. After clicking the Save button, you will see a message in red indicating “Update Saved Successfully.”

(Note: You will not be prompted to go to the next Tab).

The screenshot shows a web form with a navigation bar at the top containing tabs: Biographical, Address, Position In Home Country, Passport And Visa, Education, and Other. The 'Address' tab is selected and circled in red. Below the navigation bar is a section titled 'Biographical Information' with a 'Save' button circled in red. A red arrow points from the 'Save' button to the 'Address' tab. Below the 'Save' button is a message box that says 'Update Saved Successfully'. Below the message box is a section titled 'Biographical Fields Data' with a sub-section 'Passport Name'. The 'Passport Name' section contains instructions: 'Please enter your name as it appears in the barcode of your passport using the following rules: -Use ONLY the 26 letters of the English alphabet, and spaces -Substitute a space in place of any hyphens(-) -Do not use accents, cedillas or combined letters. For example, in place of Françoise Bæder-Hoff, type Francoise Baeder Hoff'. Below the instructions are two input fields: 'Passport Surname/Last Name' with the value 'Bear' and 'Passport Given/First Name (include any middle names on your passport in this field)' with the value 'Papa'. Each input field has a red asterisk and a help icon.

4. Click on the next tab. Continue steps 1-3 until you have completed all of the tabs listed above.



# ISD Visitors' Guide

## Tab 2: Address Information

- **Local Address:**
  - If you have a U.S. address, please indicate your U.S. residential address.
- **Permanent Address:**
  - Enter the Emergency Contact Person and Emergency Person Phone Number.
  - Enter your Permanent Address Abroad.
- **Mailing Address:**
  - Enter the Mailing Address where your visa documents will be sent.

Address Type	Address	Phone	Email
Local			
Permanent	234 Long Road Apt 4 Quebec		
Mailing	234 Happy Street Apt 3 Quebec 1561		

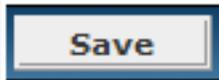
To update, click on the “Edit” button at the right.

Permanent Address Fields Data

Permanent Address

Enter the visitor's permanent address abroad, including the street address, city, country, and other applicable fields. Enter the scholar's emergency contact name and phone number.

Address Type	Permanent
Emergency Contact Person	Grandma Bear
Visitor Permanent Address Abroad Line 1	234 Long Road
Address Line 2	Apt 4
City	Quebec
Province	Quebec
Postal Code	1561
Country	Canada
Phone 1 Type	
Phone 1	
Phone 2 Type	Emergency Contact
Emergency Contact Person Phone Number	123-456-7890

Click  before proceeding to the next Tab.

# ISD Visitors' Guide

## Tab 3: Position in Home Country

Position in Home Country	
<b>Position or Occupation in Country of Legal Permanent Residence</b>	<ul style="list-style-type: none"><li>▪ Enter the last position held in your country of Legal Permanent Residence.</li><li>▪ If you were a student, specify the level of schooling in which you were enrolled (i.e. undergraduate or graduate).</li></ul>
<b>Employer or institution for above position</b>	<ul style="list-style-type: none"><li>▪ Enter the company, organization or school name.</li></ul>

### Position In Home Country Information

 Position In Home Country Fields Data

Please indicate the scholar's position in the country of Legal Permanent Residence, as well as the employer/institution name. If the visitor is currently a student, please list either "Undergraduate Student" or "Graduate Student" and the name of the educational institution.

 This is required information. Please do not indicate "N/A".

<b>Position or Occupation in Country of Legal Permanent Residence</b>	<input type="text" value="Graduate Student"/>	• 
<b>Employer or institution for above position</b>	<input type="text" value="McGill University"/>	•

 Custom Fields Data

No Custom Fields Found

Click  before proceeding to the next Tab.

# ISD Visitors' Guide

## Tab 4: Passport, Visa and I-94 Information

### Passport

<b>Passport Expiration Date</b>	<ul style="list-style-type: none"><li>Passports must be valid at all times during your stay.</li><li>Generally, it is required that a passport be valid for at least 6 months into the future, but 12 months is recommended.</li></ul>
<b>Passport country</b>	<ul style="list-style-type: none"><li>If you have dual citizenship, enter the passport country you will use to enter the U.S.</li></ul>

### Visa

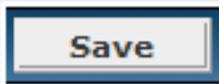
Complete this section only if you currently have a valid U.S. visa stamp in your passport. The visa stamp is placed in your passport by the U.S. embassy or consulate abroad. See [sample U.S. visa](#).

### I-94

Complete this section only if you are currently in the US.

Use either your Passport Admission Stamp, or a copy of your Paper or Electronic I-94 record. <https://i94.cbp.dhs.gov/i94/#/recent-search>. See [samples](#).

<b>US Arrival City (Port of Entry)</b>	<ul style="list-style-type: none"><li>Select the city where you arrived in the U.S.</li></ul>
<b>Port of Entry Remarks on I-94</b>	<ul style="list-style-type: none"><li>If you received a paper I-94 card, enter anything written on the back.</li></ul>
<b>Date of arrival into the U.S</b>	<ul style="list-style-type: none"><li>Enter the date you arrived in the U.S., as indicated on your I-94.</li></ul>
<b>I-94 (Immigration Status)</b>	<ul style="list-style-type: none"><li>Enter your immigration status (J-1, F-1, B-2, etc.) as indicated on your I-94.</li></ul>
<b>Is there an expiration date on the I-94? If so, what is it?</b>	<ul style="list-style-type: none"><li>On front of the I-94, it will be noted "D/S" or a date. If there is a date written, enter it here.</li></ul>
<b>Is the front of the I-94 marked "D/S"?</b>	<ul style="list-style-type: none"><li>Select "yes" or "no".</li></ul>

Click  before proceeding to the next Tab.

# ISD Visitors' Guide

## Tab 4: Passport, Visa and I-94 Information (continued)

Prior Visa History	
Is the scholar requesting a change of status? (i.e. F-1 to J-1 or J-1 to H-1B)	<ul style="list-style-type: none"> <li>If you are in the U.S. and will be changing status select "yes" and contact the Berkeley International Office to set up an appointment to discuss the process.</li> </ul>
Is the scholar currently subject to the 2-year (212e) residence requirement?	<ul style="list-style-type: none"> <li>If you have never been in the U.S. in J status, have never been subject to the 2-year (212e) residency requirement, or have received a waiver of the requirement indicate "No". If subject indicate "Yes".</li> </ul>
Has the scholar ever been to the US in J status? If yes, upload all previous DS-2019s	<ul style="list-style-type: none"> <li>This includes J-1 student, J-2 dependent, J-1 intern, etc.</li> </ul>
Indicate total prior months in J status	<ul style="list-style-type: none"> <li>List total time in months of prior J status (including J-1 and J-2 status).</li> </ul>
Has the scholar ever received a waiver recommendation of 2-year home country residency requirement?	<ul style="list-style-type: none"> <li>If you have never been in J status, leave blank.</li> <li>For more information on the 2-year (212(e)) home residency requirement <a href="#">click here</a>.</li> </ul>
List any international travel for next 6 months (destination and dates)	<ul style="list-style-type: none"> <li>Travel plans can affect the timeframe and process for change of status, transfer, and extension cases.</li> <li>Contact Berkeley International Office if you will be traveling.</li> </ul>
Does the scholar have a petition for U.S. permanent residency (green card) pending?	<ul style="list-style-type: none"> <li>This can sometimes be a complex situation. If you are unsure, contact your host department for instructions.</li> </ul>
Indicate the city and country where the scholar would apply for a visa stamp	<ul style="list-style-type: none"> <li>Required for all H-1B cases.</li> <li>Indicate the location of the overseas U.S. embassy or consulate where the visitor will apply for a visa.</li> <li>Visas cannot be obtained in the U.S.</li> <li>If you are a Canadian citizen indicate the Port of Entry or Pre-Flight Inspection location.</li> </ul>

Click  before proceeding to the next Tab.

# ISD Visitors' Guide

## Tab 5: Education

The data fields in this section are self-explanatory. If you have any problems, contact your host department.

## Tab 6: Other

### -Current US Institution (if applicable)

- Complete this section only if you are currently in the U.S., or if you will work at or be affiliated with another institution during your UC Berkeley Appointment.
- If you are currently a student in the U.S. and have an I-20 or DS-2019, enter the contact information for the international office at your current institution in this section.
- Under Institution Affiliation, complete this section if you are planning to work or will be affiliated with another institution during your UC Berkeley appointment.

### -Dependent-Specific (if applicable)

- Complete this section only if you plan to bring a legally married spouse and/or child under 21 years.
- All information must be completed if a J-2 or H-4 dependent will be joining the scholar (even though there are no red asterisks).
- For each dependent, add a new record by clicking “Add New” and completing all the fields.
- If a dependent’s situation is unique, please enter any additional information in the “remarks” section.
- If a dependent child does not have an email address, please indicate “none” in the email field.

### -Dependent-General (if applicable)

- Complete this section only if you plan to bring a legal spouse and/or child under 21 years in dependent status, or if your family is already in the U.S.
- All information should be completed for scholars with dependents (even though there are no red asterisks).
- If your dependents are currently in the U.S., indicate the status noted on their I-94 (J-2, F-2, etc.). Please specify status for each dependent.
- A legally married spouse is eligible for J-2 or H-4 status. Create a record under the Dependent-Specific section above if the spouse will accompany you as J-2 or H-4.
- Children under 21 years old are eligible for J-2 or H-4 status. Create a record under the Dependent-Specific section above for each child who will accompany you as J-2 or H-4.

Click



before proceeding to the next Tab.

# ISD Visitors' Guide

## Attaching Documents - Instructions

1. Click **Attach Documents** on the left navigation bar, or click on the “Documents” tab.
2. Click “Browse” to locate the file you will upload and select the document.
3. Click “Document Name” and enter a description of the document (i.e. “passport biographic page”).
4. Click on Document Type. Scroll down to select the type of document. If you have questions about the required documents, please contact your department administrator.
5. Click “Save”.

The screenshot shows the 'Attach Documents' form. The 'Documents' tab is highlighted in the top navigation bar. The form fields are: Document Path (with a 'Browse...' button), Is Active? (checked), Document Name (filled with 'Papa Bear Passport'), and Document Type (set to '16. Passport ID page'). A 'Save' button is at the bottom. Below the form is a 'List of Documents' section showing 'No Documents Found'.

The screenshot shows the 'Attach Documents' form after successful saving. A 'File Saved successfully' message is displayed at the top. The form fields are: Document Path (empty), Is Active? (checked), Document Name (empty), and Document Type (empty). A 'Save' button is at the bottom. Below the form is a 'List of Documents' section with a table:

Document Name	Document Type	Last Updated	Is Active	Edit	Delete
Papa Bear Passport	16. Passport ID page	9/23/2014	<input checked="" type="checkbox"/>	<input type="button" value="Edit"/>	<input type="button" value="Delete"/>

# ISD Visitors' Guide

## Document Checklist for J-1 Scholars

### **For All Requests**

Upload photocopies of the following documents to ISD:

- Identity/biographical page of your passport  
Showing name and date of birth
- Identity/biographical page of your family's passports (if applicable)
- Proof of legal permanent residence  
If different from citizenship
- Proof of funding for any sources other than UC Berkeley  
-Converted to US dollars, in English, for each source listed. -  
Must be dated within last six months.  
-If funding is not listed in your name, include the [Guarantee of Financial Support Form](#)
- Previous DS-2019 forms for you and your family  
For current and/or previous stays in J status, provide copies of all DS-2019s

### **English Proficiency**

Per Department of State federal regulations, scholars must have "sufficient proficiency in the English language, as determined by an objective measurement of English language proficiency, successfully to participate in his or her program and to function on a day-to-day basis." [22 CFR 62.10(a)(2)]

**Please upload ONE of the following to ISD (not required for transfer or extension requests):**

- Copy of a recognized English language test (e.g., TOEFL, IELTS)
- Signed documentation from an academic institution or English language school (See [template letter](#))  
Issued on letterhead with printed name & signature of school official
- Signed documentation of an interview conducted by the faculty sponsor or UCB host department designee (See [template letter](#))  
Issued on letterhead with printed name & signature of faculty sponsor/designee, date & method of interview (in-person, videoconference, or telephone if videoconference is not a viable option)

### **Extension of Program Request**

If you are already in J-1 status at UC Berkeley, include copies of the following:

- Required items for all requests** (listed above)
- Passport admission stamp indicating "J-1, D/S", or copy of the paper or electronic I-94 record  
<https://i94.cbp.dhs.gov/i94/#/recent-search>
- Visa stamp for you and your family
- All current and previous DS-2019 documents for you and your family
- Enter Local U.S. Address in ISD
- Complete all information in "Passport and Visa" tab in ISD

### **Change of Status Request**

If you are currently in the U.S. in a different status and will change status to J-1, consultation with a Scholar Advisor at Berkeley International Office is required to discuss the process at least four (4) months prior to your start date in J status.

- Required items for all requests** (see left column)
- Passport admission stamp indicating current immigration status or copy of the paper or electronic I-94 record  
<https://i94.cbp.dhs.gov/i94/#/recent-search>
- Visa stamp for you and your family (copy of current stamp)
- All current and previous I-20s for you and your family, if applicable
- Employment Authorization Document (EAD), if applicable
- Enter Local U.S. Address in ISD
- Complete all information in "Passport and Visa" tab in ISD

### **Transfer of Program Request**

If you are in J-1 status at another U.S. institution and are transferring to UC Berkeley, include copies of the following:

- Required items for all requests** (see left column)
- Passport admission stamp indicating "J-1, D/S", or copy of the paper or electronic I-94 record  
<https://i94.cbp.dhs.gov/i94/#/recent-search>
- Visa stamp for you and your family (current stamp)
- All DS-2019 documents for you and your family
- Enter Local U.S. Address in ISD
- Complete "Current U.S. Institution" tab in ISD
- Complete all information in "Passport and Visa" tab in ISD

Please use this checklist as a guide for the employee documents for an H-1B ISD record. Color photocopies are preferred, including passport date stamps and photos.

## EMPLOYEE INFORMATION

### Scan and upload the following into ISD:

1.  H-1B Employee Information Form
2.  Passport biographical page(s) with expiration date shown
3.  Curriculum Vitae with list of publications and current employment
4.  Copy of Diploma or highest degree earned. If not in English (including Latin) provide a certified English translation (see BIO sample)
5.  Transcripts (optional) if degree does not note degree field
6.  Academic Equivalency Evaluation (optional) if not a U.S. degree
7.  If currently in the United States
  - Copy of both sides of current I-94 card or electronic I-94
  - Copies of passport entry stamps and all U.S. visa stamps
8.  For Extension, Change of Employer, Amendment petitions:
  - Copies of employee's three most recent pay stubs from current employer
9.  H-1B, TN or E-3 workers (currently or in the past)
  - Copies of all I-797 approval notices
10.  F-1 and OPT students- copies of all I-20 forms, EAD cards
11.  J-1 Status (if current or at any time in past):
  - Copies of all DS-2019 forms and J visa stamps
  - Copy of I-612 waiver from USCIS (if subject to the J-1 Two-Year Home Physical Presence requirement)
  - Copy of waiver recommendation letter from the Dept. of State. (if subject to the J-1 Two-Year requirement)
  - If you are not sure if the scholar is subject to the J-1 Two-Year requirement, contact an Adviser at Berkeley International Office.
12.  Employees who have filed an immigrant visa petition:
  - Copies of receipt and/or approval notices of Forms I-140, I-485, EAD card, and advance parole document

## DEPENDENTS CURRENTLY IN THE U. S.

### Scan and upload the following in ISD:

1.  Passport biographical page(s) with expiration date shown
2.  Copy of both sides of current I-94 card (in passport) or electronic I-94
3.  Copy of most recent visa stamp and entry stamp in passport
4.  Copy of Immigration Documents, as applicable:
  - F-2: copies of all I-20 forms
  - J-2: copies of all DS-2019 forms and visa stamps
  - H-4, TD or E-3: copies of all I-797 approvals
  - Employment Authorization Documents (EAD), if applicable
5.  Copies of registered marriage certificate and/or birth certificate confirming dependent's relationship to the H-1B employee. If not in English, provide a certified English translation (see BIO sample)

### Submit the original with signature in blue ink

- Original of Form I-539, typed and signed in blue ink by the principal H-4 dependent (follow BIO instructions). The original signed I-539 should be brought to Berkeley International Office along with the checks and a payment

# ISD Visitors' Guide

## Review and Submit to Department

1. Click **Review and Submit to Department** on upper left part of screen.
2. Click **Submit**. Any remaining required information will be listed in red (if applicable). Enter the remaining required information in applicable tabs and **Save**.
3. Click **again** on **Review and Submit to Department**.
4. Click **again** on **Submit**. Once you have successfully submitted your information, you will see a message in red that indicates **“Data successfully submitted to your department.”** If you receive an error message while submitting your information, contact the department administrator to determine if your information was received.

The screenshot displays the 'ellucian UNIVERSITY' visitor view interface. The top navigation bar includes 'Welcome, Papa Bear | My Account | Sign Out'. The left sidebar contains 'Instructions' and 'Your Information' with options like 'Edit Personal Information', 'Attach Documents', and 'Review and Submit to Department' (circled in red). The main content area shows visitor details: 'Visitor : Papa Bear', 'Campus ID : FS274', 'Academic Department : Bioengineering', and 'Processing Stage : Pending Department Review'. Below this is a 'Documents' section with tabs for 'Biographical', 'Address', 'Position In Home Country', 'Passport And Visa', 'Education', and 'Other'. A 'Submit' button is circled in red. A message box below the button states 'Data successfully submitted to your department' (circled in red). At the bottom, there is a 'Click here to Expand All' section with expandable fields for 'Biographical', 'Position In Home Country', and 'Passport And Visa'.



# ISD Visitors' Guide

## Sample Passport Admission Stamp



## Sample I-94 Electronic Record

U.S. Customs and Border Protection  
Securing America's Borders

Get I-94 Number

Admission (I-94) Number Retrieval

Admission (I-94) Record Number: 6900888062

Admit Until Date (MM/DD/YYYY): 0/5

Details provided on Admission(I-94) form:

Family Name:	LI
First (Given) Name:	LYDA
Birth Date (MM/DD/YYYY):	01/01/1990
Passport Number:	P123123213
Passport Country of Issuance:	Mexico
Date of Entry (MM/DD/YYYY):	04/11/2012
Class of Admission:	J1

Individuals can visit [www.cbp.gov/I94](http://www.cbp.gov/I94) to retrieve a copy of their electronic Form I-94.

## Sample Paper I-94 Card

DEPARTMENT OF HOMELAND SECURITY  
U.S. Customs and Border Protection

Departure Record  
Admission Number:  
**123456789 01**

ADMITTED  
SEP 13 2006  
Class J1  
Type D/S

18. Family Name  
19. First (Given) Name  
20. Birth Date (MM/DD/YYYY)  
21. Country of Citizenship

See Other Side  
STAPLE HERE  
CBP Form I-94

## Resources

For more information about the J-1 Exchange Visitor's program, please see the following resources:

### **Berkeley International Office**

<http://internationaloffice.berkeley.edu>

Helpful information about visas, getting settled in Berkeley and resources to enhance your stay in the U.S.

### **J-1 Professors and Researchers**

[http://internationaloffice.berkeley.edu/profs\\_researchers/j-1](http://internationaloffice.berkeley.edu/profs_researchers/j-1)

Information you need before and after your arrival.

### **J-1 Health Insurance Requirements**

[http://internationaloffice.berkeley.edu/j\\_insurance](http://internationaloffice.berkeley.edu/j_insurance)

A description of the required coverage for all J-1 Exchange Visitors and dependents.

### **H-1B Temporary Workers**

[http://internationaloffice.berkeley.edu/profs\\_researchers/h-1b](http://internationaloffice.berkeley.edu/profs_researchers/h-1b)

Helpful information about visas, getting settled in Berkeley and resources to enhance your stay in the U.S.