From: issp-partners-request@virginia.edu <issp-partners-request@virginia.edu> **On Behalf Of** iso-isp
Sent: Monday, April 19, 2021 9:41 AM
Subject: [issp-partners] FYI to Departments/Offices: "Welcome to UVA: Obtaining your immigration document"

Good Morning ISSP Partners:

On April 7, ISSP launched a new user interface for students to complete their immigration requests on ISSP Connect. Instructions to newly admitted students differ from previous years. Email below is being sent to new students admitted to UVA for Summer/Fall 2021. It contains step-by-step instructions on students need to do to obtain their immigration document (I-20/DS-2019). Information is always updated on our Newly Admitted Students webpage.

Best,

ISSP Team

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UNIVERSITY of VIRGINIA

From: iso-isp
Sent: Monday, April 19, 2021 9:03 AM
To: iso-isp <iso-isp@virginia.edu>
Subject: Welcome to UVA: Obtaining your immigration document

Dear Students:

Congratulations on your admission to the University of Virginia! We welcome you to the international student body of more than 2,500 graduate and undergraduate students from over 100 countries. We look forward to meeting you. If you are an **exchange student**, please visit the exchange student page.

Please follow the steps below in the order listed to obtain your immigration document. Skipping steps will result in delay of creating your immigration documents.

STEP 1:	Accept your offer with UVA. • Undergraduates: Please view instructions here • Graduates: Follow instructions from your school of enrollment
STEP 2:	Create your UVA email and setup your NetBadge authentication
STEP 3:	Read the following resources: • Determine if you wish to obtain F-1 or J-1 status (details about each status) • Transferring your F1 or J1 status to UVA (if you have a SEVIS record active at a U.S. institution) • Changing to F1 or J1 Status
STEP 4:	**Complete our initial I-20/DS-2019 survey. This form is required if you intend to study in the United States under the F-1 or J-1 visa.**
STEP 5:	Within 5-6 business days after you submit the survey, you will receive a link to your UVA email with instructions to access ISSP Connect to complete your immigration request. Ensure you complete all required fields and checkboxes within the request. Do not attempt to log into ISSP Connect prior to receiving the invitation to access the system as you will not be able to request your I-20 or DS-2019.
STEP 6:	Check your UVA email. You will receive an email when an advisor requires more information, or when your I-20 or DS-2019 is ready. "Approved" means an advisor has reviewed your request. "Completed" means your I-20 is ready to be downloaded from ISSP Connect, or your DS-2019 will be mailed to you soon.