

Summer Work Travel (SWT) 2015

1. [Eligibility](#)
2. [Scheduling visa interviews](#)
3. [Application package](#)
4. [Complete Form DS-160](#)
5. [Interview Day Instructions](#)
6. [Program Dates](#)
7. [Visitor Safety](#)

1. Eligibility

- **Eligible** for participation:
 - Full-time university students (including second degree students)
- **Not eligible** for participation:
 - Vocational school students
 - Correspondence or online university students

2. Scheduling visa interviews

Applicants must schedule an SWT visa appointment online at <http://www.ustraveldocs.com/ua> or through the call center at (044) 383-8066. The first SWT interview date this year is Tuesday, February 17; the last interview day is Friday, May 29. Applicants must schedule their appointment at least 2 weeks in advance of their desired interview date. All appointment scheduling information can be found on the U.S. Embassy website at: <http://ukraine.usembassy.gov/niv-apply.html>.

Steps to schedule an appointment

1. **Receive DS-2019.** U.S. sponsors must ship all DS-2019s forms directly to the [local agency](#) or the applicant.
2. **Complete the [DS-160 form](#) according to the instructions below and print out the confirmation page.** Please submit only one DS-160 form. Confirm that all information on the DS-160 is correct before submitting the form. Once the form is submitted, no corrections can be made. **NOTE:** If you do not properly complete your online application form, your appointment will be cancelled, your application will be temporarily refused 221(g), and you will have to schedule a new appointment.

3. Visit <http://www.ustraveldocs.com/ua>, select your visa type (J-1), and print out the deposit slip for the visa application fee amount.
4. Pay the application (MRV) fee at a Raiffeisen Bank branch in Ukraine.
5. Create your profile at <http://www.ustraveldocs.com/ua>. Schedule a visa interview appointment online or through the call center using your visa fee payment receipt and DS-160 confirmation number.
6. Pay the SEVIS Fee. You must pay the SEVIS fee prior to the visa interview. This fee is non-refundable and non-transferable.
http://ukraine.usembassy.gov/sevis_fee.html

3. Application package

Documents required for all SWT visa applicants on the day of interview:

- Original international passport
- Original student grade book or transcript
- Original university student identity card
- Document package listed below

Document package. All documents listed below must be stapled together in the following order:

1. Original letter from the university (Оригінал довідки з університету) issued not earlier than one month before the visa interview.
2. Confirmation (barcode) page for the DS-160 (Please print out only the first page with the barcode. The barcode must be clear and uncorrupted).)
3. Original DS-2019. Please note that the consular section will not accept copies.
4. Proof of SEVIS fee payment
5. Proof of medical insurance
6. Copy of the job offer

IMPORTANT NOTE: Information concerning your employer name and location must match on every document submitted. The DS-2019 and DS-160 must contain the same employer information. If this information does not match exactly, your appointment will be automatically cancelled and you will receive email notification to make the necessary changes and reschedule the appointment. Avoid delays and refusals by checking to see that all information matches on the DS-2019 and DS-160.

U.S. DEPARTMENT OF STATE
CONSULAR ELECTRONIC APPLICATION CENTER

Nonimmigrant Visa Application

Confirmation

YOU MUST BRING this confirmation page and the following document(s) with you at all steps during the application process:
Passport.
 The barcode MUST be clear and legible on the printed page. You may also print the entire application for your records. If you do not have access to a printer at this time, select the option to email your confirmation page to an email address.
 Please contact your Consular Post directly for information on how to continue the application process. Please be required to provide proof that you have paid the visa application fee. You may also provide any additional support your case. DO NOT submit the entire application.
 Some posts have special procedures for applicants who may not need a visa interview; you may find information on the Consular Post's website.
 There may be other fees associated with the visa application process. Please check your country's **Reciprocity Schedule** for any other fees you may owe.
 If you have further questions or to find out how to contact the Consular Post please go to <http://matamoros.usconsulate.gov/> or <http://travel.state.gov/>.

This confirms the submission of the Nonimmigrant visa application for:

 Name Provided: [REDACTED]
 Nationality: INDIA
 Passport Number: [REDACTED]
 Completed On: 3 December 2009
 Confirmation No: A6000KAR

Location Selected:
 U.S. Consulate General Matamoros
 Calle Pinar 2002
 Col. Jardín
 Matamoros, Tamaulipas 87330

THIS IS NOT A VISA
 Version 01.00.03

U.S. Department of State
CERTIFICATE OF ELIGIBILITY FOR EXCHANGE VISITOR(A-I) STATUS

Form I-161 (Rev. 08-14-09)
 Instructions for Form I-161 are available at www.dhs.gov

Applicant Name: [REDACTED] Date of Birth: [REDACTED] Sex: [REDACTED] Country of Birth: [REDACTED] Country of Issuance: [REDACTED]

Legal Residence: [REDACTED] Legal Residence Address: [REDACTED] Country of Residence: [REDACTED] Date of Issuance: [REDACTED]

U.S. Office of Issuance: [REDACTED] U.S. Office of Issuance Address: [REDACTED] State: [REDACTED] Zip: [REDACTED]

U.S. Program: [REDACTED] Exchange Visa Program Number: [REDACTED]

Applicant's Purpose of Travel: [REDACTED] (A) ASSOCIATE (B) STUDENT (C) TOURIST (D) BUSINESS (E) OTHER

Applicant's Address: [REDACTED] Telephone: [REDACTED] E-mail: [REDACTED]

Applicant's Signature: [REDACTED] Date: [REDACTED]

Applicant's Address: [REDACTED] Telephone: [REDACTED] E-mail: [REDACTED]

Applicant's Signature: [REDACTED] Date: [REDACTED]

U.S. Department of State
 Office of Exchange Visitor Programs
 1600 Pennsylvania Avenue, N.W.
 Washington, D.C. 20520-5001



4. Complete the application form (DS-160)

You can complete the DS-160 at <https://ceac.state.gov/genniv>. Please note the required fields below.

to access previously entered data.

Q: Is your Mailing Address the same as your Home Address?
A: Yes No

Phone

Primary Phone Number

Secondary Phone Number
 Does Not Apply

Work Phone Number
 Does Not Apply

Email Address

Email Address
 Does Not Apply
 (e.g., emailaddress@example.com)

Please indicate all contact information (all phone numbers, e-mail etc.)

You must provide a primary phone number. The primary phone number should be the phone number at which you are most likely to be reached; this could be a land line or a cellular/mobile number. If you have an additional land line or a cellular/mobile number please list that as your secondary phone number.

Back: Personal **Save** **Next: Passport**



U.S. Point of Contact Information

- ✓ Getting Started
- ✓ Personal
- ✓ Address and Phone
- ✓ Passport
- ✓ Travel
- ✓ Travel Companions
- ✓ Previous U.S. Travel
- U.S. Contact**
- Family
- Work / Education / Training
- Security and Background
- Student/Exchange Visa

Contact Person or Organization

Supervisor's name

Contact Person

Surnames
JOHN

Given Names
DOE

Employer (company) name

Organization Name
JOHN'S GRILL

Do Not Know

Relationship to You ⓘ
EMPLOYER

Address and Phone Number of Point of Contact

Help: Contact
Your U.S. Point of Contact can be any individual in the U.S. who knows you and can verify, if necessary, your identity. If you do not personally know anyone in the U.S., you may enter the name of the store, company, or organization you plan to visit during your trip.

Help: Navigation Buttons

Click on the buttons above to access previously entered data.

Address and Phone Number of Point of Contact

U.S. Street Address (Line 1)
WAITER; \$7.5; 40

U.S. Street Address (Line 2) **Optional**
5850 KYIV PLACE

City
WASHINGTON

STATE
DISTRICT OF COLUMBIA

(if known)
50

(55 or 55555-5555)

Phone Number
(202)501-4444
(e.g., (555)555-5555)

Email Address
john@johnsons@com Does Not Apply
(e.g., emailaddress@example.com)

The first line of the U.S. address must indicate:

- Position title
- Wage per hour
- Work hours per week

Data must be separated by semicolons.

Wage should be in \$0.00 format as shown in the example.

Site of actual work performed DO NOT give a corporate headquarters address. This is the actual location of student employment.

Telephone number of the U.S. point of contact

Email address of the U.S. point of contact

◀ Back: Previous U.S. Travel Save Next: Family ▶



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Online Nonimmigrant Visa Application (DS-160)

Application ID

- ✓ Getting Started
- ✓ Personal
- ✓ Address and Phone
- ✓ Passport
- ✓ Travel
- ✓ Travel Companions
- ✓ Previous U.S. Travel
- ✓ U.S. Contact
- Family** ▶
 - **Relatives**
 - Work / Education / Training
 - Security and Background
 - Student/Exchange Visa

Family Information: Relatives

NOTE: Please provide the following information. If you are adopted, please provide the following information.

Please indicate all information about your parents and relatives. DO NOT put "don't know" or "N/A" as a response.

Father's Full Name and Date of Birth

Surnames

 (e.g., Hernandez Garcia) Do Not Know

Given Names

 (e.g., Juan Miguel) Do Not Know

Date of Birth ⓘ
 Do Not Know
 (Format: DD-MMM-YYYY)

Q: Is your father in the U.S.?

A: Yes No

Help: Navigation Buttons

Click on the buttons above to access previously entered data.

If you have any relatives in the U.S., you must answer these questions affirmatively and indicate who lives in the U.S. as well as their immigration status.

Mother's Full Name and Date of Birth

Surnames
IVANOVA
(e.g., Hernandez Garcia) Do Not Know

Given Names
NATALIA
(e.g., Juanita Miguel) Do Not Know

Date of Birth ⓘ
04 APR 1967 Do Not Know
(Format: DD-MMM-YYYY)

Q: Is your mother in the U.S.?
A: Yes No

Q: Do you have any immediate relatives, not including parents, in the United States?
A: Yes No

Q: Do you have any other relatives in the United States?
A: Yes No

Help: Immediate Relatives

Means fiancé/fiancée, spouse (husband/wife), child (son/daughter), or sibling (brother/sister).

◀ Back: U.S. Contact Save Next: Work/Education/Training ▶

- ▼ Travel
- ▼ Travel Companions
- ▼ Previous U.S. Travel
- ▼ U.S. Contact
- ▼ Family
- Work / Education / Training ▶
- Present
- Previous
- Security and Background
- Student/Exchange Visa

Help: Navigation Buttons

Click on the buttons above to access previously entered data.

Primary Occupation ⓘ
 STUDENT

Present Employer or School Name
 TARAS SHEVCHENKO NATIONAL UNIVERCITY

Present employer or school address:

Street Address (Line 1)
 64-13 VOLODYMYRSKA ST.

Street Address (Line 2) *Optional

City
 KYIV

State/Province
 Does Not Apply

Postal Zone/ZIP Code
 01601 Does Not Apply

Phone Number
 0442393333

Country/Region
 UKRAINE

Monthly Income in Local Currency (if employed)
 Does Not Apply

Briefly describe your duties:
 YEAR OF STUDY: 3
 DATE OF ATTENDANCE: 01-SEP-2011
 DATE OF GRADUATION: 20-JUN-2015

Select STUDENT from drop-down list

Name of the university

Address and telephone number of the university

Include the following information:

- Year of study
- Date of attendance
- Date of graduation

Data must be recorded in the same format as shown in the example.

Online Nonimmigrant Visa Application (DS-160)

Application ID

Security and Background: Part 2

- ✓ Getting Started
- ✓ Personal
- ✓ Address and Phone
- ✓ Passport
- ✓ Travel
- ✓ Travel Companions
- ✓ Previous U.S. Travel
- ✓ U.S. Contact
- ✓ Family
- ✓ Work / Education / Training
- Security and Background ▶

- Part 1
- Part 2
- Part 3
- Part 4

NOTE: Provide the following security and background information. Provide complete and accurate answers to all questions that require an explanation. A visa may not be issued to persons who are within specific categories defined by law as inadmissible to the United States (except when a waiver is obtained in advance). Are any of the following applicable to you? While a YES answer does not automatically signify ineligibility for a visa, if you answer YES you may be required to personally appear before a consular officer.

Q: Have you ever been arrested or convicted for any offense or crime, even though subject of a pardon, amnesty, or other similar action?

A: Yes No

Q: Have you ever violated, or engaged in a conspiracy to violate, any law relating to controlled substances?

A: Yes No

Q: Are you coming to the United States to engage in prostitution or unlawful commercial sex or have you been engaged in prostitution or unlawful commercial sex within the past 10 years?

You are required to indicate on your DS-160 if you have ever been arrested by the police. Prior arrest information is available to consular officers at the time of the visa interviews. Complete the application honestly. False statements on a U.S. visa application are a serious matter and may result in a visa denial.



COMPLETE

PHOTO

REVIEW

SIGN

Online Nonimmigrant Visa Application (DS-160)

Application ID

Upload Photo

Confirm Photo

Help: Navigation Buttons

Click on the buttons above to access previously entered data.

Upload Photo

Click on the Upload Your Photo button below to access our photo submission system. Once there you will be given instructions on how to supply an approved photo for your Visa application. After you have selected the photo to upload and the system verifies the photo is acceptable, you will return to "Confirm Photo" to continue the application process.

Make sure the photo meets all quality standards listed on the U.S. Embassy webpage at <http://ukraine.usembassy.gov/niv-photo.html>

If the applicant fills in the form with the help of an agency representative, he or she must indicate the name of the agency on the application.

Preparer of Application

Q: Did anyone assist you in filling out this application?

A: Yes No

E-Signature

I certify under penalty of perjury under the laws of the United States of America that the foregoing is true and correct.

Enter your Passport/Travel Document Number:

Enter the code as shown:

 

Click the button below to electronically sign your application:

◀ Back: REVIEW  Save Next: Confirmation ▶

5. Interview Day Instructions

- Arrive 15 minutes prior to the appointment time at the U.S. Embassy.
- Make sure all documents are in order and stapled.
- Make sure to know your rights in the U.S. by reading the Wilberforce pamphlet, available at <http://www.travel.state.gov/pdf/Pamphlet-Printer.pdf>. You will be asked about this at the interview.
- Undergo a standard security check at the U.S. Embassy before entering the building.
- Receive a numbered ticket.
- Present your completed application package to the consular staff member when the number on your ticket is called.
- Go through the fingerprint line to have 10 fingerprints taken.
- Wait for your number to be called, again, for the visa interview with a consular officer.

- Interview with a consular officer. Be prepared to answer questions about your academic studies and expected work in the U.S.
- The consular officer will confirm whether your visa is issued or refused immediately after the interview. Refused applicants will receive a written explanation of the reason for refusal.
- Issued visas will be returned to the delivery location selected by the applicant at the time of appointment scheduling. Delivery time may vary. Please plan accordingly.

Please be aware that bags, purses, cosmetics, mobile phones, iPods, memory sticks and other electronic devices cannot be taken into the Consular Section.

6. Program Dates

- Program dates for Ukraine: **May 9 – September 9, 2015.**
- Students cannot work in the U.S. after September 9, 2015.
- Summer Work Travel participants must return to Ukraine by the beginning of classes at their university.
- Summer Work Travel participants may remain in the U.S. for up to 30 days (grace period) after completion of their exchange program but must comply with the regulations above. For example, if you want to travel within the U.S. for 2 weeks before your university classes begin in Ukraine on September 9, you must stop work no later than August 25 to allow yourself the time to travel and return to Ukraine in time for the start of classes. If you choose to work through September 9, you may be ineligible for a grace period depending on the start date of your university classes. The grace period can only be used for domestic travel within the U.S. and/or to prepare for and depart from the U.S. Please note that SWT participants cannot re-enter the U.S. after the program end date indicated on the DS-2019, and that during this time, participants may not continue to work.

7. Visitor Safety

- JVISAS@STATE.GOV: This email address should be used to report problems or abuse to the Department of State.
- All J-1 exchange visitors are required to read the **William Wilberforce Trafficking Victims Protection Reauthorization Act** or simply “**Wilberforce**” Pamphlet prior to the visa interview. The pamphlet is available at <http://travel.state.gov/content/dam/visas/LegalRightsandProtections/English%20Double%20Sided%205-20-2013.pdf>
- No individual may withhold your passport, force you to work against your will, or refuse payment for hours worked.
- The student must abide by all U.S. laws.