



The below information is correct as of July 2025.

For the most up-to-date information, please visit:

<https://travel.state.gov/content/travel/en/us-visas/study/exchange.html>

1. Request a DS-2019 / I-20.

Depending on the University you are attending, you may need to complete a separate application to receive your DS-2019/I20. Some universities will capture this information in the initial application form, and then automatically send you your DS-2019 / I-20.

Each institution is different so don't expect this to be issued automatically. If you're unsure, check communication from your host institution, their international office website will have this listed. Alternatively, contact

tara.flanagan@universityofgalway.ie

2. Review your DS-2019 / I-20.

Review your immigration document (DS-2019 / I-20) and confirm that your name is exactly as on your passport, that your date of birth is correct, and that your programme information is correct. Sign and date your document.

If any information in your immigration document is incorrect, contact the host university to rectify this before proceeding further with your visa application. You must sign and date the form.

3. Complete a DS-160 application.

- **Online Nonimmigrant Visa Application, [Form DS-160](#) – [Learn more](#)** about completing the [DS-160](#).
You must: 1) complete the online visa application, 2) upload a passport-style photo that meets U.S. photo requirements and 3) print the application form confirmation page to bring to your interview.
- **Photo** You will upload your photo while completing the online Form DS-160. Your photo must be in the format explained in the [Photograph Requirements](#).
- Please note you cannot put a parent or relative as a point of contact on your DS-160 form. You can put someone from your college as a point of contact, someone from your place of work or someone from the Global Galway office such as: Tara Flanagan, International Office, 42 43 Lower Newcastle, Galway, Connaught, H91 N6W8, Ireland. (091) 495 277.
tara.flanagan@universityofgalway.ie
- **Visa Type:** When selecting your visa category/ visa type, please select J1 Professional Exchange Visitor.

4. Pay the I-901 Sevis Fee.

Using the SEVIS ID located on your immigration document (I-20 or DS-2019) pay the SEVIS fee online - Department of Homeland Security - Form I-901 <https://www.fmjfee.com/i901fee/index.htm>

([fmjfee.com](https://www.fmjfee.com)) . Ensure to print your receipt. You will need to present your I-901 SEVIS Fee payment receipt at your visa interview, and during travel.

Please note: Appointment wait times can vary especially during summer months.

Wait times can be checked online on the U.S. Department of State website - <https://travel.state.gov/content/travel/en/us-visas/study/exchange.html#howtoapply>

5. Prepare for your interview.

- You will require the following for your interview:
- Passport valid for travel to the United States - Your passport must be valid for at least six months beyond your period of stay in the United States (unless exempt by country-specific agreements).
- Non-immigrant Visa Application, Form DS-160 confirmation page.
- Application fee payment receipt - A receipt of the paid SEVIS I-901 fee
- Photo You will upload your photo while completing the online Form DS-160. If the photo upload fails, you must bring one printed photo in the format explained in the Photograph Requirements.
- Certificate of Eligibility for Exchange Visitor Status, Form DS-2019 (signed)
- Host University acceptance letter
- Evidence of Financial Support (see section below for more info)
- Evidence of ties to your home country
- Certificate of Enrolment (You can request this by emailing tara.flanagan@universityofgalway.ie)

A consular officer will interview you to determine whether you are qualified to receive an exchange visitor visa. You must establish that you meet the requirements under U.S. law to receive a visa.

Ink-free, digital fingerprint scans are taken as part of the application process. They are usually taken during your interview, but this varies based on location.

After your visa interview, the consular officer may determine that your application requires further administrative processing. The consular officer will inform you if this is required.

After the visa is approved, you may need to pay a visa issuance fee (if applicable to your nationality), and make arrangements for the return of the passport and visa to you.

Proof of Funds (J-1 & F-1)

You must show you can cover tuition, fees, and living expenses.

Typical costs accepted by U.S. consulates:

Duration	Estimated Funds Required
1 Semester	\$8,000–\$12,000 USD
Full Academic Year	\$18,000–\$25,000 USD

Proof can include: recent bank statements (your name or parent/guardian), scholarship letter, loan approval letters, financial guarantee from sponsor.

Social Media Screening

The DS-160 visa application form includes a mandatory social media section.

You are required to list all social media platforms and account usernames you have used in the past 5 years. Include all accounts, even if they are inactive.

This includes platforms such as:

- Instagram
- Facebook
- Twitter / X
- LinkedIn
- YouTube, TikTok, Reddit (if applicable)

Setting your social media accounts to public is essential in order to receive a timely visa decision. If an account is private and the consular officer cannot verify identity or content, they may request additional information or place your application under administrative processing. Omitting social media information could lead to visa denial and ineligibility for future visas.

- Be honest and accurate in listing all accounts
- Ensure the content on your public profiles is consistent with the information in your application
- Do not omit accounts, even if you haven't used them recently

Failure to fully disclose accounts may result in visa delays or refusal.

Interview tips

- **Maintain a positive attitude, give clear answers, and remain calm.**
Because of the volume of applications received, all consular officers are under considerable time pressure to conduct a quick and efficient interview. Keep your answers to the officer's questions short and to the point.
- **Ties to your home country**
You must be able to show that you have reasons for returning to your home country that are stronger than those for remaining in the United States. "Ties" to your home country are the things that bind you to your home town, homeland, or current place of residence. Completing your degree, your family, or a job are all examples of this.
- **Know your Exchange programme**
You need to articulate the reasons you will study in a particular program in the United States. You should also be able to explain how studying in the U.S. relates to your future professional career when you return home.
- **Employment**
Your main purpose in coming to the United States should be to study, not for the chance to work before or after your exchange. While some students do work off- campus during their studies, such employment is incidental to your studies. You must be able to clearly articulate your plan to return home at the end of your exchange programme.
- **Additional Documentation**
It should be immediately clear to the consular officer what written documents you are presenting and what they signify. Lengthy written explanations cannot be quickly read or evaluated. Remember that you will have 2-3 minutes of interview time, if you are lucky.
- **Speak for Yourself**
Do not bring family members with you to the interview. The consular officer wants to interview you, not your family.

Border advice: U.S. Customs may ask for: purpose of travel, accommodation details, evidence of sufficient funds.

Always keep printed copies of: DS-2019/I-20, acceptance letter, SEVIS receipt, return ticket (if available).