1. I-94 Arrival Record

Each time you enter the U.S. it is important to check your I-94 Arrival Record for accuracy. Any errors should be reported to OISSS immediately. You will need a print out of this record for initial paperwork at Brown or its Affiliated Hospitals.

www.cbp.gov/i94

2. Health Insurance

J-1 visa holders and any J-2 dependents are required to have health insurance in place for the duration of their time in the U.S. J-1 visa holders should report their health insurance coverage to OISSS.

- Employees of Brown or Lifespan can enroll in the Health Insurance Benefits provided through Human Resources
- Brown endorsed Accident and Sickness plan for International Participants [Inbound to Brown] http://brown.edu/go/healthinsur4scholars
- Other J-1 Compliant Health Coverage

3. I-9 and FNIS

If you receive any payment from Brown you must complete the Foreign National Information System (FNIS). If you are a paid employee at Brown you must additionally complete Form I-9.

FNIS Instructions: http://brown.edu/go/FNIS

I-9: The HR Service Center is located in Page Robinson Hall, Suite 213

4. Brown ID & RI Driver’s License

Your department can request a Brown ID for you. Please visit the Brown ID Card office website: https://card.brown.edu/ for instructions on how to obtain it.

Rhode Island Driver’s License or State ID http://www.dmv.ri.gov/

5. Social Security Number (SSN)

If you are employed in the U.S. you are required to get an SSN. During the pandemic, Brown will convey your information to the SSA and you will be contacted to set up an appointment.

brown.edu/go/ApplySSN

Please be sure to consult each website link for more complete information.
RESOURCES

- OISSS Practical Resources
  https://oisss.brown.edu/working-and-living
  - Moving to Providence
  - Health and Safety
  - Social Security
  - Driver's License and State ID
  - Taxes
  - Banking and Finance
  - Legal and Immigration Resources
  - Food, Shopping and Recreation
  - Transportation and Hotels

- OISSS Maintaining your J-1 Status:
  http://brown.edu/go/J-1ScholarStatus
- OISSS Events and Workshops
  http://brown.edu/go/announcements

Other Offices

- International House of Rhode Island
  https://ihouseri.org/

- Sheridan Center [English Language Support]
  https://www.brown.edu/sheridan/programs-services/english-language-learning

- Department of Public Safety [DPS]
  https://dps.brown.edu/  Call 401-863-4111 for on-campus emergency and non-emergency public safety services.

- Office of the Chaplains and Religious Life
  https://www.brown.edu/campus-life/spiritual-life/chaplains/

- Nelson Fitness Center https://brownrec.com/

OISSS, PAGE-ROBINSON HALL, 3RD FLOOR, 69 BROWN ST.
(401) 863-2427  OISSS@BROWN.EDU

WORKING HOURS M-F: 8:30AM-5PM, SUMMER HOURS M-F: 8AM-4PM