Table 12: Suggested Timeline for Implementation from Model Exchange at Indiana University

**Abbreviations:** SEVIS=Student and Exchange Visitor Information System; IUPUI=Indiana University-Purdue University Indianapolis; OIA=Office of International Affairs; IU=Indiana University; ID=identification

<table>
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<tr>
<th>TIME BEFORE ARRIVAL</th>
<th>ACTIVITY</th>
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<tr>
<td><strong>3 Months</strong></td>
<td>• Kenya registrar obtains passport and provides personal data to U.S. program</td>
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| **2 Months**        | • Program manager completes SEVIS application  
                      • A DS-2019 application form, accompanied by a letter of invitation, is forwarded to the IUPUI OIA  
                      • The OIA provides a completed DS-2019 application and Certificate for Eligibility for a J-1 visa |
| **1 Month**         | • Registrar schedules a J-1 visa exit interview with the U.S. Embassy in Nairobi, Kenya  
                      • Immunization requirements met  
                      • Once the original J-1 visa application and official invitation from the sponsoring institution is received in Kenya, the registrar proceeds with the visa interview  
                      • At IU, division heads are contacted to establish elective dates for each registrar |
| **2 Weeks**         | • An IU affiliate status is obtained to create a student ID and email address for each registrar and a bursar account for direct deposit of funds  
                      • Pre-departure orientation |
| **1 Week**          | • After receiving visa, registrars provide in-Kenya travel arrangements to Nairobi |
| **Arrival**         | • Airport pick-up, accommodation, and in-country orientation |