

#33 Form DS-160

Before scheduling a visa interview, applicants must complete the Form DS-160 online. This form is necessary for temporary travel to the United States and is utilized by consular officers to process the visa application. A copy of the confirmation page is required when attending the interview at the embassy or consulate.

How to submit?

Form DS-160 is an online application for nonimmigrant visa applicants to complete. Consular officers use the information entered on the DS-160 to process the visa application and combined with an interview to determine an applicant's eligibility for a nonimmigrant visa.

To apply for an exchange visa, complete the **Form DS-160** via the CEAC website (estimate 90 minutes). Before program acceptance, participants may complete this form through the last step (and then complete it upon issuance of the SEVIS ID).

Step 1 Gather necessary documents and information ahead of time

Step 2 Complete **Form DS-160** until the last step

Step 3 After program acceptance, complete the last step by entering the SEVIS ID

Step 4 Upload **photo**

Step 5 Submit and generate a digital copy of the alpha-numeric barcode confirmation page

After completing the form, upload a copy of the receipt for our record and print out a hard copy and bring it to the visa interview. See Part A of the Visa Application panel for the applicant's SEVIS ID and program number.

For assistance, contact FUSIA at +1 718 643 0311 ext. 11 (office) or +1 917 244 2600 (WhatsApp chat).
FUSIA is a Department of State Exchange Visitor Program designated sponsor in the J-1 intern category.



What to note?

1 Any mistakes may jeopardize the timeline of the visa application process thus be sure to check the answers carefully before submitting the application. If mistakes are found after submitting the application, retrieve your old form, edit, and resubmit or complete a new DS-160 form via the CEAC website.

NOTE: Ensure that the USTRAVELDOCS profile is aligned with the most updated DS-160 application ID. Bring the correct confirmation page to the visa interview.

2 Form DS-160 requires extensive details about the applicant's background. Take a quick look at the [sample form](#) and gather essential information and documents ahead of time. Click [HERE](#) for instructions and [HERE](#) for commonly asked questions.

3 Answer all questions in English using English-language characters, except when you are asked to provide your full name in your native alphabet. Adjust all date format to DD-MMM-YYYY. You may capitalize every letter or only the first letter of each word. Click "save" & write down your Application ID (time out after 20 minutes).

4 Form DS-160 is not applicable to Canadians who will secure their J-1 status at a US port of entry with the MRV fee waived.

5 If the participant has dependent(s), each requires a separate form.

For assistance, contact FUSIA at +1 718 643 0311 ext. 11 (office) or +1 917 244 2600 (WhatsApp chat).

FUSIA is a Department of State Exchange Visitor Program designated sponsor in the J-1 intern category.



Cheat sheet

Getting started & personal information

This “cheat sheet” is for general reference. We are not liable for any use of our resources. Please adjust your answers to your own situations. Download this document from the participant’s online panel to show populated data.

Getting started. At the start of the process, select the location where the applicant intends to apply for their exchange visa (not the place of origin) and write down the the Application ID (begins with AA followed by 8 digits).

- 1 Where you will apply
- 2 Click START YOUR APPLICATION, then read and click I AGREE
- 3 Write down your Application ID and answer security question

Personal Information. Answer the following questions based on the applicant’s “primary passport country” aligned with Part A of the Participant Application panel.

- 1 Surnames
 - 2 Given Names
 - 3 Full Name in Native Alphabet **If any**
 - 4 Have you ever used other names (i.e., maiden, religious, professional, alias, etc.)? **YES/NO**
 - 5 Do you have a telecode that represents your name? **YES/NO Chinese students click HERE**
 - 6 Sex
 - 7 Marital Status
 - 8 Date of Birth
 - 9 City and State/Province of Birth
 - 10 Country/Region of Birth
-
- 1 Country/Region of Origin (Nationality)
 - 2 Do you hold or have you held any nationality other than the one indicated above on nationality? **YES/NO If any**
 - 3 Are you a permanent resident of a country/region other than your country/region of origin (nationality) indicated above?
YES/NO Answer yes if you have dual citizenship
 - 4 National Identification Number **_ Enter if your country has one**
 - 5 US SSN **DOES NOT APPLY If you have one, enter it here**
 - 6 US Taxpayer ID **DOES NOT APPLY If you have one, enter it here**

For assistance, contact FUSIA at +1 718 643 0311 ext. 11 (office) or +1 917 244 2600 (WhatsApp chat).
FUSIA is a Department of State Exchange Visitor Program designated sponsor in the J-1 intern category.



Cheat sheet

Travel Information

Travel information. Participants are allowed to enter the US within 30 days before, and leave the US within 30 days after, their program period. For the “intended date of arrival,” enter an arrival date that is at least one week after the visa interview date and 72 hours before the program start date. **Even though it may change if the surrounding circumstances dictate so, you should have a clear idea of where you will be residing upon arrival when completing this form.**

- 1 Purpose of Trip to the US **EXCHANGE VISITOR (J)**
- 2 Specify **EXCHANGE VISITOR (J1)**
- 3 Have you made specific travel plans? **YES/NO**
- 4 Intended date of arrival
- 5 Intended stay length days or weeks
- 6 Address Where You Will Stay in the US **As per PDF #25. Temporary information (e.g., hotel address) is acceptable. Click [HERE](#) for more.**
- 7 Person/Entity Paying for Your Trip **SELF** (or OTHER PERSON, PRESENT EMPLOYER, EMPLOYER IN THE US, OTHER COMPANY/ORGANIZATION)

- 1 Surnames **_ If parents/older siblings, select “other”**
- 2 Given Names **_**
- 3 Telephone Number **_**
- 4 Email Address **_**
- 5 Relationship to You **_**
- 6 Is the address of the party paying for your trip the same as your home/mailling address? **YES/NO**

Travel Companions Information. Provide the following travel companion information. You should answer Yes to this question if you are traveling with family, as part of an organized tour, or as part of a performing group or athletic team. You do not need to list individuals who are traveling with you for the purposes of employment with the same employer.

- 1 Are there other persons travelling with you? **YES/NO**
- 2 Are you travelling as part of a group or organization? **YES/NO**

Previous US Travel Information. Provide the following previous U.S. travel information. Provide complete and accurate information to all questions that require an explanation.

- 1 Have you ever been in the US? **YES/NO**
- 2 Have you ever been issued a US visa? **YES/NO**
- 3 Have you ever been refused a US visa, been refused admission to the US, or withdrawn your application for admission at the port of entry? **YES/NO**
- 4 Has anyone ever filed an immigrant petition on your behalf with the USCIS? **YES/NO**

For assistance, contact FUSIA at +1 718 643 0311 ext. 11 (office) or +1 917 244 2600 (WhatsApp chat).
FUSIA is a Department of State Exchange Visitor Program designated sponsor in the J-1 intern category.



Cheat sheet

Contact Information

Address and Phone Information. Enter your complete home address abroad (include any apartment number) where you have been living for the last six months except for those who are presently staying in the US and came to another country for passport stamping. **Replace any slash with a dash.**

- 1 Home Street Address
- 2 City
- 3 State/Province
- 4 Postal Zone/Zip Code
- 5 Country

Mailing Address. If your application is approved, indicate where do you want your passport to be sent to (or whether you want to pick it up on your own)? If it is the same as your current address, click YES. If it is different, enter it accordingly.

- 1 Is your Mailing Address the same as your Home Address? **YES/NO**
- 2 Street Address 1 **Enter if it is different from your home address and adjust if you are interviewing outside your home country**
- 3 Street Address 2
- 4 Postal Zone/Zip Code /
- 5 Country
- 6 Primary Phone Number
- 7 Secondary Phone Number _
- 8 Work Phone Number **DOES NOT APPLY Unless you are currently working**
- 9 Have you used any other phone numbers in the last five years? **YES/NO**
- 10 Email Address
- 11 Have you used additional email addresses in the last five years?

Social Media. List the identifiers associated with your social media profile you have used within the last five years (e.g., online providers/platforms, apps/sites you use to share information or interact with others). There is no need to list accounts for use by multiple users within a business or organization.

- 1 Do you have a social media presence? **YES/NO Answer accordingly, generally YES**
- 2 Social Media Provider/Platform (1, 2, 3...)
- 3 Social Media Identifier _
- 4 Do you wish to provide information about your presence on any other websites or applications you have used within the last five years to create or share content (photos, videos, status updates, etc.)? **YES/NO**

For assistance, contact FUSIA at +1 718 643 0311 ext. 11 (office) or +1 917 244 2600 (WhatsApp chat).
FUSIA is a Department of State Exchange Visitor Program designated sponsor in the J-1 intern category.



Cheat sheet

Passport Information

Passport number and passport book number are not the same thing. While all passports contain passport numbers, not all passports contain a book number. If you have dual citizenship, enter information based on your "primary country of citizenship" as per Part A of your application panel.

- 1 Passport/Travel Document Type **REGULAR** Unless you use a travel document other than your passport
- 2 Passport/Travel Document Number
- 3 Passport Book Number **DOES NOT APPLY** Depends on your country, **NO** (Singapore/Hong Kong) **YES** (China)
- 4 Country/Authority that Issued Passport/Travel Document
- 5 Where issued?
- 6 Issuance Date
- 7 Expiration Date
- 8 Have you ever lost a passport or had one stolen? **YES/NO**

For assistance, contact FUSIA at +1 718 643 0311 ext. 11 (office) or +1 917 244 2600 (WhatsApp chat).
FUSIA is a Department of State Exchange Visitor Program designated sponsor in the J-1 intern category.



FUSIA's J-1 Visa Program  **BridgeUSA**
The Cross Cultural Internship Program (CCIP)

FUSIA Communications · since 2002
BridgeUSA (J-1 Visa Program) Designated Sponsor

MBE/WBE certified by NYS DMWBE
M/WBE certified by NYC SBS
DBE certified by MTA & NYSUCP

www.fusia.net

Page 7 of 13

Cheat sheet

US Point of Contact Information

Contact person or organization in the US. Participants may enter the contact information of their assigned FUSIA program officer - see page 2 of PDF #28 Program Agreement.

- 1 Names **You may enter your assigned FUSIA officer**
- 2 Organization name **FUSIA COMMUNICATIONS, INC.**
- 3 Relationship to you **OTHER**
- 4 US contact address
- 5 Phone number **See page 2 of the Participant Agreement**
- 6 Email address **See page 2 of the Participant Agreement**

For assistance, contact FUSIA at +1 718 643 0311 ext. 11 (office) or +1 917 244 2600 (WhatsApp chat).
FUSIA is a Department of State Exchange Visitor Program designated sponsor in the J-1 intern category.



FUSIA's J-1 Visa Program  **BridgeUSA**
The Cross Cultural Internship Program (CCIP)

FUSIA Communications · since 2002
BridgeUSA (J-1 Visa Program) Designated Sponsor

MBE/WBE certified by NYS DMWBE
M/WBE certified by NYC SBS
DBE certified by MTA & NYSUCP

www.fusia.net

Cheat sheet

Family Information Relatives

Please provide the following information concerning your biological parents. If you are adopted, please provide the following information on your adoptive parents.

1 Father's Surnames _ **Answer accordingly**

2 Father's Given Names _

3 Father's Date of Birth _

4 Is your father in the US? _

5 Mother's Surnames _ **Answer accordingly**

6 Mother's Given Names _

7 Mother's Date of Birth _

8 Is your mother in the US? _

9 Do you have any immediate relatives, not including parents in the US? **YES/NO**

10 Do you have any other relatives in the United States? **YES/NO**

For assistance, contact FUSIA at +1 718 643 0311 ext. 11 (office) or +1 917 244 2600 (WhatsApp chat).

FUSIA is a Department of State Exchange Visitor Program designated sponsor in the J-1 intern category.



FUSIA's J-1 Visa Program  **BridgeUSA**
The Cross Cultural Internship Program (CCIP)

FUSIA Communications · since 2002
BridgeUSA (J-1 Visa Program) Designated Sponsor

MBE/WBE certified by NYS DMWBE
M/WBE certified by NYC SBS
DBE certified by MTA & NYSUCP

www.fusia.net

Cheat sheet

Past & Present Employment Information

Present Work/Education/Training Information. Answer the following questions as per Part D of the Participant Application panel (unless the participant has recently graduated).

- 1 Primary Occupation **STUDENT Unless you have recently graduated**
- 2 Present Employer or School Name
- 3 Street Address (line 1)
- 4 Street Address (line 2)
- 5 City
- 6 State/Province
- 7 Postal Zone/Zip Code
- 8 Country
- 9 Start Date
- 10 Monthly Salary in Local Currency (if employed) **DOES NOT APPLY Unless you have recently graduated**
- 11 Briefly Describe your Duties **I am a full-time student studying at**

Previous Work Information. Answer the following questions based on the participant's past employment over the last five years. Be reminded that exchange interns are seeking "entry-level" experience. As per CFR Part 22 62.22(e)(3), exchange programs "must not duplicate participants' prior work experience or training received elsewhere." Exchange interns should have 0 years of experience related to their listed internship/training field.

- 1 Were you previously employed? **YES/NO Generally NO**

Previous Education/Training Information. Answer the following questions as per the participant's postsecondary-level or above education. Answer YES, then enter accordingly.

Have you attended any educational institutions at a secondary level or above? **YES/NO**

- 1 Name of institution
- 2 Street address (line 1) / Street address (line 2) / City / State/Province / Postal zone/ZIP Code
- 3 Country
- 4 Course of study
- 5 From/To -

Additional Work/Education/Training Information. Answer the following questions concerning the participant's background and travel history.

- 1 Do you belong to a clan or tribe? **YES/NO**
- 2 Language Name **English Add additional language(s)**
- 3 Have you traveled to any countries/regions within the last five years? **Select each country**
- 4 Do you have any specialized skills or training, such as firearms, explosives, nuclear, biological, or chemical experience?
YES/NO
- 5 Have you ever served in the military? **YES/NO**
- 6 Have you ever served in, been a member of, or been involved with a paramilitary unit, vigilante unit, rebel group, guerrilla group, or insurgent organization? **YES/NO**

For assistance, contact FUSIA at +1 718 643 0311 ext. 11 (office) or +1 917 244 2600 (WhatsApp chat).
FUSIA is a Department of State Exchange Visitor Program designated sponsor in the J-1 intern category.



Cheat sheet

Security and Background

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.

Security and Background Part 1

1 Do you have a communicable disease of public health significance? (Communicable diseases of public significance include chancroid, gonorrhea, granuloma inguinale, infectious leprosy, lymphogranuloma venereum, infectious stage syphilis, active tuberculosis, and other diseases as determined by the Department of Health and Human Services.) **YES/NO**

2 Do you have a mental or physical disorder that poses or is likely to pose a threat to the safety or welfare of yourself or others? **YES/NO**

3 Are you or have you ever been a drug abuser or addict? **YES/NO**

Security and Background Part 2

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

2 Have you ever violated, or engaged in a conspiracy to violate, any law relating to controlled substances? **YES/NO**

• Are you coming to the United States to engage in prostitution or unlawful commercialized vice or have you been engaged in prostitution or procuring prostitutes within the past 10 years? **YES/NO**

3 Have you ever been involved in, or do you seek to engage in, money laundering? **YES/NO**

4 Have you ever committed or conspired to commit a human trafficking offense in the United States or outside the United States? **YES/NO**

5 Have you knowingly aided, abetted, assisted or colluded with an individual who has committed or conspired to commit a severe human trafficking offense in the United States or outside the United States? **YES/NO**

6 Are you the spouse, son, or daughter of an individual who has committed or conspired to commit a human trafficking offense in the United States or outside the United States and have you within the last five years, knowingly benefited from the trafficking activities? **YES/NO**

For assistance, contact FUSIA at +1 718 643 0311 ext. 11 (office) or +1 917 244 2600 (WhatsApp chat).

FUSIA is a Department of State Exchange Visitor Program designated sponsor in the J-1 intern category.



Cheat sheet

Security and Background

Security and Background Part 3

- 1 Do you seek to engage in espionage, sabotage, export control violations, or any other illegal activity while in the United States? **YES/NO**
- 2 Do you seek to engage in terrorist activities while in the United States or have you ever engaged in terrorist activities? **YES/NO**
- 3 Have you ever or do you intend to provide financial assistance or other support to terrorists or terrorist organizations? **YES/NO**
- 4 Are you a member or representative of a terrorist organization? **YES/NO**
- 5 Are you the spouse, son, or daughter of an individual who has engaged in terrorist activity, including providing financial assistance or other support to terrorists or terrorist organizations, in the last five years? **YES/NO**
- 6 Have you ever ordered, incited, committed, assisted, or otherwise participated in genocide? **YES/NO**
- 7 Have you ever committed, ordered, incited, assisted, or otherwise participated in torture? **YES/NO**
- 8 Have you committed, ordered, incited, assisted, or otherwise participated in extrajudicial killings, political killings, or other acts of violence? **YES/NO**
- 9 Have you ever engaged in the recruitment or the use of the child soldiers? **YES/NO**
 - Have you, while serving as a government official, been responsible for or directly carried out, at any time, particularly severe violations of religious freedom? **YES/NO**
- 10 Have you ever been directly involved in the establishment or enforcement of the population controls forcing a woman to undergo an abortion against her free choice or a man or a woman to undergo sterilization against his or her free will? **YES/NO**
- 11 • Have you ever been directly involved in the coercive transplantation of human organs or bodily tissue? **YES/NO**

Security and Background Part 4

- 1 Have you ever sought to obtain or assist others to obtain a visa, entry into the United States, or any other United States immigration benefit by fraud or willful misrepresentation or other unlawful means? **YES/NO**
- 2 Have you ever been removed or deported from any country? **YES/NO**

Security and Background Part 5

- 1 Have you ever withheld custody of a U.S. citizen child outside the United States from a person granted legal custody by a U.S. court? **YES/NO**
- 2 Have you voted in the United States in violation of any law or regulation? **YES/NO**
- 3 Have you ever renounced United States citizenship for the purpose of avoiding taxation? **YES/NO**

For assistance, contact FUSIA at +1 718 643 0311 ext. 11 (office) or +1 917 244 2600 (WhatsApp chat).
FUSIA is a Department of State Exchange Visitor Program designated sponsor in the J-1 intern category.



Cheat sheet

Additional Point of Contact Information

List at least two contacts in your country of residence who can verify the information that you have provided on this application. Do not list immediate family members or other relatives. Postal office box numbers are unacceptable. **Answer accordingly; OEM students may enter their school contact**

- 1 Surnames _
- 2 Given Names _
- 3 Street Address 1 _
- 4 Street Address 2 _
- 5 City _
- 6 State/Province _
- 7 Postal Zone/ZIP code _
- 8 Tel Number _
- 9 Email Address _

For assistance, contact FUSIA at +1 718 643 0311 ext. 11 (office) or +1 917 244 2600 (WhatsApp chat).
FUSIA is a Department of State Exchange Visitor Program designated sponsor in the J-1 intern category.



Page 13 of 13

Cheat sheet

SEVIS Information

Before program acceptance, participants may complete Form DS-160 through this step. Upon program acceptance, enter the SEVID ID here to complete the step.

- 1 SEVIS ID **See Part A of the Visa Application panel**
- 2 Program Number **See page 2 of your Form DS-7002**
- 3 Do you intend to study in the States? **NO You are applying to intern (not to study) in the US**
- 4 Did anyone assist you in filling out this application? **NO Participants should find it easy to complete this form on their own - there is no need to hire professional service to to complete this form.**

For assistance, contact FUSIA at +1 718 643 0311 ext. 11 (office) or +1 917 244 2600 (WhatsApp chat).

FUSIA is a Department of State Exchange Visitor Program designated sponsor in the J-1 intern category.



FUSIA's J-1 Visa Program  **BridgeUSA**
The Cross Cultural Internship Program (CCIP)

FUSIA Communications · since 2002
BridgeUSA (J-1 Visa Program) Designated Sponsor

MBE/WBE certified by NYS DMWBE
M/WBE certified by NYC SBS
DBE certified by MTA & NYSUCP

www.fusia.net