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| **International Student Pre-Departure Letter** |  |   |  **Association for Teen-Age Diplomats**  |

 [Date]

[IS Name]

[IS Street Address]

[IS City, State, Zip as applicable]

[IS Country]

Dear [IS Name],

Your host family and Association for Teen-Age Diplomats (ATAD) are looking forward to welcoming you to the United States and to Rochester, New York! Included with this letter is important information to help you prepare for your trip:

* **Papers needed to obtain your J-1 visa to live and study in the US:** These include a Certificate of Eligibility for J-1 Status (with instructions) and a printed copy of an electronic receipt showing that the SEVIS I-901 fee has been paid for you. ***You must take all 3 pages with you to the US consulate or embassy in order to obtain your visa***. **Please ask for a MULTIPLE ENTRY VISA so you will be allowed to re-enter the US if you leave during your exchange**, such as to visit Canada, which is not far from Rochester. ATAD recommends contacting the Canadian Embassy in your home country before your departure to determine if you will need a Canadian visa to enter Canada, and to obtain (as needed) a visa that allows multiple entries to Canada.
* **Host Family Application:** This contains information about your host family in the US. If you have not already done so, you should contact your host family as soon as possible so you can get to know one another before your arrival in Rochester.
* **Your ATAD Identification Card:** This includes addresses and phone numbers for your host family, your ATAD Program Chair, and others. You must carry this card with you at all times in the US in case of emergency or difficulty.
* **Health Insurance Benefits Summary:** This describes important information for you and your family to review on the health insurance coverage you will have during your stay in the US.
* **Understanding Sexual Abuse:** This outlines information to help you recognize and respond to inappropriate behavior.
* **A Welcome Letter and a Welcome Brochure:** These are provided by the US Department of State.
* **ATAD International Student Pre-Departure Orientation Checklist:** This document lists the required topics you will talk about at your pre-departure orientation with your home country liaison. ***Bring this form with you to your pre-departure orientation.*** As you complete each item, you will need to write your initials (the first letter of your first name and the first letter of your last name; for example, Debbra Allwell’s initials are “DA”).

**Bring everything in this envelope with you to Rochester.** If you have any questions, please contact your ATAD Program Chair, whose information is on the ATAD Identification Card.

Yours truly,

Debbra Allwell

ATAD Department of State Responsible Officer