

How to Request a DS-2019 for J1 Student Status in iNorthTX

These instructions are for **Admitted J-1 students** who require a UNT DS-2019 to begin classes at UNT. Please follow the instructions below. Students who have not yet been admitted to UNT will not be able to access their iNorthTX portal. If you require additional help, please contact International Student and Scholar Services at 940-565-2195 or jinfo@unt.edu.

1. Log-in to [iNorthTX](#)



University of North Texas
UNT International
International Student & Scholar Services



iNorthTX

Services for the UNT international community

Welcome to the iNorthTX Services Login Page

The iNorthTX portal provides individualized, web-based services to the international student and scholar community at the University of North Texas.

Full Client Services for Students & Scholars	Limited Services for Students & Scholars
Secure services require login. Use your UNT EUID and password to access these services. They include: 1. View and update information on file. 2. Request an initial I-20 for newly admitted students. 3. Apply for UNT-I Department Grants. LOGIN	Limited services require login using your University ID number and date of birth. These services include: 1. Limited initial intake forms for J-1 scholars and H-1B employees. These services will NOT provide all the functionality of full client services. Limited Services

The following are additional services:

[Anonymous Feedback \(surveys, evaluations, etc\).](#)

[Administrative Services for University Departments](#)

International Student & Scholar Services (ISSS) | Marquis Hall (MARQ) 110 | international.unt.edu/iss | 940-565-2195

2. Use your EUID and Password to log-in.

The login form for the UNT SYSTEM. It features the UNT SYSTEM logo at the top. Below the logo are two input fields: "EUID" and "Password". To the right of the "EUID" field is a link "> Forgot your password?". To the right of the "Password" field is a link "> Need Help?". Below the input fields is a checkbox labeled "Don't Remember Login". At the bottom is a green "Login" button.

3. Select "Forms for J1 and Other Visa Types" link under the "Visa Selection" tab.
- *NOTE* there is a key below to indicate the status of your e-forms.

The iNorthTX "New International Student Forms" page. It has a header with a world map and the iNorthTX logo. Below the header is a "Secure Online Session" section. The main content area is titled "New International Student Forms" and includes a paragraph of instructions. There are three tabs: "Visa Selection", "Not on an F visa?", "F-1: Information Request", and "F-1: When You Arrive". The "Visa Selection" tab is active. Under this tab, there are two sections: "Instructions" and "Select Your Visa Type". The "Instructions" section says "Please complete the forms. Do not complete any other forms." The "Select Your Visa Type" section has two radio buttons: "F-1 Forms Select" and "Forms for J1 and Other Visa Types". A red arrow points from the "Forms for J1 and Other Visa Types" link to the "Forms for J1 and Other Visa Types" radio button. Below the tabs is a box with "Quark TEMP112141" and "Campus: UNT". At the bottom left is a sidebar with links: "iNorthTX Home Page", "Biographical Information", "International Office", "J-1 Student Services", "Testing", and "Logout of iNorthTX". At the bottom right is a legend box with icons and text: "Incomplete", "Optional", "Complete", "Draft", "Submit Another", "Not Yet Available", "Pending Review", "Follow-Up Required", "Awaiting Answer", and "Denied". A red arrow points from the legend box to the "Forms for J1 and Other Visa Types" radio button.

Key box to indicate status of e-forms.

4. Confirm that you will attend UNT while on a J-1 visa and click “Submit.”

Forms for J1 and Other Visa Types

MAIN PAGE | Pre-Arrival: Graduate New Returning: Fall 2018: 6899

I am on a visa other than an F-1 (example J-1). ☒ YES ☐ NO

After submitting this form you will be shown a link to the appropriate forms.

* required fields

5. You will return to the New International Student Forms home screen. Under the “Not on an F Visa?” tab, select the “J-1 Forms Link.”

Secure Online Session

New International Student Forms

The sections below will guide you through the new international student forms and arrival processes. If you experience technical difficulty, please contact I20@unt.edu.

Visa Selection

Not on an F visa?

F-1: Information Request

F-1: When You Arrive

Information

Forms

Please use the links to the right to access the non-F-1 forms. If you require a J-1 visa, select the appropriate link, otherwise select the Non-F / J form link.

☒ [J-1 Forms Link](#)

☐ [Other Visa Type Form Link](#)

Quark
TEMP112141

Campus: UNT

iNorthTX Home Page

☒ **Biographical Information**

☒ **International Office**

☒ **J-1 Student Services**

☒ **Testing**

New International Student Forms

J-1 Student Request

Logout of iNorthTX

☐ = Incomplete

☒ = Complete

☐ = Draft

☒ = Submit Another

☐ = Not Yet Available

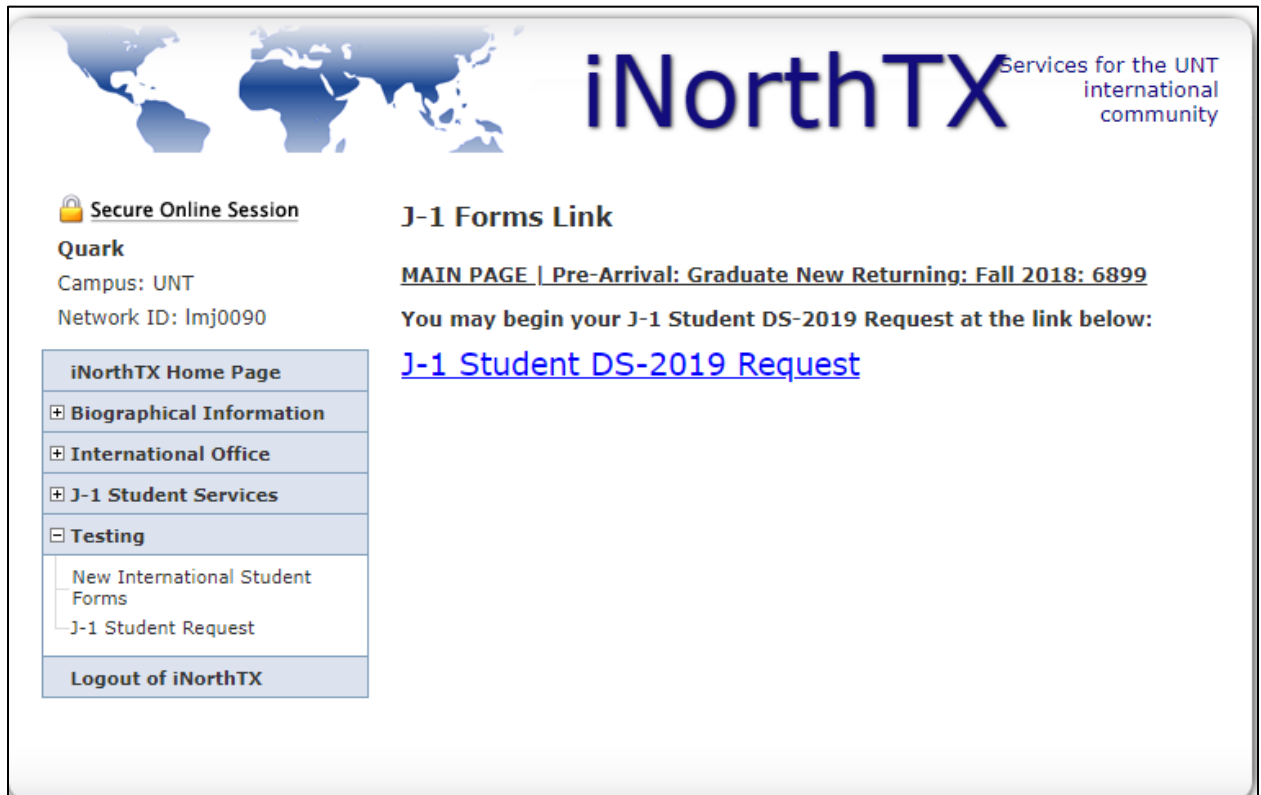
☒ = Pending Review

☐ = Follow-Up Required

☒ = Awaiting Answer

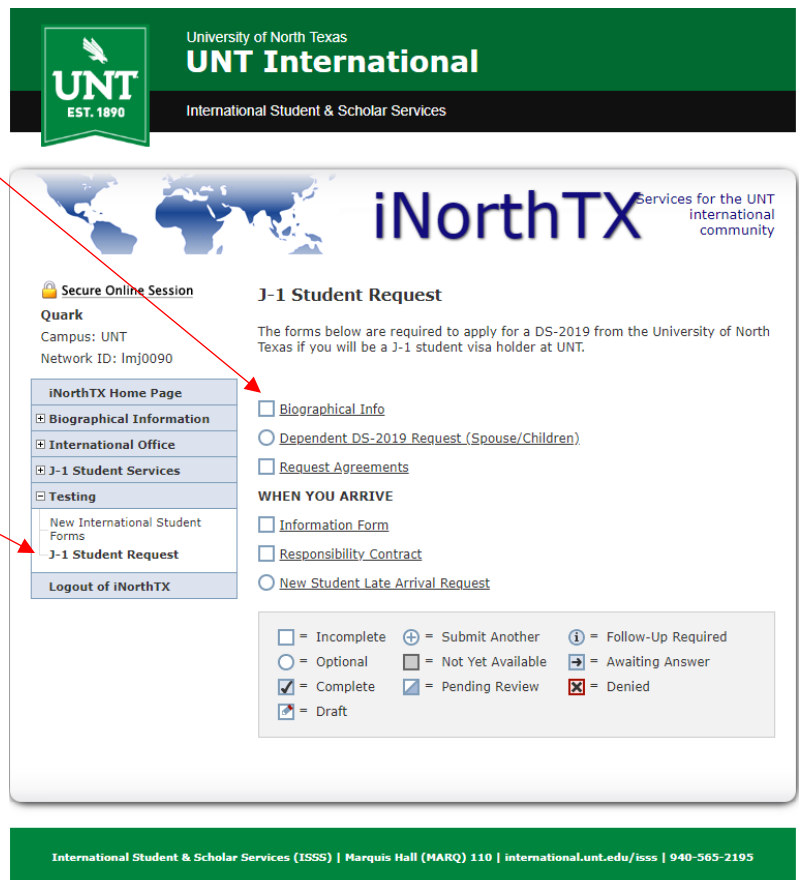
☒ = Denied

6. On the next page, click the “J-1 Student DS-2019 Request” link.



The screenshot shows the iNorthTX Home Page. At the top, there is a world map and the iNorthTX logo with the tagline "Services for the UNT international community". Below the logo, there is a "Secure Online Session" section with the username "Quark", campus "UNT", and network ID "Imj0090". To the right of this section is a "J-1 Forms Link" with a "MAIN PAGE" and links for "Pre-Arrival: Graduate New Returning: Fall 2018: 6899". Below this, it says "You may begin your J-1 Student DS-2019 Request at the link below: J-1 Student DS-2019 Request". On the left side, there is a navigation menu with links to "iNorthTX Home Page", "Biographical Information", "International Office", "J-1 Student Services", "Testing", "New International Student Forms", "J-1 Student Request", and "Logout of iNorthTX".

7. A new page will open with multiple e-forms. Read the instructions above the e-form links. To complete the e-forms, click on each e-form name. If you close your browser and need to return to this page, you can do so by navigating to the forms via the menu on the left:



The screenshot shows the "J-1 Student Request" page. At the top, there is a green header with the UNT logo and the text "University of North Texas UNT International International Student & Scholar Services". Below the header, there is a world map and the iNorthTX logo with the tagline "Services for the UNT international community". The page is titled "J-1 Student Request" and includes a "Secure Online Session" section with the username "Quark", campus "UNT", and network ID "Imj0090". Below this, there is a list of e-forms: "Biographical Info", "Dependent DS-2019 Request (Spouse/Children)", "Request Agreements", "Information Form", "Responsibility Contract", and "New Student Late Arrival Request". To the left of this list is a navigation menu with links to "iNorthTX Home Page", "Biographical Information", "International Office", "J-1 Student Services", "Testing", "New International Student Forms", "J-1 Student Request", and "Logout of iNorthTX". At the bottom of the page, there is a legend for the e-form status: "Incomplete", "Optional", "Complete", "Draft", "Submit Another", "Not Yet Available", "Pending Review", "Follow-Up Required", "Awaiting Answer", and "Denied".

8. Click on the “Biographical Info” e-form and complete the required information. Indicate your situation. Make sure your biographical information matches the biographical page of your passport. You will need to upload a copy of the biographical page of your passport and your admission letter. *NOTE* if you receive an error message for an incomplete form, you will need to upload your documents again before selecting “submit” again.



iNorthTX

Services for the UNT international community

J-1 Student Biographical Information

[MAIN PAGE](#) | [Testing: J-1 Student Request](#)

Please complete the fields below

Please select the appropriate option * I am in the China Transfer Program (1+ ▼)

PASSPORT INFORMATION

Enter information as it appears on your passport.

Family Name * T Challa

First and Middle Name(s) * King

Date of Birth * August ▼ 19 ▼ 1993 ▼

Gender *
 ☒ Male ☐ Female

Country of Citizenship * Eritrea ▼

Country of Permanent Residency * Eritrea ▼

Country of Birth * Eritrea ▼

City of Birth * Birnin Zana

CONTACT INFORMATION

Email Address * king.tchalla@wakandaforever.edu

Permanent Foreign Address

Street * 1122 Golden City Street

City * Birnin Zana

Province Wakanda

Postal Code * 445521

Country * Eritrea ▼

DEGREE INFORMATION

Position in Home Country * University Undergraduate Student ▼

Level of Degree Held * HIGH SCHOOL GRADUATE DIPLOMA or ▼

VISA STATUS

Have you previously held J status? * ☐ YES ☒ NO

Are you currently in the U.S. and in J-1 status? * ☐ YES ☒ NO

UPLOADS

Upload a copy of your passport biographical page * Choose File TChalla Passport .jpg

Upload a copy of your admission letter * Choose File TCHALLA Adm...Letter.p

Last Updated 04/21/2018 06:19 PM

* required fields

Save Draft Submit Cancel

9. After you click “submit,” you will be returned to the J-1 Student Request main page. Click on “DS-2019 Request (Spouse/Children)” if you need a DS-2019 for your spouse or child to enter the U.S. with you in J-2 status. You may submit as many dependent requests as you require. If you do not need a J2 DS-2019, proceed to step #10.

The screenshot shows the 'Dependents (Spouse/Children)' form on the iNorthTX website. The header includes the iNorthTX logo and the tagline 'Services for the UNT international community'. Below the header, the title 'Dependents (Spouse/Children)' is displayed. A sub-header reads 'MAIN PAGE | Testing: J-1 Student Request'. The main text instructs the user to complete the information below to request a J-2 DS-2019 for a spouse or unmarried child under the age of 21, noting that financial support verification and a biographical passport page are required. The form contains several input fields: 'Dependent's Family Name (as appears in passport) *' with the value 'Munroe'; 'Dependent's First Name (as appears in passport) *' with 'Ororo'; 'Dependent's Middle Name (as appears in passport, if applicable)' with 'Storm'; 'Relationship to Dependent *' with a dropdown set to 'Spouse'; 'Dependent's Gender *' with a dropdown set to 'Female'; 'Dependent's Date of Birth *' with dropdowns for 'December', '3', and '1993'; 'Country of Birth *' with a dropdown set to 'Eritrea'; and 'Country of Citizenship *' with a dropdown set to 'Eritrea'. A 'Choose File' button is next to the text 'Ororo Storm ...assport.jpg'. Below these fields, a checkbox is checked, with the text 'I understand that I will be required to provide financial documentation from within the past twelve months in order to complete this request. *'. At the bottom, there is a note '* required fields' and two buttons: 'Save Draft' and 'Submit'.

10. Click on “Request Agreements” and complete the certifying statement. Then press “Submit.”
11. You will receive an email when your DS-2019 is issued.
12. After you arrive in the U.S., you must complete the forms under “When You Arrive.” You cannot complete these forms until after arrival in the U.S.

The screenshot shows the 'Request Agreements' form on the iNorthTX website. The header is identical to the previous form. The title 'Request Agreements' is displayed. A sub-header reads 'MAIN PAGE | Testing: J-1 Student Request'. The main text area contains a single checkbox, which is checked, with the text 'I confirm that the forms submitted are accurate and truthful. *'. At the bottom, there is a note '* required fields' and two buttons: 'Save Draft' and 'Submit'.