

Visiting Scholar FAQ

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1: After obtaining your visa, you must schedule a check-in appointment with David Brandt, the International Scholar Advisor at the Office of International Affairs. After making the appointment, be sure to let the Center for Public Service know of the date/time.

You can make an appointment through this website:

<https://davidbrandt.youcanbook.me/> .

If you have any questions feel free to contact David:

David Brandt

International Scholar Advisor

Office of International Affairs

International Student and Scholar Services

Portland State University

Tel: 503-725-8596

Fax: 503-725-5320

dbrandt@pdx.edu

www.pdx.edu/international-scholars

2: After making an appointment with David through the online system, please make sure to bring **your passport, your visa, your insurance information, and your DS-2019 form** with you to the appointment. **If you have dependents, please make sure to bring these necessary forms for them as well. (OIA = Office of International Affairs)**

3: You will provide your personal passport copy when preparing for the Visiting Scholar J-1 visa. When you receive your government issued passport, be sure to provide a copy of the passport to the Center for Public Service and the Office of International Affairs.

4: Unfortunately, as Visiting Scholars you will be receiving a Faculty/Staff ID, not a Student ID and are **not** considered a student and are therefore not eligible for student discounts. However, there are a few benefits of being a Visiting Scholar at PSU. The Portland Streetcar is free with the PSU ID. The PSU gym is much affordable and able to use amazing facility. Also, you are eligible for receiving Trimet tickets discount at the PSU Transportation Office. Please take your ID and Courtesy Appointment letter copy.

5: Health Insurance Requirements

It is VERY important that you have adequate health insurance **for you and for your family members** while in the U.S. As you may know, U.S. health care costs are very expensive and the system is different from that in Seoul. You must be prepared in case of an emergency. Please make sure that you carry sufficient health care coverage during your stay in the U.S. This is a **legal requirement** of your J-1 visa. You and any J-2 dependents are legally required by the U.S. Department of State to have insurance for the **entire duration** of your program – from the day you arrive to the day you depart. *Failure to maintain insurance coverage will result in the termination of your J-1 program and status.*

There are two major options that you can choose from to fulfill this requirement:

1. Buy PSU's health insurance - this is highly recommended by PSU (No dental or vision coverage included).
2. Bring an adequate health insurance plan from Korea - this must meet the minimum requirements PSU poses and you have to present the insurance plan **in English**.

For more information: <http://www.pdx.edu/international-scholars/health-insurance-requirements>

6: Waiver from PSU Insurance Plan

If you have or wish to purchase other insurance and do not want to use the PSU insurance plan, you may request a waiver from the university requirement. To be eligible for a waiver, your alternate insurance plan must meet or exceed the following minimum requirements:

- ☑ No medical coverage maximum (unlimited)
- ☑ \$50 or less deductible
- ☑ \$5,000 out-of-pocket maximum
- ☑ 90% In- and Out-patient medical benefits
- ☑ Preventative care benefits
- ☑ Limitations and exclusions equal or better than PSU plan
- ☑ Includes prescription coverage
- ☑ Includes mental health coverage
- ☑ Includes minimum of \$50,000 medical evacuation and repatriation coverage

Do not purchase alternate insurance until you have been approved for a waiver. To request a waiver, contact Yachi at yachi@pdx.edu. You will need documentation in English (insurance policy or statement of benefits) showing that your insurance plan meets the minimum requirements above. Please note that most “travel insurance” does not meet the requirements for a waiver.

Please visit the link below and obtain detailed information about the health insurance requirements. Insurance has to be approved by PSU before you leave your country.

<http://www.pdx.edu/international-scholars/health-insurance-requirements>

For more information or to fill out the waiver form please visit:

<http://www.pdx.edu/international-students/international-student-insurance-waivers>

7: After your check-in appointment with David, you must go to the 2nd floor the Market Center Building located at this address: 1600 SW 4th Avenue, Portland, OR 97201. On the 2nd

floor go to the Human Resource office to obtain permission to get your I.D. Be sure to bring your **Courtesy Appointment/Visiting Scholar letter** with you when you go to Human Resources.

After getting permission from Human Resources, you head over to Neuberger Hall to take your picture for your I.D and you will receive your I.D. You must bring your **passport** for this part. Be sure your I.D. says Faculty/Staff NOT student. If your I.D. says student, please contact Yachi at yachi@pdx.edu right away.

8: CPS should have submit an Affiliate Account request on your behalf. After CPS submits this request, you should receive an email telling you how to set up your account. From that point on, your account should last until the end of your program. If you have not received this email, please contact Yachi at yachi@pdx.edu to ensure you get your account set up.

9: An ODIN account serves several purposes. With an ODIN account you will be able to access any PSU computer lab as well as get PSU wifi on your personal laptop and cell phone. Also, with an ODIN account and access to computer labs you will be able to print any important documents you may have for your research. For each year, everyone has 500 free pages to print with. You are able to print in color however, each color print costs double the amount of black and white (Use caution!)

10: The library is a great resource for students including requesting and borrowing articles and books, workshops and guides for research, renting study rooms, equipped with rentable technology and computer labs for printing. For more information about these resources please check out this website: <http://library.pdx.edu/services/students/>
If you have any questions about the library or printing contact them through any of these resources: <http://library.pdx.edu/services/ask-a-librarian/>
If you would like to check how many pages you have left you can log with your ODIN account and check your balance history at <http://print.pdx.edu>

11: If you're having any problems with your computer, using PSU wifi or any other problems please contact the Office of Information Technology (OIT) for more information. Their office is located in the Smith Memorial Student union in room 18 (basement level). Here's their website for more information: <http://www.pdx.edu/oit/>

12: Scholars can be enrolled at the [Intensive English Language Program](#) (IELP) within PSU. During summer, scholars typically enroll in IELP courses. Also, scholars can enroll in IELP at any time during their program. However, the Supreme Court Scholar should not enroll in more than two IELP courses or 8 unites per term.
Scholars can take private or personal classes (non-credit) as long as it doesn't affect their full-time participation in the PSU exchange program or cause delays in it. For more information or recommendations for English language programs please contact, Yachi at yachi@pdx.edu

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