CSB Check-In / Validation
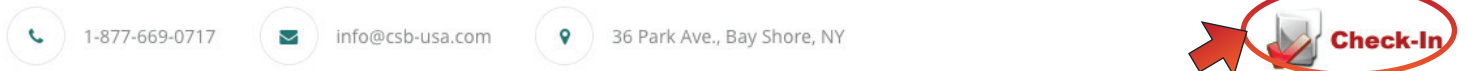
On the home page click on one of the three locations to start the checkin process

STEP #1: Enter your information in the form
Enter your SEVIS #, Candidate ID#, Last Name, and Date of Birth

📞 1-877-669-0717   ✉ info@csb-usa.com   📍 36 Park Ave., Bay Shore, NY   ✔ Check-In

CSB INTERNATIONAL, INC.

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Home › Check-In / Validation

Enter your information

Check-in / Validation

As a J-1 program participant, in order to work and travel legally in the United States, you must validate your program by Checking-in with CSB within 10 (ten) business days from arrival in the United States. This is an important step to ensure that your current U.S. address is accurately reflected in the Student Exchange Visitor Information System (SEVIS). Failure to Check-in on time will lead to a program termination.

To be in a good standing, CSB recommends that you check-in the next day after arrival. Once you Check-in, the SEVIS system will show that your visa is current and that you are lawfully present in the United States and authorized to work.

Please submit only accurate information. If you are not sure of the addresses, please ask and confirm the information before submitting it. Never provide information without being certain that you are in fact providing accurate and/or updated information.

Submitting inaccurate information may cause delays in updating the information in SEVIS and further, delays in the process of applying and obtaining the Social Security Number

Intentionally submitting false information will lead to program termination and you will be asked to return home immediately. Such action may create legal difficulties that will affect future travel, study or work in the United States intentions at any time in the future.

Start Check-in

SEVIS Number ℹ

Candidate ID# ℹ

Last Name

Date of Birth   📅

START CHECK-IN

STEP #2: Verify your information is correct.
Enter your email, arrival date in the U.S., If you have arrived, Arrival at Host Employer

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Check-In / Validation - Student Information

Please, review all information below and confirm everything is correct.

Student Information

Full Name:		Email Address:	
SEVIS #: ⓘ			
Candidate ID: ⓘ		Arrival Date in the U.S.:	
Date of Birth:		Have you arrived at your Host Employer?	⦿ No ◯ Yes
Program ID:		Arrival Date at Host Employer:	

NEXT STEP >

STEP #3: Verify your Employer information is correct.
If correct mark YES, If not correct enter No and add all changes to the field

📞 1-877-669-0717   ✉ info@csb-usa.com   📍 36 Park Ave., Bay Shore, NY   ✅ **Check-In**

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Home > Checkin / Validation - Employer

Check-in / Validation - Employer Section

Please, review all your employer information below and confirm everything is correct.

Employer Information

Company Name:	
Street Address:	
City:	
State:	
Zipcode:	
Supervisor Name:	
Supervisor Phone Number:	
Supervisor Email:	

Please Confirm Employer Information is Correct: ○ Yes ● No

Please enter any changes to your Employer Information:

NEXT STEP >

STEP #4: Enter your Housing information.
Please enter your housing information in the form.

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Check-in / Validation - Housing Information

Please, enter and review all your housing information for your staty in the U.S. below and confirm everything is correct.

Address:

Apartment / Room#:

Other Location Info (if you live in a hotel/motel or an apt. complex, write the name):

City:

State:

ZipCode:

Phone Number in the U.S.:

Phone type.:

mobile

NEXT STEP >

STEP #5: Enter any Questions or Concerns you might have
Please read and check that you understand all questions

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Finalize Check-in Below

Please, read and check all the terms and conditions stated below and leave us a question if you do not understand any of them. Once you have submitted any questions and checked the terms and conditions, your Check-in will be complete.

Questions:

[☑] Yes, I am personally submitting the Check-In information. I am also confirming that I have reviewed all the information above. I believe the information provided in the form is accurate according to my best knowledge and that I am in fact working and living at the addresses above. **I also confirm that I understand that by intentionally submitting false information I will be terminated from the program.**

[☑] I understand that during my program I must report any change in my housing address within 10 (ten) business days of the change. Failure to report the changes on time will lead to a program termination.

[☑] I understand that during my program I must have permission (in writing) from CSB in order to change my primary host employer. CSB must investigate any claim before taking a decision. Failure to have permission will lead to a program termination.

[☑] I understand that during my program CSB must confirm any new, replacement and additional (second) job placements before I may start work. CSB will normally verify (vet) such jobs within 72 hours and will confirm the result in writing. Starting work at unverified and unapproved jobs will lead to a program termination.

[☑] I will maintain contact with CSB for the entire duration of the program. As required by the program regulations, I will receive a monthly evaluation request by email every 30 (thirty) days after the Check-in and I am required to respond to CSB within 10 (ten) business days. Failure to reach back to CSB on time will lead to a program termination.

[FINALIZE CHECKIN]

YOU ARE NOW CHECKED-IN: Check your email for a confirmation

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Home > Check-In / Validation

Your Check-In Information was successfully submitted to CSB for review. Please check your email for a copy of the form you have submitted.

Check-in / Validation

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Start Check-in

SEVIS Number ℹ️

Candidate ID# ℹ️

Last Name

Date of Birth

mm/dd/yyyy   📅

START CHECK-IN