UH Faculty/Staff Guide to

J-1 Program



How to Invite J Visa Exchange Visitors J Visa Regulatory Requirements

The Purpose of the J Program

 "To increase <u>mutual</u> understanding between the people of the U.S. and the people of other countries by means of educational and cultural exchanges."



- Give and take (security issues)
- 212(e)
- Repeating Bars

Who are the J-1's?

- Non-Immigrants
- Here temporarily
- Exchange Visitor (EV) is the general name
- 5 Categories approved by DOS at UH
 - Students (Including" Student Intern" subcategory)
 - Research Scholars
 - Professors
 - Short-term scholars (maximum 6 mos.)
 - Specialist

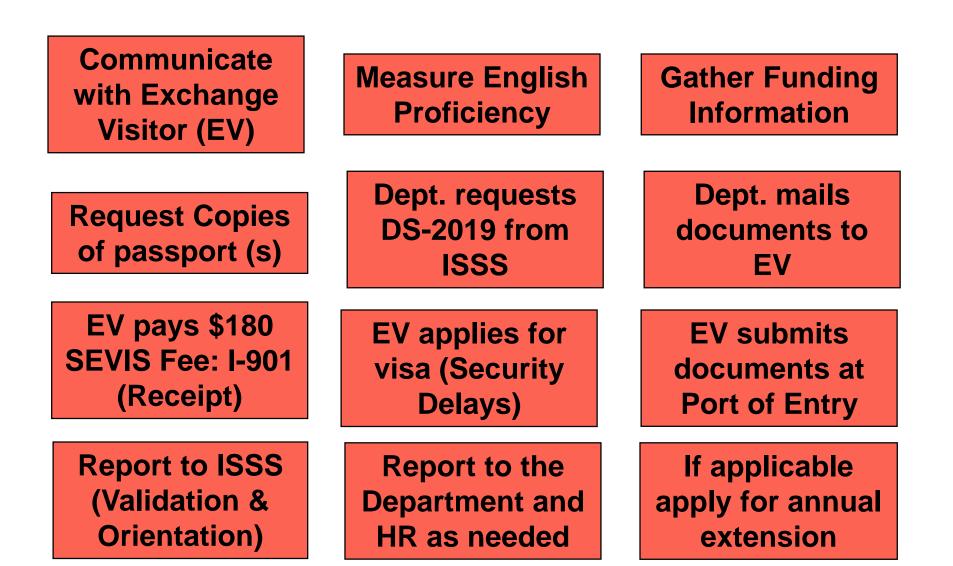
UH Commonly Used Categories

Require- ments	Student- Intern	Short- term Scholar	Research Scholar	Professor
Bachelor Degree?	no	yes	yes	yes
Max. Time	12 months	6 months	5 years	5 years
Min. Time	3 weeks	No	3 weeks	3 weeks
Fund	Personal/Org. /UH/Gov.	Personal/Org. /UH/Gov.	Personal/Org./UH/Gov.	
			Renewal on a one year or less basis	

English Proficiency Measurements

- A recognized English Language test (attach a score report); OR
- Signed documentation from an academic institution of English language school (attach a copy of the grade document); OR
- Conducted in-person interview on _____date) by _____ (faculty/staff name) or by videoconferencing on ______ (date) by _____ (faculty/staff name).
- Exemption: English is spoken as native language

How to Invite J Visa EVs



Insurance Requirements

Medical benefits Per accident or illness	\$100,000		
Repatriation of remains	\$25,000		
Medical evacuation	\$50,000		
Deductible per accident or illness	\$500		
Must inform all Exchange Visitors and dependents that they may also be subject to Affordable Care Act			

Cannot receive public benefits (CHIP, WIC and etc.)

Offer Cross Culture Activities

- Sponsors must offer or make available to the accompanying spouses and dependents (J-2s), in addition to the exchange visitor (J-1), a variety of appropriate Cross-Culture activities
- ISSS must report the DoS in the Annual Report



Name and Address Standards

- Name in SEVIS
 - No Middle Names
 - No special characters in names
 - No FNU in names
- US Address in SEVIS
 - Must meet USPS standards
 - Cannot be P.O. Box

Reporting Requirements

- Program date changes
- Financial support
- U.S. Home address/phone/email
- J-1 and J-2s email addresses are required
- Report to SEVIS within 10 days of any changes
- Report to SEVIS if J-2s leave U.S. before J-1
- Report lost or stolen DS-2019s
- Report program date changes
- Report serious problems or controversies on or before next business day

DS-2019 Form

- The U.S. DoS does not allow for a copy of a DS-2019 to be sent through any electronic means.
- ISSS must report to SEVIS if the EV will come later or not come by amending the DS-2019 form
- ISSS must report to SEVIS if the EV will complete the program sooner

Commonly asked Qs on DS-2019 Request Form

- Period of time on DS-2019
- Category
- Funding
- When UH HR signature is required
- Others will be addressed in this seminar

ISSS Website

1 S S S

ISSS Services

Students

- Optional Practical Training
- International Faculty and Scholars

Information for Departments

- Tax Information
- Health Insurance
- International Friendship Program
- Forms and Publications

Information for Departments

- Inviting J-Visa Research and Professors
- UH Employer Letter Template
- Social Security Information
- Social Security Letter For F-1 Students
- Social Security Letter For J-1 Exchange Visitors

ISSS Website

1555

- **ISSS Services**
- Students
- Optional Practical Training
- International Faculty and Scholars
- Before Arrival
- Upon Arrival
- J1 Research And Scholars and Professors
- For Colleges

Inviting J-Visa Exchange Professors

Inviting J-Visa Research and Professors

- DH Faculty and Staff Guide to J-1 Program
- The How to Select Category for Prospective J-1
- Process Outline
- Sample Invitation Letter
- Download DS-2019 Request Form

Any Questions?

Thank you!